

Barbican Centre - Event Organisers' Manual

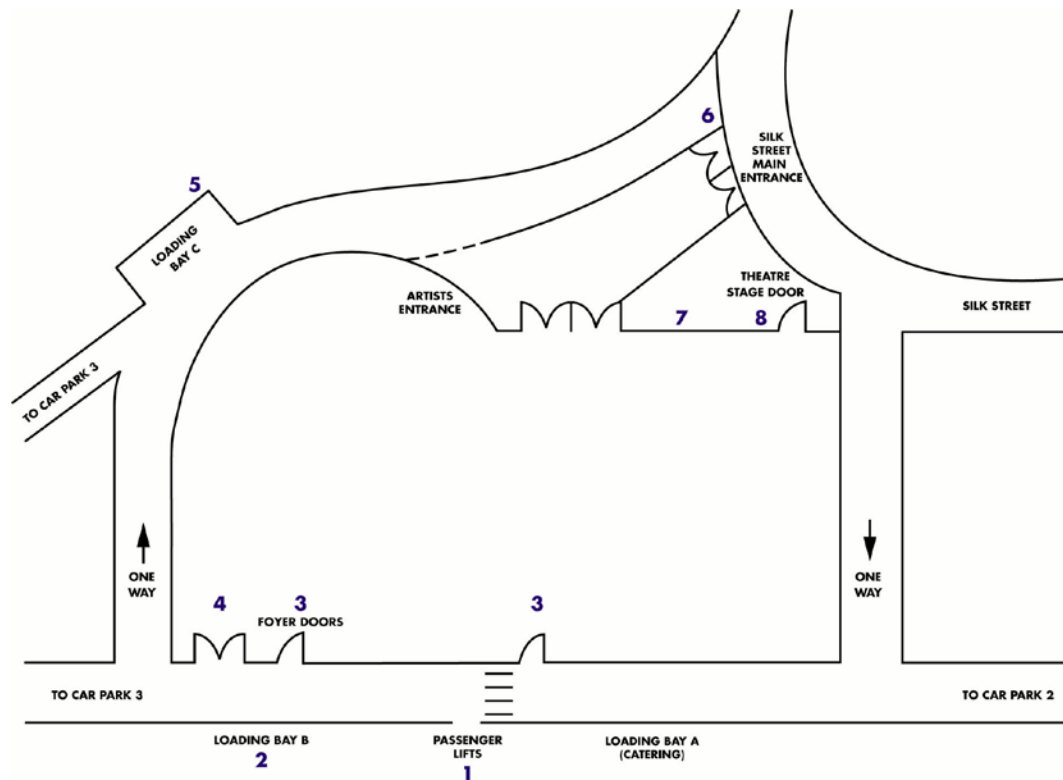
ACCESS:

Note the barrier on our internal roadway is closed between 23.00-06.00 daily; please contact your Event Manager if you need access overnight between these times. The height restriction on the service road is 3.50m (11'6") and the height restriction to all four on-site car parks is 1.85m (6'1"). There is no parking on the service roads. Barbican Security can control traffic and loading/unloading if required (at a charge). The numbers below relate to the plan of the internal roadway on page 2:

<p>1. Passenger lifts - Pit Floor (Level minus 2) to Conference Floor (Level 4)</p> <p>Access for hand held display materials only. These are the only lifts servicing Cinema 1.</p>	<p>Capacity: 1275kg / 17 people Lift dimensions: 1.50m wide x 1.40m deep x 2.10m high Door dimensions: 1.00m wide x 1.95m high <u>Access restriction on service road is 3.50m (11'6")</u> ACCESSIBLE DAILY BY VEHICLES FROM 06.00 TO 23.00</p>
<p>2. Goods Lift B in Loading Bay B (off internal roadway)</p> <p>Access to level G for heavy/bulky goods (to Fountain Room, The Curve, Ground Floor Foyer).</p>	<p>Capacity: 5000kgs / 66 people Lift dimensions: 3.80m wide x 1.70m deep x 2.55m high Door dimensions: 3.00m wide x 2.55m high Lift use: A security code is required for use of this lift - please discuss with your Event Manager. <u>Access restriction on service road is 3.50m (11'6")</u> ACCESSIBLE DAILY BY VEHICLES FROM 06.00 TO 23.00</p>
<p>3. Roadway doors to Stalls Floor (off internal roadway) and Barbican Hall doors</p> <p>Access to Stalls Floor and Choir Rooms for hand held display material and small trolleys. Access into Barbican Hall for stage sets.</p>	<p>Roadway automatic door dimensions: 1.28m wide x 2.26m high (2.5m diagonal) <u>Access restriction on service road is 3.50m (11'6")</u> Dimensions of Barbican Hall doors: 1.40m wide x 2.03m high (2.53m diagonal) ACCESSIBLE DAILY BY VEHICLES FROM 06.00 TO 23.00</p>
<p>4. Vehicle Access Doors (off internal roadway)</p> <p>Access for large sized deliveries, or motor vehicles for display, onto the Stalls Floor Foyer (with prior permission)</p>	<p>Door dimensions: 2.80m wide x 2.20m high <u>Access restriction on service road is 3.50m (11'6")</u> ACCESSIBLE DAILY BY VEHICLES FROM 06.00 TO 23.00</p>
<p>5. Goods Lift C in Loading Bay C - Level minus 2 to Level 9</p> <p>Access for heavy/bulky goods to Conservatory Terrace, Auditoriums 1 and 2, Conference Suites, Garden Room, Conservatory, Choir Rooms and backstage Barbican Hall.</p>	<p>Capacity: 3250kgs / 45 people Lift dimensions: 1.75m wide x 3.00m deep x 2.15m high Door dimensions: 1.30m wide x 1.90m high Lift use: A security code and lift door key is required for use of this lift - please discuss with your Event Manager. <u>Access restriction on service road is 3.50m (11'6")</u> ACCESSIBLE DAILY BY VEHICLES FROM 06.00 TO 23.00</p> <p>NOTE THIS LIFT MAY ONLY BE USED 08:00-20:00 (MON TO SAT) AND 09:00 TO 20:00 (SUNDAYS) DUE TO NOISE RESTRICTIONS</p>
<p>6. Silk Street Reception</p>	<p>Courier delivery point for envelopes and small packages only (manned 08.00-20.00 Monday to Friday). All other goods to be delivered to Loading Bay C (manned during weekday office hours)</p>
<p>7. Barbican Theatre Lorry Lift</p>	<p>Standard articulated trailers (up to 14m) must be rear (and not side) loading, and not reliant on power from the cab (as this will be disconnected and left at street level.) Sea freight containers (6.1m or 12.2m) must arrive on a low loading trailer such that maximum dimensions above are not exceeded. There is no way of cross loading the container from its trailer onto the lift. Lift dimensions: 4m high x 14m long x 2.75m wide. Loading capacity (lift stationary): 38 tonnes Loading capacity (lift moving): 20 tonnes</p>
<p>8. Barbican Theatre Stage Door</p>	<p>Pedestrian entry into Barbican Theatre (manned during Theatre open hours)</p>

Barbican Centre - Event Organisers' Manual

ACCESS – BARBICAN INTERNAL ROADWAY PLAN:



ACCOMMODATION:

The following hotels are located near to the Barbican Centre:

Thistle City Barbican Hotel, 120 Central Street, London EC1V 8DS

Tel: +44 (0)871 376 9004

Web: http://www.thistle.com/hotels/united_kingdom/london/thistle_city_barbican/location/index.html

Montcalm at the Brewery London City, 52 Chiswell Street, London EC1Y 4SD

Tel: +44 (0)20 7614 0100

Web: <http://www.themontcalmlondoncity.co.uk/>

The Malmaison, 18-21 Charterhouse Square, London EC1M 6AH

Tel: +44 (0)844 693 0656

Web: <https://www.malmaison.com/locations/london/>

Citadines Barbican, 7-21 Goswell Road, London EC1M 7AH

Tel: +44 (0)7566 8000

Web: <http://www.citadines.com/en/uk/london/barbican.html>

AMPLIFIED MUSIC:

Conservatory and Conservatory Terrace:

The conditions of our Music and Dancing License state that amplified music is not permitted in the Conservatory (on Level 3) and Conservatory Terrace (on Level 4). Amplified speech is permitted. There are conditions regarding the use of unamplified music, namely:

- All groups/bands playing in these areas will not have more than 5 musicians.
- Percussion players will use brushes only, not sticks or beaters.
- The areas used for music will be located away from the window area.

Barbican Centre - Event Organisers' Manual

- Amplification is permitted for spoken announcements, continuity or safety purposes only.
- Unamplified music needs to cease at 23:00

Garden Room:

Currently, we have a license for amplified music until 23:00. Sound levels are electronically monitored and all power automatically switched off if sound levels exceed 95 decibels (only the Centre's Duty House Manager has authority to reset the power once). Please discuss exact requirements with your Event Manager.

ANIMALS:

If you will be bringing animals on site, please discuss the details with your Barbican Event Manager giving at least 4 weeks' notice

AUCTIONS:

If you plan to hold an auction during your event, please discuss the details with your Barbican Event Manager giving at least 4 weeks' notice

AV FACILITIES:

See 'Technical Facilities'

BOX OFFICE:

The Barbican Box Office can produce printed tickets for all auditoria with at least two weeks' notice. We can also provide a full Box office service for all auditoria with four weeks notice - ie complete pre-event Box Office services plus a staffed Box Office during the event. Please discuss details and charges with your Event Manager, a fact sheet listing all options is available.

Please note that clients must not appoint any third party to provide box office services without prior approval from the Barbican.

CAR PARKS and COACHES:

There are four on-site car parks at the Barbican Centre, open between 06:00-23:00 every day (vehicle exit is possible 24 hours a day). Opening times can be extended for private events at additional charge. Car park 2 (season pass only) and 3 are situated off Silk Street via our internal roadway; car parks 4 and 5 are situated off Beech Street. Please note there is a height restriction of 1.85m (6'1") for all car parks. For further details, see the Barbican website: <https://www.barbican.org.uk/your-visit/getting-here/car-parking>

Coaches:

If your event is being serviced with coach drop off or collection, please advise your Event Manager at the earliest opportunity. As the Barbican is located in a residential area, we operate strict guidelines for coach drop off and will forward to you a coach protocol document which you must forward to your coach operator. Note that, as Silk Street is a 'no idling zone' vehicle engines must be switched off whilst waiting.

Congestion charge:

The charge applies to the area surrounding the Barbican (07:00-18:00, Mon to Fri only, excluding public holidays). See the Transport for London website for full details: www.tfl.gov.uk

Disabled parking spaces:

- Car Park 3: (7 disabled bays, entrance via Silk Street) gives unstepped access to the Barbican via the internal roadway to the Stalls Floor Foyer (level minus 1) and main passenger lifts (all floors); the kerbs are ramped at intervals.
- Car Park 5: (5 disabled bays, entrance via Beech Street) gives ramped access onto the Lakeside Terrace (Level G) and directly onto the Ground Floor Foyer (Level G). Lift access direct from Car Park 5 to Level 4 (for Frobisher Auditoria 1 and 2 and Frobisher Rooms).
- We offer complimentary car park vouchers for disabled patrons - please see any member of Barbican staff for details.

Pre-booked car parking spaces:

Please see the car parking section on our website: <https://www.barbican.org.uk/your-visit/getting-here/car-parking>

CASHPOINT:

There is a cash machine located on Level 2, outside the Barbican Library (there is a charge to withdraw cash)

Barbican Centre - Event Organisers' Manual

CATERING:

Searcys, our on site caterers, will provide anything from refreshments for 10 to a cocktail party or fork buffet for 2,000. Please see the Barbican website for further details: <https://www.barbican.org.uk/hire/venue-hire/what-we-offer>. We have set menu choices for ease, but are also happy to provide bespoke quotes for any style of menu - please liaise with your Event Manager for details. Please note the Centre does not permit external catering companies except by prior arrangement.

Alcohol licenses:

The Barbican holds alcohol licenses until 23:30 for most on-site venues. At least 21 days' notice is required if an extension to this license is needed.

Corkage:

It is possible for clients to provide their own drinks with prior agreement, please ask your Event Manager for charges

Dietary requirements:

All menus automatically include a vegetarian option, and other dietary requirements can always be met with prior notice (eg Kosher, Halal, vegan) although occasionally with a supplementary charge. Searcys, our on site caterers, provide a full breakdown of allergens within your catering choices as required.

Minimum/additional catering charges:

Please note there is a minimum catering charge of £75.00+VAT (applicable per half day, between 09:00-13:00 and 13:00-17:00). There may be additional charges made for out-of-hours catering (before 07:00 or after 23:00). In all cases, your Event Manager will provide bespoke quotes beforehand.

Public catering facilities:

The Barbican offers public catering for all tastes, with a wide choice of public catering outlets available. Please see our website for full details: <https://www.barbican.org.uk/your-visit/eat-drink>

CLOAKROOMS:

Cloakrooms to deposit coats and a limited number of bags are situated at convenient locations around the Barbican and will be manned at all times during business events by Barbican Hosts (ie stewards). No charge is made for these facilities. Your Event Manager will confirm the location of the most appropriate cloakroom for your event. Note that random bag searches may be carried out by Barbican staff from time to time.

CONCIERGE SERVICE:

The City of London now offers a bespoke information service, staffed by expert multilingual visitor advisers from the only official tourist information centre in central London. The service offers information and booking services on the spot, including fast track tickets to all major attractions, transport information and maps, river cruise tickets and much more. This service can be provided in a variety of languages, including English, French, German, Spanish and Italian amongst others.

Contact the service directly at visit@cityoflondon.gov.uk or telephone 020 7332 3489 and mention the Barbican when booking.

CONTACT INFORMATION:

Postal Address:

Barbican Centre
Silk Street
London
EC2Y 8DS

Business Events Sales Office:

Tel +44 (0)20 7382 7043
email businessesevents@barbican.org.uk

Business Event Management Office:

Tel +44 (0)20 7382 7051
email BusinessEventsAdmin@barbican.org.uk

Barbican Centre - Event Organisers' Manual

DELIVERIES, COLLECTIONS and VEHICLE MOVEMENTS:

All deliveries and collections should be made via Loading Bay C (see also the information on page 1 and 2). This area is manned between 06:30-18:00, Monday to Friday. Please address all items as follows:

ATTN: [name of your Barbican Event Manager]

[Title, venue and date of your event]

Loading Bay C

Barbican Centre

Silk Street

London EC2Y 8DS

Use of Loading Bay C:

- Access to the loading bay is via our internal roadway, for which there is a height restriction of 3.50m (11'6").
- Loading Bay C is manned between 06:30-18:00, Monday to Friday
- As Loading Bay C is an accessible area, it is not suitable for out of hours deliveries of technical and other expensive equipment.
- Precise timings and details of deliveries and collections should be confirmed in advance with your Event Manager.
- All packages should be clearly labelled (especially important for collections waiting in Loading Bay C following events)
- Please note that, in accordance with our Standard Conditions April 2013 (Clause 16) any property brought into the Barbican remains the entire responsibility of the owner and the Barbican cannot be held responsible for lost or damaged items.
- Couriers must only be booked a minimum of 2 hours post-event to allow Barbican staff time to move items to Loading Bay C.

Vehicle movements:

The internal roadway is open for event deliveries from 06:00 to 23:00 (Mon to Sat) and from 09:00 to 23:00 (on Sundays and Bank Holidays). Please contact your Event Manager for advice for times outside of these hours. If loading/unloading activity on the internal roadway must take place outside of the above hours, it must be strictly quiet to avoid disturbance to our local residents. Due to the proximity of residents, noise must be kept to a minimum during loading/unloading operations as follows:

- Vehicles must turn off engines and sound systems.
- Items must be loaded/unloaded as carefully as possible.
- Doors should not be slammed and voices kept low and to a minimum.
- All mobile phones should be switched to silent and use should be restricted to essential calls only.
- Any speed humps must be approached slowly to avoid unnecessary noise.

DISABLED ACCESS:

We are committed to making patrons' visits as straightforward and enjoyable as possible. Your Event Manager can assist you with any specific access queries you may have. For detailed access information, please see the Barbican website: <https://www.barbican.org.uk/your-visit/accessibility>

FIRE ALARMS:

The Barbican is protected by an automatic fire alarm system and your Barbican Event Manager will brief you prior to your event on the fire procedures. Intermittent sounders indicate that your area is on alert and you should standby to evacuate. Continuous sounders indicate that you should evacuate via the nearest fire exit. The Barbican staff on duty will direct you out of the building, stay with you, and advise you when it is safe to return. Please do not return to the building until you have been given the all clear. A fire alarm test takes place every weekday between 08.00-09.00. It is helpful to inform your Event Manager if there will be wheelchair users attending your event.

FURNITURE:

Meeting furniture (tables, chairs, top tables, lecterns, catering furniture etc) is provided at no additional charge subject to availability. In addition, we have items of stage furniture in stock (lecterns, easy chairs, coffee tables, top tables) which may be used within any auditoria, space depending. Please discuss exact requirements with your Event Manager.

If you plan to create bespoke branding for any Barbican furniture, please double check exact measurements with your Event Manager before placing your order. Only low tack NEC-style gaffer tape may be used to fix branding to Barbican furniture; Barbican staff will assist if necessary.

FIRST AID:

The Barbican has fully trained first aiders on site at all times. Medics can also be hired exclusively to work at private events at a cost. If medical assistance is required at any time, please contact any member of Barbican staff.

Barbican Centre - Event Organisers' Manual

HEALTH AND SAFETY:

General points

- Plans, full details of stage sets and exhibition displays, fire certificates and material samples if relevant must be submitted at least two weeks prior to the commencement of tenancy. Please note that liaison with any exhibitors must be through the client and not between exhibitor and the Barbican.
- Risk assessments and method statements may be required for particular items or processes - please discuss in good time with your Event Manager.
- Nothing may be attached in any way (eg nailed, screwed, taped) to the main fabric of the building or any of the fixtures and fittings.
- On-site painting or wet decoration is prohibited, except with prior permission.
- The foyers are not suitable areas for heavy items. Average weight loading is 488kg/m² (100lb/ft²). Any exhibit over this weight must be discussed in advance.
- Please discuss power requirements with your Event Manager in the first instance. 13amp sockets are readily available but must not be overloaded. 3 phase power can be supplied in specific locations, at a charge.
- PAT test certificates may be required for certain electrical items - please discuss with your Event Manager.

Fire Certificates:

- All materials brought on site by clients must achieve a Class 1 surface spread of flame, or equivalent, and certificate(s) confirming this must be sent to your Event Manager prior to the event. This is obtainable from the relevant manufacturer.
- Any materials brought on site without the relevant fire certification will be tested to check their fireproofing and should they fail, must be replaced with a suitable material or treated (eg with Flambar).
- Timber boards must be rendered Class 1 flame resistant by a process of impregnation by a company registered under the British Standards Institution. MDF used must either be a minimum of 18mm thick or be treated or achieve Class 1.

Special Effects:

Please discuss with your Event Manager in good time prior to your event (a minimum of 4 weeks) if you wish to use any special effects. Licenses are required for smoke machines, strobes (must not exceed 8 flashes per second fixed frequency), misters, pyrotechnics and certain other items. The following details will be required:

- The make of machine(s)/special effects being used
- The output of the machine(s)
- Power supply required
- The location of the machine(s)/special effects during the event
- Timings and duration of use
- COSHH details of any relevant substances
- Risk assessments and method statements
- A suitable time for an on-site demonstration

HOTELS:

See 'Accommodation'

INSURANCE:

Organisers are reminded that they must indemnify the Corporation against all losses, liabilities, claims and expenses in respect of injury, loss or damage to persons or property arising out of occupation of the premises. (Please refer to the Hiring Agreement, the Memorandum and the Standard Conditions).

If you are considering taking out insurance for your event, we would suggest contacting Clarity Event Insurance (an independent UK based insurance broker and consultancy specifically created for the events industry) or Hencilla (specialists for Arts and Media Insurance)

INTERNET ACCESS:

Complimentary Wi-Fi is available throughout the Barbican via the following networks:

- The 'Barbican Event' network offers immediate connection with no registration process. Your Event Manager will confirm the password in advance of your visit (password changes monthly)
- 'Barbican Free Wi-Fi' and 'The Cloud' networks require a short registration process for new users and are thereafter free to use
- Users of the Boardroom also have use of a private Wi-Fi network named 'Boardroom' which offers immediate connection with no registration process. Your Event Manager will confirm the password in advance of your visit

Barbican Centre - Event Organisers' Manual

Dedicated Wi-Fi and cabled internet connections (up to 100mb) can be provided for commercial events. Please contact your Event Manager with your exact requirements, giving at least 2 weeks' notice. A factsheet listing all options is available on request from your Event Manager.

LAPTOPS and PRESENTATION CONTENT:

- Barbican Technicians manage the in-house technical equipment: ie lighting and sound systems including microphones, projectors and any other technical equipment you hire from us. Our business clients remain responsible for their own laptops and any presentation content.
- For clients using Windows laptops, connection to Barbican equipment is via either a VGA or full size HDMI socket.
- For clients using Apple laptops (eg MacBook Pro's) clients must supply the relevant Mac adaptor, with a Mac socket at one end and a VGA or full size HDMI socket at the other. It is important that the appropriate power lead is used.
- We would strongly recommend that clients do not use Macbook Air's as we find they are not powerful enough to output presentations to their own screen and a projection screen or comfort monitor simultaneously. Macbook Pro's do not have this issue and would be our preference for clients using Apple Software to use.

MERCHANDISING:

The Barbican has its own retail team, and any merchandising (ie selling of items to event guests) must be confirmed and agreed in good time prior to events. Commission is sometimes charged on some items. Please liaise with your Event Manager for full details.

OPENING HOURS:

The Barbican is open from 08:00-23:00 (Monday to Saturday) and from 11:00-23:00 (Sundays and Bank Holidays). For access outside these hours, additional charges may be incurred - please discuss with your Event Manager.

POWER:

Please discuss electrical power requirements with your Event Manager, giving at least 3 weeks' notice for anything over and above standard 13amp requirements. 13amp sockets are readily available but must not be overloaded. Clients and exhibitors are requested to provide their own electrical extension leads.

3 phase power can be supplied in specific locations, at a charge.

RADIOS/WALKIE TALKIES:

Audiolink are our preferred supplier for event radios (walkie talkies) and provides the best coverage across the Barbican Centre. Clients should book directly (Tel: 020 8955 1100/Fax: 020 8955 1111), asking for a talk group system within the parameters of the Barbican house frequency (453.4 - 459.9 Hz). This ensures that clients are covered by our existing in house license. It is possible to order more than one channel on each handset (for example, two separate channels could be used by client security team and client front of house team).

Clients should take responsibility for delivery/collection of radios from Loading Bay C (see 'Deliveries and Collections' for details). Clients are also welcome to bring their own short range radios - please ensure such handsets are JFMG compliant.

RAFFLES:

Raffles can be held within the Barbican provided that there are no cash prizes, the raffle is drawn on-site and it is run on behalf of a Registered Charity. A raffle license is required which must be applied for in writing, giving a minimum of 21 days notice. Details required are as follows:

- The name and address of the Charity
- Confirmation of the above points
- The date of the event and the date of the draw
- Details of the prizes

Barbican Centre - Event Organisers' Manual

REGISTRATION AREAS:

Frobisher Reception (Level 4):

Frobisher Reception on Level 4 serves Frobisher Auditoria 1 & 2 and all Frobisher Rooms. It is manned by Barbican staff to ensure that ancillary services such as photocopying are available during events in this area.

Direct Tel during events: 020 7382 7356

Conservatory Terrace (Level 4):

Direct Tel during events: 020 7382 6122

Garden Room (Level 3):

Direct Tel during events: 020 7382 2303

Registration desk - Stalls Floor Foyer (Level minus 1/Stalls Floor Foyer):

A large, purpose built registration desk is provided for exclusive use by clients hiring the Hall or Theatre. Barriers for queuing systems are provided. There are 5 screens above the desk which may display clients' bespoke Powerpoint pages (useful for alphabetical registration for delegates). A tannoy system is installed on the foyers for announcements. There are 3 direct dial in/out telephone lines available (calls charged at cost) numbers as follows:

020 7382 6105

020 7382 6106

020 7382 6107

SECURITY:

Security officers are on duty in the Barbican 24 hours a day to oversee building security. We are also able to supply dedicated security personnel to cover individual events if required - please discuss in advance with your Event Manager, who will provide a bespoke quotation. Please note that large bags are not permitted into certain auditoria - please check with your Event Manager for details. Please see here for updated security advice: <https://www.barbican.org.uk/your-visit/general-info/security-information>

SIGNPOSTING:

The Barbican has a permanent internal signposting system for all visitors (a combination of plasma screen and paper signage). For business events, this is supplemented with directional signs specifically for each event which we create free of charge. Up to x3 client logos can be included (.jpg format) on all paper signage.

Clients using the Hall or Theatre may provide their own paper signage to fill the poster frames in the main Foyers by prior arrangement. Measurements are as follows:

- Double crown: 30x20" or 762x508mm (portrait)
- Quad crown: 30x40" or 762x1016mm (landscape)
- 4 sheet: 60x40" or 1524x1016mm (portrait)

Clients using Cinema 1 may provide their own paper signage to fill the four poster frames in each foyer by prior arrangement. Measurements are as follows:

- Quad crown: 30x40" or 762x1016mm (landscape).

SMOKING:

Smoking is not permitted in any venue or on the internal roadway at the Barbican. The only exception is the smoking area (designated by barriers) on the Sculpture Court, Level 3

STAFFING:

Your dedicated Event Manager or a named deputy will be on site throughout your tenancy times (ie during set up, event and break down). Barbican Hosts (ie stewards) are on duty during private events to provide assistance, information and directions to patrons and will also assist in the evacuation of venues in the event of an emergency. Hire of some venues also includes technicians and stage staff - please refer to your venue hire contract for full details.

Barbican Centre - Event Organisers' Manual

TECHNICAL FACILITIES (see also LAPTOPS and PRESENTATION CONTENT):

The Barbican has a full-time department of professional technicians who specialise in sound, lighting and projection throughout our venues. Some staff and equipment are included with venue hire (please see your contract for details). All Auditoria and Frobisher Rooms have built-in front projection screens and we hold large stocks of sound, lighting and projection equipment.

All details should be discussed with your Event Manager in advance, who will then confirm all details and provide a bespoke quotation. For larger events, a technical/production site meeting at the earliest opportunity is advised. Clients and their production companies may bring in their own technical equipment with prior approval, but are responsible for its installation and operation throughout. Please note that some technical options may alter the capacity of the venue(s), for example, cameras sited within auditoria seats. Please discuss your requirements with your Event Manager in the first instance.

Please note that clients are responsible for management of all presentation content (eg altering of Powerpoint slides, operation of event laptops) throughout and must liaise directly with presenters.

If your event requires lapel microphones, you may wish to ask your presenters to wear an outfit that includes a belt or a pocket so that we may easily fix the lapel microphone and small battery pack to them.

TELEPHONES:

The Barbican Centre has telephone extensions from our switchboard throughout the building - these may be used for internal calls at no charge. They can also be programmed for specific events to allow external calls (up to an international level), which are then metered and recharged. See 'Registration areas' above for useful telephone numbers.

TICKETING SERVICES:

See 'Box Office'

TOILETS:

Toilets for the use of all patrons are situated on all levels.

For full details of accessible facilities, please see the Barbican website: <https://www.barbican.org.uk/your-visit/accessibility>

VEHICLE MOVEMENTS:

See 'Deliveries, Collections and Vehicle Movements' above

WEIGHT LOADING:

Maximum weight loading of Silk Street Reception area (ie white floor) = 2500 kg (+ 5% if necessary, giving a total of 2650 kg).
Maximum weight loading of Ground/Stalls Foyers/Curve Art Gallery = 100 lb/ft²

WIFI:

See 'Internet Access'