



## Operational Management Plan LOCK WAREHOUSE

This Operational Management Plan (OMP) has been prepared to detail the strategy for the operational management of the proposed use of Lock Warehouse at 29-32 The Oval, London.

### Proposed operation for 29-31 The Oval, E2

The proposed unit will be operated as follows.

The unit will house the following spaces as shown on the attached indicative layout plan;

1. Photographic Studio / Events Space
2. Entrance reception with coffee kiosk
3. Outdoor garden space

#### 1. Photographic Studio / Events Space

The main open space will house a photographic studio with a cyclorama cove, which will serve as a backdrop for photographic shoots. Photographic shoots are Lock's core business, and we anticipate that studio rentals will make up the majority of our client bookings for this space. Our clients will primarily come from the fashion industry, but will also include brands in the beauty, luxury, and advertising sectors.

On occasions when the studio is not being used for shoots, we also anticipate using the main space for events. These events will centre around product launches, corporate gatherings, charity events, fashion shows, and similar occasions. We do not intend to host any public live music events.

The space will only be open when we have clients booked, which we estimate will be about 50% of the time. Typically, photoshoots begin around 9 am, so we expect staff to be on-site approximately an hour before, at 8 am. Occasionally, shoots may need to start earlier, so on rare occasions, we may require staff to be on-site from 6 am. Opening Hours :

- Monday to Wednesday: 7.00am – 00.00am
- Thursday to Saturday: 7.00am – 01.30am
- Sunday: 8.00am – 23.00pm
- Max Occupancy : 500 (except for 5 occasions a year at 700)

#### 2. Entrance Reception with coffee Kiosk

The ground floor will house the main reception for our studio. Additionally, it will serve as a coffee kiosk, offering hot drinks and providing a workspace for our clients.

This space will serve as the primary entrance for our clients, featuring a glass entrance facade with a shutter to secure the space at night

#### 3. Outdoor Garden Space

Lock will be redeveloping an outdoor terrace to create an urban oasis. This space will serve multiple purposes, including photographic shoots, hosting client lunches, acting as a breakout space during photoshoots, and occasionally serving as a smoking area during events and functions

- Monday to Friday: 9am — 10.30pm
- Saturday: 8am — 11.30pm
- Sunday: 9am — 10.30pm
- Occupancy 150

No alcoholic drinks can be taken into the garden space after 22:30 hours and the garden space shall not be used by patrons after 21:30 except for patrons permitted to temporarily leave and then re-enter the premises, e.g. to smoke, which shall be limited to 40 persons at any one time).



## Management & Staffing

Lock Studios is an established local employer, providing jobs for over 55 locally based employees. We envisage the site having a core team of 5 staff members who will be in the venue most days. Outside of this we will work with up to 30 freelancers per day when we have large photoshoots or events in the space.

### SECURITY

All events at which alcohol is served will have security staff on-site. The number of security personnel present will be adjusted according to the event's size.

The level of security will be adapted to the specific circumstances and may increase as the evening progresses, especially during night-time events.

Additional security measures will be implemented for certain temporary events and activities on-site.

CCTV cameras have been strategically placed externally on buildings, along access routes, and in the courtyard. They will be monitored from the central management hub

## Entrances & Evening exit strategy

The main entrance to the space will be through the glazed entrance on the ground floor. Additionally, the space has two other exits. One is located to the south of the site and will primarily be used by staff members. The second exit is an external walkway, which will rarely be used, except in emergencies or if a client requests to use this entrance for a shoot.

Within our application, our maximum capacity is 500 (excluding staff), except for 5 occasions a year where the capacity can be extended to 700 (excluding staff) providing the Tower Hamlets Licensing Authority are notified in advance. Using governmental occupancy guidelines, we have determined the actual maximum occupancy could be 1000+. We believe the reduced occupancy will assist in exit strategy as well as appease neighbours and avoid nuisances that occurred in previous use of the site.

## Neighbour relations

Lock Studios are aware that historically this site has caused nuisance to local residents and are therefore mindful that good neighbourhood relations are of paramount importance. In order to ensure this is addressed Lock have :

- Outlined a comprehensive management regime as outlined in this document;
- Are proposing to install significant planting in the external areas of the scheme which will improve the visual impact of the site from the road.
- The use of the outdoor area has been limited in order to minimise nuisance to locals
- The main space has acoustic soundproofing, so the escape of noise will be kept to a minimum.
- Changed the use of the space from a predominately loud venue accessed by the general public to a Shoot / Event space which would be limited to invited / known guests

It is not in Lock Studio's interest to create a site that produces noise and disturbance for its neighbours.

## Opportunities for local residents & businesses

Lock's vision is that the development of the wider site will bring benefits to the existing local area. Where possible we will champion local events and ensure that residents can use the space for community initiatives.

Lock will encourage working with local businesses whenever possible and aim to recruit employees from the local area. Lock is a B Corp company that strongly values purpose over profit. We place an important emphasis on having a positive impact on our local community.

# Emergencies

Lock will take action to minimise the disturbance to neighbouring properties and residents when emergency arrangements are in place. The management team would liaise with the local authority, Metropolitan Police, Amenity Groups as well as the residents' forum as appropriate.

