02.03.17

Slung Low – Box Office walk-around on site at Victoria Dock

Attended by Joanna Resnick (Slung Low Producer), Lindsey Alvis (Hull 2017 Producer), Martin Atkinson (Hull 2017 Assistant Producer), Gareth Hughes (Hull 2017 Production Manager), Jessica Firbank (Hull 2017 Box Office) & Jack Dunkerley (Hull 2017 Box Office).

Site

* Perimeter & entry points discussed. SL not planning to use physical barriers to restrict access to the site
* Audience across the bridge, facing the dock. Bridge load has been confirmed by JR and council
* JR to provide a detailed site map with staffing & volunteering noted
* GH confirmed that although volunteers & stewards can guide the public, they do not have authority to refuse access to public walkways or close roads
* Parking to be provided at the Deep. 280 spaces. MA to confirm this number
* JR to review number of volunteers required. Also provide breakdown of staff members and stewarding. MA to arrange a meeting with volunteering.
* Toilets at village hall – 3 ladies, 1 mens, 3 urinals. GH checked purple guide and toilet numbers are just about fine for outdoor event.
* Volunteers to direct patrons to toilets on public foot path to protect grass verges. JR to enquire on activities in the village hall during performance times

Box Office

* Messaging re parking to be refined and agreed with MG & DW
* Access messaging to be refined re parking
* Spec of box office tent to be provided by MC&L including instructions for use and H&S requirements. Question raised re security during out of hours or strike every evening. GH to request this from MC&L. Location discussed keeping in mind emergency access to the dock and proximity to resident’s homes
* Messaging clear for ticketed & sold out event so as not to encourage unexpected members of public
* Map to be provided in advance to patrons? Messaging about toilet facilities to be clear.

Access

* Blue badge parking to be provided at Deep, village hall or winding house. JR meeting village hall on Mon to discuss. This is preferred option due to proximity to site, number of spaces and toilet access before entering the site.
* Feedback at fireworks re space & turning circle of electronic wheelchairs. JR to visit disabled access toilets to review space
* KCOM conversation to be progressed for tablets for captioning. MA to lead this?
* Raised platform to be built by SL. JR to discuss location and spec with David Farley. Location to agreed. Centre of the bridge will make toilet access difficult, moving through the crowd.

Marketing

* Meeting to take place asap. MA to arrange
* Site dressing update to be covered at the meeting
* MarDigi to advise on way finding working closely with MA