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| Show date | 15th Oct 2017 | Show name | 2097:We Made Ourselves Over |
| Date form completed | 16th Oct 2017 | Completed by | A. Pearson  Nick Tandavanitj |

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| **1. GUIDANCE** |

Complete this form after any event with an audience or participants (including public, press, invited guests etc). Use a computer – do not print and hand-write it.

Every individual event needs a report, eg a matinee & evening performance on the same day need a report each; consecutive workshops with different participants need a report each…

Where directly associated events (eg pre-show talk, partner reception, touch tour…) are run by the same person(s), they can be included in the same form. Where these are managed by different people, each requires a separate form.

Once completed, or circulate it to the project team and James Crawford.

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| **2. ABOUT THE EVENT** |

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| Venue / location | Lord Nelson, Orchard Park | | |
| Expected doors open | 17.00 | Actual doors open | 16.45 |
| Expected start time | 17.00 | Actual start time | 16.45 |
| Expected end time | 18.00 | Actual end time | 18.00 |
| Expected attendance | Screening audience:  50  Passengers in cars:  6 | Actual attendance | Estimated passers-by and casual viewers:  30  Directly engaged by Hull 2017 Volunteers and  Blast Theory:  63  Passengers in cars:  7 |

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| **2. STAFFING** |

*(leave blank where not applicable)*

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| Event Manager | A.Pearson/J Hill |
| Production Manager | A.Pearson/J Hill |
| Production Company | Blast Theory |
| Stage Manager | A.Pearson/J Hill |
| FOH Manager |  |
| *Add other Hull 2017 staff below with their roles; add more rows if required* | |
|  | Hannah Williams Walton |
|  | James McGuire |
|  |  |

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| --- | --- |
| Event Volunteer Lead | Jo Hill |
| No. of volunteers | 5 |

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| --- | --- | --- |
| Security provided by | prestige | |
| No. of security staff | 1 | |
| Did a briefing take place for staff, volunteers & security? | | **Yes** / No |

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| **3. ACCESS** |

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| --- | --- | --- | --- | --- | --- |
| Hearing Loop? | ~~Y~~/**N** | BSL interpreted? | ~~Y~~/**N** | Surtitled? | ~~Y~~/**N** |
| Subtitled? | **Y**/~~N~~ | Relaxed perf? | **Y**/~~N~~ | Audio described? | ~~Y~~/**N** |

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| --- | --- |
| No. of attendees with access requirements | 0 |

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| **General access comments:**  None |

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| **4. GENERAL COMMENTS** |

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| **General FOH comments** (eg audience feedback, atmosphere):  The location was quiet save for the customers of the pub and those arriving with priority codes. The screening van set-up early for this location. Attracting 10-15 people from the pub out to the car park. This group then gathered to look at the Teslas parked around the corner in the car park. One of the drivers, Dean, gave the group a tour of the cars. Nick then spoke to individuals about the project and signed up participants for the car ride. 2 out of 3 priority codes from people who’d picked up the call on October 1st arrived for the screening.  The screen was positioned to be visible from inside the pub and from the smoking area outside the front of the pub. This meant a steady stream of people sat watching, in particular, smokers and children of those in the pub.  Two volunteers were known to people in and around the pub – one having run the local fish and chip shop for several decades and the other, her daughter, being a teacher in the local school. This helped with attracting people to engage with the project, including one of the teacher’s ex-students, an 18yr old boy who would otherwise have not have taken part. Volunteers also set-off in pairs along Endike Lane to speak to passers-by. |

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| **General BOH comments** (eg technical issues):  Due to an error in the call time for volunteers, they did not arrive on site until 5.00pm – the scheduled start time for the screening. This meant the volunteer briefing took place only once the screening had already begun. The late arrival meant that some of the initial conversations about the project with the public were patchier than we’d have liked, however, having volunteers who knew local people, in this context proved invaluable, sparking personal conversations about the future with the volunteers.  Volunteers were briefed that the car ride could often be an emotional experience and to be cautious about invitations to anyone who appeared to have been drinking excessively. The 5pm screening coincided with the start of the pub’s quiz which drew some attention away from the films. |

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| **5. INCIDENT REPORTING** |

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| **Summary of any accidents or near misses, and reference number of the forms completed to report these**:  None |

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| **Summary of any safeguarding incidents, and reference number of the forms completed to report these**:  None |

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| **6. ACTION POINTS** |

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| **Note any actions arising from the event, who should enact them and by when**:  None |