

## STAFF BRIEF - ACCESS

*(See overleaf for map of the areas, toilets, parking, etc)*

**TIME OF ARRIVAL:** 15:00 - 15:30

**BRIEFING:** 15:30 at C4DI

**TEAM LEADER:** Hannah Willams-Walton

### TEAM ACCESS

- James McGuire
- Elizabeth Bergeron
- Lindsey Alvis
- + 10 x vols

**AT ROAD CLOSURE:** Rachel Crow & Carys Taverner (16:00 - 17:30)

**RADIOS:** The Access Team will have 2 x radios (Hannah & James) with another one with Rachel at the road closure for the first 90 mins of the gig.

You will be on **Radio Channel 6** please note this is a shared channel with our Traffic Management team, please keep all chat to essential Access related chatter only.

### BLUE BADGE PARKING

We are using two carparks to service the needs of our blue badge requests.

1. **Blackfriargate Carpark** (just inside Queen Street) - this surface is more suitable for wheelchairs.
2. **C4DI** - this surface is not suitable for wheelchairs

### ENTRY OF BLUE BADGE VEHICLES:

Please read the access comms that went out to ticket holders with access requests *(attached to this brief.)*

All "access ticket holders" have been advised to enter site via the Garrison Street Roundabout (via the closed A63) to Queen Street)

Upon arrival at this entry point, Rachel and Carys will tick off name on the access register, radio through to a staff member at Queen Street, who upon the car's arrival can direct them to the relevant car park

### PARKING OF BLUE BADGE (see page 3 for locations)

1. **BLACKFRIARS** 2 x vols to assist with pointing out the flat egress of the car park and directing them to Nelson Street
2. **C4DI** 2 x vols to assist with directions to Nelson Street and if required to assist with helping anyone who may need it to cross the surface.

## WHEELCHAIR AREA (NELSON STREET)

Hannah & Lindsey(+ 5 x volunteers)

- This area is fully booked inc. wheelchair users and carers.
- Access to the Wheelchair area will from the ramp starting just opposite the World Trade centre building.
- 2 x volunteers should be stationed at the beginning of the ramp to guide wheelchair users and carers.
- 2 x vols placed along the ramp to facilitate access for wheelchairs in the event people stand here (generally people will move for wheelchair users)
- **On Arrival:** You will be supplied with a check sheet of audience who have booked into this area - please tick off on arrival.
- **Nearest Toilets** - see map overleaf.

## AUDIO DESCRIPTION & ACCESSIBLE SEATING (MINERVA PIER)

James & Elizabeth (+5 x volunteers)

- This area is fully booked inc. Audio Description, and accessible seating
- Access to Minerva Pier should be via Nelson Street, this is the flattest route to this area
- 1 x staff member to check groups of the list (provided) as they arrive.
- 2 x vols: to sign out and distribute headsets - (sign out sheet will be provided)
- 1 x staff member and 2 x vols to direct people to seats (encouraging them to move up and not spread out.
- **Nearest Toilets** - see map overleaf.

## AT THE END OF THE SHOW

- 2 staff members and 4 x vols to return to car parks and assist if required with cars exiting.
- 2 x staff members and 6 x vols to assist with pack up of chairs and the return of AD headsets.

## GENERAL INFO

- **Issues:** if on the night, there any minor issues in the area i.e. Complaints - please call me (radio traffic is likely to be busy) - prior to the event, please call me if you have any questions or concerns.
- **Emergencies:** if there is a medical emergency or a security issue. please switch to Channel 1 for Event control, who will direct resource to your area.
- **Staff Welfare:** Toilets, Coffee/ Tea, heating (!) will be located on the ground floor of the C4Di building this is for staff only.

## CONTACTS

Mel McVeigh - Tech/Ops 0755 739 8447 (first point on contact)

Cheryl Ribbit - Events Team 0785 436 4712

## IN WITH A BANG – ACCESS AREAS AND PARKING (ZONE A)



## AUDIENCE INFORMATION



The wait is nearly over. Just 9 days to go until *In With A Bang* takes your breath away!

We're just getting in touch to provide you with information about your forthcoming attendance to *In With A Bang* on 1 Jan 2017.

As part of your booking you requested either wheelchair spaces, seating, audio description headsets and/or blue-badge parking or a combination. Please find below a confirmation of your access provision booking:

**Wheelchair Space:**

Requested:

**Blue-Badge Parking:**

Location:

**Audio Description:**

Requested:

**Seating:**

Requested:

**EVENT INFORMATION**

**Date:** 1 Jan 2017

**Venue:** Hull Marina

**Gates Open:** 18:00

**Live DJ Set by Linda Levantiz (The Bonny Boat):** 19:00

**Firework Display:** 20:17

**Event Finish:** 20:30

**ZONE INFORMATION**

Although your tickets will display either Zone A or B we've created reserved areas specifically to accommodate access provision bookings for wheelchair spaces, seating and use of audio description headsets. Customers who have confirmed bookings for provision will need to make their way to **Minerva Pier** (Seats / Audio Description) located opposite The Minerva Pub or **Nelson Street** (Wheelchair Spaces) which is accessible via the ramp opposite the World Trade Centre building.

Entry is via Humber Dock Street and Queen Street only.

**For those customers who have just booked blue-badge parking and have tickets with Zone B allocated, our stewards will happily exchange your tickets on-site for Zone A to avoid having to walk to Zone B as the distance could be quite far some.**

**Blue-Badge Parking**

For customers who have received confirmation of blue-badge parking, you must be on site and **be parked no later than 5pm**. The early entry time is required due thousands of people entering the event site and we need ensure maximum safety for the public which has required a series of road closures.

Those needing to enter the event site to access blue-badge parking must do so via **Westbound A63 Garrison Rd roundabout** where stewards will then direct you to your allocated parking space. Due the A63 road closure, stewards will escort you / your vehicle to Queen Street where you will be met by Hull 2017 staff and directed to your parking space.

We appreciate that the arrival time for those needing to park is quite early but it is a requirement that we put in place appropriate measures to ensure public safety.

If we can help at all, please do get in touch with the Hull 2017 Box Office on [boxoffice@hull2017.co.uk](mailto:boxoffice@hull2017.co.uk).

[Download the \*In With A Bang\* site map](#). [.pdf]

### TRANSPORT & PARKING

Special New Years Day bus services will run throughout the afternoon and into the evening from many areas of the city into the city centre, including the Priory Park Park and Ride service. Please check our [Guide to Transport & Parking](#) page for the latest information which includes recent updates.

**Please note:** *The A63 road between Garrison Road and Mytongate roundabout will be closed between 4pm and 10pm. This closure has been put in place to enable us to ensure the safety of the thousands of people crossing the road to access the event site. If you've had a confirmed blue-badge parking space allocated, further information how to access these designated areas will be provided separately.*

### FOOD

Food is available on site from the following providers, as well as a large range of existing restaurants in the area:

#### Zone A

Shoot the Bull  
Bod & Beast  
Dim Sum Sue

#### Zone B

Pizza Kitchen  
Hull Pie  
Yorkshire Wagyu Co.

### EVENT TERMS & CONDITIONS

Just a quick reminder of our all-important small print.

- Entry is by pre-booked ticket only. Tickets will be scanned.
- Anyone trying to enter on a duplicate ticket **will be turned away**.
- Animals, with the exception of assistance dogs, are not permitted.
- No alcohol is permitted within the event site.
- Food and beverage items (excluding alcohol) may be brought into venue for personal consumption only.
- Children under the age of 16 must be accompanied by a parent or guardian. All guests over 2 years old will require a ticket.
- Venue pass outs are not issued and re-admission is not permitted.
- Hull 2017 reserves the right to refuse entry, and will do so if you are under the influence of alcohol or an illegal substance, or for any other reason at our discretion.
- You are not permitted to use professional audio, video and/or photographic equipment within the venue without the express permission of Hull 2017.
- Furniture on site (eg. chairs, stools) is not permitted including umbrellas.

The full version of terms & conditions can be found online at [hull2017.co.uk/inwithabang/eventtandcs](http://hull2017.co.uk/inwithabang/eventtandcs)

### EVENT CANCELLATION

This is an outdoor event, so please be prepared for varying weather conditions. In the unlikely event we need to cancel, we will notify you as soon as possible via email as well as publish information on the Hull

2017 website and official social media channels.

If you have not yet received your tickets, please contact the Hull 2017 Box Office on [boxoffice@hull2017.co.uk](mailto:boxoffice@hull2017.co.uk) as soon as possible.

#### **ACCESS PROVISION**

All wheelchair spaces, seating, audio description and blue-badge parking are now fully booked and we are unable to accommodate any further requests.

We hope you enjoy the show and don't forget to share your pictures as well as join in the conversation on the night using **#Hull2017** on [Twitter](#), [Facebook](#) and [Instagram](#).

Best wishes,

**Hull 2017**

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IF YOU WISH TO UNSUBSCRIBE PLEASE DO SO WITHIN YOUR HULL2017.CO.UK ACCOUNT.

[UNSUBSCRIBE](#)

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