

The Floating Cinema Tour 2017

Presenting *On The Bench* a new commission by artist Harry Meadley

Touring to 8 different locations 1st of July - 13th of August 2017

Method statement & Risk assessment

UP Projects

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Project Organisers

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The Floating Cinema: On The Bench, 2017

As conveyed by its title, *On The Bench* plays on the ambiguity that comes with not being directly involved, but instead waiting for the chance to be part of something. Created in collaboration with residents dispersed across the industrial landscape of South and East Yorkshire, this eight episode work features conversations with individuals who are attempting to define or redefine what constitutes culture. Collectively the episodes that form this series touch on a plethora of issues ranging from the dynamics between culture, creativity, identity; the relationship between central and peripheral geographical locations; and the complexity of positioning alternative stories in order to challenge dominant narratives.

Building on Meadley's interest in humour as a device to explore complex issues and spurred on by his own circumstances as an artist contemplating his own trajectory, *On the Bench* is a part biographical part autobiographical work where personal concerns and modes of navigation are highlighted and imagined futures are articulated.

Following the familiar format of web-based interviews by comedians across the world, *On the Bench* will exist as an online series while simultaneously being presented by The Floating Cinema. The Floating Cinema tours to eight different locations from 1st July – 13th August 2017 featuring additional archive footage and independent films that have been selected by local community groups. The tour takes Meadley's new commission *On the Bench* tour as its point of departure and questions who decides and defines culture throughout its presentation.

The programme is supported by Arts Council England, BFI, Film Hub North, Esmee Fairbairn Foundation, Canal & River Trust and forms part of Hull City of Culture 2017.

Locations

Sheffield: 1 - 3 July 2017, moored in Victoria Quays.

Rotherham: 5 - 6 July 2017, moored by Rotherham Lock

Swinton: 8 - 9 July 2017, moored by Swinton Lock Activities Centre

Doncaster: 14 - 16 July 2017, moored in Doncaster Town Lock

Thorne: 18 - 19 July 2017, moored by the Canal Tavern, Thorne

Goole: 22 - 23 July 2017, moored by the Yorkshire Waterways Museum

South Ferriby: 25 - 26 July 2017, moored by the South Ferriby Lock landing

Hull: 7 - 13th August 2017, moored in Hull Marina

Marketing

The marketing plan includes local marketing for communities surrounding the Humber and South Yorkshire Navigation locations. A free and low-cost events programme ensures financial accessibility throughout the tour and working with local arts organisations along the route, will aid us in connecting with arts-engaged audiences in each of our locations. As each of Harry Meadley's short films is to be made in the corresponding towns along the route, we anticipate that the communities engaged via this process will also be keen audiences for the event. Support from Sutton PR as well as distribution of a range of print materials to canal-side and community locations will help to connect with diverse communities along the tour.

Accessibility

We are continuously exploring ways of making The Floating Cinema more accessible (including contracting disability arts charity Shape Arts to review our offer). Currently, the vessel is not wheelchair accessible, we have recently installed an induction loop on our boat to help deaf or hard of hearing audiences enjoy our events on board and a handrail has been installed by the stairs to the auditorium to improve access. Harry Meadley's web-series episodes will be subtitled to meet accessibility requirements and will be subtitled in a range of other languages to meet the language needs of prominent communities along the route. To find out more details about access, please email info@upprojects.com. Every opportunity will be taken to ensure we provide for disabled customers.

Sustainability

The Floating Cinema runs with Hybrid Engine which runs on 100% Bio Fuel – a fully sustainable product. As an Arts Council National Portfolio Organisation, we have made a commitment to ensuring our events are as sustainable as possible. We regularly attend events and follow guidelines from Julie's Bicycle, to manage and reduce our environmental impacts.

Security

Open air screenings will be secured with crowd barriers where deemed necessary, and SIA trained security will be put in place to ensure that the events programme is only available to ticket buyers or free events are restricted to capacities agreed prior to event.

Filming and photography

A number of the events will be filmed and photographed by individuals contracted by UP Projects. The material generated will be used for the UP Projects archives and publicity. For onboard events we ask that audience participants complete a release form, in order to provide permission for their image to be used. At large scale outdoor events where this is not possible, we will have signage to let people know about the possibility of filming and photography and our photographer will be asked to use discretion at all times.

Food and drink suppliers

The Floating Cinema audience members will benefit from food and drink suppliers on site organised by UP Projects. The sales will involve cash and card transactions on site.

Power

The Floating Cinema is able to generate enough power for the Cinema and Cinema infrastructure. At some locations along the route we will also be able to negotiate access to power from on-shore power supplies. The Floating Cinema will provide the appropriate length of cable protection.

Venue Considerations

Local Neighbours And Other Boats: Local businesses will be contacted ahead of the event by the team. Where there are residents directly by the locations at which we will deliver outdoor films screenings, UP Projects will ensure that information has been circulated to communities nearby. Local marketing will be directed to other boaters in the area to let them know of the forthcoming events.

Other Events And Other Boats: We will ensure the boat is in a position which will not obstruct any boat routes or other events.

Weather Contingency: In the event of light rain we will distribute umbrellas. We also erect small marquees at each site, which can be used as shelter if necessary. Blankets are available for hire in case of cold weather, and weather updates will be a key part of marketing information to audiences in lead up to events. In the event of heavy wind and extreme rain outdoor events will be cancelled.

Keeping The Public Walkways Clear: Stewards will ensure audience members do not obstruct tow paths or public right of way. Attendees standing or sitting on the walk path will be asked to move into the Floating Cinema area (within barriers) or move on.

Safety Of Children On Site: Children will not be admitted to any events without the accompaniment of parents or a guardian. If we deem that any child is on site without being accompanied, security will be contacted.

Equipment list

Practical

15 Floating Cinema umbrellas
100 Blankets

Floating Cinema staff t-shirts
4 A2 swing signs & posters
Additional towpath access signs
Decks & laptop
Leaflets
Table
Projector stand / plinth
Cable Matting
Festoon

Sound:

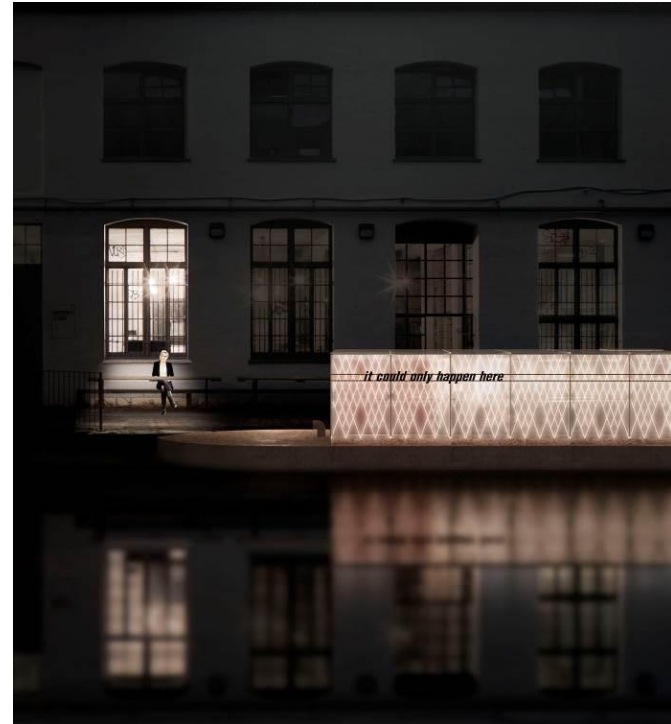
1 Panasonic Surround Sound Speaker System
2 Levalier (clip) wireless microphones
2 Handheld wireless microphones
1 8 Channel Mixing Console
1 300 watt Fender Passport PA system (Outside use only)

Projection (Inside)

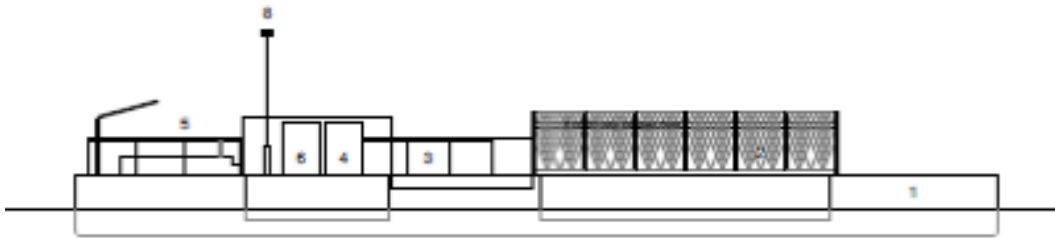
NEC M271W Projector
Mac laptop w/ PowerPoint and other native viewers
Roll Down Film Screen (240mm x 200mm)

Projection (Outside)

Acer P5390W (3D Ready) – External Projector
Cyclone Micro AV unit
Input Selector



Floating Cinema 2013 design by Duggan Morris Architects



Boat Details

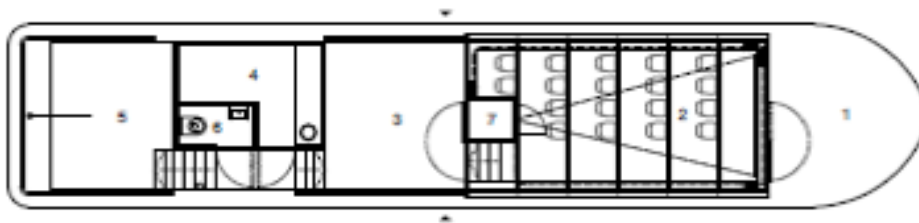
Length 18.28 metres / 59.9 feet

Width 3.66 metres x 12.007 feet

Water draught 0.6 metres x 1.968 feet

Water draught 0.6 metres x 1.968 feet

Licensed to take 12 passengers
whilst moving & 20 passengers whilst stationary



Long Elevation & Plan

1. Base vessel
2. Cinema auditorium
3. Central terrace deck
4. Skipper's cabin and stern
5. Skipper's steering position
6. WC
7. Audio visual cupboard
8. Telescopic external projector

Event schedules:

The full details of the Floating Cinema Tour Programme content are still being finalised and will be confirmed by the end of May. Below is a breakdown of the rough shape of the programme, including when outdoor screenings will take place. All other activities will take place on board the boat.

Sheffield

Saturday 1 July: Evening outdoor film screening

Sunday 2 of July: On-board day time events programme & evening outdoor film screening

Monday 3 of July: On-board day time events programme

Rotherham

Wednesday 5 July: Evening outdoor film screening

Thursday 6 July: On-board day time events programme

Swinton

Saturday 8 July: Evening outdoor film screening

Sunday 9 July: On-board day time events programme

Doncaster

Friday 14 July: Evening outdoor film screening

Saturday 15 July: On-board day time events programme and evening outdoor film screening

Sunday 16 July: On-board day time events programme

Thorne

Tuesday 18 July: On-board day time events programme

Wednesday 19 July: Evening outdoor film screening

Goole

Saturday 22 July: Evening outdoor film screening

Sunday 23 July: On-board day time events programme

South Ferriby

Tuesday 25 July: On-board day time events programme

Wednesday 26 July: Evening outdoor film screening

Hull

Monday 7 August: Evening outdoor film screening

Tuesday 8 August: On-board day time events programme and evening outdoor film screening

Wednesday 9 August: On-board day time events programme and evening outdoor film screening

Thursday 10 August: On-board day time events programme and evening outdoor film screening

Friday 11 August: On-board day time events programme and evening outdoor film screening

Saturday 12 August: On-board day time events programme and evening outdoor film screening

Sunday 13 August: On-board day time events programme and evening outdoor film screening

RISK ASSESSMENT



THE FLOATING CINEMA TOUR 2017

Outdoor and on-board events

Please note that we will notify the following people about any outdoor or licensable event

Chief of Police

Fire Chief

Canal and River Trust – Chris Stanley

Local Authority

Hazard Description	Persons Affected	Risk Consequence (Resulting Harm)	Current Controls	Severity (1 – 5)	Frequency (1 – 5)	Risk Rating (L,M,H)
Extreme Weather conditions	Event staff, artists / performers and public audience.	Event being cancelled or re-scheduled/re-located	<ul style="list-style-type: none"> - Weather to be checked before starting the event. - Umbrellas provided for audience should it rain - Event re-scheduled should the weather be particularly severe. I.e. extreme rain/storms. 	1	1	L

			- Checked and implemented by Project Producer.			
Accidental immersion in the water from the towpath - either partial or total.	Event staff, artists/performers and public audience.	Wetness / being cold / other occasional health risks	<ul style="list-style-type: none"> - A trained skipper will be on board to ensure safety at all times. - Assistant stewards will monitor the public on the towpath to make sure no one falls into the water. - The Floating Cinema has a rescue ring buoy and additional throw lines that would be used by Skipper in the event of someone falling into the water. - All staff have an awareness of Weils disease. - Foil blanket and warm drinks will be available. - All staff informed of emergency procedures during staff briefing prior to the event. 	1	2	L

			<ul style="list-style-type: none"> - Checked and implemented by Project Producer. - A first aider will be on hand throughout the event to administer first aid as needed 			
Slips / Trips / Minor injury	Event staff, artists / performers and public audience	Minor injury	<ul style="list-style-type: none"> - A qualified first aider will be present at all events. - Site & boat are clear of trip hazards prior to commencement of event. -Stewards will assist people getting on and off the boat. - All mains supply power cables covered with cable matting. - In the event of a fall, Project Producer to assess situation to see if emergency services need to be called. - An entrance mat installed for people to dry their feet on entry to the barge - Checked and implemented by Project Producer. 	1	2	M

			- Event staff will wear appropriate PPE during the set up and de-rig.			
Equipment failure	Event staff	Minor injury / event delayed	<p>- AV technician will be present at all times in the event of an equipment malfunction in the event of an outdoor screening.</p> <p>- Connecting to mains power If used will be cordoned off/away from canal in case of malfunction/leak.</p> <p>- All equipment PAT tested prior to the event.</p> <p>- Checked and implemented by Technical Manager.</p>	1	2	M
Conflict with other canal users / access and crowd control	Event staff/ artists/performer and public audience	Minor injury to members of the public / performers	<p>- Staff to be aware of other canal users, walkers, dogs, birdlife.</p> <p>- The event site area will be defined on the towpath by a swing sign by the boat.</p>	1	2	M

			<ul style="list-style-type: none">- Advance warning signs advising towpath users that the event is taking place.- Stewards will assist with access , crowd control, and marshalling if necessary- Access/route signs will show appropriate through routes on the towpath for members of public/cyclists and pedestrians.- All mains supply power cables covered with cable matting.- Checked and implemented by Project Producer.- Security staff and FOH will keep a clicker count of the number of people on site ensuring this never exceeds the licensed number- In the event of overcrowding on site event stewards and security will ask			
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			audience members to politely move from the site			
Risks of damage to the site by staff or members of public	Towpath and waterway users, Canal and River Trust staff, Members of Public	Towpath/waterway is damaged	<ul style="list-style-type: none"> - Cordon off sensitive areas - Stewards will oversee and direct people where necessary - Checked and implemented by Project Producer. 	1	1	M
Rubbish left on site by members of public	Towpath/waterway users / Canal and River Trust staff / Members of Public	Towpath/waterway looks messy/untidy	<ul style="list-style-type: none"> -Floating Cinema staff and stewards will collect rubbish from site post event. -Floating Cinema rubbish will be taken away from the event site and disposed of elsewhere. - Additional Bins being provided by Council -Checked and implemented by Project Producer. 	1	1	L
Fire	The Floating Cinema and Staff/artist/performers or members of the public	Damage to the Floating Cinema or Burns	<ul style="list-style-type: none"> - When the engine is running, the controls will be supervised by the skipper at all times. 	2	1	M

			<ul style="list-style-type: none">- The Floating Cinema will have four fire extinguishers on board which will be used by skipper or the event manager in the event of a fire. - Fire extinguishers will be placed next to the food and drink suppliers. -The Floating Cinema has a full boat license and BSS Certificate. - In the event of a fire, staff will direct people to the boat exits safely and in an orderly fashion. During an outdoor screening audience members will be directed to the muster point as agreed with local businesses and CRT before the event - All electronic equipment will be PAT tested prior to use.			
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			<ul style="list-style-type: none"> - All hire companies will be required to provide PAT test certificates - All staff know emergency procedures during staff briefing - Checked and implemented by Project Producer & Technical Manager. 			
Occasional health risks associated with aquatic environments	Staff or members of public	Small chance of Infection, e.g. Weils disease	<ul style="list-style-type: none"> - Staff to cover all wounds with a waterproof dressing. - Antibacterial hand wash to be provided in Floating Cinema bathroom and kitchen. - Public and staff will be advised to wash their hands before touching eyes, face, mouth and eating and smoking if they have touched the water. 	1	1	L
Broken glass from beer bottles / glasses	Member of public / staff	Minor injury	<ul style="list-style-type: none"> - Plastic glasses and bottles used - No sale of alcohol without relevant Premise License or 	2	1	L

			<p>Temporary Events Notice (note The Floating Cinema has a premises license)</p> <ul style="list-style-type: none"> - No under 18s served alcohol and a strict challenge 25 policy will be in place. - Staff will collect empty glasses and bottles regularly throughout the event. - 2 x SIA Security personnel will supervise and monitor guests at all times, unless capacity increases to warrant a third member in accordance with recommendations. 			
Welfare facilities available	Members of public/staff		<ul style="list-style-type: none"> -Toilet on-board boat - All outdoor events will have accessible toilet facilities nearby and if not, portaloos will be ordered for event - Location of closest available onsite toilets to be covered in staff brief and sign posted where possible 	1	1	L

			<ul style="list-style-type: none"> - Tables and chairs provided where necessary - Free water provided for guests 			
Noise levels	Local residents	Disturbance	<ul style="list-style-type: none"> - Technical Manager will monitor sound levels both in audience area and in residential areas to ensure no disturbance occurs. - Technical Manager will use Decibel 10th or a similar app to monitor sound levels via their smart phone and make sure they do not exceed 115 Decibels. This being the upper limit. - In no circumstance will the speakers be less than 1m away from the public. - All guests will be asked to leave at 11pm latest. Everyone will be off site by 11.30pm. Notice for public to reduce noise and "Please respect our neighbours" 	1	1	L

			<p>signs to be erected where possible</p> <ul style="list-style-type: none"> - Residents invited to the event. - Residents given notice of the event. - Checked and implemented by the event manager. - Decibel levels monitored in accordance with any local council restriction 			
Obstruction of Navigation on the Canal to and from the site	Local residents / Other marine activity	Disturbance / Collision	<ul style="list-style-type: none"> - The boat will only moor and be static along a suitable mooring area and along the bank. - The boat will only turn around at suitable area as to not interrupt other canal users. - Site visit and test trips will be conducted to ensure the above 	1	1	L

Cabling and equipment being exposed to rain water.	Staff/Participants	Electric Shock, Equipment Failure	<ul style="list-style-type: none"> - Only IP 44 or above rated cabling will be used if exposed. - All equipment will be IP 44 or above or covered by a waterproof enclosure. - Cabling covered under treading as to protect accidental damage to cable. - Where long lengths of cable are run, we will use heavy duty cables. 	1	1	L
Trips or slips while on the boat around equipment/protruding objects	Staff and Participants	Minor Injury	<ul style="list-style-type: none"> - White tape or yellow paint will be applied to any protruding edges in the boat. - In the event that any minor injury can be attended to by the First Aider on duty and emergency services if necessary. 	1	1	L

