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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 | Humber Street, Fruitmarket | | |
| Expected doors open | 14.00 | Actual doors open | 14.00 |
| Expected start time | 14.00 | Actual start time | 14.00 |
| Expected end time | 18.00 | Actual end time | 18.00 |
| Expected attendance | Screening audience:  150  Passengers in cars:  24 | Actual attendance | Estimated passers-by and casual viewers: 150  Directly engaged by Hull 2017 Volunteers and  Blast Theory: 168  Passengers in cars:  22 |

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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* | |
|  | Lindsey Alvis |
|  | 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):  Humber Street was expected to be a busy location for the screening with other events taking place that afternoon on Humber Street, a letter drop to residents and James having spoken to local businesses during the week. The screen was positioned to be visible from the tables of Thieving Harry’s on the corner of Humber Street. Unfortunately, the location was extremely windy during the afternoon with gusts of up to 40mph and some drizzle.  This meant that, by and large, only those in Thieving Harry’s or who’d chosen to come specifically for the screening spent time watching the films. Volunteers split up to talk to people at more sheltered locations outside shops on Humber Street, and Nick went from table to table at Thieving Harry’s to introduce the project.  Despite the bad weather, the car experience still ran at nearly full capacity, with one couple having travelled from London to take part, as part of their weekend of culture in Hull.  4 out of 7 priority codes from people who’d picked up the call on October 1st arrived for the screening. |

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| **General BOH comments** (eg technical issues):  Working outside in the wind was very taxing – making it more difficult to speak to the public, run comms for the cars and to engage with the films.  Jo organised food and drinks for the volunteers at the Minerva pub as it wasn’t clear that any refreshments were being provided from 2017.  The screening van driver advised not raising the screen because of the strong wind, but was otherwise happy with the conditions for the screen. |

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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 |