**IN WITH A BANG / MADE IN HULL COORDINATION MEETING**

Thursday 24th November 2016, 14:00

Attending: Chris Clay, Melissa McVeigh, Justine Peacock, Niccy Hallifax, Zoe Snow, Kate Doyle

Apologies: Sam Hunt

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| **POINT** | **ACTION** |
| **1. OVERVIEW OF MiH & IWAB** |  |
| **1.1 MiH**8 different locations:Zebedee’s Yard / QVS / Whitefriargate / Silver Street / Scale lane Staith /Blackfriargate Underpass / Humber Street / The DeepNH confirmed 01/01/2017 times - 16:00 – 22:00   |  |
| **2. EVENT CONTROL 01/01/2017** |  |
| **2.1 Radio Channels** |  |
| 1. Joint control2. Joint Traffic Management3. Joint Medical channel – (KD to speak to North East Medical)4. MiH production channel5. IWAB Production channel6. MiH Show control channel7. IWAB Gates & operations channel8. Joint Emergency channelMM confirmed 8 radio channels, MM to speak to JB to boost number to 12**MM / NH –** to confirm list of radio accessories from both teamsZS confirmed Prestige will be managing own stewarding channelJP confirmed Lost Children to go on Prestige security channel  | KDMMMM / NHMMMM / NH |
| **2.2 Event Control Locations** |  |
| * **MiH based at Festival House**MM – to confirm someone from HCC events team to be in Festival House
* **IWAB based a C4Di**ZB – 8 x people 01/01 FGH & Sarah02/01 FHG & Sarah to move back to Festival House

CC - Silver Command tbc | MMCC |
| **2.3. IWAB security** |  |
| **Police cover**Serial = sergeant + 6 officers1 x serial - Zone A1 x serial - Zone B1 x serial - The Deep1 x serial - A63Total 24 officers |  |
| **IWAB Accreditation**Kate Doyle, Tommy, Niccy + 2 NH / KD to share names of contractors with MM**Additional:**AAA (event control at C4Di)Event Control PassShow Control PassCC to nominate someone from SLT on event controlKD suggested event control briefing | NH / KDCCKD |
| **2.4 Partner Reception** |  |
| NH - confirmed partner reception at Hull City Hall at 18:00 NH - confirmed Martin and Shaun will be doing 2 x tours from 16:00MM - to share photos of Martin and Shaun with JP ahead of tours | MM |
| **3. CROSSOVER 1: Underpass - High Street (stewarding & road closures)**  |  |
| NH / KD to place wayfinding volunteers by Blackfriargate underpassNH to place 2 x wayfinding volunteers on Scale Lane StaithNH / KD to confirm road closures  | NH /KDNH /KDNH / KD |
| **4. CROSSOVER 2: Footpath next to Stage@thedock (crowd management)** |  |
| NH / KD to close footpath next to Stage@theDock - 19:15 – 20:45 | ND / KD |
| **5. TIMINGS** |  |
| **MiH load-in**NH - 16:00 on 30/12/2016**IWAB load-in**ZS - 14:00 – 20:00 on 30/12/2016ZS - 08:00 - 20:00 - 31/12/2016ZS - LED screen on Nelson Street – 31/012/2016 (post 00:00)CC - to speak to DW about projection of static logo on New Year’s Day ZS – confirmed low-level music during exit. Cleared by 21:30 |  |
| **6. VOLUNTEERS: Information & Briefing** |  |
| CC suggested both sets of volunteers to have same briefing MM confirmed gate volunteers to arrive at 14:00 and be deployed at 17:00Briefing notes to be shared across both eventsNH / KD – to give ZB script for Urban Projections area | NH / KD |
| **7. A63** |  |
| To be confirmed at next meeting |  |
| **8. Table Top preparation** |  |
| MM confirmed table top is on 28/11CC to speak to James (Silver command 01/01/2017) prior to table top meetingKD – confirm whether Jon will run the table top**Tabletop Guest list:*** Northeast medical
* Prestige
* Zoe Snow (Show event manager)
* Kate Doyle (Event Manager)
* Jon
* Amy (H&S)
* FGH
* Niccy Hallifax
* Sarah

Scenarios:1. On 31/12/2016 serious incident in London, increased threat level. Suspect package in toilets under QVS found at 16:30
2. 19:00 large numbers of people without tickets (est. 10, 000) gathering in marina area, some are inebriated
3. 19:15 vessel reported to breach exclusion zone & report of lost child last seen near waterfront (dogleg) at 19:45
4. 20:30 woman found unconscious in distressed clothing near Blackfriargate underpass. On regaining consciousness, reports being sexually assault BONUS
5. An unauthorized drone spotted flying over crowds in QVS at 17:00

KD – suggested cross referencing responses in SAG with responses in EMP. To discuss at next meeting. | CCKD |
| **9. AOB** |  |
| FGH - Additional hours need to be confirmed for staff welfare. Cannot work more than 16 hours.Events Liaison Team meeting - 31/12/2016 – 13:00 - C4DiCC – share notes | ALLCC |