**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

|  |  |
| --- | --- |
| **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 Deep  NH confirmed 01/01/2017 times - 16:00 – 22:00 |  |
| **2. EVENT CONTROL 01/01/2017** |  |
| **2.1 Radio Channels** |  |
| 1. Joint control 2. Joint Traffic Management  3. Joint Medical channel – (KD to speak to North East Medical) 4. MiH production channel 5. IWAB Production channel  6. MiH Show control channel  7. IWAB Gates & operations channel 8. Joint Emergency channel  MM confirmed 8 radio channels, MM to speak to JB to boost number to 12  **MM / NH –** to confirm list of radio accessories from both teams  ZS confirmed Prestige will be managing own stewarding channel  JP confirmed Lost Children to go on Prestige security channel | KD  MM  MM / NH  MM  MM / 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 & Sarah 02/01 FHG & Sarah to move back to Festival House   CC - Silver Command tbc | MM  CC |
| **2.3. IWAB security** |  |
| **Police cover** Serial = sergeant + 6 officers  1 x serial - Zone A  1 x serial - Zone B  1 x serial - The Deep  1 x serial - A63  Total 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 Pass Show Control Pass  CC to nominate someone from SLT on event control  KD suggested event control briefing | NH / KD  CC  KD |
| **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 16:00  MM - 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 underpass  NH to place 2 x wayfinding volunteers on Scale Lane Staith  NH / KD to confirm road closures | NH /KD NH /KD  NH / 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 30/12/2016  ZS - 08:00 - 20:00 - 31/12/2016 ZS - 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 17:00  Briefing notes to be shared across both events  NH / 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 28/11  CC to speak to James (Silver command 01/01/2017) prior to table top meeting  KD – 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. | CC  KD |
| **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 - C4Di  CC – share notes | ALL  CC |