Westbound — First Meeting with Clive

The North Wall Arts Centre · Production Technical Walkthrough

Lighting Designer: Ben Tilley
Company: Splinters · **Run:** 3 Shows
Contact: Clive Stevenson (01865 319451)

VENUE: NORTH WALL MAIN THEATRE | FORMAT: TRAVERSE STAGING | SHARED INVENTORY NOTICE | CONTROL: ETC ION + 2X10 WING

Primary Goal of Meeting: Lock in **Traverse seating conversion**, stake priority claim on **shared lantern stock** before the Drama Studio books it out, inspect **"secret/hidden store stock"**, and verify power/cable routing for on-stage chalk & set electrics.

1. TRAVERSE STAGING & NIVOFLEX DECKING

- [ ] **Traverse Format Rebuild & Schedule:**
  Venue standard is End-On. Confirm who builds the Nivoflex traverse seating bank and when it will be ready. Does Splinters tech crew assist with re-racking Nivoflex rostra?
- [ ] **Exact Playing Deck Dimensions & Capacity:**
  What is the exact clear playing space (width x depth) once two opposing audience banks are installed? Confirm resulting licensed seating capacity (approx. 140–160 in traverse).
- [ ] **Fixings & Deck Screws:**
  Confirm MDF/blockboard deck covering can take woodscrews for doorframe brackets and boundary floor runners. Re-verify boundary rule: strictly zero fixings into wooden pillars or gallery facades.

2. SHARED INVENTORY RESERVATION & "SECRET STOCK"

- [ ] **Immediate Reservation from Shared Pool:**
  Official spec warns stock is shared with the Drama Studio. Lock in our allocation now:

Fixture Type	Total In-House	Requested Allocation for Westbound	Purpose
ColorSource Zoom 25/50°	8	**All 8** (or min. 6)	Dual-direction traverse wash & colour shifts
ColorSource PAR (Deep Blue)	18	**12 to 14**	Cross-tinting, nocturnal hospital atmosphere
Source 4 Zoom 25/50°	10	**4 to 6**	Window frame gobo projection through end windows
Source 4 26° / 19° Fixed	16	**4 to 6**	Sharp key cuts on doorframe and actors
Selecon Acclaim Fresnel 650W	14	**8 to 10**	Harsh hospital top boxes (with barndoors)
PAR16 Birdies 50W	8	**4**	Low-angle chalk graze / footlight uplight

- [ ] **Access to "Secret / Hidden Lantern Stock":**
  Check back store for unlisted items: extra boom bases / tank traps, side arms, half couplers, floor plates, 13A-to-15A adaptors, scrollers, irises, size-B gobo holders, and spare LED tape decoders.

3. RIGGING, SIGHTLINES & TRAVERSE OVERHEAD ACCESS

- [ ] **Bridge Access & Focusing Restrictions:**
  Overhead IWBs are accessed via the permanent lighting bridge. Can we rig and focus directly from the bridge during working hours? Are safety harnesses required on bridge extensions?
- [ ] **Opposing Audience Glare Prevention:**
  In traverse, every beam angled across the corridor points toward audience eyes. Verify availability of barndoors for all Fresnels and top hats / donuts for Source Fours.
- [ ] **End-of-Traverse Window Hanging Positions:**
  Check stalls-level and gallery-level crossbars at each far end of the traverse corridor to rig Source 4s firing through the set window frames.

4. DECK, CHALK ART & PRACTICAL SET ELECTRICS

- [ ] **Chalk Drawing on Deck & Cleanup Policy:**
  Actors draw 3 overlapping house ground plans in chalk across the floor during pre-set. Does Clive allow standard sidewalk/tailor's chalk on the Nivoflex MDF? What cleaning routine is required between shows?
- [ ] **Sub-Stage Floor Dips & Cable Crossings:**
  Are there floor trap pockets / dips in the Nivoflex decks, or must all cabling drop from overhead IWBs down pillars? Cable protection across audience pathways?
- [ ] **Central Doorframe LED Strip Wiring:**
  Low-voltage LED strip on each side of the central chalk doorway. Verify route for 12V/24V feeds and DMX decoder location without intruding into actor walkways.
- [ ] **Domestic Practical Lamp Dimming:**
  Confirm patching an ETC ThruPower channel to dimmed mode for on-stage practical bedside lamp, or determine if wireless LiPo DMX is preferred.

5. DESK, NETWORK & FOCUS WORKFLOW

- [ ] **ETC Ion Desk Operating Position:**
  Default control box is gallery level. Can the Ion console or a remote client (laptop/Nomad) be positioned stalls-side during tech rehearsals to view both traverse banks?
- [ ] **iRFR Phone App & Tech Wi-Fi:**
  Does the North Wall lighting network have a dedicated closed Wi-Fi access point for ETC iRFR (rigging/focus remote from phone on stage)?
- [ ] **Hazer Protocol & Smoke Detection:**
  Using in-house Unique 2.1 Hazer. Are detectors on a localized isolator key in the control room, or must Clive manually isolate with Oxford building management?

6. SITE WALKTHROUGH INSPECTION CHECKLIST (CHECK ON THE DAY)

AREA / EQUIPMENT	SPECIFIC ITEM TO INSPECT	STATUS	NOTES
Lighting Bridge	Check walk-on clearance, IWB socket numbering, and sightlines to floor center.	[ ] OK	
Gallery Rails	Inspect clamp positions for high side light & steep cross washes.	[ ] OK	
End Wall Crossbars	Confirm clearance for S4 zoom barrels projecting gobos through window flats.	[ ] OK	
Dimmer Room	Check ThruPower racks (96 ways), test module switching, 63A/125A 3-phase feeds.	[ ] OK	
Lantern Store	Inspect ColorSource units, test zoom mechanisms, count barndoors and gel frames.	[ ] OK	
Cable Stock	Check 15A extensions, 16A Ceeform, 5-pin DMX jumpers, Socapex fan-outs.	[ ] OK	
Stage Floor	Inspect Nivoflex deck seams, test chalk mark and rub-out with dry cloth.	[ ] OK	