



FLOATS GUIDE

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Introduction

Grampian Pride is a celebration of the LGBT+ community in Scotland. The Parade reflects the diversity of LGBT+ community as a whole, where individuals, organisations, businesses and community groups come together. The Parade also raises awareness of campaigns for LGBT+ equality. This guide contains all the necessary details to help you develop your parade float and prepare for the Parade.

Who can take part?

The Parade is open to individuals, organisations, businesses and community groups who provide direct services to the LGBT+ community or support and celebrate the LGBT+ community, its achievements, culture and aspirations. Individuals are not required to register for the parade, but we ask groups with floats and groups of ten or more people to register.

Who can provide a float?

Anyone willing to organise and pay for a float is welcome.

We have broken down the types of floats into 3 simple categories:

1. Community group float – organised and run by an individual or community group.
2. Charity float – organised and run by or on behalf of a charity.
3. Sponsored float – organised and run by or on behalf of a business / organisation.

Information about Charity and Sponsored Floats

- Charities, businesses and organisations are allowed to display their name or logo in two locations, for example, on each side of their float.
- Sponsors must support diversity and inclusion within their organisation.
- Sponsors must exhibit a message to show support for the LGBT+ community group.
- The length of your signage should not exceed 50% of the length of your vehicle.
- The size of your signage must not give cause for health and safety concern.
- If displaying a group name: the organisation's or sponsor's name/logo should be prominent and at least the same size as the group's name.
- Examples: "Inter-Energy sponsored by BP" or "Out & About a Four Pillars Group"

- Above all, your float must be colourful and represent the LGBT+ community as a whole.
- Float organisers are required to share information about participation on social media and/or other outlets, such as email bulletins leading up to the event.

Cost

Grampian Pride will not charge individuals, groups or organisations for participating in the Parade. However, if your organisation has the means to become an official sponsor or make a donation we would be most grateful. Please contact fundraising@grampianpride.org for details. By becoming a sponsor or making a donation you are helping ensure that Grampian Pride stays free for those who need it, creating an inclusive and fun event.

Responsible Person

Each float application is required to provide a “responsible person” to be the point of contact for Grampian Pride. This person will receive a copy of this info pack at the time of booking alongside other relevant emails, including final parade timings and details about briefings. This person is responsible for communicating the information provided by Grampian Pride to all members of the float team. At least one member of your parade team must attend a pre-parade briefing in the weeks before the event.

Stewards

- Each organisation is required to provide at least 2 stewards for their float, one to be stationed on each side of the vehicle, walking alongside the vehicle in line with the front wheel. Grampian Pride will provide extra stewards or security if required.
- All stewards must wear High Visibility Vests.
- Designated float stewards are not permitted to collect or distribute items.
- Each organisation can nominate 2 extra stewards to walk alongside their float. These stewards are permitted to distribute or collect items and interact with spectators.
- Stewards must attend a safety briefing prior to the parade OR receive a full briefing from the member of their team who attended.

Floats and Vehicles

- Your float must fit onto the road and make necessary turns easily without holding up the parade. The maximum dimensions for vehicles are:
 - Width 2.5 Metres, Length 10 Metres, Height 4 Metres
- All floats that have participants other than the driver must include secure handrails fitted at a height of 1m. An additional rail is recommended to be fitted at 0.5m.
- All construction and decorative materials must be treated with fire retardant coatings.
- All vehicles must comply with Highway regulations.
- Drivers must be insured for the vehicle they are driving and must have the correct driving license. The license and insurance certificate should be available in the vehicle for inspection prior to the start of the Parade.
- Vehicles will be inspected by the Grampian Pride team prior to the start of the parade. If deemed ‘unfit for purpose’ the float will not be allowed to participate.

Electrical Systems

ALL ELECTRICAL SYSTEMS MUST BE INSTALLED AND CERTIFIED BY A COMPETENT AND QUALIFIED PERSON. Any electrical systems and wiring must be approved for exterior use, with sufficient capacity and properly secured. Any batteries must be fixed securely and protected against the weather and moisture. A spill kit must be included with any battery installation.

If Generators are used then the following rules apply:

- Only diesel or solar generators are allowed and must be safely secured.

- Generators' exhaust gases must be directed over the offside of the road and not placed behind or in front of the vehicle, to avoid going over other parade participants.
- The generator must be monitored at all times.
- NO PETROL GENERATORS ARE ALLOWED.
- Refilling generators during the parade is forbidden and no additional fuel should be carried on the vehicle.

Fire Safety

- No naked flames or smoking are allowed on the vehicles or on the parade route at any time.
- All vehicles must have at least one 5L fire extinguisher of an appropriate type on board.

Alcohol and Substance abuse

No parade participant shall consume alcohol or controlled substances prior to or during the parade, and the parade is strictly non-smoking for public safety. Grampian Pride reserves the right to remove the complete float from the parade if anyone in the group is seen smoking or consuming alcohol, or if anyone in the group appears to be under the influence of alcohol or controlled substances. Anyone suspected of the latter will be reported to the police.

Public Liability Insurance

All participants on floats, in association with a float and the vehicle itself, must be covered by their organisation's Public Liability Insurance. This document must be submitted with your application or to floats@grampianpride.org before 30th March 2020.

Vehicle Insurance

All participating vehicles must be fully insured, taxed, and where required have a valid MOT certificate. Proof of these must be submitted with your application or to floats@grampianpride.org before 30th March 2020 and be available upon request on the day.

Risk Assessment

Each float team must complete a risk assessment for their float. This document must be submitted with this application or to floats@grampianpride.org before 30th March 2020.

On The Day

- You are required to have your float in place and ready for inspection on Albyn Place between 9am & 10am on 30th May 2020.
- Stewards will guide you to your starting position as you arrive on Albyn Place.
- Once in position, please turn off your engine and do not move your vehicle unless instructed by a Grampian Pride or ShowSec steward.
- Participants on the float must be in place no later than 10:45am. After this time Grampian Pride or ShowSec stewards may refuse entry in the floats area for safety reasons.
- Please turn your vehicle back on between 10.50–10.55 to ensure it is ready to start.
- The parade will start at 11am prompt.
- Please follow the leading stewards along Union Street at a steady pace.
- Please drive along Union Street with your right inner wheel on the white line in the middle of the road.
- If you experience mechanical difficulties, please pull over to the left side of the road as safely and quickly as you can.
- If you experience minor technical difficulties, e.g. music fails to play but does not pose a threat to life, please do not stop your vehicle.

- If you experience technical difficulties and feel that life is in danger or participants must disembark, please pull over safely to the left hand side of the road.
- Grampian Pride or ShowSec stewards may guide you on to a side road, please follow their instructions.
- If the vehicle in front experiences problems and needs to pull over, please go around the right hand side of the vehicle in a safe manner. Do not stop and hold up the parade unless instructed to do so by a steward.
- Participants on foot are not permitted to walk alongside the vehicle unless they are stewards. If you have participants on foot, they will be in the foot parade that follows the floats. It may be wise to ensure they have a banner to tie your two groups together.
- At the end of Union Street, please turn left onto King Street, Stewards will guide you to an area to disembark.
- Please turn off your engine before allowing participants to disembark.
- Once everyone is safely off the vehicle and the float is made secure and road safe, items please inform a Grampian Pride or ShowSec steward, who will guide you up King Street towards the traffic lights.
- Once at the lights please follow the highway code and road laws as usual. Once the traffic lights are on green you may leave the parade.
- Please do not park your float illegally. If you are leaving your float, please ensure it is secure, and that all banners, decorations and equipment have been removed.

Debrief

We ask that all groups providing a float submit a detailed report after the event. This should include things like: size of float, number of participants on float, number of stewards used by your organisation, overall cost to your organisation, how you engaged with Grampian Pride prior to the event, the experience of the event on the day, if you feel things should be improved or changed for future parades, and any other information you would like to share.

Parade Placement

The placement of your float in the parade will be decided by Grampian Pride on the day.

Collections

A city-wide street collection licence has been granted to Four Pillars on 30th May 2020 for the purpose of raising funds for Grampian Pride. As per the collection licence rules, no individual, charity or organisation is permitted to collect donations on the parade route, or at the village, unless on behalf of Grampian Pride. If you wish to make collections for Grampian Pride on or around your float please email floats@grampianpride.org so we can supply collection buckets.

Terms and Conditions of Entry

- Conduct – Whilst we recognise that Pride was born out of protest, and we encourage political participation, parade floats and decorations will not be permitted if they defame the work of Grampian Pride or other charities, groups or businesses participating in the Parade.
- No nudity will be permitted.
- No alcohol or drugs should be consumed whilst participating in the parade.
- No smoking or use of open flames, sparklers, etc, is allowed during the parade.
- Nothing should be thrown from your vehicle at any time.
- You agree to cascade train your safety stewards prior to the parade.

Grampian Pride Timetable

- An expression of interest should be made as soon as possible.
- Pride float paperwork, as described above, must be submitted on or before 30th March 2020.

- The date for a Parade Briefing will be emailed shortly after 30th March. All groups are required to send at least one steward to this briefing.
- 30th May 2020 – Grampian Pride Parade.
- A full report / feedback should be completed by 30th June 2020

Village Tickets

Taking part in the parade on a float does not automatically entitle you to entry into the Pride Village after the parade. Individuals wanting to partake in the festivities between 1pm & 9pm will need to register for their free ticket via our website. Charities/organisations that have a stall within the village will receive two tickets as per your stall agreement. Anyone extra to this agreement will need to obtain a ticket.