

# 2020 PARADE

## GUIDANCE NOTES & SPECIFICATIONS

### **PARADE GROUPS WITH FLOATS** *(ALL VEHICLES)*

**WELCOME TO THE PRIDE IN LONDON PARADE**  
**ONE OF THE LARGEST, MOST INCLUSIVE AND DIVERSE PARADES IN THE WORLD.**

We want your group and everyone watching to have a fabulous time, but to do this we safely we need each group to commit to the following guidance and specifications. This guide has been designed based on our feedback, experience and under consultation with the Metropolitan Police and the Greater London Authority. In addition to this document all groups, and people who they attend with are expected to adhere to the Code of Conduct and Sustainability Pledge.

Failure to adhere to the code of conduct or the guidance and specification documents may result in your group being refused entry in future years, and that's something nobody wants.

## GENERAL FLOAT CONSIDERATION

While floats can be a great way of ensuring all people from your group can attend, please consider the environmental impact. The vehicle itself along with the fuel on route create a carbon footprint which would not have taken place if the parade was not there. Also consider the dressing of the float. If a float is essential to your group, please ensure you ethically source materials and avoid any single use plastics. Please also try to recycle and reuse as much of the float dressing after the event.

## YOUR PARADE GROUP

### PARADE WRISTBANDS

For the safety and comfort of all people taking part in the parade we issue wristbands.

Each person in the parade must wear an accredited Pride in London parade wristband.

It is the groups responsibility to collect the wristbands before the parade day from our central London location. They will be available in the two weeks leading up to the parade and should be collected by the group's leader.

The leader of the parade group is responsible for distribution of wristbands to the people who will be taking part in the parade before arrival at the parade entry point. All parade participants will be checked to be wearing a wristband at the entry point.

Children are required to wear wristbands and are part of your group allocation. This is to ensure our head count is correct and ensure we can safely allow space for all people in the parade form up space.

### AGE LIMITATIONS

For reasons of child protection, we have an age restriction for parade participants.

Children under 16 years old must be accompanied by an adult who is responsible for them for the duration of their time at Pride in London.

If your group will have children in attendance, please ensure you have a child protection procedure in place and plans of what to do if your group are separated.

### ANIMALS & PETS

What is and what is not allowed.

Pets and animals are not allowed into the parade. The parade is a loud, busy area and there is no provision for pet loos. Many animals who are fine in other busy situation may find this distressing. People around the animal may also not feel comfortable for many reasons.

The only animals that are allowed into the parade are registered assistance and support animals. If a member of your groups is intending to bring an assistance animal, please let us know in advance of the parade with confirmation of the animals training provided.

### ARRIVAL TIMES

No one likes to wait around, here is how to reduce that time.

All members of your parade group must arrive together at the parade entry point in the allocated time window. This can vary from as early as 10:30am and as late as 4pm. Please consider this before booking a place to meet before or after the parade.

Vehicles will have an earlier arrival window than your walkers. This is to avoid there being vehicles moving in the form up area, at the same time as walkers surrounding it. This will range from 8:30am to 11am. Expect to wait between 60 and 90 minutes from arrival to start down the parade route.

## VEHICLES

### PARADE BRIEFING

Essential information for group leaders.

As a group with a float it is very important you are given as much detail as possible on what to expect on the day, and the important deadlines where documents are needed. To ensure you have the most up to date information, and are able to ask questions face to face, all vehicles group leaders must attend a parade briefing, and ensure they are signed in as attending.

The briefings last about two hours and are held in central London between March and May 2020. There will be multiple opportunities to attend and plenty of notice will be given for each of the dates.

### ROADWORTHINESS

For the safety of everyone at the event.

All vehicles must be legally roadworthy to drive to the start of the parade, take part in the parade, and leave dispersal after the parade.

The vehicles must;

- Have a current MOT certificate
- Be insured
- Have current road tax
- Be prepared to pay any ULEZ or congestion charges

### PARADE DESIGN APPROVAL

The design of the float must be submitted for approval in advance.

Designs for all vehicles must be submitted to the parade team for approval before the end of May 2020. Failure to do so will mean the vehicle will not be approved to take part in the parade, and no refund will be given. The walkers for your group will still be able to take part.

Designs may be asked to be reworked to meet specification or parade guidance. Please consider this before build or print begins for your vehicle.

### DESIGN ELEMENTS

Items added to your vehicle need adhere to additional standards.

Your vehicle must arrive with only minimal final touches to be added in the form up area. We will not be issuing additional wristbands or granting access for technical team members to perform final touch ups on vehicles in the parade form up area.

Decorations must be firmly fixed to the float to ensure they will not move or fall off during the parade.

All electrical items added to the float must be portable appliance tested.

No petrol generators can be brought into the parade. Please use battery powered or if absolutely essential, diesel. Please consider the environmental impact of generators.

If there will be people on your float, ensure there is a fixed solid handrail at waist height and a lower rail below this. The lower rail is to ensure people cannot slip under the handrail.

The lower half of all wheels on vehicles must be exposed so people around the vehicle can see the hazard.

## VEHICLE SIZE

All vehicles must be within the size limits provided or cannot take part in the parade.

Vehicles which are able to normally drive through London road may not be able to travel down the parade route. At points along the parade barriers are placed into the road which narrows the route and reduces the turning circle compared to the usual road width. As per your application the maximum length is either 6 meters long or 10 meters long. This is measured from the front bumper to the very back (imagine a virtual box it had to fit in, or if you had to post your float off to someone the box it must fit in). Vehicles longer than this will be refused a vehicle pass and unable to enter the parade entry point.

All vehicles must be no wider than 2.5 meters (i.e. no extra wide vehicles or non-standard vehicle widths) to ensure they can fit through the full route.

All vehicles must be less than 4.5 meters tall from the floor to the highest point to make it through the arches at the start and end of the parade. This includes any design or dressing elements added.

## DRIVER, CO-DRIVER & WHEEL STEWARDS

### DRIVERS

For security purposes we need to know who's driving.

The parade is an event on a global scale, and this brings with it additional security requirements. To ensure the vehicles are being driven by authorised people, we are required to provide the Metropolitan Police a list which contains the following information;

- The full name as per photo ID of the driver
- The drivers licence number
- The current home address of the driver
- The drivers mobile phone number (which will be used on the day)
- Confirmation they have consented to this information being passed to the police for checking.

This information must be provided on the parade portal before the 12th of June 2020. If we do not have this information by that time, your driver (which would also mean your float) could be refused entry into the parade, and no refund would be given.

### CO-DRIVERS

For when your driver needs to leave the vehicle.

All vehicles (with a cabin or interior) are required to have a co-driver. This is to ensure that the vehicles have an approved occupant at all times inside. Before the parade starts, your driver may wish to stretch, or take a comfort break. At this time the co-driver must remain within the vehicle. This person must be over 18 years of age but does not need to be able to drive. They are only there to ensure no one else enters the vehicle while the driver is away from the vehicle. Please provide the following for the co-driver;

- Full name as shown on photo ID
- Current home address
- Mobile phone number (that will be used on the day)
- Confirmation they have consented to this information being passed on to the police for checking.

This information is also needed to be added to the parade portal before the 12th of June 2020.



## WHEEL STEWARDS

To ensure the safety of people around your vehicle.

All vehicles with a cabin or interior are required to bring people with them to act as safety stewards for the vehicle. When the vehicle arrives at the entry point to the parade form up area, also present must be your wheel stewards. You are required to bring 6 for a small float and 8 for a large float.

One steward will walk in front of your vehicle to alert the driver to anything on the floor which could be a hazard. Two (or three in the case of a large vehicle) down the sides to ensure people keep away from the wheels when the vehicle is moving. The final steward is behind the vehicle to stop people trying to walk to close behind the vehicle where the driver is unable to see them.

Wheel stewards must also ensure members of the parade do not pass down the sides of your vehicle when the parade is on route, even when the vehicle is static.

You can switch wheel stewards in and out of the role before the parade starts moving to give breaks, but once the floats start moving, they must remain in position until the vehicle reaches the end of the parade and re-joins traffic.

We will provide a high visibility t-shirt for each wheel steward which must be worn, so they stand out in the busy parade area.

## WRISTBANDS

Some good news!

Wristbands are very limited for every parade group, and we acknowledge and want to work on this with groups. As the driver, co-driver and wheel stewards are required for your group by Pride in London, we will increase the number of wristbands you receive to cover this.

Small floats will receive 8 extra wristbands on top of your agreed wristband number, and large floats will receive an extra 10 wristbands. These wristbands will be issued on the day at entry to the parade form up area, when they are in attendance.

Thank you for joining us in the parade on **JUNE 27TH**,  
and we look forward to seeing you at a parade briefing.



FOR ANY FURTHER INFORMATION PLEASE EMAIL  
[PARADE@PRIDEINLONDON.ORG](mailto:PARADE@PRIDEINLONDON.ORG)