



PARADE PARTICIPANTS GUIDE 2021 - SATURDAY 25th SEPTEMBER, 12pm FOR GROUP LEADERS, WHEEL MARSHALS, DRIVERS & ALL PARTICIPANTS

Welcome to the Birmingham Pride Parade 2021. It's been over two years since our last record-breaking event which attracted the biggest number of walking group & vehicle entries to date. This year's theme is '**STRONGER TOGETHER**'

This guide is to ensure everyone taking part in the Parade is aware of the terms and conditions of entry, including the health & safety requirements, the production & content guidelines and also the conduct expected from all those taking part. We welcome parade applications from the LGBTQ+ community along with those from businesses and brands able to demonstrate their support and celebrate the rights, achievements, culture and aspirations of our community.

PARADE ROUTE

The launch takes place from Victoria Square with the front of the Parade heading down New Street. Walking groups will muster in Victoria Square, vehicle entries will be sent arrival instructions.

ROUTE: New St > left turn onto High Street > right turn onto Carrs Lane > right turn onto Moor Street / St.Martins Queensway > Smallbrook Queensway > left turn onto Hurst Street (by Snobs) > right turn onto Thorpe Street to close. All persons riding vehicles should disembark once the Parade comes to its close on Thorpe Street. All vehicles should then exit onto Bristol Street.

We will also have a shorter '**Accessible Route**' this year for people with accessibility requirements or disabilities. The Accessibility group is positioned towards the front of the Parade with Brum Bi Group
The Route: New Street > turn right onto Lower Temple Street > Enter Grand Central train station > Onto Smallbrook Queensway > Turn left onto Hurst Street. If any member of your group would like to join the Accessibility Group on this shortened route, contact naomi@birminghampride.com

TERMS & CONDITIONS FOR ENTRY

GENERAL REQUIREMENTS FOR ALL PARTICIPANTS

Covid 19 Parade Group Entry Responsibilities: Whilst there are currently no Government Covid-19 restrictions in force relating to outdoor public spaces, we are asking each Parade group entry to take responsibility for its own health and safety considerations regarding the pandemic situation. Group Leaders will need to produce their own covid risk assessment for their group's participation in the event. For example - we recommend that groups encourage mask wearing, use of hand sanitiser and social distancing where possible. This should be forwarded to simon@birminghampride.com by Monday 20th September.

We are also recommending all participants take a Lateral Flow Test within 48 hours prior to the event on advice from Environmental & Public Health. Test kits will be made available at our health and safety briefings. Any person returning a positive test should not attend the Parade or the Festival. Birmingham Pride encourages people to become vaccinated and more information can be obtained at: <https://www.birminghamandsolihullcovidvaccine.nhs.uk/vaccination-centres/>

Birmingham Pride has a social responsibility to ensure all people taking part in the Parade have declared themselves to be free from coronavirus symptoms & to not be in a period of quarantine or self-isolation following a positive test or notification from the NHS test & trace team or app. **ALL GROUP LEADERS** need to collect a Declaration Register for EVERY MEMBER OF THEIR GROUP with name/signature & a contact phone number or email address - this should be collected on the Friday &/or Saturday morning ahead of the Parade launch. The declaration register must then be handed to our registration desk in Victoria Square. The declaration sheet is included at the rear of this Guide. Each sheet takes 20 signatures, so please ensure you print off enough copies for your group size.

IF ANY MEMBER OF YOUR PARADE GROUP IS EXPERIENCING ANY COVID-19 SYMPTOMS, HAS HAD A POSITIVE TEST RESULT IN THE LAST 10 DAYS, OR IF ANYONE HAS BEEN CONTACTED BY NHS TRACK & TRACE & INSTRUCTED TO SELF-ISOLATE IN THE LAST 10 DAYS THEY MUST NOT ATTEND THE EVENT

Group Leaders: Each parade entry must assign a group leader who will be the point of contact for all communications. Group leaders should be 18 or over and assume responsibility for the behaviour of all persons in their group. They must attend one of the health and safety briefing sessions and circulate this Participants Guide to their group members.

Parade Running Order: Each walking group & vehicle entry will be given a numbered position in the parade which is emailed to group leaders in advance. Vehicle entries will also be emailed a specific arrival time & location to park ahead of the launch on Victoria Square, Colmore Row, Bennetts Hill or Waterloo St.

On the Day Registration: Walking group registration is open from 10.15am in Victoria Square. Once Group Leaders have completed their covid declaration register, please take these to the registration desk in-front of the Council House to collect a numbered post displaying your group's position in the parade. Vehicles will be met in person by our team and checks made on drivers licenses & driver ID. Walking groups should attempt to queue in numerical order holding up the numbered posts to help parade stewards when forming the procession. Group leaders must take responsibility for keeping their group members together. Once the procession moves off, the walking groups will be merged with the vehicle entries. If you are a vehicle entry with a walking contingent - the walkers should stand with the vehicle ahead of the midday launch.

Parade Messages: Floats, banners, placards, clothing, flags and any other form of messaging in the parade should include positive messages of support for and the celebration of the LGBTQ+ community. We welcome corporate bodies and consumer brands keen to express their inclusivity and support for the community, but the sole advertising of specific products, events, organisational campaigns & political messages are not permitted. Messages must not promote or condone violence or incitement to hatred or be discriminatory to any group or individual.

Conduct: Good manners are essential so please show courtesy to other participants and spectators. No nudity or sexually provocative behaviour is allowed as the event attracts a family audience.

Sponsorship Options: Entry into the Parade does not constitute official sponsorship of the event. Parade entries should not refer to themselves as official supporters or sponsors of Birmingham Pride or use the official logo unless they have entered into a sponsorship agreement with the festival organisers. Email info@birminghampride.com with sponsorship enquiries.

Promotions: Birmingham City Council has stipulated that the handing out of items to the public will be allowed where (1) The group has informed Birmingham Pride of their intention to give out items / leaflets etc & has our agreement. (2) That the material handed out is not overtly commercial – ie a brand expressing support for Pride or the LGBTQ community is permitted, but direct promotion of products or services is not permitted. (3) The materials are handed out strictly during and within the parade only. The distribution of *commercial flyers, leaflets or promotional items* requires a city centre license for which there is a charge – for more details go to www.birmingham.gov.uk The Parade is monitored by council officials, so please follow the above guidelines.

Alcohol / Drugs: No alcohol, illegal items or illegal substances are permitted during any stage of the Parade. At their discretion, the Festival Director, Chief Steward & Safety Officer may remove any participant under the influence of alcohol or illegal substances. Vehicle or walking group entries will be removed if individual members are found to be consuming alcohol / drugs during the parade.

Glass / Sharp Edges: No glass bottles/glasses or items with sharp/unfinished edges on the parade.

Litter: Use public bins along the route and at the dispersal point, please do not litter.

Photography: Please note that as Birmingham Pride is a high-profile public event, participants may be photographed or filmed by media outlets including TV & local/national press.

Facilities / Parking: There are no portable toilet facilities on the Parade route, however there are many coffee shops along the route with facilities. There are no facilities to store personal belongings. Please use local city centre car parks, we do not have any allocated parking for those taking part.

Weather: Check the forecast for the event, always best to be prepared - especially now the event has moved to late September!!

Risk Assessments: Because of the pandemic situation group leaders need to produce their own individual risk assessments for the event whilst also distributing this Participants Guide to their group members. Birmingham Pride produces a risk assessment for the Parade which is available on request.

Public Liability Insurance: It is the responsibility of individual group entries to have public liability insurance in place for the parade event. (NB: Float hire entries are covered by the event's PLI.)

Emergencies/Vehicle Issues: Should a vehicle develop a mechanical issue please let a Steward know immediately. If an emergency situation arises, Stewards will communicate instructions to the drivers of each vehicle. Should the situation be serious enough to warrant an immediate dispersal of the Parade, the Stewards will advise drivers which route to take. In any emergency situation, the instructions of the Festival Director, Chief Steward and Parade manager should be adhered to for your safety.

Festival Wristbands: All parade participants attending the Main Pride or Street Festival afterwards will need to exchange their event tickets for wristbands. The ticket wristband exchanges will be open on Thurs 23rd & Friday 24th September at The Nightingale Club and early on Saturday morning on the Festival Site. We recommend those attending the festival afterwards get their wristbands in advance of the Parade launch to avoid the peak time queues at the exchange booths.

Parade Entry Fees: Parade entry fees cannot be transferred, exchanged or refunded unless the Parade is cancelled due to unforeseen circumstances such as an act of terrorism or pandemic. YOUR POSITION IN THE PARADE IS NOT GUARANTEED UNTIL FULL PAYMENT (where applicable) HAS BEEN MADE.

Health & Safety Presentation Briefings: We host 2 identical briefings in the run up to the Parade. Group leaders & vehicle entry drivers must attend one of these sessions. They last about 30 minutes and are held at Wynner House, 143 Bromsgrove Street, Birmingham, B5 6RG. The dates are Tuesday 14th Sept, 7pm and Thursday 16th Sept, 6pm.

Any matter of safety not covered in these rules may be reviewed & require correction by the Festival Director, Chief Steward & Safety Officer. This also includes, but is not limited to, WM Police, WM Fire Brigade & Birmingham City Council. Matters considered hazardous to the extent that they pose a risk to the participants &/or public should be corrected. Failure to correct the hazard identified can result in the removal of the vehicle from the Parade. For logistical & event purposes no discussion will be entered into with any matter concerning health & safety & wellbeing on the day itself.

Birmingham Pride (UK) Ltd assumes no responsibility for injury to persons or damage to property as a result of participation in the parade. Security and medical provision will be in place throughout the duration of the parade.

Failure to abide by the rules of parade entry and all the terms & conditions may result in exclusion from this or future Birmingham Pride Parades.

WALKING GROUPS - ADDITIONAL REQUIREMENTS

Group Size: Walking groups are limited to 50 people in each contingent unless a larger group has been approved in advance.

Banners & Placards: Please be safety aware and do not obscure the visibility of vehicle drivers within the parade who may be behind you. Be aware of other people around you to avoid injury.

TECHNICAL BRIEF FOR FLOATS & OTHER VEHICLES

Float & Vehicle Dimensions: Non-hire float & all other vehicle entries must inform Birmingham Pride of their vehicle's dimensions. Birmingham Pride hire floats are 20 feet in width (not including the towing unit), 13 feet high, 8 feet wide – with the available height for dressing approx. 8 feet.

Float Handrails & Frames: Handrails must be fitted around the sides of the float to ensure safety for those onboard at 4 ft high. Safety frames must be made from strong materials eg –wood / steel

Driver Documentation: Drivers must hold a valid UK drivers licence in the class appropriate to the vehicle. We require a scan/photo of the license emailed to simon@birminghampride.com in advance of the event along with a scan/photo of a current utility bill/bank letter showing driver's name & address for ID purposes, plus their mobile phone number & vehicle registration. This information has been requested by WM Police & will be deleted following the event. ID & license will also be checked on Parade day. Failure to provide this information will result in the removal of the vehicle.

Vehicle Insurance: All vehicles must be fully insured for the UK road network. A copy of the vehicle insurance certificate must be available for inspection ahead of the parade launch if requested.

Vehicle Maintenance: Vehicles must be fully serviced & roadworthy with valid MOT & road tax. Festival management & the event H&S Officer will exclude any unsafe vehicle from participating.

Passenger Numbers: Do not exceed the legal carriage limit of the vehicle. Please don't overcrowd floats and consider the health and safety of passengers. People may be asked to disembark if we feel your vehicle is overcrowded & represents a danger to personal safety.

Protective Clothing: The appropriate protective clothing must be worn by drivers of motorcycles or any other vehicle requiring such clothing.

Wheel Marshals: Vehicle entries will need to provide designated wheel marshals to walk alongside their vehicle in a stewarding role to ensure the safety of those onboard and viewing the parade. Wheel marshals should be briefed by their group leader. The size of the vehicle will dictate how many wheel marshals are required:

Large lorry / Bus – 6 marshals (1 on each corner and 2 centrally located)

Small lorry / Floats / Delivery Vans – 4 marshals (1 on each corner)

Cars – 2 marshals (1 each side at the front)

Fire Extinguishers: A fire extinguisher of an appropriate type suitable for the materials and equipment used to decorate the vehicle shall be carried by all float vehicle entries. All fire extinguishers shall be sealed, tagged, and in date.

No naked flames or smoking permitted on any vehicles.

First Aid Kit: To be carried on all vehicles. Wheel Marshals & Parade Stewards/security will assist you and halt the Parade if necessary should first aid be required.

Decoration: All construction and decorative materials must be manufactured or treated to be effectively flame retardant. Please avoid paper construction as flame retardant solution will not always be 100% effective. Do not use sharp or unfinished edging and no use of glass. Where possible use materials that can best endure wet weather. Float decoration must not obscure the driver's vision & field of view. Floats should arrive fully constructed at the parade launch location.

Speed restriction: The maximum speed is 5 miles per hour, to be maintained as a constant speed. Parade Stewards will keep floats and walkers spaced out, please follow instructions to slow down or speed up & leave enough space in-front of vehicles in case of any unexpected sudden stoppages.

Mounting and dismounting from a moving float: You should only dismount the float in an emergency. If you need to dismount ask a wheel marshal to inform the driver to stop the vehicle.

Generators: Larger sound systems will require power on board. Approved options are to use a 24 volt battery with an inverter to step up the power output to 240V for the system to function **OR** you can use a diesel generator, however they can be noisy. **NO PETROL GENERATORS ALLOWED.**

Electrical systems: Electrical wiring must be of a type approved for exterior use, shall have sufficient capacity, be properly secured to prevent damage or accidents, with all connections enclosed within waterproof enclosures, and be properly fused. It should also have protection from the weather.

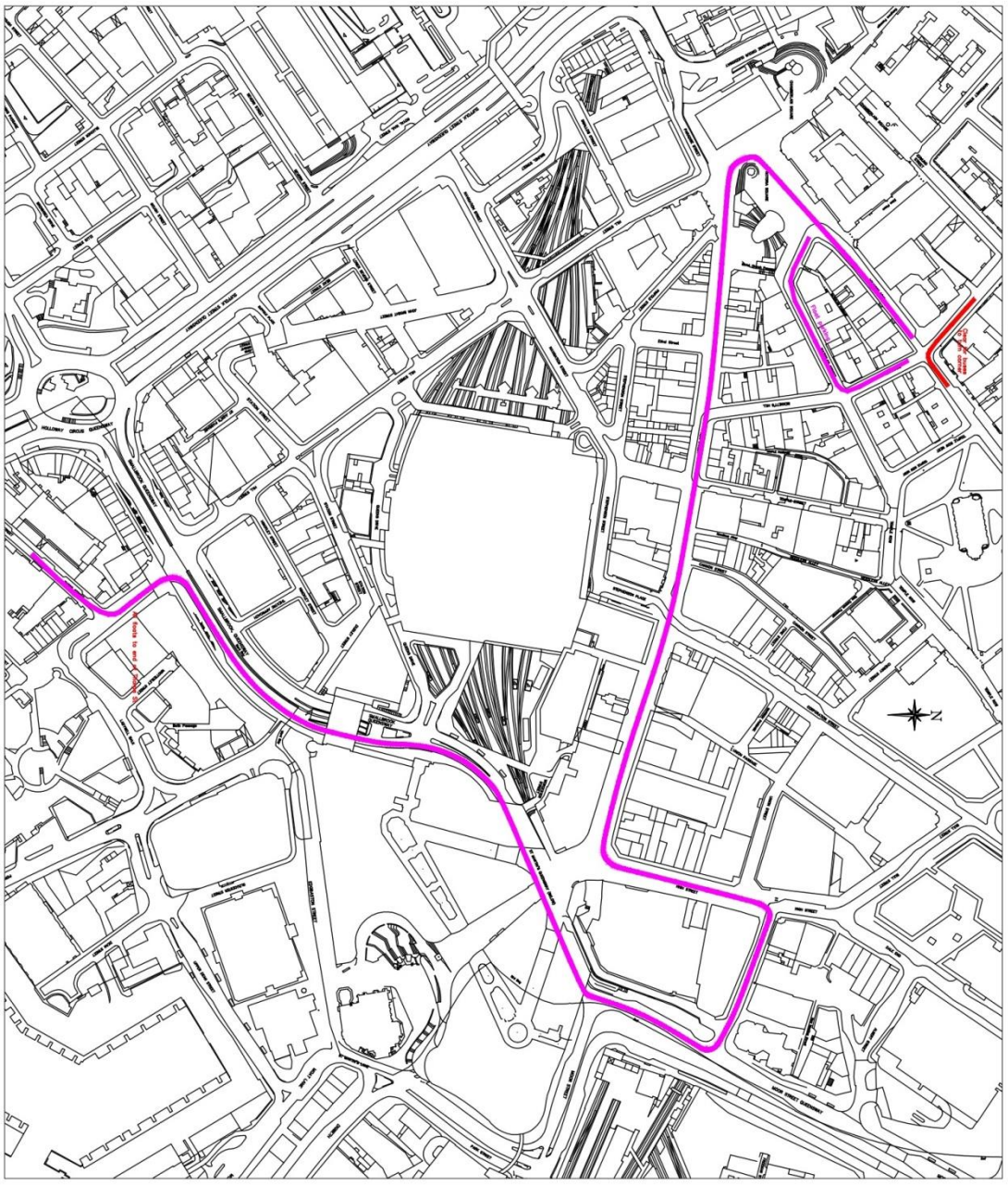
Sound Systems: Any sound system is permitted & must be PAT tested. Do not turn on the sound system until the parade begins as stewards may need to communicate important messages ahead of the launch. Sound systems must be turned off at the end of the parade. Birmingham Pride personnel cannot assist with non-functioning audio equipment and sound systems unless they were hired from us, so have an expert on hand to help with your vehicle's audio.

Float Hire Decoration Facility: Groups hiring floats from Birmingham Pride will be notified of the location for the decoration of the vehicles via email. The floats will be available for decoration on Thursday 23rd & Friday 24th September dependent on when groups want to decorate their vehicles. Security will be on site 24 hours a day so crews can decorate vehicles into the night if required. All floats will be checked for health & safety adherence on Pride Saturday morning ahead of the launch.

Riding Floats: YOU MUST ONLY MOUNT YOUR FLOAT OR VEHICLE WHEN ITS PARKED UP & STATIONARY ON VICTORIA SQUARE/ COLMORE ROW / WATERLOO STREET / BENNETS HILL. Persons must not ride floats en-route to the parade launch. Please make alternative arrangements to get to Victoria Square / Colmore Row.

Parade Arrival: Group leaders will be informed of their vehicle's position in the Parade ahead of the event along with a specified arrival time at the Parade launch location. Vehicles should approach via Colmore Row & will queue up in order on Victoria Square, Colmore Row, Waterloo Street & Bennetts Hill.

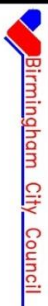
Dispersal Route: The Parade comes to its close on Thorpe Street where people should disembark their vehicles. The non-hire vehicles will be ushered to turn left onto Bristol St for their onward journey. Float vehicles hired from Birmingham Pride will turn left onto Bristol Street & left again onto Bromsgrove Street, turning right onto Gooch Street North where the floats will be de-rigged. Each float hire group should ensure team members are available to help de-rig & strip float vehicles & retrieve any decorations/banners they wish to keep immediately following the end of the Parade.



NOTES

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Traffic Management Services

SCHEME
 BIRMINGHAM
 PRIDE
 2021

DRAWING
 PARADE
 ROUTE
 SEPTEMBER

SCALE	NTS	DRAWN
		CT
DATE	ENG.	APPROVED
16/06/21	CT	CT
FILE LOCATION	SHEET SIZE	
L:/DWGS/TMS/CT	A3	
DRAWING NO	SHEET	REV.
BP/RD/021/A1	A	0