

CAIRNS festival



Cairns Festival 2024 Grand Parade Participation Agreement

Terms of Agreement

- 1.1 Council has invited the Float Leader to participate in the parade with the float and associated participants agreeing upon the Parade Rules set down in this agreement.
- 1.2 The Float Leader accepts Council's invitation as expressed in the clauses of this agreement and in consideration of the right to participate in the parade agrees to the Parade Rules Attached.
- 1.3 The Float Leader must ensure that all participants associated with the float and parents or guardians of participants aged under 18 years, are made aware of the parade rules to this agreement and must obtain and retain for record purposes a signed copy of the parade rules signed by each participant or by a parent or guardian of each participant aged under 18 years.
- 1.4 The Float Leader will be taken to have obtained or otherwise hold appropriate public liability insurance cover for all participants travelling on or around their float.
- 1.5 The Float Leader must ensure that all participants comply with the parade rules and with all laws.
- 1.6 The Float Leader agrees to attend meetings with the Parade Coordinator or other Council officers as requested by Council and to comply with all reasonable instructions concerning the Float and the conduct of the parade, including the removal of any participant, from the parade at any time prior to or during the parade.
- 1.7 The Float Leader must ensure compliance with all safety requirements as prescribed by the parade rules or as instructed by the Parade Coordinator or by parade marshals. The float must be equipped with suitable safety features so as to prevent the risk of associated participants suffering harm.
- 1.8 The Float Leader releases and discharges and agrees to indemnify Council from any cost borne of harm resulting from participation in the parade as provided for in this agreement.
- 1.9 All required safety equipment on the float must be complete and operational at all times during the parade.

"Cost" includes loss, liability, damage and expense.

"Harm" means all or any of: property loss or damage; death; personal injury, including shock illness or injury of any kind.

"Law", "Laws" includes all applicable laws, statutes, Acts, regulations and standards.

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Appendix

Parade Rules

Participants acknowledge that any failure on their part to comply with the parade rules may result in their exclusion from participation in the parade.

1. Code of Conduct:

- a. The parade is a festive occasion to celebrate the lifestyle of Cairns and is not to be used to promote any political agenda or as a ground for protest.
- b. The parade is a fun family event and no discriminating, insulting, offensive or vulgar comments or displays may be presented. Entrants that give offence will not be accepted and risk expulsion from future parades.
- c. Cairns Festival reserves the right not to accept any presentations that could be damaging to the spirit of the parade.

2. Float Theming and Decoration:

- a. Floats must be decorative. The aim of a street parade is to entertain! Let's wow the crowd. Great floats are remembered and enjoyed by all who attend. It needs to be artistic, colourful and creative.
- b. Parade Standard: whether you are trying to win a prize or just promote your group or business, a vehicle or vessel with a sign on it and some balloons is not a decorated float and won't be accepted. Staff uniforms aren't costumes. Think about how you can adapt or add to a uniform to make it more fun and colourful. If you're having trouble developing your idea please contact the Festival Office for advice by phone: 4032 6656 or by email: J.Aird@cairns.qld.gov.au

3. Participant and Audience Safety:

- a. Participants must at all times promptly comply with instructions given by the Parade Coordinator, by parade marshals appointed by Council and by members of the Queensland Police Service.
- b. Motorised floats need to navigate safely along residential streets, often with narrow sections due to traffic islands etc., and with the public lining the road. Floats therefore need to be easy to manoeuvre with a safe and competent driver with an unobstructed view of the road.
- c. Any vehicle or trailer utilised for the purpose of a motorised float must be registered and insured as required by law.
- d. The driver of a motorised float must have the appropriate driver's licence as required by law.
- e. Any vehicle utilised for a motorised float must be driven safely at all times during the parade so as to maintain a constant speed of less than 5km per hour as maintained by the leading float and at a safe distance from the immediately preceding float, with no overtaking permitted.
- f. Cyclists, including motorcyclists must wear a helmet along the Parade route.
- g. Participants must take care when travelling as passengers on the float to avoid all risk of harm and acknowledge that they travel on the float at their own risk.
- h. The following activities on the float are prohibited:
 - i. Use of a naked flame;

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- ii. Spraying or squirting water;
- iii. Throwing any object;
- iv. Consumption of alcoholic beverages;
- v. Use of any items made of glass;
- vi. Alighting from or embarking onto the float while it is in motion.
- i. Fliers and other handouts cannot be thrown from the float. Participants accompanying the float on foot may hand out to members of the public only those pamphlets or other written material previously approved by the Parade Coordinator.
- j. For the protection of children in the audience no lollies are to be handed out along the parade route.
- k. Participants walking with a float must stay either in front or behind their float. There is to be no walking alongside the float.
- l. Parade floats are not permitted to stop unless instructed by a Parade Marshal.
- m. If animals are involved in your entry, you must ensure that due care is taken for their safety and that you have informed the Parade Coordinator about the type of animal that will be participating and how many animals will be included on your float.
- n. Participants riding on motorised floats need to have some protection to prevent them from falling off.

4. Float Safety:

Your float entry must comply with the following safety requirements. Failing to do so may risk your participation in the Grand Parade on the day.

Please ensure:

- a. All electrical equipment is currently tested and tagged.
- b. All electrical connections are housed within wet weather enclosures.
- c. All 12-volt batteries are housed within non-metal enclosures.
- d. All signage, decorations, props, and other items are securely attached to your float. Wind conditions can change unexpectedly – you do not want anything being blown from your float into parade participants or into the crowd.
- e. You have mitigated any slips, trips and falls risks in the initial design of your float ensuring optimum safety for all participants.
- f. Your float design must safeguard against inclement weather. There may be rain and strong winds on Parade-day that will affect your layout and impact your safety. This needs to be actively considered in your initial float concept and design stage.
- g. In case of rain, please bring tarps, umbrellas, raincoats or other wet weather gear to protect your electrics, props or musical instruments and personnel on your float.

NB: A qualified Safety Officer will be on site on Grand Parade Day to check these requirements are met.

5. Float and Vehicle Size:

- a. Maximum dimensions for a float are 4.3m h x 3m w x 20 m l.
- b. Only rigid trucks will be accepted. No articulated vehicles (semitrailers).
- c. Each entry has a nominated guide to assist with navigating the float along the parade route. Depending on the size of the float, more than one guide may be required.

6. Wet Weather

- a. The Grand Parade will proceed if it is raining, and floats that meet all required safety regulations will be able to participate.

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- b. If a severe weather warning is issued from the Bureau of Meteorology all float entries will be notified as soon as possible if the event has been cancelled.

7. Photographic /Image Release

- a. Participants consent to the use by Council for promotional purposes of images taken of the parade and its participants.

If you have any questions regarding the Parade Rules, please contact the festival office via phone 4032 6656 or via email J.Aird@cairns.qld.gov.au to discuss.

Float Name: _____

Float Number: _____

Signature: _____

Full Name: (Print) _____

Date: _____

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On parade-day SAFETY CHECKLIST AND COMPLIANCE SIGN OFF form

**Cairns Festival 2024 Grand Parade
Saturday 24 August 2024
SAFETY CHECKLIST AND COMPLIANCE SIGN OFF**

FLOAT NAME and NUMBER:

- Any / all vehicles are being driven by licensed driver/s.
- Floats with large trucks must ensure roaming dancers, skaters, pedestrians, cyclists etc., are only behind the vehicle or when in front maintain 5m ahead to ensure the driver can clearly see the road and all people at all times.
- Remember you are travelling along a route where there are many traffic calming islands and kerbs to negotiate around.
- The float has not exceeded a height restriction of 4.3 metres high and 3 metres wide.
- All children under 18 years old are under the supervision of a responsible adult/guardian.
- All participants agree to comply with safety instructions and as directed by Parade Officials and Marshals.
- All floats will maintain their position and a regulated speed throughout the parade as directed.
- All cyclists including motorcyclists and their pillion passengers are to ensure helmets are worn along the Parade route.
- Nothing shall be done to entice or encourage children or spectators onto the parade route.
- Possession or consumption of all alcoholic beverages is prohibited.
- No participant shall get on or off a moving float.
- All float safety requirements set out in point 4 *Float Safety* have been approved by the onsite Safety Officer.
- All vehicles should be kept in neutral while stationary and head lights should be off until the end of parade for spectators comfort.
- The Float Leader takes full responsibility to ensure all participants have been briefed in the parade safety requirements and that they understand and will comply with the Parade Rules set down in this agreement.

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All participants must have fun!

Float Leader Name: _____ Signature: _____

Council Marshal Name: _____ Signature: _____