



**GRAMPIAN**  
P.O.L.I.C.E

*Keeping our communities safe*

**Civic Government (Scotland) Act 1982  
Proposed Procession  
Police Response to Aberdeen City Council Licensing Team**

|                                  |                  |
|----------------------------------|------------------|
| <b>Our Ref:</b> A28.3/03/12/9408 | <b>Your Ref:</b> |
|----------------------------------|------------------|

|  |   |   |
|--|---|---|
| <b>Proposed Procession:</b>            | Aberdeen Student Charities Campaign Students' Torcher Parade 2013 |   |
| <b>Date:</b>                           | Saturday 27 April 2013  |   |
| <b>Police met with organiser:</b>      | Yes   |   |
| <b>Police objection to procession:</b> | No  |   |
| <b>Recommendations:</b>                | 1.  | The procession to commence at 1930 hours, prompt;   |
|  | 2.  | The route to be Albyn Place, Alford Place, Union Street to the Castlegate;  |
|  | 3.  | A full Council resourced road closure to be in place for the full route throughout the duration of the procession;  |
|  | 4.  | The leading vehicles in the procession to form up on Carden Place, Aberdeen;  |
|  | 5.  | To facilitate identification in the event of an emergency, each vehicle to be allocated a number, which must be clearly displayed in the windscreen of the cab. Vehicles must travel in order, according to the designated numbers; |
|  | 6.  | No person, either on foot or on a vehicle shall be permitted to consume alcoholic liquor, or be under the influence of alcohol during the event;  |
|  | 7.  | A minimum of two dedicated stewards per float;  |
|  | 8.  | A registration process to be in place for stewards to provide assurance of stewarding levels prior to the commencement of the parade;   |
|  | 9.  | Designated stewards for this event must not become involved in the charitable collection;   |
|  | 10.   | All stewards must wear identifiable high-visibility jackets at all times when escorting the parade;   |
|  | 11.   | Stewards to receive a written brief regarding the requirements of their role;   |

|  |     |   |
|--|-----|---|
|  | 12. | A formal briefing to be held for stewards prior to the start of the parade;   |
|  | 13. | The speed of the procession to be regulated by the Officer in Charge of the Police;   |
|  | 14. | Drivers of vehicles involved in the parade must not sound their vehicle horns unless in an emergency and must not permit children to be carried on the drivers' laps at any time; |
|  | 15. | A formal briefing to be held for drivers prior to the start of the parade;  |
|  | 16. | Safety measure to be taken on floats (eg barriers/webbing) to minimise risk to participants;  |
|  | 17. | No part of any float must protrude beyond the sides of the vehicle;   |
|  | 18. | No person to board or alight from a vehicle whilst it is in motion.   |
|  | 19. | No person to be permitted to pass between vehicles whilst the procession is in motion;  |
|  | 20. | Torches to be issued when the procession is on Carden Place. They are to be issued only to persons on foot;   |
|  | 21. | No person shall have both a torch and a collecting receptacle;  |
|  | 22. | No person to use a torch in a dangerous manner;   |
|  | 23. | No person to have more than one torch in his or her possession;   |
|  | 24. | Those carrying torches must walk in an orderly fashion and remain with the main procession;   |
|  | 25. | The only exception to items 22, 23 and 24 to be members of the Street Performers Society, who will be permitted torches as required by their performance;                         |
|  | 26. | Lit torches not be extinguished by striking them against vehicles or other flammable material;  |
|  | 27. | No open fires to be carried in or on any vehicles in the procession;  |
|  | 28. | The organiser must ensure that there is adequate provision to extinguish any flammable materials deposited from the torches onto the route;                                       |

|                                 |     |  |
|---------------------------------|-----|--|
|                                 | 29. | Collectors on foot to proceed in time with the procession. Collections must be made by means of receptacles as defined in the Public Charitable Collections (Scotland) Regulations 1984. No collections should be made by any other means; |
|                                 | 30. | No person to carry water containers or water pistols;  |
|                                 | 31. | No person to be permitted to skate or blade whilst on or attached to any float;  |
|                                 | 32. | No strobe lighting to be used on any float;  |
|                                 | 33. | No person to behave in an indecent manner;   |
|                                 | 34. | The organiser must ensure that there is sufficient and appropriate first aid cover in place for this event;  |
|                                 | 35. | The organiser must inform the local media of the timings of the parade and likelihood of there being disruption to traffic in the City Centre;   |
|                                 | 36. | The organiser must inform the Hackney Licensing Department of the timings of the parade;   |
|                                 | 37. | The organiser must inform the Scottish Ambulance Service and Grampian Fire and Rescue Service about the times and movements of the parade;   |
|                                 | 38. | All participants must behave according to the conditions laid down by the organiser;   |
|                                 | 39. | At the conclusion of the parade, vehicles to travel via an agreed route to the designated de-construction site;  |
|                                 | 40. | A Safety Officer to be appointed for the event;  |
|                                 | 41. | Risk assessments to be compiled and circulated prior to the event.   |
| <b>Policing to be provided:</b> | Yes |  |

|   |  |
|---|--|
| <p><b>Comments:</b></p>   | <p>Grampian Police are supportive of the Aberdeen Student Charities Torch Parade application. However on reviewing the 2012 event, several additional recommendations have been made in order to enhance public safety whilst still affording the opportunity to hold a successful city centre procession.</p> <p>The main recommendation from Grampian Police is a shortening of the route from previous Student Torch Parades. This is mainly on the basis of maximising public safety.</p> <p>The existing route requires a 'rolling road closure', which is difficult to achieve for ACC Road Services and has previously caused delays in the procession. If the recommended route is adopted, a full road closure could be put in place. This also negates the need for large policing presence dedicated to the event. A smaller road closure also lessens the impact on the wider community.</p> <p>The event is targeted at a 'family audience' and a shortened route would allow organisers to better manage the timings and avoid the procession entering Union Street and mixing with patrons under the influence of alcohol.</p> <p>Grampian Police are of the opinion an Queen's Cross-Castlegate parade will not diminish the event in terms of being a public spectacle. It is a tried and tested route used by several other city centre parades and it demonstrates our organisation promoting a consistent approach to parade applications.</p> <p>The application states there will be 150 stewards. This figure appears an ambitious estimate as there appeared to be less than half that number during the 2012 event. Due to the 'volunteer' nature of the stewarding, there was no audit trail on the number of stewards. There are recommendations included in this response to counter stewarding issues.</p> <p>The Student Torch Parade is one of the largest processions in Aberdeen, however there is no risk assessment compiled. In order to identify and address any risk associated with the event, it would be prudent to produce a formal risk assessment.</p> |
| <p><b>Police contact:</b></p>   | <p>Events Planning, Aberdeen Division, Tel 01224 306481</p>  |
| <p><b>Signed:</b> _____</p> <p>George Macdonald, Chief Inspector, Aberdeen Division</p> | <p style="text-align: center;">C.I.</p> <p style="text-align: right;"><b>Date:</b> 21 February 2013</p>  |