

ANGUS COUNCIL
CIVIC GOVERNMENT (SCOTLAND) ACT 1982
PART V - PUBLIC PROCESSIONS

GUIDANCE NOTES FOR ORGANISERS (TO BE READ IN CONJUNCTION WITH
ATTACHED NOTICE)

NOTE: Please provide full details - the Council will not consider any application
until all the relevant information is supplied

A. ORGANISER

Please use block capitals and give full name, address and post code, and also a telephone number where you can be contacted regarding any queries about your application.

B. ORGANISATION

Please give name of parent organisation, together with details of the branch/division involved (if appropriate).

C. DATE AND TIME OF PROCESSION

Please state a.m. or p.m. if not using the 24 hour clock.

D. SPONSORED EVENTS

It would greatly assist the processing of the application if you would indicate whether or not the event is sponsored.

E. ANNUAL EVENTS

It would also help the processing of the application if you could indicate whether or not the procession is held annually, and if so, whether or not the arrangements are the same as last year.

F. PROPOSED ROUTE

Please give full details of route(s) proposed. In this connection it should be noted that there are designated "preferred routes" for certain events. These routes have been carefully planned to minimise disruption on main arterial routes, and their use enables standard plans for re-routing public transport and other traffic to be brought into force. Please contact the Police if you wish to discuss suitable routes for your processions.

G. ESTIMATES NUMBERS OF PARTICIPANTS AND VEHICLES

Please give as accurate a forecast as possible, so that the necessary arrangements can be made to ensure that the procession proceeds smoothly on the day.

H. DETAILS OF STEWARDING

There should be a minimum of four Marshals for each procession/gathering and Marshals must be clearly identifiable.

For processions where the number of participants is over 160 the ratio of Marshals to participants should be no less than 1 to 40.

I. NOTIFICATION TO POLICE

Please note that Section 62 of the Civic Government (Scotland) Act 1982 requires a person proposing to hold a public procession to give notice of the proposal to the Chief Constable. His address is Divisional Headquarters, Police Scotland, West High Street, Forfar, DD8 1BP.