

# LEETON SUNRICE FESTIVAL PROCESSION SAFETY REQUIREMENTS 2026

Special events enrich our Leeton Community and reinforce the fun and festive values that Australians hold dear.

A special event is any planned activity that is wholly or partly conducted on a road, requires multiple agency involvement, requires special traffic management arrangements, and may involve large numbers of participants and/or spectators.

Schools, businesses and charities use special events to attract attention to their cause. Many events indirectly advertise Leeton Shire as a great place in which to love and do business.

The Street Parade will be coordinated with the assistance of the Leeton Volunteer Rescue Squad (VRA) and Leeton Shire Council.

## SAFETY ISSUES TO BE APPLIED TO ALL MEMBERS OF SPECIAL EVENTS

### ASSEMBLY

- Showground will be open from 9am.
- All floats to enter through gates near Jockey Club entrance. Semi-trailers and vehicles of similar & longer length will need to approach from Yanco to allow enough turning space to access this gate.
- All floats to exit for parade from gates near Golf Club.
- Only Float vehicles allowed into the marshalling/assembly area.
- All participants being dropped off for parade must enter through gates near Jockey Club, and exit at Secretary gates.
- Grandstand will be the meeting/drop off point for children/groups.
- Ensure all instructions given by VRA personnel are followed.

### LEGAL COMPLIANCE

- All participating groups must provide an updated copy of their public liability insurance.
- All vehicle owners must provide a copy of their comprehensive motor vehicle insurance and registration paperwork.
- Drivers of vehicles must be employees of the transport company and /or hold a suitably qualified drivers license for the vehicle being driven with a blood alcohol of zero.
- All vehicles must be registered in accordance with the Motor Traffic Act.
- All floats involved in the parade (moving vehicles with people seated or standing) MUST BE fitted with safety rails to prevent people falling off vehicle/s and fixed seating (being secure and immovable).

### PARTICIPATION

- Each float is to nominate a float supervisor/coordinator.
- All volunteers must sign the volunteer register on the date of the procession.
- All volunteers will remain seated while vehicles in parades are moving.
- Objects must not be thrown or passed off the vehicle.
- Use of mobile phones is not permitted on the back of transport, except in the case of emergency.
- 1:5 ratio for adults to children for children under ten (10) years of age.
- Motorbikes, push bikes, skateboards and rollerblades riders must wear approved helmets and protective gear.
- No children under the age of three (3) to be included on floats.
- Ensure parents of children have been communicated the correct drop off point (Showgrounds) and pick up point (Mountford Park or grandstand at Showground as marked for each group). Children are not to be collected at the disembarkation point in Belah Street.
- Vehicles in the procession must not exceed ten (10) kilometers per hour.
- Procession route must follow and comply with traffic plan or instruction on the day from police officer in charge.
- All regular road rules apply at the end of the controlled area (Belah St).  
This means no children/participants remaining on the back of vehicles.
- Basic first aid equipment must be made available by the float supervisor.
- The float supervisor is responsible for ensuring the above instructions are carried out.
- Failure to comply will result in the float not participating in the event.
- In case of emergency contact '000'. For all other concerns see your float supervisor and/or the police officer in charge of procession.
- If your vehicle is carrying participants not restrained with seatbelts (i.e. the back of trucks) the driver will proceed to Belah Street for participants to disembark and move away from disembarking area.
- If your vehicle is not carrying any participants, you may proceed to exit the parade.

THANK YOU FOR YOUR COOPERATION – ENJOY THE DAY AND STAY SAFE