



## FILM POLICY

Policy Number	CE28	Directorate	Sustainability
Council item no	N/A	Department	Social and Economic Development
Council Adoption date	N/A	Primary Author	Ken Fraser
Revision date	September 2013	Secondary Author	Alycia Stivic

### POLICY OBJECTIVE

This Policy seeks to promote film and television production in South Gippsland Shire and build the image of the area and associated economic benefits.

It creates a framework to manage these projects in a safe and coordinated manner. It establishes a “Film Permit” process to ensure these outcomes.

### LEGISLATIVE PROVISIONS

- *Film Act 2001*

### DEFINITIONS

This policy covers all areas of the municipality of South Gippsland Shire, Victoria, Australia, to coordinate filming activity occurring on land under its care and management.

Film and Television Production means motion picture photography for:

- Television
- Feature films
- Advertising
- Documentaries
- Music videos

Council means South Gippsland Shire Council.

Film Liaison Officer means an officer designated by Council as the contact for film and television projects.

### POLICY STATEMENT

#### 1. Overview of the Policy

This Policy seeks to increase South Gippsland Shire Council’s profile as a desirable film and television production destination, to advocate and facilitate filming activity in the region, and to generate greater economic benefits for South Gippsland Shire Council while maintaining community amenities and public safety.



## 2. Policy Background

Interest in Victoria as a location for production and post-production of films, television programs and commercials has increased in recent years. South Gippsland Shire Council recognises the need for a coordinated approach across local government to address the demand from the production industry and has committed to promoting and facilitating greater access to its locations.

The film and television industry can generate revenue for hospitality, travel and other local industries. A secondary impact of these projects is the promotion to the region and the stimulation of tourism and investment.

Council has a strong working relationship with Film Victoria and all Gippsland Councils and have jointly participated in a project to attract Film makers to the region. The Gippsland Councils, with support from Film Victoria have developed the Film Gippsland website [www.filmgippsland.com.au](http://www.filmgippsland.com.au) to showcase the regions locations for film and television production.

Film Victoria has produced information to assist Councils producing film policies and associated materials. This policy is based on those documents and their assistance is acknowledged.

## 3. Council's Role

- Promote South Gippsland as a location for film and television production.
- Provide a central contact person for all Council related issues. For the purposes of this policy they will be known as the Film Liaison Officer.
- Assess and issue Film Permits.
- Assist with Council permit application processes where necessary and liaise with relevant departments to expedite permit applications where possible.
- Assist in sourcing locations to match script specifications.
- Respond to all enquiries relating to film and television production in an efficient and effective manner.
- Provide contact information for, but not limited to
  - Council Services and Statutory requirements
  - Emergency services
  - Road closures and traffic management
  - Signage
  - Waste management
  - Businesses and support services
  - Local community groups and organisations
  - Local media

## 4. Permit Process

Production companies/producers seeking to undertake a Film will submit a Film Permit Application Form with any other documentation required by Council.

Linked to this Policy are two related documents. These are:

1. Film Permit Application Form.



## 2. Conditions for Film and Television Production in South Gippsland Shire.

The Film Liaison Officer will assess permit applications against the “Conditions for Film and Television Production”.

Council may alter the Film Permit Application Form and Conditions for Film and Television Production during the period of this Policy.

The production company/producer is invited to discuss all aspects of their project and relevant fees with the designated Film Liaison Officer.

### 5. Fees

Council will not charge a fee for the issuing of a “Film Permit”.

Council may however negotiate a fee for filming activity where Council assets are used or where significant event co-ordination and officer time is required.

All expenses associated with advertising, traffic control, road closures and any other costs incurred in the facilitation of the application i.e. building/planning permits, will be borne by the applicant.

Council has the right to waive or vary fees in certain circumstances.

### 6. Support for Community Film Projects

This Policy also seeks to encourage the development of Community Film and Television Projects. These include those for student projects, charitable activities or those whose subject matter relates to the cultural heritage of the South Gippsland Shire. In these instances Council may consider alterations to the Conditions for Film and Television Production where these may be an impediment to these endeavours and where public safety is maintained.

### RISK ASSESSMENT

By having a policy Council mitigates the risk to the public and community and sets standards for film makers so that they provide the necessary public safety, traffic management and insurance cover to undertake their work in safe and coordinated manner.

### IMPLEMENTATION STATEMENT

The Film Policy, Guidelines and Film Permit introduces a framework to review and process applications for filming and television production. These allow stakeholders to understand precisely their responsibilities and expectations when filming in the South Gippsland Shire.

The implementation of the policy will be managed by the Economic Development Unit.