

# landcom film policy

Landcom's Film Policy has been developed to support the Government's commitment to the film industry in accordance with the *Premier's Circular – "Making NSW Film Friendly" (M2008-10)*.

The film and television industry in New South Wales has more than 1.100 film and television related business, employs more than 9,000 people and generates income of about \$1 billion per annum.

Landcom is required to provide the highest possible level of cooperation with film makers. The policy provides guidelines for staff managing filming enquiries and for applicants wishing to use Landcom's property for filming purposes.

## It is expected that Landcom will act to ensure that:

- there is a responsive and cooperative attitude in dealing with filming requests;
- applications for access are processed promptly;
- access to locations is to be supported wherever possible and should not be unreasonably withheld;
- clear reasons for refusal should be provided and alternative arrangements for sites offered if possible; and
- fees should be kept to a minimum and should only reflect costs.

The Media and Government Relations Manager is Landcom's Film Contact Officer with the task of coordinating film and television related enquiries and liaising with the General Manager Corporate Marketing to ensure management of the enquiries.

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## GUIDELINES FOR APPLICANTS USING LANDCOM'S PROPERTY FOR FILMING PURPOSES.

- A licence agreement stating the arrangements between Landcom and the applicant.
- Identification of any potential hazards and actions to mitigate those risks associated with on-location filming activity.
- Filming activities to be carried out as stipulated in the agreement with Landcom and the applicant, with consideration for members of the local community at all times.
- Filming activities must comply with all existing laws and regulations including State and Federal Laws, OH&S legislation and the particular laws of regulatory bodies.
- Proof of appropriate liability insurance from the applicant with an insurance company acceptable to Landcom.
- Written consent of all relevant authorities where applicable to be obtained by the applicant and presented for inspection if requested by Landcom.
- Written approvals and signed waiver forms from individuals and from parents and/or guardians if filming of children is required.
- Payment of fees and any bond determined by Landcom must be made before filming commences.
- Written notification to be provided to residents within the vicinity of the filming if applicable, as directed by Landcom. Such notification must provide dates, times, all events associated with filming and the conditions fixed by Landcom.
- Assurance that every endeavour is made to reduce any inconvenience to residents and/or occupiers of business premises directly affected by filming activities.
- Location of oversize equipment and generators in such a way that it minimised impact on the community.
- Legally parking of all vehicles associated with the production at all times and/or, where applicable, parked in accordance with an approved parking plan.
- Restoration of the location to its original condition and the removal of rubbish, to the satisfaction of Landcom, at the cessation of filming.
- Damage or waste created during production to be repaired at the cost of the applicant.
- Any activities that may cause irreparable or environmental damage will not be approved.

Note: This policy will be reviewed in October 2008 in accordance with the release of the NSW Film and Television Office's standard form and standard terms and conditions.