



LANARKSHIRE SCREEN LOCATIONS

'Vigil' BBC/World Productions

CODE OF PRACTICE FOR FILMING IN NORTH LANARKSHIRE

North Lanarkshire Council welcomes filming and production crews, and through its Film Office 'Lanarkshire Screen Locations' supports this industry and the benefits it brings to an area.

This Code of Practice aims to minimise the impact of filming on residents, businesses, public services and communities to ensure the industry can work in the area considerably and efficiently. It relates to all productions using locations in North Lanarkshire. All productions are asked to familiarise themselves with this Code of Practice and ensure its cast and crew follow the obligations and act responsibly and professionally.

All filming undertaken and any liability is the sole responsibility of the production and its employees.

This Code of Practice should be signed before the first day of principal photography and returned to Lanarkshire Screen Locations.

This will enable the full co-operation of North Lanarkshire Council under the Film Charter for North Lanarkshire.

PERMISSIONS AND INFORMATION

No filming activity should take place until the appropriate permissions have been granted by all relevant parties. The production company must ensure that all those affected by filming have been consulted and informed of arrangements – wherever possible, notice of at least two weeks should be given.

- 1.** Lanarkshire Screen Locations must be informed of all filming activity taking place on public or private property within its area. It will require the following information:
 - a.** Name of the production, production company and a contact person and phone number;
 - b.** Date(s) and location(s) of filming;
 - c.** The scale of production including numbers of personnel and vehicles;
 - d.** The removal, alteration and disguising of street furniture and carriage way markings;
 - e.** The use of cranes, drones, aircraft, cherry pickers, track, low-loaders, A frames and other potentially hazardous equipment in a public place;
 - f.** The parking of production vehicles on yellow lines, in meter bays or residents' bays;
 - g.** The use of special effects, rain or snow machines, wet downs and stunt work on public footways or carriageways.
- 2.** Police Scotland should be informed of exterior filming activity and advised of any police divisions that will be affected by filming. Special guidance should be sought on the following:
 - a.** the staging of crimes, accidents or use of firearms; and
 - b.** the dressing of actors in police uniforms. It is an offence to impersonate a police officer and cast should be asked to cover such uniforms between takes.
- 3.** Access for emergency vehicles must be maintained at all times during location filming. Where relevant, the emergency services should be advised of:
 - a.** Any likely disruption to traffic due to road closures due to filming;
 - b.** Use of fire hydrants, special effects, fires or explosions;
 - c.** The impersonation of fire officers or use of pseudo fire vehicles;
 - d.** The impersonation of paramedics and use of pseudo ambulances;
 - e.** Where occupied premises are used as film locations, all fire precautions must be complied with unless previously agreed by Scottish Fire and Rescue.

4. Production companies should ensure that location owners are:
 - a. Kept fully informed of the planned filming whether they are used for filming or not;
 - b. Given a reasonable site rental in accordance with the budget of the film;
 - c. Issued with an approved location agreement that clearly states the terms agreed between themselves and the production company.
5. Proof of adequate public liability insurance and any other relevant insurances valid for the whole duration of the filming should be made available on demand to anyone affected by the location filming activities of the production company. Copies should be submitted to LSL in advance of filming.
6. Any productions requiring road closures must submit an application a minimum of six weeks prior to the required date of closure. Lanarkshire Screen Locations can advise on the process for this.

AERIAL FILMING

Productions must ensure they are familiar with legislation and requirements relating to aerial filming in Scotland. Pilots must be suitably licensed and hold appropriate insurance. Permission must be sought from the relevant landowner of the take-off and landing sites of manned and unmanned aircraft for filming. Flights must be approved by the Civil Aviation Authority. For more information, please contact the Civil Aviation Authority www.caa.co.uk

HEALTH & SAFETY

It is the responsibility of the production company to ensure that a safe working environment is always provided and that all employees comply with current Health & Safety regulations when filming on location. A qualified first aider should be always be present during filming. All productions must have an appropriate level of Public Liability Insurance. Risk assessments must be submitted to Lanarkshire Screen Locations for filming in all public and council owned locations.

COMMUNITY ENGAGEMENT

All productions should inform any residents and businesses that may be affected by filming prior to the shoot. If traffic management is to take place prior to or during the shoot, all affected residents and businesses must be informed in advance. A representative of North Lanarkshire Council should be afforded access to filming activity if required and where appropriate. Productions are asked to provide Lanarkshire Screen Locations with publicity material on release of the production where possible. In certain circumstances the local authority, emergency services or location owners may deem it necessary to impose additional stipulations on production companies by mutual agreement.



Signed on behalf of (insert name of production):

Name:

Position:

Date:

Signature:



All filming enquiries should be directed to:
LANARKSHIRE SCREEN LOCATIONS
 Shona Wilson: wilsonsho@northlan.gov.uk / 07960 149190
Lanarkshire Screen Locations is a free service provided by North Lanarkshire Council.