



TERMS & CONDITIONS – FILMING & PHOTOGRAPHY

LIABILITY

The permit holder occupies and uses the filming/photography area or otherwise referred to in the permit at the permit holder's own risk. The Council is not liable for any claims for loss or damage sustained or incurred to any person or property due to the:

- use or occupation of the filming/photography area
- conduct of the filming/photography activity
- granting of a permit.

Any alterations to the permit must be authorised. Please ensure you contact the Events team.

Public liability Insurance (PLI)

The Permit Holder must provide a certificate of currency for public liability insurance policy to the value of \$20 million for filming activities.

Cancellation

Cancellation of a permit occurs immediately when:

- conditions of the permit have been breached
- Council identifies a misrepresentation in the application.

Filming Material

- Please detail the purpose of the filming and or photography
- Please detail the audience size to where the footage and photography will reach;
- Frankston City Council does not allow footage or photography material to be used in a way that negatively portrays or parodies Frankston

Site reinstatement - damage and waste removal

- Waste, structures and film equipment must be removed from site and surrounding grounds must be left in a clean, tidy and rubbish free condition.
- The reinstatement of the event area is the responsibility of the permit holder. If the permit holder fails to comply with this condition, the Council may carry out the necessary works, at the permit holders cost and the permit holder indemnifies and agrees to reimburse the Council for all expenses incurred in carrying out such works.

CONDUCT AND BEHAVIOUR

Schedules

The filming/photography activity must only be conducted during the times and dates specified in the permit, including bump-in and bump-out times.

Crowd control

Suitable action to maintain the good order, conduct and behaviour of those persons associated with the filming/photography activity must be made.

Filming/Photography applicant

The filming/photography applicant must comply with reasonable requests or directions given by Authorised Officers of the Council or members of Victoria Police.

OCCUPATIONAL HEALTH AND SAFETY

Site set up must comply with the Work Safe Code of Practice.

Electrical equipment must be protected – i.e. covered with cable traps, to ensure the safety of pedestrians and vehicles and must not be placed in trees.

Safety supervisor report and/or stunt coordinator report along with a risk assessment is required when any stunt scenes are being filmed to ensure safety for the cast, crew and general public.

AREA ACCESS

Public

Parks, gardens and Council infrastructure must remain accessible to the public. Access to the event site must be maintained at all times for:

- emergency vehicles
- owners or tenants of nearby or adjoining properties requiring access
- pedestrians; a minimum path area of 2.5m

Council may request that you have security at your event.

VEHICLES, STRUCTURES, EQUIPMENT & PROPS

Only the infrastructure, equipment, vehicles and major props shown on the application and subsequent permit or the site plan submitted are allowed onsite, unless written approval has been obtained from Council.

Vehicles

Motor vehicles are prohibited in parks and gardens. Approval may be sought for drop off and pick up of equipment. Approved vehicles are subject to the following:

- must remain on pathways;
- must drive with hazard lights on and a spotter wearing a high visibility vest ; and
- must be driven at a maximum speed of 10km/h.

Traffic

Should a road closure be requested, a Traffic Management Plan must be supplied from an authorised Traffic Management Company and approved by Council's Traffic Engineers and VicRoads.

Structures in parks and gardens

Structures are permitted in some park locations, subject to:

- prior Council approval
- obtaining an Temporary Structure and Siting Permit for large structures
- structures being weighted, pegs are not allowed (dependent on location)
- water weighted structures not being emptied on to the grass, trees or mulch

Weather

The possibility of inclement weather needs to be taken into account. Council approval is required for wet weather alternative arrangements and marquees over 100m² cannot be set up at late notice.

CATERING AND ANIMALS

Catering

Where a unit base or catering is being served, a copy of the caterer's Victorian Food Act registration and Food Safety/Handling Certificates are required.

All food stalls and catering operations must identify risks and be listed in the risk assessment.

Animals

- Please specify the purpose to which the animals are being used, as this will be reviewed by Animal Management within Council's Local Laws department;
- Prior consent for the use of animals by Council must be obtained.;
- Animal waste must be removed;
- Grass must be protected from animals by installing appropriate flooring;
- You must abide by the Department of Primary Industry Animal Code that relates to the purpose for which the animals are being used during filming;
- The appropriate insurance must cover the relevant animal activity;

Terms and conditions are subject to change.

These Terms & Conditions should not be considered as your approval. Once confirmation that all relevant conditions have been met, Council will issue a Filming/Photography Approval.

_____ day of _____ 2012

I, _____ of _____(organisation)

confirm that I have read and agree to abide by these Terms and Conditions.