

Film Friendly Policy

Department:	Community, Vision, Economic Development
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Purpose:

Central Otago District Council has a partnership agreement for Film Friendly Regulations with Film New Zealand (now part of NZ Film Commission). This partnership agreement states that the Central Otago District Council must:

- Provide a supportive environment for the film industry.
- Take steps to adopt the principles of New Zealand Local Government Film protocol.
- Agree to develop best practise film friendly processors involving a film friendly policy.

This policy details how Council meets the conditions of this agreement.

Principles and objectives:

Objective:

Central Otago is a preferred destination for film and television production that is well supported by the Council and the community.

Principles:

- Promote, facilitate and assist the work of the film and television industry within the Central Otago district.
- Promote the Central Otago district as a film-friendly and attractive filming location.
- Increase the number of film and television production companies choosing the Central Otago district as a preferred location.
- Enhance the reputation and profile of the Central Otago district by offering a coordinated high-quality service.
- Recognise the cultural, tourism and economic benefits derived from filming activity in the Central Otago district.
- Promote the local private sector, facilities and services to production companies.
- Create employment opportunities and encourage media related business to locate in the district.

Scope:

Filming in Central Otago district is a permitted activity. Permits to film in the district are not required, but Council permission is required for some activities involved in filming including the use of:

- streets and roads
- open spaces, parks and reserves
- Council owned and controlled land, facilities and buildings

- lakes and waterways

Policy:

Central Otago supports the film industry by:

- Acting as an advocate for the Central Otago district as a prime film location.
- Providing a high level of service with timely responses to the film location and notification process.
- Developing and maintaining systems for information and requests for service to the film community.
- Encouraging the film industry to adhere to Council policy and filming guidelines.
- Monitoring the level of film activity to minimise impact on residents and businesses.
- Leveraging off major productions being filmed in the wider region.

Film Activity Notification

Film production companies intending to undertake filming activity within Central Otago district are requested to fill out a “Filming Notification Form” at least two months before planned filming commences.

Council facilitation or actions commence once the Film Notification Form has been lodged.

Filming within Central Otago district is a permitted activity and does not require a permit. However, some activities involved with filming will require a permit or consent.

The time required to issue consents and permits depends on what is required and may take up to 20 working days.

Activities that require a consent or permit include:

- The construction of significant structures and major site works. Normal consent fees and timeframes for processing the consent applications apply.
- Council administered roads, use of which requires Traffic Management Plan (TMP) approval. Applications for temporary road closure must be submitted at least 48 days prior to the required closure date.
- Council owned or administered facilities, reserves or land that can be used for filming purpose.

Activities that may require a consent include:

- Earth works such as the formation of tracks or removal of indigenous vegetation in certain areas. The District Plan has permitted activity limits in terms of disturbance of

soil and the removal of vegetation, beyond which a resource consent is required. Please contact Council planning staff to see if a consent is required.

Council has an extensive range of contacts within the local Central Otago community. This includes businesses, accommodation providers, and community and heritage groups. Council help with contacts in these various groups if required.

Coordination within Council

A Film Liaison Office has been formed to facilitate film production company engagement with Council. On behalf of film production companies the Film Liaison Office co-ordinate across the relevant Council departments impacted by proposed filming activity. If appropriate, meetings between the production companies and affected Council departments will be arranged.

Liaising between Council departments to support filming activity is essential to the provision of an efficient, effective service, which develops and maintains excellent relationships between the film industry, the district and its residents, traders and visitors.

Damage to Council property and litter

Film production companies must repair to the original condition at their cost any damage that occurs in the course of their filming to parks, irrigation, roads and other Council owned property.

All costs associated with clearing litter and other waste generated by filming activities, will be borne by the responsible film production companies.

Insurance and Health and Safety

Evidence of appropriate public liability insurance must be included in any applications for permits or consents that the proposed filming activity might require.

Local Facilities and Services

The Council recognises the importance of retaining and maximising economic benefits within the community and will promote the use of local facilities and services by production companies.

Acknowledgements

Where possible, film credits and media publicity should acknowledge the assistance and cooperation of the Central Otago District Council and its community, and give credit to any areas in the Central Otago district featured in the production.

Related documents:

Partnership Agreement for Film Friendly Regulation

Where to go for advice:

Contact details for the Film Liaison Office at the Central Otago District Council:

- Telephone: (03) 440 0681
- Email: film.liaison@codc.govt.nz
- A film notification form is available on www.codc.govt.nz