



# **FILM FRIENDLY GUIDELINES**

## **For the Shire of Gingin**

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## Objective

The Shire of Gingin is supportive of the screen industry; however, it also recognises that location filming requires a balance between the interests of our local community and the need of the screen industry to share public space for film production. This guideline outlines how the Shire will manage requests to deliver these activities, the support that may be available and how consistent and transparent decisions will be made. The scope of this guideline does not include the provision of grants or sponsorship.

The objectives of this policy are to:

- Encourage the use of the Shire of Gingin as a location to capture and produce feature film and television content.
- Provide opportunities for local businesses to leverage opportunities linked to the film industry.
- Provide clear guidance in relation to the consistent and transparent management of film related requests for support.

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## Guideline Statements

The Shire of Gingin will consider a range of support options, including those listed below, for those wishing to deliver film projects.

### **Shire of Gingin Film Liaison Officer**

Provide a single point of contact internally throughout the duration of a production in order to provide information regarding necessary approvals, timelines, location information, avenues of support and any other queries that may arise.

### **Facilitate the provision of temporary administrative space for production crew**

For feature films or television productions that promote the Shire of Gingin and will be required to operate over an extended period of time, the Shire will assist with sourcing temporary administrative space for the duration of the production.

Subject to availability Shire owned assets, buildings and/or grounds may be made available.

### **Filming permit fees**

*Note: A payment of a fixed fee in line with the Shires Event Approvals schedule of fees and charges may be required, based on the resource implications to the Shire.*

### **Provision of letters of support**

Provide a letter of support for applicants that meet the conditions set within this guideline.

### **Drone Usage**

Please ensure you are following Civil Aviation Safety Authority rules regarding flying a drone - [Drones | Civil Aviation Safety Authority](#). You may need to seek approval from RAAF Base Pearce. Please contact them at [Pearce.rpas@defence.gov.au](mailto:Pearce.rpas@defence.gov.au) for more information.

## Ineligibility

Permits and/or Letters of support will not be given to:

- Activities that create a hazard to persons, property, or the environment.
  - Activities conducted outside the legislative responsibility of the local government; or activities that defame or vilify any groups or individuals.
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## Shire Support Assessment Criteria

The level of support provided by the Shire will be assessed on the following criteria.

### Will the production...

- Promote the Shire of Gingin as a visitor destination.
  - Raise the profile of the Shire and related tourism and commercial branding through positive media exposure.
  - Promote the Shire and our region as a place to live or work.
  - Be delivered in a manner that minimises disruption to the public realm or surrounding businesses.
  - Inject a positive economic impact as a result of residing production crews (3 or more) in the Shire over an extended period of time (2 days or more).
  - Likely to be viewed by people outside of Western Australia or internationally.
  - Engage local film and/or creative businesses; and or suppliers/resources.
  - Encourage the growth of the film support industries in the Shire of Gingin.
  - Generate social capital.
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## Promotion and Branding

In addition to the above assessment criteria, the Shire of Gingin encourages applicants to agree to recognise contributions made by the Shire through:

- Use of the Shire's logo.
  - Official speeches associated with the production.
  - The provision of complimentary entrance to screenings (i.e. a film release screening) for distribution to members of the Shire of Gingin.
  - The consideration of signage incorporating the Shires logo and/or destination branding (as appropriate) in a prominent position on printed and digital media; and
  - The consideration of incorporating Gingin and the Shires regional events in the production.
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## Scope

This guideline applies to applications that:

- Film in a public place for a non-private or commercial purpose.
  - May or will impact upon the access and/or amenity of both business and residential properties.
  - Utilise Shire owned buildings and land assets.
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## Legislative and Strategic Context

The Shire of Gingin authorises persons in accordance with *the Local Government Act 1995* (the Act) to administer and enforce the Act, other written law administered by the Shire of Gingin, and local laws.

Specifically, the authority to administer the use of property vested in the care and control of the local government and protection of our community's health, safety and amenity.

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## Review Position and Date

This guideline is to be reviewed by the document owner every three years.

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## Associated Documents

Related strategies, procedures, references, guidelines or other documents that have a bearing on this policy and that may be useful reference material for users of this guideline:

- Shire of Gingin Delegations Register
  - Property Local Law
  - Activities in Thoroughfares and Public Places and Trading Local Law
  - Parking & Parking Facilities Local Law
  - Screenwest WA: The Regions' Guide to Filming. The Shire encourages the film industry to utilise the examples provided at this site to complement their application.  
<https://www.screenwest.com.au/film-in-wa/locations/interactive-map/regions-of-wa/>
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