



Community Association DP 270347	Club/Admin/Policies
Commercial Filming at Breakfast Point	Final
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## Commercial Filming at Breakfast Point

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### 2. Purpose

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To outline the approval process and fees associated with commercial filming at Breakfast Point, 2137 and Breakfast Point Country Club, 72 Village Drive Breakfast Point 2137.

### 3. Commercial Filming Approval

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Any commercial filming on the grounds of Breakfast Point and at Breakfast Point Country Club will require written permission from the Breakfast Point Country Club Manager. This is to ensure that companies undertaking filming have adequate insurance, public liability and Community Association DP 270347 receives, if applicable, appropriate remuneration.

***Companies failing to obtain permission will be trespassing and possible prosecution could ensue.***

#### **4. Exempt from Commercial Filming Approval**

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Listed below are exemptions from commercial filming approval;

- Amateur Still photography which is not for profit;
- Pre-approved and/or pre-paid video recording and photography of a wedding ceremony in the grounds of Breakfast Point Country Club and Breakfast Point, including village green and Silkstone Park; and
- A private celebration or event principally for the purpose of making a record for the participants and in the confines of their private domicile.

#### **5. Application**

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Application for filming is to be made in writing to Club Manager, Breakfast Point Country Club. Information required includes;

- Location at Breakfast Point;
- Timing of filming;
- Anything which involves restricting the access of the general public to a public area (e.g. cordoning off part of a street or foreshore);
- The erection of structures (e.g. set construction);
- Large numbers of people congregating in one place or parking and creating local traffic congestion (e.g. cast and crew, or trucks for catering);
- Activities creating noise and pollution risks;
- Use of special equipment (e.g. cables on footpaths) and dangerous substances;
- Copy of current public liability insurance and workers compensation policy;
- Details of any pedestrian management, safety or traffic management plans; and
- Site Plans.

The Club Manager will contact Community Association Chairperson and Community Association Secretary outlining the filming company's request and recommended fee and if a security bond will be required. Once permission has been granted the Club Manager will contact the filming company.

#### **6. Impact on the community**

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**Low impact filming activities are defined by the following criteria:**

- A filming activity of fifteen people or less (inclusive of all production crew and talent);

- Infrastructure of no more than one camera and one tripod and handheld sound recording equipment;
- Public safety is maintained at all times and all public pathways / footpaths and roads must not be blocked - a minimum of 2.5 metres is required on footpaths for pedestrian thoroughfare at all times;
- No disruption is caused to the Breakfast Point stakeholders (traders, residents and businesses) or motorists or other events in the vicinity of the activities; and
- No vehicle access is permitted to the Village Green and gardens or past any street bollards without permission

**High impact filming activities are defined by the following criteria:**

- Road closures and disruption to traffic and pedestrian flows;
- Use of articulated trucks;
- Large production filming; or
- Filming sets and back drops.

**7. Guidelines for the use of Unmanned Aerial Vehicles (UAV) within Breakfast Point 2137**

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- The individual piloting the craft must hold an Unmanned Aerial Vehicle (UAV) controller certificate or remote pilot certificate. This is a requirement when applying for an area approval.
- In addition, an Unmanned Aircraft Systems (UAS) Operator Certificate must be held by the organisation engaging the certified pilot of the craft.
- An area approval must be obtained from CASA for use of craft in the specific location if it is deemed to be populous area or within 3 nautical miles or 5.5km of an aerodrome or helicopter landing site.
- The pilot of the craft and or a trained observer must have the craft in visual line of sight at all times.
- Operator must submit a risk assessment to CASA as a part of the approval process. A copy of this, along with any CASA comments, is to accompany the application for filming.
- The craft cannot be flown at a height greater than 400 feet. *CASA may place additional height restrictions upon each approval as they see fit.*
- An exclusion zone must be established to ensure that the craft is not flown within 30 metres of or above vessels, vehicles or people not involved directly with the operation of the craft.
  - Once this exemption is provided to the operator, any person within the established exclusion zone (those involved with the event, not the general public) can provide informed consent to the operator; this can be either verbal or written.
  - Only then can they operate within the 30 metre exclusion zone of people or above people not directly involved in the flight of the craft (i.e. pilot or spotter).

- Craft must be operated in accordance with CASA requirements and area approvals provided.
- Activity will only be permitted in locations deemed appropriate and only during daylight hours.
- Filming area must be clearly signposted and an exclusion zone established to ensure no members of the public encroach upon the area.
- A risk assessment must be provided to Breakfast Point addressing the use of the UAS.
- Nearby residences and businesses to be notified of the activity in advance.
- It is highly recommended that a Job Safety Analysis (JSA) be performed.

## 8. Confidentiality

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Certain filming can be confidential in nature. This is due to the safety and security of person's involved or commercial advantage over a competitor. Therefore all agreements must remain "commercial in confidence" and any celebrities are to be identified as "talent" and not by name.

## 9. Payment

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Any applicable fee to Community Association DP 270347 must be paid prior to filming. Each event is to be issued a function number and payment will be allocated against function number. Payments of cash and credit cards are to be rung through BPC POS system and EFT payments into our bank account are to include function number as the reference.

## 10. Payment Schedule

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The following payment schedule is a **guide only** and subjected to change due to individual applications

Full Day Low Impact	\$5000 + GST
Half Day Low Impact	\$2500 + GST
Full Day High Impact	POA but as a guide \$10,000 +GST
Half Day High Impact	POA