

# SCREEN NSW

## Code of Conduct for Location Filming in NSW

3 July 2025

Collaboration is at the heart of all successful filmmaking in NSW – between film crew members, and just as importantly, between the filmmakers and the community: residents, councils, businesses and NSW Government agencies.

This Code of Conduct aims to reinforce positive relationships between filmmakers and the general community by detailing a ‘best practice’ guide to location filming. It was developed in consultation with key industry guilds and location managers to reflect the professional standards expected of Australian screen practitioners.

This code recognises filmmakers’ responsibilities and obligations and accompanies the [NSW Local Government Filming Protocol](#).

Successful location filming depends on constructive relations with members of the community who may be affected. This imposes obligations on all involved in a film production to respect the local community and ensure that even though there may be some inconvenience, their experience is not an unpleasant one.

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## Before filming

### Notification

- Obtain relevant approvals and permits for the activity to be conducted.
- Advise residents and businesses in the area by letter box drop of what is planned, when and where. Include details and conditions of the filming approval and provide a contact name and number at the production office and the location.
- The filming notice should include:
  - name of company
  - name of production
  - kind of production (e.g. feature film, TV commercial)
  - when and where (details and conditions of the filming approval)
  - type of activity and duration
  - production office contact (if available) and an onsite contact name/phone number.
- The letters should be delivered in time for people to make further inquiries if they feel the need as per the timeframes outlined in the [NSW Local Government Filming Protocol](#).
- When filming for an extended period or undertaking activities with a high impact on community amenity, allow for community feedback on the proposed arrangements.

- When filming on private land, the local council, police and community (as appropriate) may need to be notified of the filming activity, even if specific approvals for filming are not required.
- Special consideration needs to be given to businesses whose trade could be adversely affected by filming activities.

### Brief cast and crew on special conditions

- The film crew should all be thoroughly briefed on the nature and practical application of the approval given and any conditions or requirements attached to the filming activity whether by agreement with the owners of the location or other property owners or imposed by the local council or other relevant authority.
- The producer or the name listed on the relevant approval is responsible for all cast and crew's behaviour and impact on the community, including third party barricaders and traffic control. This is often the first point of contact for members of the public and will have a lasting impact affecting future film crews' access and reception to filming locations.

### Parking

- Contact the local council early on to organise parking plans for essential vehicles and unit base set up and see if there is a need for a traffic management plan.
- Consult directly with the community over parking issues where appropriate. This may include arranging alternative parking for residents and assistance in access to vehicles and transport arrangements in some high-density residential locations.

### Health and Safety and risk assessment

- Carry out safety inspections/assessments or risk assessments when relevant of any locations or premises to be used for filming or film related activities. A location shoot is a workplace and occupational health and safety requirements must be observed.
- Make sure the production has appropriate levels of public liability insurance when required and all necessary licenses and permits relating to filming activities.

## During filming

### Parking

- Production vehicles arriving on location in or near a residential neighbourhood should enter the area no earlier than the time stipulated on the permit, turning engines off as soon as possible.
- All cast, crew and extras must park in accordance with normal requirements unless special arrangements have been approved by the local council or police.
- Vehicles associated with the production should comply with traffic and parking regulations and not park in disabled parking spots, driveways or restricted zones.
- Find nearby parking spaces for non-essential vehicles if you are going to be at a location for several days.
- Make sure that trucks and other vehicles fit under trees to avoid damage to branches.

## Public enquiries

- If a member of the public requires information about the production, they should be referred to the appropriate member of the crew (either the locations manager/department or unit manager/assistant, if these roles exist in the production).

## Noise

- Keep noise to a minimum, particularly when arriving in a neighbourhood before 7am or during night shoots.
- Make sure generators are silenced or parked in a suitable location to avoid impacting the community.
- Truck engines should not be left idling and reversing beeps minimised prior to 7am.
- Avoid playing car radios loudly. Be aware of the noise level of 2-way radios near residences and businesses.
- Get appropriate permissions for music playback.

## Traffic

- Production personnel must co-operate with state agencies and local council to maintain efficient traffic flows and the safety of other road users, adhering to traffic guidance schemes and traffic management plans (if applicable).
- Traffic stopping and traffic diversions must be carried out by properly authorised personnel and in accordance with a traffic guidance scheme and traffic management plan (if applicable) agreed by local council and, if necessary, Transport for NSW.
- Pedestrian traffic should not be obstructed at any time unless stipulated in the permit and all cables are to be channelled neatly and safely.

## Shops and businesses

- Do not loiter in front of shops or residences and block the access of the local community.
- Do not block buildings or keep equipment in front of buildings that are not working directly with the shoot. Do not stack equipment in front of closed shopfronts when there is an early call – the business owners may need to open on time to receive deliveries.
- Crews should be encouraged to patronise local businesses during breaks.

## Evidence of approvals and permits on site

- Copies of local council and other approvals should be available on location at all times. They should be held by a representative of production and made available if requested by authorities.
- The production must comply with the provisions of approvals.
- Consult with the local council or other approving authority if there are material changes to filming plans, in case an amended approval is required.

## Emergency and essential services access

- Access to fire exits or utilities (e.g. electricity, water, telephone lines) and emergency vehicle access must not be impeded.

## Maintain regular communication

- Maintain regular communication with the local council or approving authority's Film Contact Officer and report any damage to the site as soon as possible.
- Be available to verify that the conditions of approval are met.

## Removal of rubbish

- Remove all rubbish before the end of each day's filming.

## Risk management and occupational health and safety

- Abide by film industry safety practices, especially in relation to special effects, stunts and the use of firearms and weapons.
- Safety is everyone's responsibility, to yourself, your cast and crew and the community.

## Use of public space

- Meals shall be confined to the area designated in the location agreement or permit. Individuals shall eat within the designated meal area. All rubbish must be disposed of properly upon completion of the meal. In addition, all construction, strike and personal rubbish must be removed from the location.
- Removing, trimming and/or cutting of vegetation or trees is prohibited unless approved by the owner, or in the case of trees in public spaces, the local council and the property owner.
- All signs erected or removed for filming purposes will be removed or replaced upon completion of the use of the location, unless stipulated otherwise by the location agreement or the permit.
- Also remember to remove all signs posted to direct the company to the location.

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## After filming

- Leave the location clean and tidy and in its pre-filming condition. Best practice is to leave the location in a better condition than you found it.
- Only leave fixtures and fittings at the location where this is requested or approved by the local council.
- Report any damage.
- Undertake a site inspection with the council or approving authority's Film Contact Officer if required.

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## Compliance

The implications of non-compliance are significant. This may be in relation to public safety, community support and council cooperation, as well as to future filmmakers who will follow in the location footsteps of other productions.

Your reception to a location will be measured by the previous productions' behaviour.

Failure to comply with this code may also result in the revocation of the relevant approvals associated with filming and the removal of this location for future filmmakers.

Thank you for respecting and following this Code of Conduct.