

Media & Production Charges

Service	Type	Impact on service delivery or estate	Fee (daily)	Comment
Small scale filming (Basic set up, hand held devices, small crew)	Non-commercial	No impact	No Charge	
	Commercial	Service/Estate impact	Nominal admin fee £25	or non-commercial charge cost recovery
Medium scale filming (Camera set up, additional requirements and crew)	Non-Commercial	No impact	Nominal admin fee £50	
		Service/Estate impact	Nominal admin fee £50	or cost recovery; room and resource whichever
	Commercial	Service/Estate impact	Nominal admin fee £25	or non-commercial charge cost recovery
		No impact	Nominal admin fee £75	or non-commercial charge cost recovery
Large scale filming (Full production cameras and crew. Location shoots)	Non-Commercial	Service/Estate impact	Nominal admin fee £75	or cost recovery; room and resource whichever
		No impact	Nominal admin fee £100	
	Commercial	Service/Estate impact	Nominal admin fee £100	or non-commercial charge cost recovery
		No impact	Nominal admin fee £250	
Media Broadcast (TV / Radio Broadcasts)	Non-Commercial	Service/Estate impact	Nominal admin fee £250	or cost recovery; room and resource whichever
		No impact	Nominal admin fee £100	or non-commercial cost recovery; room and resource whichever is greater. Ancillary costs
	Commercial	Service/Estate impact	Nominal admin fee £250	or cost recovery; room and resource whichever is greater. Ancillary costs additional where
		No impact	Nominal admin fee £250	
Media / Journalist / Influencer Visit	Venue/ event promotion	Service/Estate impact	No Charge if advantageous to Council or district or nominal fee of £25	
		No impact	General admission charge or charge at Small, Medium or Large scale filming	
		Service/Estate impact		
Additional notes on media /production charges				
Non-commercial	Not for profit, 3 rd sector, education, public sector			
Commercial	Profit making /distributing			
No Business Impact	No site/ venue/ service or staff impact			
Business Impact	Disruption to site/ venue/ service and/or staff requirement			
Cost Recovery	Site / venue room and resource charges applied			
Ancillary costs	Estates, Technical, Security, Health and Safety fees applied as appropriate based on activity type and impact			
Costs are a guide and will be applied as appropriate				
Discretion will be given where the request is advantageous to the Council or the district				
Media requests are risked assessed and approved through HoS / Director				
Where a media request spans over service areas, the process for approval and charging will be agreed				
All Insurance and other legislative requirements will be adhered to				
Media and Production Fees are coded as income to the service area where the activity takes place				