

# Film Location Guidance

## On Council land & adopted highway

### Information needed?

When filming activity is proposed for public locations owned by Milton Keynes City Council or in the Adopted Highway, please provide the following information:

- A summary of the filming activity (i.e. how, what, when\*, why, who and how many).
- A location map clearly showing where the filming will take place, including exact routes if on the adopted highway.
- Details of film-maker's public liability insurance.
- Risk assessment associated with the proposed activities.
- Confirmation that the local police have been informed. Telephone: 101
- Confirmation that highway users will at no time be obstructed or distracted.
- Payments will be by Credit/Debit card over the phone.

\* Please note that we need as much notice as possible in order to grant permission in time.

### How to apply for permission

Please refer to the webpage for details on how to apply.

If the proposed activities are sufficiently complex, extensive, or sensitive to necessitate the presence of a MK City Council representative, a further fee may be required.

Filming in residential areas can be problematic and this might need to be discussed further if proposed. Notice must also be given if there is a risk that filming might incorporate images of the public, particularly children.

Filming on private property (e.g. the shopping centres in CMK or MK Parks Trust land), or when using buildings as a backdrop, the owner's permission must be sought, and all necessary arrangements made with them.

For further assistance on identifying if the land is Council owned, please refer to [MKC Interactive map](#)

[www.mapping.milton-keynes.gov.uk](http://www.mapping.milton-keynes.gov.uk)



### Filming Fees (non-refundable)

#### Commercial Production

Admin fee:	£194.17 + VAT
Filming fee (Full day)	£664.17 + VAT
Filming Fee (Half day)	£385.33 + VAT

#### Non-commercial Production

Admin fee:	£97.50 + VAT
Filming fee (Full day)*	£332.50 + VAT
Filming Fee (Half day)*	£189.17 + VAT

#### Additional requests

At cost of provision plus 10% admin fee	
Officer involvement**	£66.67 per hour + VAT
Late application	25% surcharge

\* Some filming activities deemed to have significant cultural and community benefit may be eligible for a discretionary discount of up to 25% of the filming fee. Film-makers which are part of school/college projects can apply for a 100% discount on the filming fee

\*\* If the proposed activities are sufficiently complex, extensive or sensitive to necessitate the presence of a Milton Keynes City Council representative, an admin fee will be required

#### Please note

Road closures are not permitted exclusively for filming purposes in Milton Keynes. All charges may vary depending on the nature and scale of the filming.