



## Roupell Street Conservation Area Filming Code

The Roupell Street Conservation Area, historically known as the Lambeth Estate, comprises Roupell Street, Whittlesey Street, Theed Street, and parts of Windmill Walk, Cornwall Road and Brad Street. All residents are members of LERA (Lambeth Estate Residents' Association).

We live with many days of filming activity every year. This code has been developed to minimise the impact, bring community benefit and ensure positive filming experiences for all. It is trusted by residents and aims to provide a helpful framework for location managers, adding local detail to the Film London Best Practice Guide for location filming.

LERA deals directly with productions over all resident aspects of filming. For us to agree filming activity in the streets, productions must commit to follow this code and confirm community donations in writing.

### **Roupell Street, Whittlesey Street, Theed Street and Cornwall Road**

These are public highways managed by Lambeth Council. It has contracted Filmfixer (also trading as 'Lambeth Film Office') to process functions such as parking, traffic, physical changes to the streets and issue any council agreement. For clarity, we understand that Filmfixer sometimes represents residents; it doesn't here, in any way.

### **Brad Street**

This street is owned by Network Rail. It is leased to, and managed by, The Arch Company.

### **Neighbouring residents' associations you may need to consult**

Just outside the conservation area, newer houses at the eastern end of Roupell Street are part of Hatch Row Housing Co-operative. Flats at the northern end of Cornwall Road are part of Edward Henry Housing Co-operative. Between Wootton Street and The Cut is represented by Octavia Hill Residents' Association, and Peabody Stamford Street Estate also has its own residents' association. We can help with contacts for these groups.

## **Communication**

LERA expects a location manager to co-ordinate communication between the production, LERA, Filmfixer, our business neighbours, and any residents whose properties are individually involved. Our filming representative will liaise with the location manager, in consultation with the LERA committee, particularly the chair and treasurer. We aim for all communications to be timely and responsive, building mutually positive, productive relationships with productions.

## **Filming plans**

At the earliest opportunity, productions should supply LERA with a written plan including:

- Dates and times (set-up, shoot and clear-up)
- Locations, with positions of action, equipment, services, personnel and vehicles
- Design plans, particularly any changes to the streets
- Synopsis of action
- Numbers of cast and crew
- Generators, hoists, cranes, jibs, drones and other major equipment
- Special effects such as pyrotechnics, gunshot, explosions, smoke, snow and rain
- Stunts and vehicle action
- Parking suspensions
- Road closures/access restrictions for residents

## Days and hours of work

- As the Roupell Street Conservation Area is first and foremost a residential area, all location activities should be contained between 0800 and 2100.
- There should be no activity on Sundays or public holiday weekends.

## Changes to the streets

- Productions should take photographs of anything they plan to change before work is done, for checking against reinstatement.
- Any changes to an individual property can only be made with the approval of the owner.
- Productions should agree street lighting and infrastructure changes with Filmfixer and/or Lambeth Council.
- Particle road covering (grit/soil/dust etc) causes mess, disruption and sometimes damage. Productions should try to use alternatives. If particle covering is unavoidable, LERA needs a method statement including mitigation measures, such as protective membranes for drains and air vents, sweeping by hand and offering dirt trap mats to affected residents.
- Productions must clear and clean the street/s as soon as practicable after filming. If the shoot finishes late, we may ask for this to be done the following day.
- LERA may request a reinstatement check with the location manager. If Filmfixer requests the same, we will try to co-ordinate so that everyone can take part in the same check.
- Productions must arrange and meet the costs of all reinstatement, including making good any damage.

## Crew and equipment

- Positions for action, equipment, services, personnel and vehicles should be agreed with us, especially anything which causes noise, vibration or mess.
- Location managers should ensure regular checks and clearing of any rubbish.
- Noise levels must be kept to minimum, and any audio devices used with earpieces.
- Vehicles must not be left with engines running when stationary and audio systems must be inaudible outside the vehicle.
- Crew should be instructed not to use window ledges or doorsteps as seats or shelves, or prop equipment against windows and doors.

## Parking

There are about 150 households in the Roupell Street Conservation Area and fewer than 85 parking spaces. Residents rely on access to all spaces (residents only and shared use bays).

- Productions requiring a substantial number of parking suspensions must provide free alternative parking as close as possible (eg Cornwall Road car park) and offer transport to/from the alternative parking for less able residents.
- For support vehicles, we ask productions to use Doon Street car park, Brad Street, or non-resident parking bays in Exton Street and Cornwall Road if possible. This avoids disrupting other resident bays, or car club bays, which our residents also use.
- If residents are not informed of parking suspensions at least 3 weeks before filming, by letter or notices displayed in affected bays, productions must reimburse any fines to residents whose cars are removed.

## Access

When street closures are necessary, productions should maintain as much access as possible for as long as possible, and offer to liaise with individual residents over any particular needs.

## Consultation

The level of consultation required depends on the scale of the filming plan. When we receive this, we will discuss a consultation plan. In general:

- At least 3 weeks before filming productions must deliver a first printed letter to all residents setting out all significant details in the filming plan, and explaining how they will be consulted.
- The consultation, at least 2 weeks before filming, will either be a public meeting which productions should arrange locally in The Warehouse, 1901 Arts Club or Waterloo East Theatre, or calling door to door in affected areas.
- At least 1 week before filming productions must deliver a second printed letter to all residents, reiterating significant details in the filming plan and highlighting any changes.
- All letters must be emailed to [filming@lera.org.uk](mailto:filming@lera.org.uk) with reasonable time for amendment and approval before being issued.
- Letters should include contact details for an appropriate production representative who will be available at all times there is any location activity, mention that the production will follow the LERA Filming Code and that the production is making a community donation to LERA as a gesture of thanks for residents' co-operation. We may ask you to remind residents of good causes which have recently benefitted from LERA funds.
- Letters should also mention that residents can contact us by emailing [filming@lera.org.uk](mailto:filming@lera.org.uk), and may include Filmfixer's contact details if requested by them.

## Safety and insurance

- Productions are responsible and liable for risk assessment and compliance with all aspects of health and safety legislation in connection with their activities.
- Productions must have appropriate public liability insurance for their activities.

## Community donations

- Productions will be asked to agree with LERA a community donation for their activities in the Roupell Street Conservation Area.
- Payments must be transferred to LERA's bank account (sort code 40-04-09, account 52121638) no later than 1400 on the day before set-up or filming.
- They are in addition to any payments agreed with individual residents for use of their properties, and any fees or charges to Filmfixer, Lambeth Council or other organisations.

LERA uses its funds to protect, maintain and improve the conservation area, to organise social events (including residents' screenings to positively share the experience of watching works made here), and to contribute to local projects which benefit or are of concern to our residents (including green spaces, training for employment, theatres, activities for older people and help for those in need). Residents are fully informed of these achievements at every annual general meeting. We also deliver print communications through all letterboxes, have an extensive email list and a Facebook group.

## Variation

This code may be varied at our discretion if a production has any particular request. We understand that the nature of filming means plans can be fluid and will always do our best to be flexible and accommodate changes.

## Undue burden

LERA tries to limit excessive and unnecessary filming activity to avoid undue burden, maintaining the reasonable balance which ensures general support of residents for current and future filming. As a result, we regret that we may have to decline some requests.