

## Filming on the Public Highway – Responsibilities

When filming on the highway, there are a number of responsibilities that companies and individuals have before filming can take place. Wokingham Borough Council does not charge companies wishing to film on the highway, although there are costs associated with working on the public highway.

### Requirements

1. No filming should take place before informing the local authority and Emergency Services. This should take place at least two weeks before filming is proposed to take place unless the production is of a large scale, when we will need three months notice. This allows the Council to ensure that there are no conflicting issues, such as road works, taking place in the vicinity of the proposed filming location.
2. The Council will require basic information on the scale of the production, such as location, reasoning and amount of people associated with the filming on site.
3. The Council requires evidence of public liability insurance to the value of £10 million to cover every eventuality.
4. If the proposed filming is a large scale production involving disruption to residents or the closure of footways or roads, the Council will need to be informed at least three months in advance of the proposed start date. This allows the Council to programme the works, book the necessary road space and organise any necessary Traffic Regulation Orders. There are associated costs with this. These will be explained following correspondence from the applicant.
  - In these instances, necessary traffic signs complying with the Traffic Signs Manual Chapter 8 and the Traffic Signs Regulations and General Directions 2002 (and later versions). These signs must be erected and maintained by an accredited Traffic Management Company.
  - In these instances, the Council may request a formal meeting with applicants to ensure that everyone is aware of their individual responsibilities and to explain the necessary legal processes.

This is designed to be basic guidance only. To discuss this further, please call Wokingham Direct on 0118 974 6000 or email [traffic.management@wokingham.gov.uk](mailto:traffic.management@wokingham.gov.uk)