

**Overview**

This Standard involves identifying the location requirements for different productions, as well as scouting and recommending appropriate locations.

It is about having a good knowledge of potential sites, as well as the ability to undertake research using relevant sources of information. It involves understanding the needs of the production, and assessing possible locations for their suitability and cost, taking various factors into account including the requirements of the Production Design, Props Department, Physical Special Effects and Hair, Make-up, Costume and Wardrobe teams.

This Standard is for Location Managers.

## Performance criteria

*You must be able to:*

1. identify the number, types and sequence of locations required for productions
2. confirm the accuracy of your evaluation of location needs with appropriate people
3. identify and use appropriate sources of information to assist your research
4. arrange a feasibility study of any unknown locations to check their suitability against requirements
5. liaise with relevant authorities to identify the availability of potential locations
6. take clear and descriptive photographs or video of potential locations when required and store them for future use
7. make detailed notes to enable you to make reasoned assessments of each location
8. ascertain the need for permissions and licences associated with each location
9. identify the costs associated with using each location
10. record any problems or difficulties identified with the use of each location in line with production procedures
11. note any climatic, physical, environmental, access and health and safety factors likely to affect the use of locations
12. consider any legal, health and safety, or ethical implications of using a location against requirements
13. recommend locations that balance production needs against financial and logistical constraints
14. recommend contingency arrangements to cover extremes of weather or non-availability of certain locations

## Knowledge and understanding

*You need to know and understand:*

1. the budget parameters you are working within
2. how to interpret the script taking into consideration the need for using different locations
3. sources of information about locations and how to access them
4. how to ascertain the ownership of locations
5. how to establish contact with the relevant people within local authorities
6. the types of organisations and individuals from whom permissions are required for the use of locations
7. different types of licences that may be needed when using certain locations
8. the location budget for the production
9. the likely requirements of each department for access, egress and power source
10. types of environmental factors that may affect the use of a location
11. legal or ethical factors that may affect the use of a location
12. the health and safety aspects of a location
13. how to present your recommendations

## Research and assess locations for production filming

---

<b>Developed by</b>	Creative Skillset
<b>Version Number</b>	1
<b>Date Approved</b>	March 2019
<b>Indicative Review Date</b>	March 2022
<b>Validity</b>	Current
<b>Status</b>	Original
<b>Originating Organisation</b>	Screen Skills (formerly Creative Skillset)
<b>Original URN</b>	SKSP38
<b>Relevant Occupations</b>	Arts, Media and Publishing; Production Coordinator; Production Managers
<b>Suite</b>	Production (FILM and TV)
<b>Keywords</b>	Television, Film, Production, Location

---