

Attracting & Working with International Productions Successfully



Training Content

It is not just about great locations and incentives. Understanding the expectations and requirements of the International company in all areas of a production is key. The importance of clear, compatible Financial, Business and Legal procedures should not be underestimated.

The two-day sessions will consist of interactive seminars and case study exercises all based on best practice and real and current examples.

Time	Session	Input	Materials
DAY 1: Thursday 22 April 1000 – 1700			
1000	Introduction	Welcome and intros The course: what we'll cover Questions	
1015	Context & Production Service Agreements (PSA)	The business context of filming internationally What should is a PSA and what should it cover? Do you set up a special purpose vehicle (spv) – keeping separate and dedicated bank accounts? Who has ownership? Structuring. Requirements for the incentive. Overview of best practice	Template & examples
1130		Comfort Break	
1145	Scheduling	Overview of how international productions set up their schedules with real-life examples. How the differing agreements inform the basis of the overall production schedule. Interactive exercise to work with a real drama script/story example identifying key schedule drivers to set up the production effectively and efficiently. Examination of how story content impacts production budget and how production value is critical. Real life examples of Movie Magic schedules and key factors in decision-making. Questions	Movie Magic examples and overview of software
1230	Budgeting #1	Seminar: How to set up a budget and make it work Best practice discussion regarding the intricacies of setting up and managing a multiple-currency budget and production.	Examples of real life budgets

		Exercise: Determining requirements for a production budget	
1300		Lunch	
1400	Budgeting #2	Working with the Creative team to manage the budget Crew rates, working hours. Cast/Contributor Questions	
1430	Financial Control	How will funding be received. Accounting and Bookkeeping procedures. Tracking for the incentive. Approvals. VAT. Time-frame for receiving the cash rebate. Bank accounts	
1500	Cost controls	Digital PO systems Use of compatible software Integration with Finland's chart of accounts. VAT. Cash flows. Understanding the audit requirements. Paying Crew, Cast and Suppliers Working without Petty Cash Cost Statements and hot costs. <i>NB We will have a comfort break during this module</i>	Examples of cost reports
1630		Recap and questions from today's content.	
1700		End of Day One	

DAY 2: Thursday 29 April 1000 – 1700

1000	Welcome	Welcome back! What we are covering today Questions resulting from Day 1?	
1030	Putting everything Together	Seminar: Information packs and Bespoke Look books. Don't ignore the urban locations. Include information on the PSA, SPV, example contracts, VAT, WHT, Accounting and Bookkeeping, Cost Control etc. Regional Incentives*** Infrastructure and logistics – What can you offer? Crew Base – what crew/HoDs are available throughout Finland? Equipment and Facilities. International Flights to include times. Hotels and transport. Welcome Packs. Include Weather and daylight hours.	Examples of created documents

		<p>Play to Finland's strengths -smaller efficient crews. Great work/life balance. Examples of local productions.</p> <p><i>NB We will have a comfort break during this module</i></p>	
1230	Working safely Covid and beyond #1	<p>Seminar and discussion. Covid-19 has changed the way productions work, to include safer, more hygienic ways of working.</p> <p>What do international productions expect to work Covid-securely? A disciplined and safe place to work. Track best and new practices from around the world.</p>	Examples of British Film Commission Covid Protocols and Risk Assessments
1300		Lunch	
1400	Working safely Covid and beyond #2	<p>How international and co-pros will work to the highest level of safety protocols and seek reassurance Your Company Covid-19 Safety Protocols and procedures (Update regularly)</p> <p>Advice on additional Finnish suppliers working, eg Airline and Hotel safety procedures, catering, transport.</p> <p>Additional costs and time to budget and schedule – the reality of HETV shows and safe working practice.</p> <p>Questions</p>	
1500	Sustainability	<p>Working sustainably APFI and carbon calculators. Overview of Bafta/ALBERT carbon calculator The impact of Covid and new working practices</p>	'Albert' overview
1545		Comfort Break	
1600	Recap	<p>Group discussion and Q & A to consolidate information from all topics covered and any outstanding questions Next steps</p>	
END OF DAY 2			