FOR ADOPTION BY THE COUNCIL

11/1/civ  The Council’s Filming Protocol

The committee received a report from the Democratic Services Manager regarding the Council’s Filming Protocol.

Councillor Ward and Councillor McGovern highlighted the difficult balance between being open and transparent, and providing a safe environment for potentially vulnerable members of the public to engage with the democratic process. Members agreed that individual committee Chairs were in the best position to judge this.

Councillor Benstead questioned the term ‘recording’ within the Protocol and members agreed that ‘audio and visual recording’ would provide more clarity. Councillor Benstead also highlighted the need to investigate a more cost effective way for the Council to film its own meetings.

Members discussed the requirement within the Protocol for any recordings to be kept indefinitely. It was agreed that this was impractical and that a fixed 4 month period would be sufficient.

Members discussed the value of producing full audio recordings of meetings. For meetings of a potentially controversial nature, such as Planning and Licensing, it was felt that this could be beneficial. The Chief Executive and the
Head of Democratic Services agreed that there could be scope to investigate further in the future.

**Resolved (Unanimously) to**

(i) retain the right of any individual to record meetings.

(ii) amend the Protocol as set out in appendix 2 of the officer’s report, and include the following *additional* amendments:

- inclusion of ‘The Executive’ in the list of Council meetings able to be filmed/recorded.
- any reference to ‘recording’ to be replaced with the term ‘audio and visual recording’.
- to note that original audio/visual recordings need only be retained for a period of 4 months.

(iii) agree the approach to Area Committees as set out in 6.3 of the officer’s report.

(iv) agree to review the Protocol in March 2012; and recommend the Protocol as amended to Council.