

DRAFT PROTOCOL FOR THE FILMING AND RECORDING OF WHITEHOUSE COMMUNITY COUNCIL MEETINGS

This document sets out the protocol for the recording of meetings of Whitehouse Community Council, including Council and Committees and would cover any other Committees or Sub-Committee set up in the future.

The right to record, film and to broadcast meeting of Local Councils, committees and sub-committees was established following the Local Government and Accountability Act 2014. The 'Openness of Local Government Bodies Regulations 2014' became active legislation in August 2014 and is in addition to the rights of the press and public to attend such meetings.

RECORDINGS BY THE COUNCIL

The Council may photograph, film, record or broadcast at its meetings and can retain, use, or dispose of such material in accordance with its retention policies.

The agenda of every council meeting will state that the meeting may be recorded. The Chair will also verbally announce this at the beginning of every meeting.

A notice that the meeting may be recorded will be placed conspicuously at the venue of any of its meetings.

The rights of the Council to exclude the press and public from the confidential part of the meeting remains unaffected. All filming, recording or broadcast will cease during the confidential part of meetings.

RECORDINGS BY MEMBERS OF THE PUBLIC

Members of the public are permitted to film or record council meetings, to which they are permitted access.

Members of the public do not need permission to record council meetings but the Council would encourage them to contact and inform the Clerk in advance.

The use of digital and social media recording tools, for example, X, blogging or audio recording is allowed as long as it is carried out in a non-disruptive way and only to the extent that it does not interfere with any person's ability to follow the debate.

Whilst those attending meetings are deemed to have consented to the filming, recording, or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending, under the Data Protection Act 1998.

Any person or organisation choosing to film, record or broadcast any meetings of the Council is responsible for any claims or other liability from them so doing.

The Council will request that those recording proceedings do not edit the film or recording in a way that could lead to misinterpretation of the proceedings or infringe the core values of the Council.

The Chair of the meeting has the authority to stop a meeting and take appropriate action if any person is deemed to be recording in a disruptive manner. Recording in such a manner may result in the offender being excluded from the meeting.

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