

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CONSTITUTION COMMITTEE**

DATE: **WEDNESDAY, 15 APRIL 2015**

REPORT BY: **CHIEF OFFICER, GOVERNANCE**

SUBJECT: **WEBCASTING OF MEMBER MEETINGS**

1.00 **PURPOSE OF REPORT**

1.01 For the committee to receive an update on progress with webcasting of meetings and for the committee to approve a proposed protocol on webcasting.

2.00 **BACKGROUND**

2.01 At the committee's last meeting it received a report on webcasting of Member meetings and resolved to recommend to Cabinet the implementation of webcasting for those Member meetings of most interest to the public with officers investigating ways of doing so within available staffing resources. The meetings of most interest to the public being the Planning & Development Control Committee and Council meetings. The committee's recommendation is being reported to Cabinet on the 21 April 2015.

3.00 **CONSIDERATIONS**

3.01 In order to ensure webcasting works well other Councils have adopted a webcasting protocol to include the following:-

- (a) The deemed consent of third parties and the public to webcasting meetings they attend.
- (b) How long webcasts are to be retained on the Council's website.
- (c) That the minutes once approved remain the official record of the meeting.

3.02 The report to Cabinet will include a recommendation to a meeting of County Council to adopt the protocol attached as Appendix 1. The views of the Constitution Committee on the proposed protocol will be reported to Cabinet and Council before decisions are taken on it.

3.03 Experience at other authorities of webcast meetings has led to a number of useful tips being documented and sent to Members, officers and third party speakers attending webcast meetings. These useful tips are shown in Appendix 2 and will be sent to Members,

officers and third party speakers prior to their attendance at a webcast meeting. It is envisaged that webcasting will be introduced following the August recess.

4.00 RECOMMENDATIONS

4.01 For the committee to consider and approve the proposed webcasting protocol shown in Appendix 1.

5.00 FINANCIAL IMPLICATIONS

5.01 The Council has previously received a one off grant from the Welsh Government of £40K of which a balance of £37K remains. The upfront costs and service costs should be met from the balance of the Welsh Government grant.

6.00 ANTI POVERTY IMPACT

6.01 None as a result of this report.

7.00 ENVIRONMENTAL IMPACT

7.01 None as a result of this report.

8.00 EQUALITIES IMPACT

8.01 None as a result of this report.

9.00 PERSONNEL IMPLICATIONS

9.01 Webcast meetings will require the attendance of an extra officer but as indicated in the Democratic Services business plan considered at Corporate Resources Overview & Scrutiny on the 22 January 2015 some areas of current workload can be reduced by, for example, no longer supporting meetings of informal bodies, to facilitate the extra work from webcast meetings. The Chief Officer, Governance in consultation with the Leader and Deputy Leader to make recommendations to the Democratic Services Committee.

10.00 CONSULTATION REQUIRED

10.01 None as a result of this report.

11.00 CONSULTATION UNDERTAKEN

11.01 None as a result of this report.

12.00 APPENDICES

12.01 Appendix 1 – Webcasting Protocol

Appendix 2 – Webcasting useful tips

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS

Webcasting Protocols and useful tips from Conwy and Wrexham Councils.

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