



## **Dickens Heath Parish Council**

### **PROTOCOL ON THE RECORDING AND FILMING OF COUNCIL MEETINGS**

The right to record, film and to broadcast meetings of the council is established following the Local Government Audit and Accountability Act 2014\*. This is in addition to the rights of the press and public to attend such meetings.

Meetings or parts of meetings, from which the press and public are excluded may not be filmed or recorded.

Members of the public are permitted to film or record meetings to which they are permitted access in a non-disruptive manner. Government guidance is available which gives examples of what disruptive behaviour might consist of.

The use of digital and social media recording tools, for example Twitter, blogging or audio recording will be 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, even where he or she has a disability, to follow the debate.

While 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, (this includes their permission to broadcast their personal details)

The Chairman of the meeting has the authority to stop a meeting and to take appropriate action if any person contravenes these principles or is deemed (in the Chairman’s view) to be recording in a disruptive manner or inhibiting community involvement in the debate. Any person or organisation choosing to film, record or broadcast any meeting of the Council, or a committee, is responsible for any claims or other liability arising from them so doing.

The Council asks those recording proceedings not to edit the film or recording in a way that could lead to misinterpretation of the proceedings, or infringe the core values of the Council. This includes refraining from editing an image, or views, expressed in a way that may ridicule, or show lack of respect towards those being filmed or recorded.

The Council will display requirements as to filming, recording and broadcasting at its meeting venues and those undertaking these activities will be deemed to have accepted them whether they have read them or not.

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

Council's record is the definitive record of the meeting. The written approved minutes are the legal record.

The Council adopted this protocol at its meeting on December 9<sup>th</sup> 2014

\*Regulation 4 of The Openness of Local Government Bodies Regulations 2014 has brought Section 40 of the Local Government Audit and Accountability Act into force.