

# ARUN DISTRICT COUNCIL

## REPORT TO AND DECISION OF CABINET ON 8 JULY 2019

### PART A : REPORT

**SUBJECT: The Future Webcasting of Council Meetings**

**REPORT AUTHOR:** Nigel Lynn, Chief Executive

**DATE:** July 2019

**EXTN:** 37600

**PORTFOLIO AREA:** Corporate Support

#### **EXECUTIVE SUMMARY:**

The report proposes that the Council regularly webcasts its Full Council meetings (as well as its ongoing webcasting of Development Control Committee meetings).

An alternative one-year contract is proposed because this is financially a more viable approach to our current contract.

A future report will consider longer term financial and staffing implications.

This report contains an Exempt appendix which refers to the contract arrangements in place with Auditel Systems and so is classed as Exempt under Paragraph 3 of Schedule 12A of the Local Government Act 1972, as amended].

#### **RECOMMENDATIONS:**

To instruct Officers to procure an agreement with Auditel to webcast Full Council and Development Control Committee meetings for the next year at a one-off total cost which can be contained within the Committee Services budget. [Please refer to the Confidential Appendix attached to this report].

#### **1. BACKGROUND:**

- 1.1 In March 2015, the Council completed its refurbishment programme for the Council Chamber, Committee Rooms, Member Rooms and toilets.
- 1.2 The programme included the installation of webcasting equipment in the Council Chamber. The contractor was Auditel.
- 1.3 The policy adopted at that time was to only webcast Council meetings that were anticipated to attract a large number of the public, as our Public Gallery is limited to 85 guests. This was utilised for several of the meetings which included the Local Plan on the agenda.
- 1.4 In 2018, it was agreed to pilot Development Control Committee meetings to be webcast regularly. This has been happening on a regular basis since 13 November 2018.

<p>1.5 Because the future use of webcasting was unclear at that time, a “call-off” <u>hourly</u> contract was agreed with Auditel. [Please refer to the Exempt appendix attached to this report].</p> <p>1.6 Following a request from the Leading Group (Liberal Democrat Party), Officers have subsequently negotiated a one-year contract which is for an unlimited number of hours/minutes.</p>		
<p><b>2. PROPOSAL(S):</b></p> <p>2.1 Officers agree a one-year agreement with Auditel.</p> <p>2.2 An officer group has been set up to examine the Council’s webcasting needs and associated costs for the future. A report will be presented to Cabinet for consideration later in the year.</p> <p>2.3 The new agreement with Auditel will enable all Full Council meetings <u>and</u> Development Control Committee meetings to be webcast for the next 12 months.</p>		
<p><b>3. OPTIONS:</b></p> <p>3.1 To agree the proposals at 2.1 – 2.3 above.</p> <p>3.2 Not to agree the proposals and request an alternative approach.</p>		
<p><b>4. CONSULTATION:</b></p>		
Has consultation been undertaken with:	<b>YES</b>	<b>NO</b>
Relevant Town/Parish Council		✓
Relevant District Ward Councillors		✓
Other groups/persons (please specify) Leader & Deputy Leader	✓	
<b>5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)</b>	<b>YES</b>	<b>NO</b>
Financial	✓	
Legal		✓
Human Rights/Equality Impact Assessment		✓
Community Safety including Section 17 of Crime & Disorder Act		✓
Sustainability		✓
Asset Management/Property/Land		✓
Technology		✓
Other (please explain)	✓	

**6. IMPLICATIONS:**

- 6.1 The ongoing use of webcasting and any possible expansion to include Committee Rooms may have both financial and staffing implications. To evaluate these, an officer report will be presented to Cabinet later in the year.

**7. REASON FOR THE DECISION:**

- 7.1 The ongoing use of a “call-off” contract is not viable if webcasting of Full Council is to continue in a regular basis. A more regularised contract, as proposed, is more viable in the short to medium term.

**8. EFFECTIVE DATE OF THE DECISION: 17 July 2019**

**9. BACKGROUND PAPERS:**

None