

[PROPOSED PROTOCOL]

HARINGEY COUNCIL PROTOCOL FOR THE WEBCASTING OF COUNCIL AND OTHER MEETINGS

The Council has proposed that certain meetings should be the subject of live web transmission ('webcasting'), or recorded for subsequent transmission. Fixed cameras are located within the Council Chamber for this purpose and there is a mobile unit for use in other locations.

This Protocol has been agreed to assist the conduct of webcast meetings and to ensure that in doing so the Council is compliant with its obligations under the Data Protection Act 1998 and the Human Rights Act 1998. Accordingly the following will apply to all meetings to be webcast by the Council:-

Agenda Front Sheets and Signage at Meetings

On the front of each agenda for meetings, and on signs to be displayed inside the every room used for official meetings, there will be the following notice:-

"Please note: this meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chair will confirm if all or part of the meeting is being filmed. The images and sound recording may be used for training purposes within the Council.

Generally the public seating areas are not filmed. However by entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.

If you have any queries regarding this, please contact the representative of the Head of Members' Services at the meeting."

Meetings of the Planning Applications Sub-Committee, Licensing Sub-Committees, Miscellaneous Functions Sub-Committee and other 'Quasi Judicial' Hearings

In any correspondence notifying applicants, supporters or objectors of the meeting date on which an application will be heard, the following advice will be included:-

"Please note that Council meetings may be filmed for live or subsequent broadcast via the Authority's internet site. If you do not wish the hearing of the application, with which you are concerned, to be filmed, please contact the representative of the Head of Members' Services to discuss arrangements. "

Conduct of Meetings

At the start of each meeting to be filmed, an announcement will be made to the effect that the meeting is being, or may be, webcast, and that the Chair may also terminate or suspend the webcasting of the meeting should the Chair consider this desirable to maintain the proper running of the meeting. This will be confirmed by the Chair making the following statement:-

"It is the Council's agreed practice to film meetings for live or subsequent broadcast via the Council's internet site. The images and sound recording may be used for training purposes within the Council.

The Chair of the meeting has the discretion to terminate or suspend filming, if in the opinion of the Chair continuing to do so would prejudice the proceedings of the meeting or if the Chair, on advice, considers that continued filming might infringe the rights of any individual."

Other Recording or Broadcasting of Meetings

No form of photography, filming, recording or broadcasting of meetings (other than webcasting for the Council's purposes) shall take place except with the express permission given in advance by the Chair in his/her discretion.

Cessation of Webcasting for Private Sessions

No part of any meeting will be webcast after Members have passed the resolution excluding the press and public because there is likely to be disclosure of exempt or confidential information. The representative of the Head of Members' Services will ensure that filming and/or recording of the meeting has ceased and will confirm this to the Chair of the meeting before any discussion of exempt or confidential matters is commenced.