



Belper Town Council

## **Protocol on the Recording and Filming of Council and Committee Meetings**

The right to record, film and to broadcast meetings of the Council and Committees is established in accordance with the Local Government Audit and Accountability Act 2014. This is in addition to the rights of the press and public to attend such meetings.

### **Principles**

Photographing, recording, broadcasting, or transmitting the proceedings of a meeting by any means is permitted. A person may not orally report or comment about a meeting as it takes place if he/she is present at the meeting; however, they may:

Film, photograph or make an audio recording of a meeting;

Use any other means for enabling persons not present to see or hear proceedings of the meeting as it takes place, or later.

Report or comment on the proceedings in writing, during or after a meeting, or orally report or comment after the meeting.

Members of the public are permitted to film or record the meetings to which they are permitted access, in a non-disruptive manner.

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

The use of digital and social media recording tools, for example Twitter, blogging or audio recording, is permitted so 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.

Those who attend public meetings are deemed to have consented to the filming, recording or broadcasting of those meetings; however, those exercising the rights to film, record and/or broadcast, must respect the rights of these attendees in accordance with the Data Protection Act 1998.

### **Responsibilities and Liabilities**

If any person contravenes the above principles or is deemed to be recording the meeting in a disruptive manner, the Chair has the authority to pause the proceedings and take appropriate action.

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 from them so doing.



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The Council requests that those recording proceedings do 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 not 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 shall retain, use, or dispose of such material in accordance with its retention and disposal policies.