



Policy Type

Council

Policy Purpose

This policy provides guidance in relation to the recording and live streaming of Council meetings.

Live streaming improves accessibility of Council meetings and supports transparency.

Policy Statement

Ordinary Council meetings, Special Council Meetings, Audit Risk and Compliance Committee Meetings and Electors Meetings will be audio visually recorded and live streamed from the start of the meeting until the end of the meeting except when the meeting has resolved to go behind closed doors.

The recording with transcript will be uploaded to the website as soon as practical after the meeting.

The Presiding Member will make an announcement at the start of every meeting, drawing attention to the fact that these meetings will be web streamed and that the recordings will be made available on the website. The Presiding Member will advise the public that they should be aware of this when attending a meeting as their image may be broadcast.

A sign will be prominently displayed at each Council Meeting notifying attendees that the meeting will be web streamed.

The City will ensure that all information is accessible and offered in alternative formats upon request in line with the City's commitment contained within its Disability Action and Inclusion Plan.

All recordings are to be retained as part of the City's records in accordance with the State Records Act, 2000.

Title	Live Streaming at Meetings
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Category	Governance
Lead Business Unit:	Legal and Compliance
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