



Policy Type

Council

Policy Purpose

Council has approved the live streaming of Council meetings through the website to make the meetings more accessible. Live streaming means that residents are able to watch the Council meeting from home if they are unable to leave home because of personal circumstances or would prefer the convenience of viewing meetings from an external location.

A further benefit is increased transparency of Council's processes.

The recording of the meeting will also serve as a record of the minutes.

This policy details which meetings will be live streamed and how the public will be made aware.

Policy Statement

Ordinary Council meetings, Special Council Meetings, Audit and Strategic Finance 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 speaking at the meeting.

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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Strategic Link:	Corporate Governance Charter
Category	Governance
Lead Business Unit:	Corporate Communications
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	9 December 2021
Next Review Due: (Governance Purpose Only)	December 2023
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