

Buckfastleigh Town Council



Protocol on the filming and recording of Local Council and Committee Meetings

**REVIEWED AND ADOPTED BY THE TOWN COUNCIL
MEETING ON 22ND MAY 2024**

1. General

- 1.1 The right to record, film and to broadcast meetings of Local Councils, committees and sub committees was established following the Local Government Audit and Accountability Act 2014. The “Openness of Local Government Bodies Regulations 2014” became active legislation in August 2014. This is in addition to the rights of the press and public to attend such meetings.
- 1.2 This document sets out the protocol for the filming of recording the meetings of Buckfastleigh Town Council. The right of the Council to exclude the press and public from parts of Council meetings for contractual and staff confidentially reasons remain unaffected.

2. Protocol

- 2.1 Members of the public are permitted to film or record Council meetings, to which they are permitted access, in a non-disruptive manner. The Chair of the meeting has the authority to stop a meeting and take appropriate action if any person contravenes these principles or is deemed to be recording in a disruptive manner.
- 2.2 The use of digital and social media recording tools, blogging or audio recording be allowed if it is carried out in a non-disruptive way and only to the extent that it does not interfere with any person’s ability, including where he or she has a disability, to follow the debate.
- 2.3 While those attending meetings are deemed to have consented to the filming, recording, or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the General Data Protection Regulation 2018. This will include the rights of any children or vulnerable adults attending the meeting.
- 2.4 Any person or organisation choosing to film, record or broadcast a meeting of the Council or a committee is responsible for any claims or other liability from them so doing.
- 2.5 When a meeting is closed for public participation, the Chair will ask those present if they have any objections to being filmed. If an objection is received the public participation element cannot be filmed and filming may only recommence at the formal re-opening of the meeting.
- 2.6 The Council asks those recording proceedings 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 refraining from editing an image or views expressed in a way that may ridicule or show lack of respect towards those being filmed or recorded.
- 2.7 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.
- 2.8 The Town Council may itself photograph, film, record, or broadcast at its meeting and can retain, use or dispose of such material in accordance with its retention and disposal policy.