



HORNDEAN PARISH COUNCIL

POLICY ON FILMING AND RECORDING MEETINGS

The Openness of Local Government Bodies Regulations 2014 provides that filming, photographing and making audio recording of all public meetings is permitted.

Any person attending a Council meeting with the intention of recording the meeting may use any communication method including the internet to publish, post or otherwise share the results of their reporting activities, provided it does not disrupt the conduct of the meeting.

The Council will provide reasonable facilities to the public and press to assist filming or recording of the meeting by the allocation of spaces within the designated public area for this purpose. All filming and recording must be undertaken in a non-disruptive manner and only from the designated area.

In the interests of privacy and safeguarding individuals, the Council will ensure spaces are also available in the public area for members of the public who do not wish to be filmed including vulnerable adults and children.

No prior permission is required for members of the public and press to film or record meetings to which they are permitted access. However, it would be desirable if individuals contact the Chief Officer who may provide appropriate advice and guidance. As a courtesy to those present anyone wishing to record a meeting should inform the Chief Officer in advance or at the latest at the beginning of the meeting.

At the beginning of any meeting, whereby it is known that filming, recording or photography will be taking place the Chairman will make an announcement to that effect.

Any action or activity which disrupts the conduct of the meeting or impedes other members of the public being able to see, hear or film the proceedings will be deemed disruptive, defined as the following:

- moving to areas outside the areas designated for the purpose of filming and recording.
- excessive noise in recording or the preparation of equipment during Council proceedings.
- ongoing audible commentary as recording is undertaken.

- requesting the repetition of statements for the purpose of recording.
- use of lighting and flash photography.

The Chairman has the capacity to stop a meeting and take appropriate action if any person is deemed to be filming or recording in a disruptive manner.

The regulations allow individuals to film and record all those taking part in the meeting including officers and any members of the public invited to address the meeting. However, if any such filming and recording apparently focuses on an individual, the Chairman may conclude that such action exceeds Article 8 of the Human Rights Act 1998 and may rule that this is not permissible.

The press and public may not film or record any part of the meeting from which they are excluded.

Any person choosing to film, record or broadcast any public meeting of the Council, is responsible for any claims or other liability resulting from them doing so.

The Council will publish the guidance on filming, recording and broadcasting of meetings on its website and make it available at its public meeting. Those undertaking these activities will be deemed to have accepted them whether they have read them or not.