

<b>Consideration of Video Recording and Online Streaming of Council Meetings</b>	<b>16/01/2018</b>
<b>Corporate, Policy and Resources Committee – FOR DECISION</b>	

<b>Linkage to Council Strategy (2015-19)</b>	
<b>Strategic Theme</b>	Innovation and Transformation
<b>Outcome</b>	The Council will continuously examine and introduce ways to provide services in more accessible and efficient ways.
<b>Lead Officer</b>	Head of ICT.
<b>Cost: (If applicable)</b>	Estimated Capital costs of between £15,000 and £28,000 with annual costs of between £3,000 and £11,000 per annum, dependent upon Members' decision.

## **1.0 Purpose of Report**

The purpose of this Report is to address a Notice of Motion, as presented by Councillor Mulholland, requesting that a Report be brought to the Committee with initial options and outline costs associated with the implementation of Video Recording and Online Streaming of Council meetings.

## **1.1 Background**

Council, as legislatively obliged, has produced audio recordings of Council Meetings since the organisation's inception. These recordings are published on the Council Website. In the past 3 years, four of the eleven NI Councils have taken the additional step of also producing a live stream of their Council Meetings for viewing by the public. Typically, to allow for ease of access to the public, the footage of these meetings is latterly indexed by Council officials to reflect the different components of the meeting.

Substantial changes to the Chamber were completed for April 2015 to reflect the new organization's needs, specifically the need to accommodate 40 Members and associated personnel. For Council to facilitate live streaming, the cost of the work is likely to be composed of 2 main components:

- 1 Changes to existing kit to modernize and stabilize Chamber ICT infrastructure and provide technical basis to facilitate live streaming;
- 2 Installation of cameras and relevant telecommunications. Also, provision of associated software to operate the live streaming.

## 1.2 Current Position

Refurbishment of the Chamber in 2015 focused on the increase in the number of personnel requiring room in the Chamber. The rollout also ensured that the Bosch conference speaker system (*Appendix 1*) would be compatible with potential live streaming of meetings. Presently, there are on-going concerns over the reliability of components of the remote control kit and peripheral equipment (*Appendix 2*), some of which has been in situ from the original completion of the building in 1999 (*Appendix 2*). There is an argument that this kit needs to be modernised for our existing requirements, irrespective of whether or not Council adopts live streaming.

## 2.0 Options

### 2.1 Only modernise existing Chamber kit.

This option would ensure stable ICT provision. Legacy remote control kit and associated peripherals would be replaced and an appropriate Service Level Agreement would offer stable and simplified operations. This would provide a platform for live streaming also. The outline cost of this option is £15,000 Capital outlay.

### 2.2 Modernise existing Chamber kit and install live streaming.

This option envisions adding cameras to the upgraded system and availing of the associated software to efficiently control these cameras. In addition to the initial £13,000 outlay, the capital cost of the camera infrastructure is £15,000 and the cost of live streaming is £8,000 per annum.

## 3.0 Cost Summary

		Capital Outlay	Cost per annum
Option 1	Modernise existing Chamber kit	£15,000	£3,000
Option 2	Modernise existing Chamber kit and install live streaming	£28,000	£11,000

## 4.0 Additional considerations

### 4.1 Training

Both Members and Council staff will require appropriate training in the use of the new equipment and piloted sessions would need to be organised to allow Members to have a full understanding of the practicalities of the new setup.

### 4.2 In Committee matters

As with the present audio recordings, matters for 'in committee' would need to be excluded from both live recordings and from later broadcast.

## 5.0 Recommendation

**It is recommended** that Council upgrade the existing kit to reflect a stable infrastructure and give consideration to the implementation of live streaming.

## 6.0 Appendix 1

Figure 1: *Bosch conference speaker system.*



Figure 2: *Bosch conference speaker system- Desk Audio Control Unit*



Figure 3: *Bosch conference speaker system- Microphone Control Unit*



## 7.0 Appendix 2

Figure 4. *Remote control kit- Lighting, Speakers and AV.*



Figure 5: *Current AV Cabling works to Remote control kit*

