

## REVIEW B: BROADCASTING OF POLICY OVERVIEW, SCRUTINY & SELECT COMMITTEE MEETINGS

<b>Committee name</b>	Corporate Services, Commerce & Communities
<b>Officer reporting</b>	Mark Braddock - Democratic Services
<b>Papers with report</b>	None
<b>Ward</b>	N/A

### HEADLINES

This report is for the Committee to consider progressing a review topic, referred from full Council, into whether the Council should broadcast Policy Overview, Scrutiny and Select Committee meetings, reporting back to Cabinet with its recommendation.

### RECOMMENDATION:

**That the Committee agrees to progress the review as set out in the report.**

### SUPPORTING INFORMATION

Members will recall that the full Council meeting on 22 November 2018 considered a motion submitted by Councillor Stuart Mathers regarding extending the scope of council meetings that are broadcast on YouTube. Council amended the motion, to enable this Committee to explore the matter in more detail. Council resolved:

*‘That this Council asks the Corporate Services, Commerce & Communities Policy and Overview Committee to look at the issues pertaining to adding the Executive Scrutiny and Policy Overview Committees to those already streamed live on our YouTube channel and to report their recommendations in due course to Cabinet for a final decision.’*

### Scope of review

The Council currently broadcasts the following meetings on YouTube, which equates to between 70-90 YouTube videos over a single municipal year:

- Full Council
- Cabinet
- Central and South Planning Committee
- North Planning Committee
- Major Applications Planning Committee
- Major Applications Planning Sub-Committee (HS2)
- Licensing Sub-Committee
- Ad hoc wider public interest petition hearings (e.g. Shepiston Lane / Children’s Centres)

Based on the Council motion, the scope of this review would be for Members to consider whether or not (or in part or type of meeting) to broadcast the meetings that form the integral overview and scrutiny function of the Council's democratic arrangements. These are:

- Corporate Services, Commerce & Communities Policy Overview Committee
- Social Care, Housing and Public Health
- Residents, Education and Environmental Services
- Executive Scrutiny Committee
- External Services Select Committee
- Any Committee Panels set up (currently a GP Pressures Select Panel is in existence)

*\* Panels are not official committee meetings, yet may be held in public.*

### **CURRENT BROADCASTING SET-UP**

In February 2018, the then Corporate Services & Partnerships Policy Overview Committee received a comprehensive report on how the Council's YouTube broadcasts operate and also a range of viewer analytics that measured their impact and democratic reach. Live broadcast capability is currently available in the following rooms, as follows:

Rooms	Capability	Broadcast Images
<p>Council Chamber</p>	<p>Three cameras integrated with in-room audio-setup, speakers and microphones</p> <p>Of which two cameras provide automatic zoom to the person speaking when using the microphone</p> <p>360 degree multi-camera views available watching on YouTube for greater viewer experience.</p>	



Committee Room 6

Single Camera integrated with in-room audio-setup, speakers and microphones

Single stream on YouTube



Committee Room 5

Single Camera integrated with in-room audio-setup, speakers and microphones

Single stream on YouTube



Meetings can be watched live, or on demand after the meeting, on the Council's YouTube channel: Hillingdon London. Since 2016, when the Council first started filming, well over 260 meetings have been broadcast, with over 75,000 unique views of people tuning in to watch them. The viewership rate is increasing overall. In general, higher viewing rates correlate with higher interest topics being discussed during a meeting.

## **KEY CONSIDERATIONS AS PART OF THE REVIEW**

Additional meetings	Members will clearly wish to consider the benefits or otherwise of broadcasting public overview and scrutiny meetings and make a recommendation on this, being the crux of the Council motion.
Viewer considerations / technology factors	Subject to the above, Members may wish to consider the best possible viewer experience whilst watching on our channel set up. In particular, that overview and scrutiny meetings may have different layouts in committee rooms for viewers to see, such as witnesses sitting opposite Members of the Committee. This may involve the need for different camera options.
Financial implications	Subject to the above, should committee rooms (other than using CR5/CR6) be considered for holding overview and scrutiny committee meetings that may be broadcast, Members will want to consider the financial cost associated with new cameras, integrated audio set-up and network cabling.

## **INDICATIVE STRUCTURE AND TIMETABLE FOR THE REVIEW**

As set out in the multi-year work programme on this agenda, an indicative structure and timetable for the review is proposed for Members to consider. A detailed Options Paper will be prepared for Members as part of the review:

<b>Meeting</b>	<b>Review phase</b>	<b>Suggested committee activity</b>
8 January 2019	Scoping	To consider this report and progression of the review and provide any initial feedback to officers.
5 February 2019	Witness / evidence	<ul style="list-style-type: none"><li>• Witness: Senior Democratic Services Manager</li><li>• Updated Analytics report (the view of the viewer)</li><li>• Member presentation and live demonstration of how YouTube broadcasting works</li><li>• Detailed Options Paper</li></ul>
5 February 2019	Findings	Subject to consideration of the Options report, Members may wish to agree their preferred option, thereby their proposed recommendation to the Cabinet. Alternatively, this could be discussed further at a subsequent meeting.
6 March 2019	Final report	The Committee to consider and agree the final report for referral to Cabinet.
18 April	Cabinet meeting	Cabinet will consider and make a decision based upon the Committee's report and recommendation.

## **Implications on related Council policies**

Broadcasting on YouTube strengthens existing Council consultation and engagement policies.

## **How this report benefits Hillingdon residents**

Since 2016, the broadcasting of council meetings has secured a giant leap in the number of residents able to see how local decisions are made and how our democracy works. It increases transparency and can strengthen the connection between residents, the Council and local politicians. Broadcasting on the extremely versatile and resilient global YouTube platform enables people to view across nearly all devices they may have, anywhere and at any time.

## **Financial Implications**

An Options Report presented to the Committee in due course will outline any financial implications associated with any steers from Members over the broadcasting of additional broadcasting of overview and scrutiny committee meetings.

## **Legal Implications**

There are no legal impediments to the Council broadcasting official meetings, except where they concern Part II or other confidential business. In respect of members of the public that may attend, speak, or have their personal details broadcast during committee deliberations, this is covered under the “public task” requirement in the Data Protection Act 2018, which enables the Council to process personal data that supports and promotes the democratic process. Furthermore, members of the public attending to participate directly also made aware of this prior to meetings.

## **BACKGROUND PAPERS**

[Report to the Corporate Services and Partnerships Policy Overview Committee - 1 February 2018](#)