

REVIEW B: DIGITAL BROADCASTING OF POLICY OVERVIEW, SCRUTINY & SELECT COMMITTEES

Committee name	Corporate Services, Commerce & Communities
Officer reporting	Mark Braddock - Democratic Services
Papers with report	Indicative Review Timetable Draft Review Report – To be circulated prior to the meeting
Ward	All

HEADLINES

Following the witness session and recommendation steers provided by the Committee at the meeting on 5 February 2019, this paper presents to Members a draft review report for consideration, which will be circulated prior to the meeting.

RECOMMENDATIONS:

That the Committee consider the draft review report, delegating authority to the Senior Democratic Services Manager, in consultation with the Chairman, to make any further amendments prior to scheduling the report to Cabinet.

SUPPORTING INFORMATION

At the 5 February 2019 meeting, the Committee held a witness session which covered:

- Witness questioning: Senior Democratic Services Manager;
- Viewer analytics (the view of the viewer);
- Live demonstration of how YouTube broadcasting works at Hillingdon;
- Examples of other organisations broadcasting; and,
- Detailed Options Paper to assist Members.

During the meeting, the Committee gave positive feedback about the Council's existing broadcasting arrangements, along with specific consideration of the Council motion relating to expanding this to encompass the Council's policy overview, scrutiny and select committees. Members carefully reviewed the viewer and practical factors, along with the technology and cost implications of doing so. The minutes of the last meeting [also on this agenda] set out the witness session in more detail, including the recommendation steers provided by Members.

Attached is a draft of the report for the Committee to consider. The Committee's direction, feedback and suggestions are welcome. It is proposed to delegate any changes required to the Senior Democratic Services Manager, in consultation with the Chairman, to ensure the most efficient scheduling of the review to Cabinet around the start of the new municipal year.

Implications on related Council policies

A role of the Policy Overview Committees is to make recommendations on service changes and improvements to the Cabinet who are responsible for the Council's policy and direction. 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 big 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, this enables people to view across nearly all devices they may have, anywhere and at any time.

Financial Implications

It is important that the Committee considers cost effective proposals that benefit resident taxpayers in relation to any review, which would ultimately be determined by Cabinet mid-year or as part of the Council's broader budget planning process or transformation plans. At the 5 February meeting, the Committee considered different options associated with the broadcasting of additional committee meetings. The preferred option by the Committee, and as set out in the draft review report, has zero financial implications.

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

[Minutes of the 5 February 2019 meeting](#)
[Committee Detailed Options Report - 5 February 2019](#)

INDICATIVE REVIEW TIMETABLE - MULTI-YEAR WORK PROGRAMME

Meeting	Review phase	Suggested committee activity
8 January 2019	Scoping	The Committee considered an introductory report based on the Council motion, the progression of the review and provided initial feedback to officers.
5 February 2019	Witness / evidence	<ul style="list-style-type: none"> • Witness: Senior Democratic Services Manager • Updated Analytics report (the view of the viewer) • Member presentation and live demonstration of how YouTube broadcasting works • Examples of other organisations broadcasting • Detailed Options Paper to assist Members
5 February 2019	Findings	Following consideration of the Options Paper, Members framed their initial draft recommendations, which it agreed to consider further when receiving the final report.
13 March 2019	Final report	The Committee considers the draft report for referral to Cabinet.
18 April or 23 May 2019	Cabinet decision	For Cabinet to consider and make decisions based upon the Committee's final report and recommendations.