

Amended by Council - 26 April 2010 – Minute 472(c)
Amended by Council 13 January 2014 – Minute 319

FILMING, PHOTOGRAPHING AND AUDIO RECORDING AT COUNCIL MEETINGS

East Northamptonshire Council upholds the principles of transparency and supports filming, recording and taking photographs at its meetings that are open to the public.

Before the meeting

Requests by the media to film, photograph or sound record a council meeting from the public gallery should be made at least 24 hours before the start of the meeting to the Communications Manager so that the necessary supporting arrangements can be put in place. The Chairman of the meeting will be advised of the request by the Communications Manager as soon as possible in advance of the meeting

Media representatives will be allowed into the meeting room 30 minutes before the start of the meeting and must have all equipment set up 15 minutes prior to the start

Those intending to bring large equipment, or wishing to discuss any special requirements are advised to contact the council's Communications Team in advance of the meeting to seek advice and guidance.

The use of flash photography or additional lighting will not be allowed unless this has been discussed in advance of the meeting and agreement reached on how it can be done without disrupting proceedings.

Notice of any other filming, recording or photography must be given to the Chairman of the meeting at least 15 minutes before the start of the meeting.

This will enable the Chairman of the meeting to make those present aware that filming will be taking place. Notices to this effect will be displayed in meeting rooms

Filming of members of the public will only be allowed with their consent. It is the responsibility of those making the recording to gain any necessary permission from the public they film during a meeting.

Filming from any other part of the meeting space is at the discretion of the Chairman.

During the meeting

The Chairman will announce the presence of cameras / sound recording equipment at the start of the meeting.

Should the filming or sound recording of any meeting disrupt the conduct of the meeting or cause interference with other electronic equipment, including facilities to improve sound for the hearing impaired, the operator of the equipment will be required to stop recording.

All photography must take place from positions approved by the Chairman to ensure the view of members, officers, public and media representatives is not obstructed.

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When is recording not allowed?

The Chairman of the meeting will have absolute discretion to terminate or suspend any recording activities if, in their opinion, continuing to do so would prejudice proceedings at the meeting. The circumstances in which termination or suspension might occur could include:

- public disturbance or suspension of the meeting;
- the meeting agreeing to formally exclude the press and public from the meeting due to the confidential nature of the business being discussed such as under Schedule 12A of the Local Government Act 1972;
- where it is considered that continued recording/ photography/ filming/ might infringe the rights of any individual

The council asks those recording proceedings not to edit the film/ record/ photographs in a way that could lead to misinterpretation of the proceedings, or infringe the core values of East Northamptonshire Council. This includes refraining from editing an image or views expressed in a way that may ridicule, or show a lack of respect towards those being photographed/ filmed/ recorded.