

Title of Report:	Live Streaming of Council Meetings
Committee Submitted To:	Corporate Policy and Resources Committee
Date of Meeting:	26 May 2026
For Decision/ For Information	For Decision
To be discussed In Committee	No

Linkage to Council Strategy (2021-25)	
Strategic Themes	Improvement & Innovation
Outcome	Establish key relationships with strategic partners to deliver our vision for this Council area
Lead Officer	Democratic and Central Services Manager

Estimated Timescale for Completion	
Date to be Completed	TBC

Budgetary Considerations	
Cost of Proposal	
Included in Current Year Estimates	YES/NO
Capital/Revenue	
Code	
Staffing Costs	

Legal Considerations	
Input of Legal Services Required	YES/NO
Legal Opinion Obtained	YES/NO

Screening Requirements	<i>Required for new or revised Policies, Plans, Strategies or Service Delivery Proposals.</i>		
Section 75 Screening	Screening Completed:	Yes/No	Date:
	EQIA Required and Completed:	Yes/No	Date:
Rural Needs Assessment (RNA)	Screening Completed	Yes/No	Date:
	RNA Required and Completed:	Yes/No	Date:
Data Protection Impact Assessment (DPIA)	Screening Completed:	Yes/No	Date:
	DPIA Required and Completed:	Yes/No	Date:

1.0 Background

1.1 Introduction

At the Corporate Policy and Resources Committee Meeting on 24 March 2026, it was agreed that Officers would bring back a Report covering public accessibility of Council Meetings Online (live streaming).

2.0 Current Situation

At the Corporate Policy and Resources Committee of 24.03.26, the following AORB was put discussed:

Public accessibility of Council Meetings Online (Councillor Wilson)

I wish to seek clarification from officers regarding the current arrangements for members of the public to view Council meetings online.

While Council meetings are available to view remotely, the current system requires members of the public to submit a request in advance in order to access the meeting. I believe this requirement creates an unnecessary barrier to public engagement and limits the transparency that residents should reasonably expect from their Council.

Openness and transparency are fundamental principles of good governance and are vital to the health of local democracy. Council meetings should be readily accessible to all members of the public without the need to apply or seek permission in advance. Providing unrestricted online access would allow residents who are unable to attend in person — due to work commitments, caring responsibilities, mobility issues, or other personal circumstances — to observe the decision-making process in real time.

Removing the requirement to request access would represent a simple but meaningful step toward improving transparency, strengthening accountability, and encouraging greater public engagement with the work of the Council.

In light of this, I ask:

Why is it currently necessary for members of the public to submit a request in advance in order to view Council meetings online?;

What barriers, if any, exist to making Council meetings openly accessible online without prior application?;

Will officers bring forward proposals to remove this requirement and ensure that all Council meetings can be accessed online by the public without restriction?;

Can a timeframe be provided for when unrestricted online access to Council meetings will be implemented?

It is important that we remove unnecessary obstacles to public participation and ensure that our residents can easily observe the democratic processes that affect their communities.

At this meeting, The Director of Corporate Services referred to a current project plan in respect of facilities for live streaming which required staff and trade union consultation, consideration of technical issues and DPIA and GDPR compliance. The Director of Corporate Services said that due to essential repairs to the roof of the Council Chamber in Civic Headquarters the Council Chamber would be out of action for July and August 2026 and agreed to bring a report to the April Corporate Policy and Resources Committee covering the live streaming and contingency plans during essential repairs and hoped that following the repairs livestreaming could be initiated.

3.0 Current Practice – Remote Access to Meetings

- 3.1 Remote access to Council and Committee Meetings for the public is currently via Microsoft Teams. Once the Notice of a Meeting has been given, anyone wishing to attend remotely can follow the instructions on the Council's website to request a link from Democratic Services.
- 3.2 Live streaming would allow members of the public to join at any time without requesting a link. It would also reduce the administrative work involved in issuing links.
- 3.3 The following meetings are Audio Recorded: -
 - Audit Committee
 - Corporate Policy & Resources Committee
 - Environmental Services Committee
 - Finance Committee
 - Leisure & Development Committee and
 - Council Meeting

Planning Committee and sub-committee meetings are not currently audio recorded.

4.0 Proposed Arrangements for Live streaming Meetings

- 4.1 The live stream would be broadcast on [YouTube](#), with a link to the channel embedded on the Council website. Recording to an SD card would run alongside the live stream to support Council functions.

4.2 A decision is required from members as to which meetings will be live-streamed.

5.0 Next Steps

A Live Streaming Working Group has been established to progress the project, covering the following areas:

5.1 Screening Exercise, Rural Proofing Exercise and Policy Development

A screening exercise is underway, and comments will be sought from Trade Unions. The same applies to the Rural Proofing Exercise and policy development.

5.2 Data Protection Impact Assessment (DPIA)

A DPIA is currently in the process of being prepared and is being considered in the first instance by the Information Governance Team and the Live Stream Working Group.

The lawful basis for processing personal data will depend on which Council meetings are being live streamed and/or recorded. This has yet to be determined. As part of the DPIA, the following points require agreement:

- The end-to-end processing of the personal data
- What personal data is being processed
- The lawful basis for processing
- Risks and mitigations
- Retention and disposal of records

Following the completion of the DPIA the following points require completion.

- Drafting / amending relevant policies / procedures / codes of conduct
- Drafting or amending privacy notices to reflect the new processing activities
- Installing signage (e.g. "recording in progress") in and around the chamber

5.3 Staff Consultation

Consultation with affected staff and Trade Unions is required.

To enable consultation with trade unions and those staff affected the Council need to complete and finalise the DPIA and the Policies and Procedures underpinning the process of live streaming so that trade unions and staff will be able to understand how the live streaming will operate and how it may impact them.

The Live Streaming Working Group last met on 14.05.26 to discuss the above and consider priority areas going forwards.

Regular meetings have been scheduled to take forward this project.

5.4 Timescales

This is a complex, cross-departmental project involving multiple partners, so a completion date cannot be confirmed at this stage.

6.0 Recommendation

It is recommended that Elected Members

- decide which Council meetings will be live streamed and
- note the update with further updates being provided at future Corporate Policy and Resources Committee Meetings.