

MEETING	Democratic Services Committee
DATE	18 March, 2014
SUBJECT	Web-casting
PURPOSE	To present the latest information on web-casting developments
AUTHOR	Geraint George Head of Democratic Services

BACKGROUND

1. At the last meeting of this Committee, an update on discussions regarding the introduction of web-casting to the Council was submitted. The Committee decided “to continue to support the introduction of webcasting, subject to adequate funding, and request a report back to the next meeting on the detailed work plan for its introduction.”

2. The purpose of this report is to present the proposed work programme for introducing the system and also to report on the latest situation with regard to funding arrangements.

THE WORK PROGRAMME

3. Here is the proposed work programme for introducing the system:-

DATE	ACTIVITY
End of March 2014	Receipt of final tenders on proposals for the submission of web-casting services for the Council
End of April 2014	Award of a two year contract for the successful company
May to September 2014	Period of piloting including:- <ul style="list-style-type: none"> • A demonstration for committee members and others • Training sessions on the system for members and officers • Testing by recording meeting without their broadcast
September to December 2014	Broadcasting meetings of the full Council and Planning Committee (when that meeting is in Caernarfon)
January 2015 onwards	Implementing a full programme of broadcasting the following regular meetings:- <ul style="list-style-type: none"> • Full Council • Planning Committee (when that meeting is in Caernarfon) Reviewing the work programme for the Cabinet and Scrutiny Committees to use the remainder of the Council’s web-casting “hours” Considering whether there are any specific issues about which the Council would like to web-cast – eg very important messages

September 2015	Starting the process of regular review of the use of the service in order to start to assess its continuation at the end of the current contract
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NB It should be noted, during this period, that we will be starting to offer members the opportunity for “remote attendance” at some committee meetings by video-link between meetings in Siambr Dafydd Orwig and Siambr Hywel Dda and the Dolgellau and Pwllheli offices

FUNDING THE DVELEOPMENT

4. The Welsh Government Grant is likely to be enough for the two year contract but we have also identified a potential funding budget that could be used if a decision is made, post review, that it offers value for money.

RESPONSE

5. The Committee’s views are sought on the proposals for the work programme and the funding arrangements.