

# LIVE STREAMING COUNCIL MEETINGS

## Purpose

The purpose of this policy is to outline how City of Karratha (City) Council meetings are to be broadcast, recorded and retained. Live streaming will give the public greater access to Council's decision-making process and encourage transparency and accountability in local government.

## Definitions

**Act** means the *Local Government Act 1995*.

**Regulations** means the *Local Government (Administration) Regulations 1996*.

**Live Stream** means broadcasting audio and visual coverage by way of the internet or other electronic means.

**Meeting** means ordinary council meeting, special council meeting, public agenda briefing session and annual electors' meeting.

## Policy Statement

The Live Streaming and recording of Meetings will be in accordance with section 5.23A of the Act and Part 2A of the Regulations.

### 1. Live Streaming and Recordings

Council Meetings will be publicly Live Streamed and recorded.

Committee meetings are not required to be Live Streamed or recorded.

When Council resolve that the Meeting or part thereof goes behind closed doors, Live Streaming will be suspended but recording will continue.

If the Meeting is not held in Council Chambers, all efforts will be made to Live Stream, however it is not a mandatory requirement.

In the event of a Live Streaming and/or recording technology failure beyond the control of the City, the City will make reasonable efforts to resolve the issue. If the technology failure results in all or part of a Meeting not being Live Streamed and/or recorded using the City's standard recording technology, a notice will be published on the City's website explaining the reason within 14 days of the meeting.

### 2. Access and Retention of Recordings

Meetings will be Live Streamed and viewing instructions are available on the City's website. Recordings will be made publicly available via the City's website within 14 days of the Meeting.

Recordings of Meetings will be retained for a period of at least 5 years in accordance with regulation 14I of the Regulations and the *State Records Act 2000*.

### 3. Privacy

Members of the public, elected members and relevant City officers who participate in or attend a Meeting may be publicly broadcast and recorded.

**4. Notification of Live Streaming**

The Presiding Member will announce that the Meeting will be Live Streamed and recorded at the start of each Meeting.

Clear signage will be placed in a prominent position at Council Chambers advising the public that the Meeting will be Live Streamed and recorded.

**5. Use of Live Streams and Recordings**

Copyright of video, images and audio contained in a Live Stream or recording resides with the City. The content of a Meeting Live Stream or recording must only be used for its intended purpose and must not be altered, misused or reproduced in any way. Any reproduction, distribution, or republication is prohibited without prior written consent from the CEO.

**6. Defamation**

The City is not liable for any defamation in relation to the broadcast of Meetings under Section 9.57A of the Act. Part 9 Division 4 of the Act does provide protections from liability for persons who are members of Council, committee members, employees and persons engaged by the City.

**Related Documents**

Legislation & Local Laws	<i>Local Government Act 1995</i> <i>Local Government (Administration) Regulations 1996</i> <i>State Records Act 2000</i>
Relevant Delegations	<i>Not applicable</i>
Strategies & Plans	<i><u>Strategic Community Plan 2020-2030</u></i>
Related Council Policies	<i>CG20 Electronic Attendance at Meetings</i>
Procedures, Documents & Forms	<i>Electronic Attendance at Meetings</i>
Policy URL	<i>[To be included when published]</i>

**Policy Owner**

Directorate	<i>Corporate &amp; Commercial</i>
Department	<i>Governance &amp; Organisational Strategy</i>

**Review Management**

Next review due:	<i>December 2027</i>
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**Version Management**

Version	Date	Council Resolution #	Description
<i>1.0</i>	<i>Dec 2024</i>	<i>TBC</i>	<i>Original Policy Adopted</i>