

STANDARDS AND CONSTITUTIONAL OVERSIGHT COMMITTEE**29 August 2018**

SUBJECT:	Webcast Project Update – Options Paper
REPORT OF:	Director: Assurance and Governance and Monitoring Officer

REPORT SUMMARY

The purpose of the report is:

- (1) To provide the Standards and Constitutional Oversight Committee with an overview of the current status of, and progress made in respect of of the Council's Webcasting Project; and
- (2) To provide feedback and comments from the Senior Leadership Team and the Members' Equipment Steering Group regarding various options for consideration relating to the number of meetings to be webcast in the future, style of meeting minutes and staffing resource.

RECOMMENDATION/S: That

Views of the Standards and Constitutional Oversight Committee are requested.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

- 1.1 The Standards and Constitutional Oversight Committee is requested to keep the Council's constitutional arrangements under review (including meeting procedures) and to make such recommendations to the Council as it considers appropriate.

2.0 OTHER OPTIONS CONSIDERED

- 2.1 As detailed in the accompanying consultation document.

3.0 BACKGROUND AND KEY ISSUES

- 3.1 Early in 2016 consideration was given to a proposal to introduce Webcasting of the public meetings of Wirral Council, namely the procurement of:
- a) A Webcasting solution to stream / record and digitally store its Council, Cabinet and Committee meetings and associated activities i.e. staff briefings and training events.
 - b) An audio / visual solution to replace the current facilities in Wallasey Town Hall (Council Chamber, Civic Hall and Committee Rooms 1, 2 & 3.
 - c) A replacement / upgrade of the Council's Electronic voting system in the Council Chamber at Wallasey Town Hall. Including all Council Chamber microphones.
- 3.2 A Capital budget allocation of £225,000 was confirmed by Cabinet at its meeting 20 February 2017, and subsequently by Council on 6 March 2017. An additional Capital sum of £6,401 was agreed by SLT at its meeting on 19 December 2017 and has been met from the departments existing budget allocations (some additional expenditure is also being met from facilities and IT contingency budget heads e.g. Council Chamber carpeting, Committee Room furniture and broadband connections).
- 3.3 On 22 August 2017 a project team was established and tendering for the above products commenced, a Project Board has been meeting on a monthly basis since October 2017.

4.0 FINANCIAL IMPLICATIONS

- 4.1 There are none arising directly from this report.

5.0 LEGAL IMPLICATIONS

- 5.1 Following competitive tender process, on 8 January 2018 a contract was awarded to contractor Public-i, the leading supplier of technology and the market leader in provision of webcasting services to local councils in England and Wales.

- 5.2 The current contract is in place for a period of 3 years, there are no legal implications arising from the content of this report.

6.0 RESOURCE IMPLICATIONS: ICT; STAFFING AND ASSETS

- 6.1 General guidance on the resource implications arising from each of the above to aid Members in their consideration of the above options, and budget costings will be provided to the Standards and Constitutional Oversight Committee. Further consultation will take place with HR and other service areas of the council dependent upon the recommendation of the Committee.

7.0 RELEVANT RISKS

- 7.1 There are no identified risks arising directly from this report.

8.0 ENGAGEMENT / CONSULTATION

- 8.1 Since its initial inception, the Webcasting Project has been the subject of a range of consultative meetings culminating in budgetary approval via Cabinet and Council in early 2017 - most recently SLT the Elected Member Steering Group and Political Leadership have been consulted on the future options for Webcasting delivery – views expressed will be reported at this meeting.

9.0 EQUALITIES IMPLICATIONS

- 9.1 There are none arising directly from this report.

REPORT AUTHOR: Patrick Sebastian
Principal Committee Officer
telephone: (0151) 691 8424
email: patricksebastian@wirral.gov.uk

APPENDICES

Webcasting Project Options Paper – Consultation Document

Appendix 1: Webcasting viewing hits figures

Appendix 2: Webcasting project timeline

Appendix 3: Other Councils - Number of meetings webcast
 - Staff who attend meetings

REFERENCE MATERIAL

NONE