

SWANSEA BAY CITY REGION JOINT SCRUTINY COMMITTEE

DATE 2nd September 2019

Webcasting of Scrutiny Committee Meetings

RECOMMENDATIONS/KEY DECISIONS

The Joint Scrutiny Committee is invited to consider the potential costs associated with webcasting its future meetings.

After reviewing the costs the Joint Scrutiny Committee will take a decision whether to webcast its meetings in future.

REASONS

The Joint Scrutiny Committee have asked to be provided with the the current webcasting arrangements in each host authority and to consider the costs associated with deciding to webcast its meetings in future.

Pembrokeshire

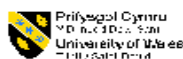
Facilities are available in both the Council Chamber and the Committee Rooms.

Cost of Webcasting operator - £41.50 per hour

Cost per hour of webcast- £128.50

Total cost per hour- £170.00.

Total cost per meeting (average 5 hours)- **£ 850.00**



Each host authority will hold a maximum of 2 meetings at its location a year.

Total maximum cost = **£1,700**

(including:

- Before Meeting: setting up, seating plans and room layout, adding speaker profiles, setting camera shots for each profile, testing webcasting, and any other ancillary tasks
- During meeting – operating test and live webcast recording
- After meeting - archiving recording)

Camarthenshire

Facilities are available in the Council Chamber.

Cost per hour of webcast- £120.00

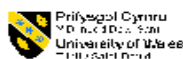
Total cost per meeting (average 5 hours) - **£ 600.00**

Each host authority will hold a maximum of 2 meetings at its location a year.

Total maximum cost = **£1,200**

(including:

- Before Meeting: setting up, seating plans and room layout, adding speaker profiles, setting camera shots for each profile, testing webcasting, and any other ancillary tasks
- During meeting – operating test and live webcast recording
- After meeting - archiving recording)



Swansea

Facilities are available in the Council Chamber.

Total cost- negotiable/possibly Free of Charge depending on the requirements (i.e. frequency and length of meetings) as could be incorporated into the existing contract.

Neath Port Talbot

Neath Port Talbot do not currently have webcasting arrangements for their meetings. In order to do so they would need to buy in a service.

Early estimated costs are circa £2,000 per meeting.

Each host authority will hold a maximum of 2 meetings at its location a year.

Total maximum cost = **£4,000**

Total estimated annual costs for webcasting Scrutiny Committee meetings

= **£6,900**

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