

Guidelines on Reporting Meetings of Lee Valley Regional Park Authority

Members of the public are entitled to report on meetings of the Authority and its committees, except in circumstances where the public have been excluded in accordance with the Local Government Act 1972 as amended, providing that this does not disturb the conduct of the meeting.

Reporting means filming, audio-recording, taking of photographs, tweeting and blogging.

- (a) The Chairman of the relevant meeting will have the power to withdraw this permission should it prove necessary due to the nature of the meeting or if the conduct of the meeting is disturbed, for example through flash photography, intrusive camera or lighting equipment or the disruptive behaviour of the person filming the meeting.
- (b) Anyone present at a meeting as it takes place is not permitted to carry out an oral commentary or report. This is to prevent the business of the meeting being disrupted.
- (c) Anyone wishing to record or film at a meeting is asked to advise the Committee Services Office on 01992 709806 or committee@leevalleypark.org.uk normally no less than 2 working days before the meeting in question so that the Chairman, other Members and any members of the public present can be informed and that appropriate arrangements can be made within the practical constraints of the meeting room.
- (d) All those visually recording a meeting must remain seated and in designated areas within the meeting room and are requested to only focus on recording Members, officers and the public directly involved in the conduct of the meeting. Should any member of the public participating in the meeting object to being filmed then they will be seated away from the recording area.
- (e) If a meeting passes a motion to exclude the press and public then all rights to record the part of the meeting to which the exemption applies will be removed.