

PROTOCOL FOR THE PUBLIC AND PRESS TO FILM, RECORD AND PHOTOGRAPH MEETINGS WHICH ARE OPEN TO THE PUBLIC AT BOLSOVER DISTRICT COUNCIL, THE ARC, HIGH STREET, CLOWNE

THIS PROTOCOL ALSO APPLIES TO ALL STAFF, VOLUNTEERS AND OTHERS FILMING AND / OR TAKING PHOTOGRAPHS AT COUNCIL MEETINGS

In England, the public and press have the right to film, record audio, and photograph local authority meetings that are open to the public, as outlined in the [Openness of Local Government Bodies Regulations 2014](#). This right includes using social media and the internet to report on proceedings. However, this right is not absolute and certain conditions and restrictions apply to ensure a meeting is not disrupted, and to protect individuals' rights.

For the avoidance of doubt, this protocol applies to cameras, mobile phones, videos and any other equipment capable of recording images. Any reference to photographs and photography should be interpreted as including filming. Social media refers to all forms of reporting via social media e.g. Facebook, X (formerly known as Twitter), YouTube or a member of the public's own website. If a member of the public wishes to live stream a meeting on social media, this will be classed as filming.

Adhering to this protocol helps promote transparency in local government while respecting the integrity of public meetings. However, it should be noted that although the 2014 Act enables regulations for filming, it does not force councils to allow it.

Key Points:

Filming meetings does not replace the formal record of a meeting, and the decisions made - the only formal record of any meeting of a local authority is its agendas and minutes.

Notification:

While not mandatory, it is helpful to inform the Council in advance if you plan to film, record or photograph a meeting. Please contact governance@bolsover.gov.uk

Designated Area:

Filming should only be conducted from the public seating area with the Chair of the meeting being made aware in advance.

Disruption:

If the recording disrupts the meeting, for example, excessive noise, movement or flash photography, the Council can take steps to prevent it. If a mobile phone is being used to record a meeting, this should be on silent. Oral commentary / reporting during the meeting is not allowed as it can be disruptive.

Protection of Individual Rights and a Chair's Discretion:

Please respect privacy and do not film individuals who do not wish to be recorded.

Filming children or vulnerable adults without their consent is not permitted.

The Chair can stop people filming if it becomes disruptive or infringes on individual's rights.

Private Sessions:

If a meeting or part of a meeting is held in private, for example, the discussion of confidential information, the public and press will be excluded, and recording will not be permitted.

No Editing for Misinterpretation / Publication:

Recordings should not be edited in a way that misrepresents the proceedings. Those publishing recordings are responsible for complying with relevant laws.

Data Controllers

Individuals filming or recording meetings may be considered data controllers under GDPR if they process personal data (e.g., images or voices of identifiable individuals). They must ensure compliance with data protection laws, including obtaining consent where necessary and avoiding unlawful processing.

Personal data

Personal data (e.g., images or voices) captured in recordings must not be shared publicly without a lawful basis, such as consent or legitimate interest, and that GDPR principles (e.g., data minimisation, purpose limitation) apply.

Transparency

Advise those filming to inform attendees of their own data protection policies if they intend to publish recordings, as required under GDPR Article 13 (transparency).

Lawful processing

Any personal data captured in recordings (e.g., images, voices, or names of attendees) must be processed lawfully under GDPR. Common lawful bases include consent (Article 6(1)(a)) or legitimate interests (Article 6(1)(f)), provided the processing does not override individuals' rights and freedoms. Data must be processed securely and only for the stated purpose (e.g., reporting on the meeting). It is the duty of the person filming/taking photos to secure storage and deletion of recordings when no longer needed, in line with GDPR's storage limitation principle.

Review statement

This protocol will be reviewed annually or as required to ensure compliance with GDPR, the Data Protection Act 2018, and other relevant legislation.