

Scoping Paper – URTV, Webcasting, and Video Conferencing

1. SUMMARY

- 1.1 At the Short Life Working Group (SLWG) meeting of 22nd October 2012 the Group requested that a scoping paper be provided in respect of URTV, webcasting and video conferencing (VC), which provides details of the Council's aspirations and requirements in terms of multimedia.
- 1.2 This paper sets out the key principles that have been agreed to date in regard to each of the media platforms, and any action taken.

2. RECOMMENDATIONS

It is recommended that the SLWG Members:

- 2.1 Note the contents of the report and the proposed course of action with regard to URTV, webcasting and video conferencing.

3. DETAIL

- 3.1 The SLWG at their meeting on 22 October 2012 resumed considered on the report that had been considered at the Council meeting on 20 September 2012, and which provided information with regard to the provision of webcasting equipment, URTV and VC.
- 3.2 As agreed at the SLWG a meeting was arranged with Councillor Breslin, in view of his previous experience, to set out possible aspirations for the Council, at this time, in terms of each of the media platforms, taking account of the discussions held at the SLWG. Details are summarised below;
- a) The 3 media platforms should be considered in tandem as they are interconnected
 - b) VC - The University of Highlands and Islands (UHI) was noted as an organisation which currently adopts the use of VC and recording equipment that is capable of meeting many of the Council's aspirations. On this basis, Gerry Wilson, IT Infrastructure Services Manager, has been asked to contact UHI with a view to establishing detailed information about using this type of equipment and possible benefits for the Council in utilising a new local partner, such as UHI. For example, advantages in learning from an organisation that has tried and tested a range of communications technology, and increasing the range of facilities available to the Council for VC/broadcasting purposes. An update on the outcome of the discussions with UHI will be provided to the SLWG once available.

- c) Capital investment is required to ensure that the main VC sites currently in operation by the Council are suitably equipped, particularly those that are utilised for Council meetings.
- d) Council Constitution – at present the Constitution does not include provision for the use of VC for Council meetings and should be reviewed to allow this.
- e) Webcasting – as per discussions at the SLWG there is a willingness to explore the implementation of a webcasting solution. At this stage, no further action should be taken, in terms of pursuing solutions such as those offered by Public-I, until the outcome of discussions with UHI have been completed to establish the capabilities of the equipment used by this organisation and whether it would meet the Councils requirements and provide tangible benefits.
- f) URTV – as e) above. If a technical solution can be established which meets the needs of the Council, in terms of broadcasting meetings etc..., and can be delivered in a more economical manner, there would not be merit in pursuing the solutions offered by URTV.

4. CONCLUSIONS

- 4.1 Following initial discussions at the SLWG on 22 October 2012, this paper sets out the Council's current expectations in terms of URTV, webcasting and VC, and provides a summary of the key principles that have been established to date.

5. IMPLICATIONS

5.1	Policy	None at present
5.2	Financial	None at present
5.3	Personnel	None at present
5.4	Equalities Impact Assessment	None at present
5.5	Legal	None at present
5.6	Risk	None at present
5.7	Customer Service	None at present

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