



Derry City & Strabane
District Council

Comhairle
Chathair Dhoire &
Cheantar an tSratha Báin

Derry Cittie & Stràbane
Destrict Cooncil

Ref: FOI / 1647

06 February 2018

Ms

Email @picommunications.tv

Dear Ms

Freedom of Information Act 2000 Request Web Cast Council Meetings

I refer to your FOI request and respond as follows:

- 1. Can you inform me if the Council record and webcast in video and audio their Council meetings?**

Response: Council webcast every monthly Meeting of Council.

- 2. Can you inform me if the Council record and webcast in video and audio their Committee meetings?**

Response: Council webcast the monthly meeting of Council, the webcast includes a video recording including audio.

- 3. If either Committee or Council meetings are webcast to the public, are the sessions webcast live or after the event?**

Response: The monthly Meeting of Council is webcast live and a recorded copy is then made available on the Council website.

- 4. If you do webcast sessions, could you please inform me:**

a) who your supplier is?

b) the name and description of the services supplied under the contract?

c) the date the contract was placed and when it expires?

d) how and where the contract is advertised?

Derry

C/o Council Offices
98 Strand Road
Derry
BT48 7NN

Strabane

C/o Council Offices
47 Derry Road
Strabane
BT82 8DY

+44 (0) 2871 253 253
info@derrystrabane.com
www.derrystrabane.com

f Derry City & Strabane District Council
@dcsdcouncil

Response:

(a) The Supplier is Public I

(b) The services provided under the existing contract include the following:

- Hosting, streaming and archiving of webcasts of the Council meetings. Linkage to the Mod Gov. meeting software enabling display of associated agenda and meeting papers.
- Minimum no. 30 hours of hosted webcast content per annum.
- An audio recording of each webcast meeting to be archived and available on the Councils website for a period of 2 years.
- Facilities to enable engagement with the viewer on webcast content via social media platforms and e-mail.
- Training to staff who will be operating the solution.
- Procedures for regular testing of the solution and ongoing support for service requests and faults.

(c) The contract commenced in July 2016 for a period of 3 years.

(d) In line with Council policy, no. 4 quotations were sought for this contract. As the total cost of the contract was below the stipulated threshold for a public tender, companies were approached directly to submit a quotation. If you so indicate, your company can be added to the list of companies who will be asked for a quotation for the new contract in 2019; please confirm.

5. If you do webcast sessions, please inform me of the sum aid to your supplier during 2017, 2016, 2015, 2014 and 2013.

Response: Council introduced webcasting of Council Meetings in 2015. The cost for webcasting of the Council Meetings in 2015 was £10,900; the cost of the current three- year contract is £19,214.

6. If you do not webcast sessions, please inform me if it is part of your corporate plan for the future.

Response: Not applicable.

If you are dissatisfied with our response you have rights of review and appeal; these rights consist of two review processes.

Firstly our internal review procedure is available by contacting:

John Kelpie
Chief Executive
Derry City and Strabane District Council
98 Strand Road
Derry BT48 7NN
Tel 028 71253253 or email john.kelpie@derrystrabane.com



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Secondly, you can appeal directly by contacting the Information Commissioner at:

Information Commissioner

Wycliffe House

Water Lane

Wilmslow

CHESHIRE SK9 5AF

Tel: 0303 123 1113 (local rate) or email: casework@ico.org.uk

Yours sincerely

Lead Democratic Services and Improvement Officer



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