

Administrative Inquiry Response

To: Members of Council

Re: Response to Administrative Inquiry

Administrative Inquiry

Submitted By: Councillor Demong

Submitted At: 2018 September 10 Combined Meeting of Council

Councillor Demong asked an Administrative Inquiry as follows:

Council's "Recordings of Legislative Meetings Policy" sets out that the City Clerk make video recordings of Regular Council and Standing Policy Committee meetings available to the public on the internet for a period of four years from the date of the meeting. Why are meetings of the Priorities and Finance Committee excluded from this requirement, and what are the cost and resource implications for keeping the four-year video archive of that particular committee?

Administration's Response

Background

- On 2011 April 11, Council Policy CC001 was adopted, which stipulated that video recordings of all Council meetings, occurring in Council Chamber, and Standing Policy Committee (SPC) meetings would be made available for the public online for a period of four years.
- In 2016, a report to the Calgary Planning Commission (CPC) and Council, requested and funded by the Planning and Development Department, was adopted allowing the recording and archiving of CPC meetings.

Why are meetings of the PFC excluded from this requirement?

- The Council meeting system at the time, SIRE, implemented in 2010 with video implemented in 2011, allowed archiving of time-stamped video. Because of finite and costly storage space at that time, the scope of meetings was limited.
- At the time of the Policy being adopted, Specialized Standing Committees (SSCs), which include:
 - PFC;
 - Gas, Power & Telecommunications (GPT);
 - Intergovernmental Affairs Committee (IGA); and
 - Audit Committee;were excluded from this Policy as only meetings that have regular input and interactions from members of the public were in scope. CPC also has regular input and interactions from members of the public.
- PFC meetings have been streamed since 2011, but not recorded or archived.

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Cost and resource implications to record and retain the 4-year archive of PFC meetings?

- As PFC meetings currently take place in Council Chamber and are streamed, the technology and ability to broadcast are already in place.
- The cost to archive the PFC meetings for a 4-year period is negligible as costs have decreased substantially since the Policy was first adopted seven years ago and the storage capacity has increased to unlimited* with the new eScribe meeting management system and its video partner provider, isiLive.
- Time-stamping the video for ease of reference and publishing to the internet would not add a noticeable amount of time in regard to staffing resources.

**Note: After four years, Council and Committee video is purged and the document records are transferred to Livelink, the City's record's management repository. Livelink does not allow unlimited video storage and does not support video time-stamping,*