

Una manera de hacer Europa



BUENAS PRÁCTICAS

Actuaciones Cofinanciadas

Implementation of the video recording system and automated live broadcasting of municipal plenary sessions, and electronic minutes. Edusi Albacete

Albacete City Council

**Programa Operativo
Plurirregional de España**

Año 2021

Fondo Europeo de Desarrollo Regional

EDUSI ALBACETE GOOD PRACTICES, ALBACETE CITY COUNCIL

IMPLEMENTATION OF THE VIDEO RECORDING SYSTEM AND AUTOMATED LIVE BROADCASTING OF MUNICIPAL PLENARY SESSIONS, AND ELECTRONIC MINUTES.



This action has led to the implementation of a system that allows the video recording of the sessions of the Plenary of the Corporation, as well as its live broadcasting via Internet, giving citizens access to the political debates that take place in the institutional life of their municipality.

During the sessions, both the agenda and the votes taken are displayed on the screens installed in the plenary hall for councillors and attendees to follow. All these sessions are recorded with a multi-camera video and audio system for broadcasting on Internet, with the possibility of broadcasting the image and sound in different rooms of the City Hall through various screens installed for this purpose.

The whole system is adapted for people with hearing impairments, as they receive the audio signal in perfect quality conditions to be able to follow without any difficulties the events that take place in this municipal space.

With this installation, the plenary hall has been provided with audiovisual equipment that also allows the holding of multimedia presentations and any other type of public event, conference, concert or institutional reception.

From the website created for this purpose <http://videoacta.ayto-albacete.es/> you can access all the session files, view the plenary sessions, select any intervention made by the attendees, by agenda items, etc., thus making municipal management closer and more transparent.

The total eligible cost of the action amount to €216,590, with co-financing from the European Regional Development Fund (ERDF) of €173,272. The action will have an impact on the entire municipality of Albacete, with a population of 174,336 inhabitants.

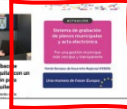
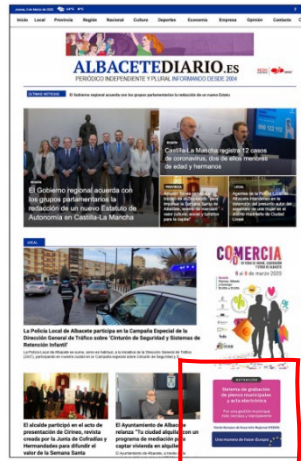
This action is considered as Good Practice based on the following criteria:

- 1. The role of the ERDF in the action has been adequately disseminated to beneficiaries, potential beneficiaries and the general public.**



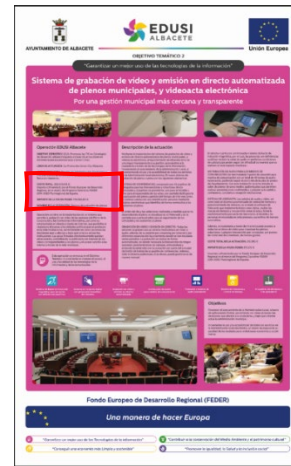
In addition to the obligatory plaques and posters, the role of the ERDF has been disseminated to the public through the following media:

Placement of advertisements in Albacete city buses, press and banner advertising in local and regional digital media.

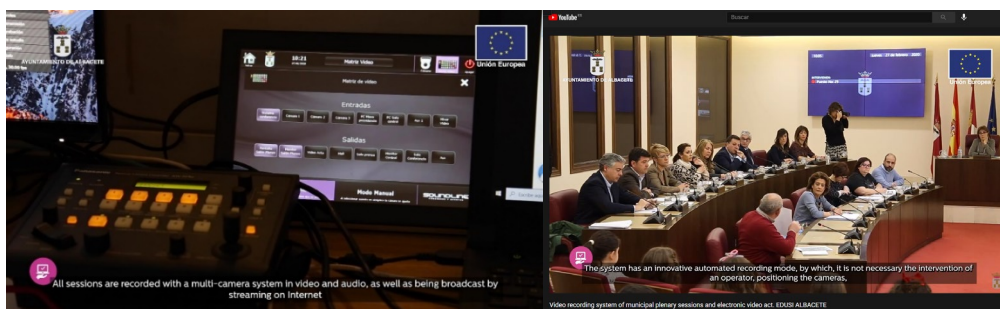


Descriptive leaflet of the action distributed in the information points of the different municipal offices, merchandising and in its digital version through EDUSI Albacete's social networks.

Informative panel for exhibitions.



Production of a video explaining the action, subtitled in Spanish and English, to be broadcasted on the Albacete City Council YouTube channel, EDUSI Albacete social networks, screen display of the Municipal Urban Planning and Housing Management, merchandising material and future exhibitions.



Presentation to the citizens in the Social Council of Albacete, of the system for recording municipal plenary sessions and electronic minutes, held in the Plenary Hall and using the means of this action.



Information about the project in the temporary exhibition at the Albacete Fair, at the stand of the Federation of Neighbours, Consumers and Users Associations of Albacete.



Banner on the front page of the Albacete City Council website for access to the video recordings of the municipal plenary sessions.



All the information and publicity material, as well as the information and description of the action has been disseminated in the EDUSI Albacete section of the Albacete City Council website.



News in local and regional media.



Regular publications on EDUSI Albacete's social networks Facebook, Twitter, Instagram, LinkedIn and YouTube.



2. The project incorporates innovative elements.

The main innovative element incorporated in this project is based on the integration of video and electronic documents digitally signed by means of electronic ID or digital certificate. The system combines the video recording of the municipal plenary sessions with the electronic document containing the agenda of the plenary session, generating the session minutes from the recordings made of the interventions of the councillors, which is electronically signed with the digital certificate or the electronic ID of the secretary of the Local Entity to give legal faith of the act.

Another element that is considered innovative is to have a recording that, with a simple user interface, allows the system to mark the moments in the recording where each point on the agenda of the plenary session begins and by the intervention of the councillors. This set of elements is stored in a document manager, and is published on a municipal portal for consultation by citizens, companies, media, etc. in a simple, agile and intuitive way.

With the installation of the screens, the voting system will improve the clarity of voting with a modern system adapted to the new times. Also, the possibility of displaying documents on the audiovisual system will make possible the presentation of reports, documents, etc. to be viewed by all those attending the plenary session.

3. The results obtained are in accordance with the established objectives.

The aim of this initiative is to improve and simplify the generation of the minutes of the plenary sessions and enhance transparency, favouring the closeness of the Local Administration, making it possible to see how decisions that affect the citizens are taken, and under what criteria the municipal administration acts.

Through the actions carried out, on the one hand, live monitoring of the matters dealt in the plenary sessions of the Albacete City Council has been facilitated; and, on the other hand, it makes possible to easily consult the recorded and stored sessions, thus a closer and more transparent municipal management has been achieved.

4. This project contributes to the resolution of problems or deficiencies.

The aim of this project is to solve the problem that arises when it comes to citizens being able to easily and intuitively access the matters dealt in the plenary sessions of the Albacete City Council. Following a plenary session on internet and accessing the items on the agenda was a problem as there was no indexing of the contents, and it was not possible to carry out searches easily, having to watch the video in its entirety until the subject of interest could be located. Now the search for a subject has been simplified, accessing via web to all files of the plenary session minutes, and being able to search by dates, speaker, points on the agenda or also globally.

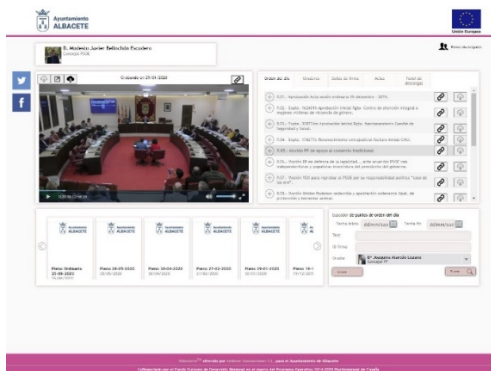
In addition, by equipping the plenary hall with the necessary elements to expand media coverage, a higher quality has been achieved in the broadcasting of content that is considered interesting for media dissemination and with a high degree of impact on the city's population.

The broadcasting of the signals from the plenary hall to other rooms of the city hall solves the problem encountered on some occasions when the turnout for the session is massive and cannot be followed comfortably, and it is now possible to follow the plenary sessions from other rooms.

The availability of a videoconferencing room makes it possible to save travel costs for City Council staff, making it possible to hold large-scale remote meetings without leaving the City Hall, which results in greater efficiency in the management of economic resources.

Both the broadcasting of plenary sessions and the tool for accessing the minutes led to a local administration closer to the citizens.

5. The project has a high degree of coverage among the target population.



The degree of coverage is the total population of the city of Albacete, as any citizen can be better informed about the issues dealt within the local entity, as all the information is available through the municipal website.

6. Horizontal criteria of equal opportunities and non-discrimination, as well as social responsibility and environmental sustainability have been carefully considered.

Access to the municipal services implemented guarantees equal treatment and opportunities for people regardless of their nationality, sex, race or ethnic origin, religion or beliefs, age, sexual orientation and, in particular, for people with some degree of disability, by eliminating situations of discrimination based on sex. This action guarantees the provision of basic services to the entire population, favouring the accessibility of information and communication systems for everyone. The recommendations contained in the guidelines for the use of non-sexist language in the Administration, drawn up by the Technical Section for Gender Equality of Albacete City Council, have been taken into account.

With the installation of the magnetic induction loop system, the sound of the hall is received in perfect conditions by hearing-impaired people.

With regard to environmental sustainability, with the implementation of the video recording system and automated live broadcasting of municipal plenary sessions, technical resources have been optimised, both for the holding of plenary sessions and for the holding of other public events. The implementation of the electronic session minutes has contributed to sustainability by eliminating the use of paper and carrying out a fully electronic processing of sessions. This strategic line of action aims to promote greater efficiency in administrative management and the development of the information society, generating an electronic administration that is more useful and closer to citizens. It should also serve as a basis for future Strategic Plans, which should always have as their objective and priority a better service to citizens.

7. Synergies with other policies or public intervention instruments.

In October 2016, Albacete City Council signed a collaboration agreement for its adhesion to the e-Government services developed by the Provincial Council of Albacete. This agreement established that Albacete City Council would adopt the tools provided by the SEDIPUALBA platform, consisting of a set of fully integrated tools, aimed at the complete administrative management of the City Council.

Albacete City Council has opted for a paperless administration based on a fully electronic administration in order to improve the principles of efficiency and effectiveness and also to save costs for citizens and businesses, also reinforcing the guarantees for interested parties, allowing them to obtain timely, agile and up-to-date information.

Albacete City Council has implemented, through the Sustainable and Integrated Urban Development Strategy (EDUSI), a system for the management of waiting times and appointments. The appointment management system centrally manages the organisation of appointments and waiting times for people who travel to carry out formalities in person, thus reducing waiting times for users and optimising the in-person service process. The appointment system is a web platform where citizens can centrally book, consult, modify and delete appointments to manage face-to-face procedures in the offices where the appointment management system is implemented.

In this sense, this proposal is aligned with this strategic line, as it is about advancing towards a more transparent, closer and more agile administration, using the necessary technological tools to carry it out.

Una manera de hacer Europa



BUENAS PRÁCTICAS
Actuaciones Cofinanciadas

Fondo Europeo de Desarrollo Regional