

MEDIA PROTOCOL

No information at all should be given to the media or public on an individual case until the Chairman, Vice-Chairman and Clerk have been consulted. This includes even confirmation that a complaint has been made or an issue has arisen

The agreed statement should be consistently applied, neutral and not open to interpretation.

“It is the policy of this Council not to comment on any issue until the Chairman, Vice-Chairman and the Clerk have been consulted.”

This line should be adhered to even if – as is often the case – the complainant has “tipped off” the media. The media should be aware that the above statement is not meant to be open to interpretation. It means what it says, no more and no less.

As a courtesy, notice that any such inquiry has been made should be given to the Chairman and Clerk.

Following consideration of any such matter, a response will be prepared. The media can be informed, if they ask. There should be a presumption that no further comment is desirable, although there may be instances where the Chairman may feel further comment may help to explain the Council’s position, although this may be inappropriate if the matter has been referred for further investigation.

Any follow-up calls should be referred to the Chairman or the Clerk.

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