

3.5 Media

1. Staff and Councillors are encouraged to undertake relevant training in the use of the media.
2. Staff and Councillors are encouraged to meet regularly and develop relationships with local press and radio media personnel.
3. Staff responsible for their areas of work have first responsibility for drafting press releases or media statements.
4. All press releases drafted by staff are to be sanctioned by the Chief Executive Officer and authorised by the Shire President prior to release.
5. Copies of all press releases or media statements will be kept in the Shire Press Release Register.
6. Councillors will only comment in the media on the portfolios they hold and after consultation with the Shire President.
7. All press Releases by Councillors or staff are to be listed on Councils website.