

Northampton Borough Council Overview and Scrutiny



NORTHAMPTON
BOROUGH COUNCIL

Northampton Borough Council Overview and Scrutiny Media Protocol

This Protocol defines Northampton Borough Council's approach to communications for its Overview and Scrutiny function when dealing with the media.

It applies to the publication of Overview and Scrutiny review reports and reactively dealing with any resulting enquiries from the media.

This protocol is designed to achieve three outcomes:-

- To publish and publicise the outcomes from the Council's Overview and Scrutiny reviews;
- To be clear about roles and responsibilities in the Council for publishing the outcomes of Overview and Scrutiny reviews in relation to the Council's policy on communications with the media; and
- To make sure the Council has a consistent and uniform approach in dealing with the media

On publication of a review the Overview and Scrutiny Officer will complete an Overview and Scrutiny Review Information sheet, copy attached at Appendix A. The Council's Corporate Communications team will post the information on the Council's website and email it to local media contacts. The information sheet will include a Chair's statement representing the outcomes of the Scrutiny Panel and contact details for the Chair.

The Chair of the Scrutiny Panel will be available for media enquiries directly. The Chair's statement will represent the views and outcomes of the Scrutiny Panel. Advice on handling enquiries will be available from the Corporate Communications Team.

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In dealing with the media it is crucial that issues are identified that may provide an opportunity for positive publicity or which may be contentious and plan for them as early as possible. The Overview and Scrutiny Committee will update the Corporate Communications team about reviews that are planned and may be due to be published.

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Appendix A

Northampton Borough Council

Overview and Scrutiny Review

Review Title:

Date:-

Chair:-

Other Councillors :-

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Purpose of the Review:-

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Summary:-

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Findings:-

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Northampton Borough Council Overview and Scrutiny

Recommendations:-

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Chair's Statement:-

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A copy of the full report is available from the Overview and Scrutiny Officer and will be published on the Council's website: www.northampton.gov.uk/scrutiny