

Appendix 1

Extract from the Code of Recommended Practice on Local Authority Publicity

The period between the Notice of an Election and the Election itself should preclude proactive publicity in all its forms of candidates and other politicians involved directly in the election. Publicity should not deal with controversial issues or report views, proposals or recommendations in such a way that identifies them with individual members or groups of members however, it is acceptable for the authority to respond in appropriate circumstances to events and legitimate service enquiries provided that their answers are factual and not party political. Members holding key political or civic positions should be able to comment in an emergency or where there is genuine need for a Member level response to an important event outside the authority's control. Proactive events arranged in this period should not involve members likely to be standing for election.

Appendix B

Standards Committee General Guidance on Publicity and Council Decisions

The purpose of this general guidance is to inform all Councillors of the obligations with regard to publicity of Council decision in the build-up to local elections (ie from Notice of Election to Polling Day).

This general guidance is appropriate in order to ensure clarity in the arrangements and so as to avoid any unnecessary complaint being made against councillors for using Council resources for party political or other unauthorised purposes.

The Standards Committee has, therefore, issued this general guidance that Executive and Committee decisions are the decisions of the Council and should be portrayed in such a manner. It is wrong, therefore, for a councillor to give the impression that she/he, for whatever reasons, was the sole determinant of a decision or decisions unless, of course, as a matter of recognised fact, that was the case.

The fact that a councillor is a serving councillor can of course, be stated on any election material. Councillors must, however, be careful to ensure that:-

- a. All Council business reported in any political leaflet or other publication produced by or for them or their political group is factually correct and must not mislead or be intended to mislead members of the public;
- b. When Council telephone/fax numbers and/or email addresses are printed in councillor leaflets or other publications from the political group, it must be made clear to the reader that such numbers and addresses can only be used for contacting the councillor in relation to

Council business. For all other non-Council/party political business, separate telephone/fax numbers and/or email addresses must be given in the same leaflet or publication.