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Version	3.0	Review Frequency	Triennial
Review Date	24 September 2021	Next Review Due	September 2024
Related Documents	Public Consultation		
Applicable Legislation	Nil		

## 1. Overview

The Fleurieu Regional Aquatic Centre Authority (the Authority) undertakes to effectively communicate to the community and stakeholders on a variety of aspects pertaining to the Authority's role as defined in its Charter and policy. The Authority is committed to working with the media to ensure all relevant information is communicated in a timely and accurate manner.

## 2. Policy Principles

### Media Comment and Press Releases

The Executive Officer, and the Chairperson in consultation with the Executive Officer, are the only authorised spokespersons of the Authority for media comment and press releases regarding Authority business, Fleurieu Aquatic Centre operations, or policy. Press releases, advertising, notifications, signage, and public commentary will be authorised by the Executive Officer before publication.

### General Community Communication

The use of a variety of mediums, including (but not limited to) the Fleurieu Aquatic Centre website, signs, notice boards, email, social media, newspapers, radio, television, and advertising may be used to inform stakeholders of a variety of information relating to the Authority and the Fleurieu Aquatic Centre.

All communication must adhere to the principles of:

- balance and honesty;
- openness and transparency; and
- achieving the aims and supporting the objectives of the Authority and the community.

When using social media in relation to the Authority, staff and Authority members are expected to:

- Seek prior authorisation from the Executive Officer;
- Adhere to the Authority's code of conduct, policies and procedures;
- Behave with caution, courtesy, honesty and respect;
- Comply with relevant laws and regulations;
- Reinforce the integrity, reputation and values of the Authority;
- Refrain from bringing the Authority into disrepute; and

- Identify that personal social media accounts do not necessarily reflect the views of the Authority.

The Executive Officer cannot authorise public communication, publication or release of any document or part of a document where:

- the document or part relates to a matter of a kind referred to in s.90 of the *Local Government Act, 1999*, or
- the Authority orders that the document or part be kept confidential.

### 3. Delegations

The Authority Executive Officer has the authority to implement this policy.

### 4. Availability of Policy

This policy is available on the Fleurieu Aquatic Centre website.

### 5. Review

This policy shall be reviewed by the Authority triennially.

#### Document History

Version	Document	Action	Date
1.0	Approved	FRAC Authority Board endorsement	29 April 2016
2.0	Revised	FRAC Authority Board endorsement	18 May 2018
3.0	Revised	FRAC Authority Board endorsement	24 September 2021