

Community Participation Policy

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Drafted by	Committee	Approved on	15/3/22
Responsible person	President	Scheduled review date	15/3/23

OUTLINE

In accordance with Code 2.1 and Code 2.2 of the Community Broadcasting Codes of Practice, this Policy and Procedure deals with community participation in providing the service of Radio East Gippsland Inc. It aims to provide a mechanism to enable active participation of the community in the management, programming and general operations of Radio East Gippsland Inc.

THE POLICY:

Radio East Gippsland Inc. recognises the conditions of its community broadcast licence and its accompanying Codes of Practice requiring a commitment to engage with the community group it serves - the senior citizens of Perth - by broadcasting music and information relevant to their special interests. By doing so it addresses a group of people who are not served by other media.

Radio East Gippsland Inc. also commits itself to encouraging people from the community to participate in the service it provides. It will do this in a number of ways:

1. promote its service to the community
2. be open and accessible to the community
3. invite the community to participate in the service
4. offer ways in which people can participate in the service, and
5. make the community aware of opportunities to participate.

In the operation of its service Radio East Gippsland Inc. will maintain a high level of sound corporate governance encompassing:

1. the rules and principles embedded in the constitution of Radio East Gippsland Inc.
2. the observance of all regulatory requirements and obligations that apply to community broadcasting services
3. the observance of the rights and responsibilities of its members and volunteers
4. the establishment of a Management Committee to oversee the financial, programming, technical, operational and membership requirements of the station and ensure the requirements of its constitution are carried out in such a manner as to represent sound corporate governance
5. the establishment of subcommittees open to members, volunteers and the wider community which enable those who volunteer to serve to participate in all aspects of the station's operations and make recommendations to the Management Committee
6. the requirement that any committee office holder to declare a conflict of interest when voting on any issue in which they have an interest, and to
7. maintain outreach procedures which take the station to the community through various and continuous ways to make the community aware of the service it offers.

THE PROCEDURE:

1. The Management Committee will be the overall decision-making body to guide all operations providing the station's service to the community. As a board, the committee will meet regularly and at such meetings will receive reports from the station's subcommittees and consider all matters referred to it in such reports.

Matters deemed to be of particular interest to its members will be communicated to them by newsletters, at special meetings or at annual general meetings.

2. A newsletter will be published quarterly for the purpose of communicating matters of interest and station activities to members. Similarly, matters of interest relevant to members and the wider community, as well, will be communicated to them through the station's website.
3. Subcommittees established for special purposes will meet regularly. Matters or suggestions relating to the station's operations discussed at such meetings will be detailed in report form for consideration at Management Committee board meetings.
4. The Procedure will include the process of Documenting the Evidence of implementing the Policy