



ABN 61 456 305 396

## COMMUNITY PARTICIPATION

Policy number	PN-56	Version	2.0
Drafted by	Denise Kuchmar	Approved by COM on	17/8/15
Responsible person	President	Scheduled review date	17/8/16
		Actual review date	15/10/19
		Scheduled review date	30/6/21

### Introduction

It is the licensee's obligation to comply with licence condition requirements to:

- Encourage members of the community they serve to participate in the operations of the licensee in providing the service and the selection of and provision of programs under the licence (community participation requirement) and
- Continue to represent the community interest they represented at the time their licence was allocated or last renewed (community representation requirement)

### Scope:

For the purpose of community broadcasting, 'community interest' means the needs or interests of a group of people who:

- Live or spend a substantial amount of time in a particular geographic area; or
- Share an ethnic or cultural background; or
- Share religious beliefs; or
- Share, or identify with, some other particular characteristic or interest

## Policy and Procedure

PVFM encourages members of the community that it serves to participate in its operations and programming.

In PVFM's case we define the communities interest based on the audiences from the City of Whittlesea which has the largest multicultural community in Victoria. The City of Banyule and Shire of Nillumbik which both have an amazing amount of creative industries and diverse interests which are demonstrated in PVFM's specialist programming. PVFM actively encourages those from these communities to be involved with PVFM programming and as a result our program guide demonstrates great diversity.

PVFM have 12 different ethnic programs that broadcast between 6pm and Midnight Monday to Friday. Based on the communities interest the result at PVFM has been a variety of specialist programs from 7am to Midnight on weekends.

1. 3PVR will constantly seek to increase its level of community participation in all operations.
2. 3PVR will develop strategies that encourage community participation in the station's operations and in the selection and provision of programming. – We do this through:
  - Outside broadcasting events
  - Broadcast training
  - Inviting community groups to send interviews and community service announcement material to promote their events
  - Training – to enable new presenters to have their own programs and to enable existing presenters, staff and volunteers to access professional development
  - Open nights/Information nights
  - All presenters actively pursue interviews for their programs.
  - Build networks within each program's community
  - Collaborating with community organisations, schools and Universities to raise the awareness of what 88.6 Plenty Valley FM can do for them.
  - Our website and other social media platforms
  - Membership
  - Sponsorship
3. 3PVR will encourage all community groups: sporting, age-related, Culturally and Linguistically Diverse communities (CALD), communities of faith, arts and local interest and individuals to become members and fully participate in all aspects of the station's operation and broadcast.

4. 3PVR will be committed to a totally open and non-discriminatory policy in regard to membership and participation. Membership can only be revoked under the most extreme circumstances and only after an exhaustive, open & transparent process.
5. 3PVR will ensure that it meets the needs and interests of the local community in the following ways:
  - i. Provide regular on-air announcements every day
  - ii. Provide outside Broadcasts engaging with the community
  - iii. Provide training programs to equip potential volunteers in their involvement with the station
  - iv. Provide access to information about 3PVR through our web site
  - v. Provide community service announcements & interviews to encourage regular participation of those in our broadcasting area
  - vi. Seek out local press editorial as appropriate to raise awareness of 3PVR in the community
  - vii. Aim to involve local youth in producing quality programs for local youth
  - viii. Those under 18 require supervision by a responsible adult to secure safety and compliance with working with children and PVFM's duty of care to them
  - ix. Encouraging new & emerging culturally and linguistically diverse communities
  - x. Develop local partnerships and / or networks such as Volunteers of Banyule
  - xi. Actively seek opportunities to engage with local community groups
  - xii. Seeking funding from local councils to broaden PVFMs scope in delivering services to the communities it serves
  - xiii.** Provide opportunities for 3PVR members to take part in areas of interest indicated on their application for membership.
6. 3PVR will continue to maintain and bring in new business (sponsors) to the station continuous improvement plan.
7. 3PVR will aim to have a Committee of Management that has the expertise to adequately govern and encourage the membership to seek nomination to Committee of Management every 12 months
8. 3PVR maintains its service with two part - time paid staff. The part time staff are sourced from the local community and perform voluntary work for the station in addition to their paid hours.
9. 3PVR will consistently encouraging its local community to join the Station and become trained to produce programs appropriate to our local community.

10. 3PVR will encourage and recruit its local community to become Members of the station. All Members are actively encouraged to take an active part in the decision making & operation of the Station.
11. 3PVR will encourage presenters to use social media to promote their shows especially on the 3PVR Facebook page and 3PVR Website
12. 3PVR will ensure all sponsors, community groups, radio-thon and other donators are acknowledged on the PVFM website

### **Related Policies**

PN3 - Code of Ethics

PN12 Presenter Licence

PN31 Access and Equity

PN44 Equal Opportunity and Discrimination Policy

PN54 Training

### **Related Documents**

Volunteer Orientation Guide

Introduction to Broadcasting Training Manual

Employee Induction Guide

Board Induction Kit

Membership form

Program Application

Course Enrolment Form

Signature President \_\_\_\_\_

Date: \_\_\_\_\_