



Community Participation and Representation Policy

Aim/Purpose

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:

All North West FM members and volunteers

Policy and Procedure

1. North West FM will constantly seek to increase its level of community participation in all operations.
2. North West FM will develop strategies that encourage community participation in the stations operations and in the selection and provision of programming.
3. North West FM will encourage all community groups (sporting, age-related, cultural, linguistically diverse, religions, arts and local interest) and individuals to become members and fully participate in all aspects of the station's operation and broadcast.
4. North West FM is committed to upholding non-discriminatory principles in regard to membership and participation. Membership will only be revoked under extreme circumstances after an exhaustive, open, transparent process and only determined by the Committee of Management.
5. North West FM will work to ensure that it meets the needs and interests of the local community in the following ways:

- i. Provide regular on-air announcements each day inviting the community to become involved with North West FM as members, volunteers, and general station management.
- ii. Provide outside broadcasts to engage with the community.
- iii. Offer regular training opportunities to enable members and potential volunteers to produce programs appropriate for the local community.
- iv. Provide access to information about North West FM through our website and social media channels.
- v. Provide community service announcements and interviews to encourage regular participation and engagement with the community in our broadcasting area
- vi. Seek out local press editorial as appropriate to raise awareness of North West FM in the community.
- vii. Work to involve local youth in producing quality programs for local youth, with the understanding that those under 18 years of age require supervision by a parent/guardian, or an adult who is a close relative or committee approved, at all times in case of emergency.
- viii. Encourage new and emerging culturally and linguistically diverse communities.
- ix. Develop local partnerships and/or networks when the opportunity arises with local government, community organisations and volunteers.
- x. Actively seek opportunities to engage with local community groups.
- xi. Seek funding wherever possible to broaden the scope of North West FM to deliver its services to the communities it serves.
- xii. Provide opportunities for North West FM members to take part in areas of interest indicated on their application for

membership.

6. North West FM will work to encourage sponsorship.
7. North West FM will aim to have a Committee of Management that consists of those who possess the expertise required to adequately govern and manage the station. Nominations, every two years for the Executive Committee and every 12 months for ordinary Committee of Management members, will be sought and strongly promoted to all members of the station as required in the North West FM Constitution.
8. North West FM will encourage and recruit members from its local community and encourage and provide opportunities for these members to take an active part in the decision-making and operation of the station.
9. North West FM will encourage presenters to use social media to promote their programs especially on the North West FM website and Facebook page.