

Rhema FM Tamworth Code 1: Community Interest

Code 1: Rhema FM Tamworth's responsibilities in broadcasting to meet our community interest

Purpose: To ensure that Rhema FM Tamworth operates according to the guiding principles and within a framework of sound corporate governance

1. Rhema FM Tamworth is an incorporated entity, registered by the NSW Department of Fair Trading. It has an approved constitution, dated 29 October 2014, and a governing board as described within that constitution.
2. Rhema FM Tamworth represents the Christian community of Tamworth and its surrounding district.
3. We have in place written corporate governance policies and procedures that support management, financial, and technical operations to meet all legal requirements.
4. We have training in place to ensure that everyone is aware of his or her legal obligations and is able to effectively participate in providing the service.
5. We have written documents in place that outline:
 - a. the principles of financial membership,
 - b. the responsibilities of financial members, board members and staff within the organization, and
 - c. the responsibilities of the organization to financial members.
 - d. a register of financial members will also be kept and made available to ACMA on request.
6. We have written policies and procedures in place to effectively deal with internal conflict.
7. We have procedures in place to handle complaints from our listeners, members and staff.
8. We broadcast one on-air announcement each week that contains information about the Codes of Practice and where listeners can get a copy. A copy of the announcement is to be made available to ACMA on request.

Background

1. As a community broadcaster Rhema FM Tamworth's responsibility is to abide by a number of legislative requirements in programming content and station operations.
2. The Broadcasting Services Act 1992 outlines a number of licence conditions and program standards that are applicable. We are also bound by the conditions upon which their licence was issued or last renewed.
3. In addition, we are required to observe the Community Radio Codes of Practice 2008 (the Code) that guide all areas of station activity, modified to suit our circumstances and approved by the Australian Communication and Media Authority (ACMA). We will have in place written corporate governance policies and procedures that support management, financial and technical operations to meet all legal requirements.
4. ACMA's role is to determine whether stations have implemented the processes outlined in the Codes, and are therefore upholding the standards applicable to all community broadcasters. It is the role of ACMA to assess whether stations comply with the Codes and to determine if a breach of the Codes has occurred.

Codes of Practice Broadcast

1. Under Code 1.7 community radio stations are required to broadcast "one on-air announcement each week that contains information about the Codes and where listeners can get a copy".
2. The following script is the community service announcement that is played in order to meet the requirements of Code 1.7. This announcement has been provided by ACMA:

What you hear on community radio is governed by the Community Radio Codes of Practice.

The Codes of Practice cover matters relating to program content, including local content, news, current affairs, Australian music content, programs for children and the responsibilities associated with broadcasting to the community.

They also cover aspects such as community access and participation in the operation of this service.

Copies of the Codes are available from the Community Broadcasting Association website, www.cbaa.org.au

Rhema FM Tamworth Code 2: Diversity & Independence

Code 2: Principles of diversity and independence

Purpose: Rhema FM Tamworth has written policies and procedures in place that promote diversity and encourage community participation

1. Rhema FM Tamworth will make sure that people in our Christian community who are not adequately served by other media are encouraged and assisted to participate in providing our service. We will have in place policies and procedures to support this commitment. We will document evidence of our efforts to encourage community participation.
2. Our policies and procedures will include mechanisms to enable active participation by our community in station management, programming and general operations.
3. We will have documents in place that outline:
 - a. the principles of staff involvement,
 - b. the responsibilities of staff within the organization,
 - c. the responsibilities of the organization to staff, and
 - d. the grounds and procedures for the dismissal of staff
4. All policy documents will be freely available.
5. In all station activities and our behaviour we will oppose and break down prejudice on the basis of ethnicity, race, language, gender, sexuality, age, physical or mental ability, occupation, religious, cultural or political beliefs within the context of the Christian faith.

Rhema FM Tamworth Code 3: General programming

Code 3: General Programming

Purpose: To encourage programming that reflects our Christian community interest and guiding principles

1. Rhema FM Tamworth will broadcast material that is Christian in its nature and intent:
 - a. music will be Christian in its content and source
 - b. teaching and talkback programmes will promote and encourage the Christian faith
 - c. all material will conform to the Articles of Faith, as published from time to time
2. Our community radio station will not broadcast material that may:
 - a. incite, encourage, or present for its own sake violence or brutality,
 - b. mislead or alarm listeners by simulating news or events,
 - c. present as desirable the use of illegal drugs, the misuse of tobacco or alcohol as well as other harmful substances, and
 - d. glamorise, sensationalize, or present suicide as a solution to life problems. In particular, broadcast material should not provide explicit details about the method and/or location of a suicide attempt or death.
3. We will attempt to avoid censorship where possible. However, in our programming decisions we will consider our Christian community interest, context, degree of explicitness, the possibility of alarming the listener, the potential for distress or shock, prevailing Indigenous laws or Christian standards and the social importance of the broadcast.
4. We will not broadcast material that is likely to stereotype, incite, vilify, or perpetuate hatred against, or attempt to demean any person or group, on the basis of ethnicity, nationality, race, language, gender, sexuality, religion, age, physical or mental ability, occupation, cultural belief or political affiliation. The requirement is not intended to prevent the broadcast of material which is factual, or the expression of genuinely held opinion in a news or current affairs program or in the legitimate context of a humorous, satirical or dramatic work.
5. We will have programming practices that protect children from harmful material but will avoid concealing the real world from them.
6. We will follow applicable privacy laws by:
 - a. respecting people's legitimate right to protection from unjustified use of material which is obtained without consent or through an invasion of privacy,
 - b. only broadcasting the words of an identifiable person where:
 - i. that person has been told in advance that the words may be broadcast, or
 - ii. it was clearly indicated at the time the recording was made that the material would be broadcast, or
 - iii. in the case of words that have been recorded without the knowledge of a person, that person has indicated their agreement prior to broadcast.
7. News, current affairs (including news updates and promotions), documentaries, feature programs and interviews shall:
 - a. provide access to views not adequately represented by other broadcasting sectors,
 - b. present factual material accurately and ensure that reasonable efforts are made to correct substantial errors of fact as quickly as possible,
 - c. clearly distinguish factual material from commentary and analysis,
 - d. present news in such a way that it does not create public panic or unnecessary distress to listeners, and
 - e. represent viewpoints fairly without having a misleading emphasis, editing out of context or withholding relevant and available material.
8. We will offer, within our ability, emergency broadcasts by:
 - a. having procedures in place to enable appropriate local emergency broadcasts,
 - b. liaising with appropriate emergency and essential service organizations, and
 - c. ensuring the accuracy of emergency information.

Rhema FM Tamworth Code 4: Indigenous Programming

Code 4: Indigenous programming and coverage of Indigenous issues

Purpose: To acknowledge the unique status of Indigenous peoples as the first Australians and to offer a way to demonstrate respect for their cultures and customs. In the Code 'Indigenous Australians' refers to the Aboriginal and Torres Strait Islander peoples of Australia

1. We will seek to involve and take advice from Indigenous Australians in the production of programs focusing on Indigenous Australians and issues. Where possible, we will consult the appropriate Indigenous media organization broadcaster on appropriate forms of communication.
2. When reporting on Indigenous peoples and issues, we will take care to verify and observe the best way to respect culture and customs by:
 - a. considering regional differences, that is, be mindful of differences between Indigenous local groups,
 - b. using appropriate words and phrases in referring to Indigenous peoples and their regional groups,
 - c. seeking proper advice on how to best respect Indigenous bereavement customs when reporting on people who are recently deceased, and
 - d. using suitable words and phrases when reporting on the social and emotional well-being of Indigenous people.

Rhema FM Tamworth Code 5: Australian Music

Code 5: Australian music

Purpose: To reflect the commitment of community radio stations to develop Australian Christian music and provide opportunities for performers to have their work regularly broadcast

1. In selecting Australian Christian music for broadcast in each month we will consider our community interest.
 - a. We will attempt to broadcast at least 25 per cent of Australian Christian music
 - b. Australian Christian music played is calculated as a percentage of all music played over a calendar month.
2. The requirements above do not include music used in sponsorship announcements, programs, or station promotions.

Rhema FM Tamworth Code 6: Sponsorship

Code 6: Sponsorship

Purpose: To complement the licence condition in the Act relating to sponsorship announcements

1. We will have in place a written sponsorship policy that reflects the licence condition in the Act. This includes:
 - a. broadcasting no more than five minutes of sponsorship announcements in one hour, and
 - b. tagging each announcement to acknowledge the financial and/or in-kind support of the sponsor.
2. Sponsorship will not be a factor in deciding who can access broadcasting time.
3. We will make sure editorial decisions affecting the content and style of individual programs are not influenced by program or station sponsors.
4. We will ensure that editorial decisions affecting the content and style of overall station programming are not influenced by program or station sponsors.
5. The general programming guidelines in Code 3 also apply to sponsorship announcements.

Rhema FM Tamworth Code 7: Complaints

Code 7: Complaints

Purpose: To outline our legal requirements relating to complaint handling

1. We acknowledge the rights of our listeners, members and staff members to make complaints in writing about alleged non-compliance with both the licence conditions in the Act and the requirements outlined in the Codes.
2. We will make every reasonable effort to resolve complaints, except where a complaint is clearly frivolous, without sufficient grounds or not made in good faith.
3. We will ensure that:
 - a. complaints will be received by a responsible person in normal office hours and receipt is acknowledged in writing,
 - b. complaints will be conscientiously considered, investigated if necessary, and responded to substantively as soon as possible,
 - c. complaints will be responded to in writing within 60 days of receipt, as required by the Act, and the response will include a copy of the Codes, and
 - d. complainants are advised in writing that they have the right to refer their complaint about a Code matter to ACMA provided they have first:
 - i. formally lodged their complaint with the licensee in writing, and
 - ii. received a substantive response from the licensee and are dissatisfied with this response, or have not received a response from the licensee within 60 days after making the complaint.
4. A written complaint or response can be a letter, fax, or email.
5. A responsible person of the licensee will maintain a record of complaints and responses for at least two years from the date of the complaint.
6. The record of complaints and responses will be made available to ACMA on request.