

POLICY – PROGRAMME SUB-COMMITTEE Version 2.1

Purpose of Policy

The purpose of this policy is to provide rules for the election and tenure of members of the Programme Sub Committee of Radio Eastern FM 98.1 (3ECB).

Background

The Programme Sub-Committee is responsible for the quality of “on air” content and presentation.

Policy

The Programme Sub-Committee (the Sub-Committee) shall report its decisions in writing to the Committee of Management (CoM).

The Sub-Committee shall consist of a minimum of three and a maximum of seven elected members.

The Sub-Committee Manager shall be appointed by the CoM from elected members of the Sub-Committee.

Nominations for the Sub-Committee are by written application.

The Nominee must be a 3ECB member or apply immediately to become a member. The two Proposers must be financial 3ECB members, both with a minimum of 12 months continuous membership.

Election of Sub-Committee members shall be by ballot open to members of the CoM, Presenters, members of the Technical Group and Production Staff.

The structure of the Sub-Committee shall include a minimum of one person and a maximum of two people who are members of the CoM.

Each member of the Sub-Committee shall be appointed to office for a period of three years and is eligible for re-application for re-election.

Each member of the Sub-Committee shall be a full voting member.

Membership of the Sub-Committee shall be structured so as the number of retiring members does not exceed three in any one year. Retirement shall be on a rotating basis

Any Sub-Committee vacancy generated during the current period may be filled by agreement within the Sub-Committee for the remaining duration of the three year period.

The Sub-Committee shall comply with any requirements contained within section 39 of the “Rules of Association”.

The Sub-Committee shall work constructively with the Training Group to ensure continuous training commitments are accommodated.

This Policy is supported by the following Policies and Procedures:

Policy or Procedure Name	Folder	Tag	Rev. Number	Rev. Date	Revision by
Procedure - Programme Sub-Committee			V1.1	19/08/2018	Keith Jessup
Procedure - Training			V1.2	12/01/2019	Keith Jessup
Policy – Programme Vacancy			V1.1	12/01/2019	Keith Jessup
Policy – Programme Proposals			V1.1	7/04/2020	Keith Jessup
Programme Proposals Procedural Flow Chart			V1.1	6/04/2020	Keith Jessup
Technical Modifications Procedural Flow Chart			V1.1	19/05/2020	Keith Jessup