

LOCKPORT GOVERNMENT CHANNEL

PROGRAM POLICIES

Adopted 11/92. Revised 5/93, 2/97, 3/07, 1/08.

1. ORGANIZATIONAL STRUCTURE

The Lockport Government Channel is a channel designated for government access use under Sec. 895.4 (c) (2) of the New York State Public Service Commission's rules and regulations. It is operated by Lockport Community Television (LCTV), under contract to the Lockport Community Cable Commission. LCTV is solely responsible for developing programming content and policies for the Channel.

2. POLICY STATEMENT

Program policies on the Government Channel shall be designed to provide viewers with non-editorial, non-partisan information concerning government services, deliberations, programs and activities. Programming will serve to identify, explain and encourage the use of government services and promote a responsible and informed interaction between government and citizens.

Lockport Community Television reserves full editorial discretion regarding programming on the Government Channel, including without limitation the right to approve the content of, and retain creative control over, all programs it produces or co-produces. The Government Channel does not constitute public access and it is not a public forum.

3. OBJECTIVES

- a) To provide comprehensive information about government programs and services offered to local residents.
- b) To widen the dissemination of the activities of local legislative and advisory bodies.
- c) To expand community awareness of local government and its decision-making processes.
- d) To provide educational and informational programming to area residents.
- e) To provide technical assistance to governmental departments in the exercise of their functions.
- f) To improve emergency communications in the event of disaster or widespread service disruption.

4. ELIGIBILITY FOR USE

- a) As the channel is intended to provide information about local government, program requests must be submitted to LCTV from recognized governmental departments or agencies.
- b) Governmental departments and entities utilizing the channel may invite outside organizations, agencies or individuals to participate in programs.
- c) Legally qualified candidates for any elective public office will not be eligible to appear on the government channel unless they appear in a forum in which all candidates are given equal time. This exclusion does not apply to persons who receive incidental air time as part of a public meeting being cablecast or to officials acting as part of their regular duties when such actions do not involve partisan politics. Programs featuring dedicated interviews or live call-in opportunities with incumbent elected officials will be suspended for 30 days prior to a primary or general election in which they are participating.

5. OPERATIONAL PROCEDURES

- a) Channel - The government channel shall operate on a channel designated for that purpose on the Time Warner Cable system and shall be identified as the Lockport Government Channel.
- b) Modes of Cablecasting:
 - 1. Live: live, gavel to gavel coverage of public meetings and events of community interest as determined by LCTV.
 - 2. Meetings and events recorded for cablecast at a later time.
 - 3. Government produced: taped programs produced to illustrate the functions or operations of some form of government.
 - 4. Outside resources: programs concerning local government operations produced elsewhere and available for government use.
- c) Access Policy - Access to the government channel shall be limited to government functions and operations and to educational and informational materials concerning them. Admissibility of all programming shall be determined by the LCTV Government Committee.
- d) Editing Policy

1. Except when the intent is to use brief excerpts as part of a larger program or when technical difficulties interfere, all public meetings receiving coverage on the channel will be aired gavel to gavel, without editing. Only the public portions of any given meeting will be aired.
 2. Informational programs other than meetings or hearings may be modified or edited appropriate to the policies governing channel use.
 3. Governmental programming will be characterized by the same standards of accuracy and objectivity which characterize existing public information materials.
- e) Objectionable Material - No slanderous, lewd, obscene or violent material or language will be allowed on the government channel. When questions arise as to the admissibility of material or language in this regard, the LCTV Government Committee will decide if it is to be aired.
- f) Endorsements - No promotion, endorsement or advertising for any private business, commercial service or product, profit-making activity, political candidate or partisan cause will be allowed on the channel. Solicitations for charitable, civic or religious donations are also precluded. Brief video credits, minus logos or slogans, may be displayed at the conclusion of programs where special materials or assistance have been donated by a commercial or charitable enterprise.
- g) Announcements - Promotional announcements for events sponsored by governmental entities are acceptable. Promotional announcements for events, charities, or outside organizations in which governmental entities have no official interest will not be allowed.
- h) Program Retention - It shall be a general policy to retain copies of locally produced programs for six months. Copies may be purchased at a cost determined by LCTV. LCTV recordings of public meetings shall not be considered an official record of the meeting and there shall be no liability for inadvertent erasure or omissions.
- i) Copyright - Lockport Community Television shall retain the copyright for all LCTV-produced programs. Governmental programming will respect the copyright protection of published materials. Where appropriate, any necessary releases or authorizations will be obtained.

LCTV reserves the right to control the use of all program materials produced by LCTV. Promotional use of LCTV-produced program materials by another entity may be permitted under certain conditions upon written application to and approval by the LCTV Board for such use.