

## **Saint Helena Media Services Review- Sub Committee of the Economic Development Committee**

### **Terms of reference**

#### Purpose

To review the current provision of media services on Saint Helena, assess the market, viability and long term sustainability of the current offering.

#### Background

Previously a Media Working Group was established and reported to council in 2011. This working group led to the establishment of the South Atlantic Media Services. SAMS has been operating for over two years and a review would now be timely.

#### Scope

As part of the review three media services are identified to be included. These are SAMS, Saint FM (Community Radio) and The Independent newspaper. It is these organisations which, with their co-operation, will be factored into the review. The review, where possible will assess the inputs into organisations, staffing levels and the outputs that they produce. The review will also consider and analyse where possible, any future development plans that the organisations might have, for example use of TV for locally produced programmes.

The sub-committee is a 'task and finish' sub group. It therefore has been formed with just one task, which is to review the current sustainability of the local media on Saint Helena. Once it has completed this task it will finish and be disbanded.

#### Outputs

The sub-committee will, after consulting with the relevant, consensual media services, produce a report assessing the viability of the current offering and making recommendations as it sees fit. This could include recommendations for a different model, or even the status quo; however it would not be correct to be too prescriptive at this point. Any further outputs such as a survey will be dependent on the requirements that the sub-committee feels are necessary to produce said report.

#### Membership

The subcommittee will be made up of five people: one Councillor who will be the chair and who will be selected from the EDC; two government officials; and two independent members of the public:

Councillor Pamela Ward Pearce (Chair)

Joan Peters

Roy Burke

Thomas Holvey

Ethel Yon

The duties of Secretary to this sub-Committee will be undertaken by Miss Anita Legg.

#### Additional Attendees

There will be a requirement to call on local expertise and members of the island's media organisations to provide information and views on the review. The sub-committee will therefore

reserve the right to invite non-members as they see fit. To ensure as broad a representation as possible, the sub-committee will call a representative from each of the three media organisations to at least one meeting.

#### Timescales and Frequency

The sub-committee will first meet as soon as possible after its official appointment. It will then meet as often as they deem appropriate to produce the necessary outputs. It is envisaged that this would be monthly, however this will be set by and can be amended by the sub-committee. The sub-committee will aim to produce the report within 6 months of the first meeting. If this is not the case, then an update report with a new timescale should be made available before the 6 month deadline is reached.

#### Reporting Lines

The reporting lines of the committee are clear and straight forward, highlighted by the diagram below.



#### Declarations of Interest

The issues of media in any local community can often be emotive subjects, not least because the media themselves will be reporting on the review that they themselves will be involved in. It is therefore important the committee is, and is seen to be as impartial as possible. Therefore any declarations of interest should be made clear before joining the committee and before any committee meeting from any attendee. Any conflicts of interest should be considered by the committee as part of the process.