

Discussion Paper to NCC - Copyright issues re: generation of song data files Amendment A

Background

For over 15 years, Charlestown Christadelphians Inc. has been generating song data files* for use at Memorial Meetings and other ecclesial events, many of which have been distributed to various NSW ecclesias upon request. When this process commenced, there was little understanding within Christadelphian ecclesias regarding copyright compliance. Many assumed that copyright permission was not required to reproduce hymn or song lyrics in a song data file if members of the ecclesia owned the corresponding hardcopy book, or that holding a Christian Copyright Licensing International® (CCLI) reproduction licence was sufficient in and of itself. We now understand that these assumptions are incorrect with respect to the creation of song data files for the projection of song lyrics.

There is an onus on all ecclesias to comply with copyright legislation; to be above reproach when utilising licenced material and to respect the authorship of composers and lyricists who create original works in praise of our Heavenly Father and the Lord Jesus Christ.

“Let everyone be subject to the governing authorities, for there is no authority except that which God has established. The authorities that exist have been established by God. Consequently, whoever rebels against the authority is rebelling against what God has instituted, and those who do so will bring judgment on themselves. For rulers hold no terror for those who do right, but for those who do wrong. Do you want to be free from fear of the one in authority? Then do what is right and you will be commended. For the one in authority is God’s servant for your good. But if you do wrong, be afraid, for rulers do not bear the sword for no reason. They are God’s servants, agents of wrath to bring punishment on the wrongdoer. Therefore, it is necessary to submit to the authorities, not only because of possible punishment but also as a matter of conscience.

This is also why you pay taxes, for the authorities are God’s servants, who give their full time to governing. Give to everyone what you owe them: If you owe taxes, pay taxes; if revenue, then revenue; if respect, then respect; if honour, then honour.” - Romans 13:1-7 (NIV)

In response to a growing awareness of copyright, Charlestown Christadelphians Inc. has undertaken a review of their database of existing song data files, which comprises all hymns and songs from the Christadelphian Hymn Book (2002) ‘Green Book’, Worship (2010) ‘Purple Book’, Worship (2016) ‘Orange Book’, Praise the Lord Book (1993, reprinted 1996, revised 2000, reprinted 2010 and 2016), and PTL 2016. Each file has been amended to include a copyright statement on the title slide**, including the following information where applicable:

- Name/s of composer/s
- Name/s of author/s of lyrics
- Year of publication
- Copyright owner and administrator
- Words 'used by permission' where Charlestown Christadelphians Inc. has been granted permission to create a song data file
- CCLI song reference number
- CCLI group licence number.

*Within this paper, the term 'song data file' refers to a Microsoft® PowerPoint® presentation rather than to an OpenSong® file.

**Each song data file is formatted to suit the particular requirements of Charlestown Christadelphians Inc. and is according to conventions that have developed over the past 15 years. For example, the inclusion of a copyright statement on the title slide in preference to copyright information on each slide. Song data files have been generated in a 4:3 format, whereas many new projectors achieve a superior projection quality using a 16:9 format.

Findings

An increasing number of ecclesias are making use of data projection for the display of song lyrics. With this comes the associated issue of copyright compliance. The following summary of points addressing copyright compliance for the most commonly used hymn and song books is by no means exhaustive, but is intended to provide ecclesias with useful information in meeting their copyright responsibilities. The information below was correct at the time of publication to the best knowledge of the author.

Christadelphian Hymn Book (2002) 'Green Book'

The majority of hymns do not require copyright permission for reproduction of lyrics, as their lyrics are in the public domain or copyright applies to the music or arrangement only. A number of hymns have also passed into the public domain since the publication of the hymn book. It is recommended that the composer and lyricist are acknowledged out of respect for the artistic work where an ecclesia creates or uses an existing song data file.

Of the remaining hymns, a significant number that are still under copyright are by Christadelphian composers/authors, and do not require copyright permission for reproduction of lyrics. The composer and lyricist should be acknowledged where an ecclesia creates or uses a song data file.

A small number of hymns have copyright permission managed by CCLI for the lyrics: H001, H076, H088, H110, H123, H136, H155, H249, H348, H356, H387, and H435. Please refer to the section below, *Creating or using song data files for songs under CCLI*, for further information.

For hymns H181 and H212, every attempt has been made to contact the copyright holder/administrator with no reply. The words 'Copyright Control' should be added to the copyright statement when using these song data files.

Worship (2010) 'Purple Book'

The majority of songs do not require copyright permission for reproduction of lyrics, however the composer and lyricist should be acknowledged where an ecclesia creates or uses a song data file for Christadelphian worship purposes.

There are a small number of songs which have copyright permission managed by CCLI:

- W1-10 - Cover my world
- W1-58 - Infinite God
- W1-88 - With all my heart
- W1-98 - Alpha and Omega

Please refer to the section below, *Creating or using song data files for songs under CCLI*, for further information.

Worship (2016) 'Orange Book'

Songs do not require copyright permission for reproduction of lyrics, however the composer and lyricist should be acknowledged where an ecclesia creates or uses a song data file for Christadelphian worship purposes.

Praise the Lord Book (1993, reprinted 1996, revised 2000, reprinted 2010 and 2016)

The majority of songs have copyright permission managed by CCLI. Please refer to the section below, *Creating or using song data files for songs under CCLI*, for further information.

Of the remaining songs, a significant number are by Christadelphian composers/authors, and do not require copyright permission for reproduction of lyrics, however the composer and lyricist should be acknowledged where an ecclesia creates or uses a song data file for Christadelphian worship purposes.

The final remaining songs fall into a number of categories as follows:

- Songs for which no copyright permission is required (in the public domain) or for which copyright applies to the music or arrangement only. There is therefore no requirement for copyright permission for reproduction of lyrics.
- Songs for which the publisher, Hoddesdon Christadelphian Services, has directly granted permission for the generation of song data files for Christadelphian worship purposes on behalf of the composer/author or where there is no known means of contacting them.
- Songs for which copyright permission is required but is not managed by CCLI. In accordance with information contained in the Praise the Lord Book, the copyright holder/administrator was contacted directly and permission was granted directly to Charlestown Christadelphians Inc. This permission does not necessarily extend to other ecclesias who use the song data files generated by Charlestown Christadelphians Inc. These songs are PTL062, PTL087, PTL102, PTL146, and PTL158.
- For PTL186, PTL190, PTL220, PTL252, PTL280, and PTL300, the words 'Copyright Control' are to be added to the copyright statement when using these song data files to acknowledge that copyright applies, but that the copyright holder cannot be contacted.

- Songs for which copyright permission is required but is not managed by CCLI. The copyright holder/administrator was contacted directly and Charlestown Christadelphians Inc. was informed that a licensing fee was to be paid for reproduction of lyrics in a song data file and, in some cases, a licensing agreement signed. Charlestown Christadelphians Inc. decided not to pay these licensing fees and has subsequently deleted these song data files from their database. These songs are PTL014, PTL058, PTL191, PTL228, and PTL287.

- For PTL029, copyright permission is required but is not managed by CCLI. The copyright holder/administrator was contacted directly and no reply was received. Charlestown Christadelphians Inc. has chosen to delete this song from their database.

PTL 2016

The majority of songs have copyright permission managed by CCLI. Please refer to the section below, *Creating or using song data files for songs under CCLI*, for further information. The remaining songs can be used as follows:

- PTL16-12 - He is coming and PTL16-13 - He washed my feet
Copyright permission is granted by the Christadelphian composer/author for reproduction of lyrics in a song data file for Christadelphian worship purposes, provided the notice '© Tony R Stewart' is added to the song data file.

- PTL16-22 - Love the Lord your God with all your heart
This song does not require copyright permission for reproduction of lyrics. It is suggested that the notice 'Composer and lyricist unknown' should be added to the song data file.

It is noted that Sister Ali Tarrant from Hoddesdon Christadelphian Services in the UK, publishers of Praise the Lord and Praise the Lord 2016, has provided a huge amount of advice regarding the correct copyright arrangements for each song in these books. Without her assistance, the Charlestown Christadelphians Inc. review of copyright compliance would not have been possible.

Other Music

Where ecclesias wish to reproduce lyrics of other Christian music, not sourced from a Christadelphian hymn or song book, in a song data file, they should attempt to locate the song on the CCLI SongSelect® database. Please refer to the section below, *Creating or using song data files for songs under CCLI*, for further information. Note that a search on this database will be significantly more effective if the user is registered for and logged in via a CCLI user profile.

Creating or using song data files for songs under CCLI

Where lyrics of songs and hymns that are managed by CCLI are reproduced to a data file for projection, it is the understanding of Charlestown Christadelphians Inc. that compliance with Australian copyright legislation requires the following steps:

1. NSW member ecclesias of the NCC will be covered by the CCLI Church Copyright Licence (Group) Number 62243, which the NCC purchases annually. This licence entitles these ecclesias to project song lyrics (in addition to making transparencies, creating custom song sheets for congregational singing, creating custom musical arrangements where no published version exists, and recording worship services via audio or video). Therefore, this licence covers NCC member ecclesias for reproduction of lyrics of CCLI-managed songs to data files for digital data projection in worship and praise services.

Non-member NSW ecclesias who wish to reproduce CCLI-managed songs to data files for digital projection for congregational singing will need to buy their own individual Church Copyright Licence from ccli.com.au and report their ongoing usage to CCLI.

Ecclesias in other Australian states and in New Zealand would need to verify their own CCLI licensing requirements.

2. On creation of each song data file **and on each instance of projection of that song data file**, this usage is to be reported through the CCLI online reporting system.

There is no limit to the number of online reporters for each ecclesia. Everyone who chooses music or projects data files can take responsibility for reporting and CCLI recommends reporting as you go i.e. weekly, if possible. It is important to report any activity well in advance of CCLI's end-of-reporting periods in mid-May and mid-November.

Each online reporter will need to create their own user profile at ccli.com.au -> Online Reporting -> Create a CCLI Profile. NCC member ecclesias will need to use their CCLI account number from the table below. CCLI will issue a verification code for the ecclesia's account to the first online reporter who will then be the administrator of the account.

Ecclesia	CCLI Account Number
Baringa	165229
Boolaroo	322110
Cabramatta	339419
Camden	209013
Canberra	165236
Castle Hill	165243
Central West	165250
Charlestown	165267
Chatswood	165274
Coffs Harbour	153640
Doonside	165281
Dorrigo	165298
Gosford	420751
Hurstville District	165308
Kemps Creek	339426
Lakemba	129739

Moorebank	335688
Mount Colah	208904
Newcastle	149001
Shaftesbury Road	165360
Southern Highlands	331345
Southlakes	381618
Sutherland	291052
Taree	165377
Toronto	378236
West Ryde	165384
Wollongong	165391

Usage is to be reported for CCLI-managed songs each time lyrics are projected. If a song is projected at multiple ecclesial events on the same day, each instance must be reported.

The purpose of reporting ongoing lyric data file usage is for CCLI to gain a better picture of intellectual property usage for the distribution of royalties, ensuring copyright owners are fairly rewarded for the use of their work. Charlestown Christadelphians Inc. was advised by CCLI (via phone, January 24 2020) that, in the event that CCLI's reporting procedure was not followed in the past for whatever reason, the online reporter should not complete retrospective reporting but should commence reporting from the next ecclesial activity.

For easy, step-by-step instructions for regular CCLI reporting, contact Sister Wendy Gould at charlestownweeklynews@gmail.com or contact CCLI directly via their online contact form, helpline, or online chat for questions regarding your account.

- Each song lyric data file is to display required copyright information, which is typically listed in the relevant hymn or song book, and on CCLI's SongSelect® database. Ensure you select the most correct song on SongSelect® that matches the song title, composer, lyricist, year of publication, and copyright owner of the song lyrics you're reproducing in a data file. SongSelect® often lists a number of editions or variations of the same song, or songs with similar names. Many songs have audio or video clips or lyric previews to assist in identification.

Ecclesias listed in the table above are to include the NCC CCLI group licence number 62243. Charlestown Christadelphians Inc. was advised by CCLI (via email, July 15 2019) that the group licence number should be quoted, rather than the CCLI account number held by each ecclesia.

Ecclesias which are not part of the NCC are to include their own CCLI licence number.

If copyright for a particular song is not managed by CCLI, permission to reproduce lyrics to a data file will need to be obtained directly from the song's copyright owner or administrator (this can be a lengthy process). Alternatively, another song can be substituted.

Where copyright permission to reproduce lyrics cannot be obtained through CCLI or by other means, this song can be used for worship purposes only if hardcopy books are relied upon or the congregation sings the song from memory rather than from a data projection.

Action

Many outdated song data files exist within NSW ecclesias, which do not display the required copyright information or for which appropriate copyright permission has not been obtained. **These files may contravene copyright legislation and should be deleted.**

Given the long and arduous process involved in generating song data files and complying with copyright requirements, ecclesias may prefer to access an existing complete database of files. To gain access to the database of song data files generated by Charlestown Christadelphians Inc. or to provide feedback on the contents of this discussion paper, ecclesias should contact Sister Wendy Gould at charlestownweeklynews@gmail.com. **It is important to note that each ecclesia using these files is responsible for ensuring that they comply with copyright requirements.**

Please refer to the AACE document *Advice on Copyright* (November 2017) for further information on copyright compliance.

Note that there are additional copyright considerations and licencing requirements for individual ecclesias and event organisers for:

- Music performed before a public audience or for events such as presentations, weddings, funerals, or baptisms
- Photocopying, scanning, and digital sharing of typeset sheet music
- Ecclesial events via live streaming platforms
- Playing CDs or audio files downloaded from the internet.

The use of audio or video from YouTube is generally prohibited, except where very specific conditions are met.

Creation of song sheets, custom musical arrangements, and the recording of audio or video of songs managed by CCLI is to be specifically reported through the CCLI online reporting system, similar to the process for reporting the creation of song lyric data files.

We strongly advise all reproducers and ongoing users of CCLI-managed songs, to familiarise themselves with CCLI's Terms of Agreement for Licence Holders and updated instructions for reporting at ccli.com.au.

Your sister in Christ,
Wendy Gould
with Sister Barbara Pearce (Copyright Officer)
Charlestown Christadelphians Inc.