
Community Digital Sound Programme (C-DSP) licence

Application form – Part A (public)

Name of applicant (i.e. the body corporate that will hold the licence):

Blackpool Council

Proposed service name:

Blackpool Together Radio

Radio multiplex service(s) on which the proposed C-DSP service is to be provided (note this must be a small-scale multiplex area either previously advertised or currently being advertised by Ofcom as shown in the multiplex licence advertisement)

Fun Coast Digital CIC - Blackpool

Public contact details (i.e. Contact name and/or company name, company address, telephone number(s) and email):

Blackpool Council, Town Hall, Blackpool, FY1 1AD 01253 477477
customer.first@blackpool.gov.uk

Publication date: 1 June 2021

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1. Overview

You should complete this form if you are applying for a community digital sound programme licence (“C-DSP”). You can find further information about C-DSP services in the [guidance notes for licensees and applicants](#).

This application form is divided into two parts – **Part A** (which we will publish on our website) and **Part B** (which will be kept confidential). This document constitutes Part A; [Part B of the application form](#) is available on our website.

If you encounter any issues using these forms, please contact broadcast.licensing@ofcom.org.uk.

The purpose of this form

- 1.1 You should complete this form if you are applying for a Community Digital Sound Programme (C-DSP) licence.
- 1.2 A digital sound programme service intended for broadcast by means of a local or small-scale radio multiplex service requires either a C-DSP licence or a local DSP licence. Ofcom’s published guidance notes set out some of the key issues that potential applicants need to consider in deciding which type of licence is suitable for them. In summary, C-DSP services are not run for financial gain and are required to provide social gain. C-DSP licences therefore include strict conditions to ensure that happens, and provide less flexibility than a local DSP licence. However, they do provide access to capacity that small-scale radio multiplex service providers are required to reserve solely for C-DSP services.
- 1.3 A C-DSP licence will be required even if the same programme service is also provided on any other platforms (e.g. FM, satellite), as separate licences are required for those.
- 1.4 As noted above, small-scale radio multiplex services will have reserved capacity for C-DSP services. Issue of a C-DSP licence does not, however, guarantee carriage on a small-scale (or local) radio multiplex service. That is a matter for agreement between the C-DSP licensee and the multiplex service provider, and there may be more C-DSP licences issued in a locality than there are reserved slots on the small-scale radio multiplex service. Note that a C-DSP service does not necessarily have to broadcast using reserved capacity. It can use unreserved capacity on a small-scale radio multiplex service or capacity on a local radio multiplex service, again subject to agreement with the multiplex service provider.
- 1.5 An application for a C-DSP licence will be accepted only once Ofcom has advertised the licence for the small-scale radio multiplex service upon which the proposed C-DSP service is intended to be provided. There is no closing-date by which an application for a C-DSP licence must be submitted (i.e. it can be submitted at any time after the licence for the relevant small-scale radio multiplex licence has been advertised).
- 1.6 You can find further information about how to determine if a service requires a C-DSP licence in Section 2 of the [guidance notes for applicants and licensees](#).

Provision of information

- 1.7 Ofcom requires complete and accurate information to assess applications. This is so that we can assess your application against statutory criteria, consider whether those involved in the body applying for a licence are 'fit and proper' to hold a licence, and determine whether their involvement with other organisations disqualifies them from participation in a licence.
- 1.8 It is an offence under the Broadcasting Act 1996 (as amended) to provide false information or withhold relevant information during the application process, and may be grounds for revocation of a licence subsequently granted.

Publication of information about applications and licensed services

- 1.9 Information provided in **Part A** of the application form will typically be published by Ofcom in our Monthly Radio Update publication the month following the submission of your application. This may take longer if the application is received late in the month. Information provided in **Part B** will not be published.
- 1.10 In submitting this application you agree that, should a licence be granted, Ofcom may publish contact details for the licensee (specified in Section 2 of Part B of the application form), which may include personal data, on the Ofcom website and/or in other relevant publications. If you have any questions about the information that we publish, or there are any changes to this information, you should contact the Broadcast Licensing team by email (broadcast.licensing@ofcom.org.uk).
- 1.11 Ofcom considers issued C-DSP licences to be public documents and copies of licences will be made available to third parties on request albeit, other than the Key Commitments which are tailored to the service, C-DSP licences are standard form documents. A brief description of the licensed service will be published on the Ofcom website, along with the Key Commitments which form part of the licence.
- 1.12 Ofcom publishes a [monthly radio licensing update](#) which lists new services licensed, new applications, licences revoked, licence transfers, and changes to licensed services during the past month.

Data protection

- 1.13 We require the information requested in this form in order to carry out our licensing duties under the Broadcasting Act 1990, Broadcasting Act 1996 and Communications Act 2003. Please see Ofcom's [General Privacy Statement](#) for further information about how Ofcom handles your personal information and your corresponding rights.

Keeping up to date with broadcasting matters

- 1.14 We strongly recommend that the appropriate person at the applicant body signs up to receive Ofcom's regular email updates on broadcasting matters including notification when the Broadcast and On Demand Bulletin is published.
- 1.15 To sign up to receive these communications, you must visit [the email updates area of our website](#) and select 'Broadcasting.'

2. Applicant's details

About this section

In this section we are asking you for details about the applicant company. This must be a body corporate which is not profit distributing.

In the first part of this section, we are asking for basic details about the applicant. These include company registration number and contact information.

In the second part of this section we are asking for details of the applicant's officers (directors or, in the case of LLPs, designated members), its shareholders and participants. Where applicable, we are also asking for details of the officers of the applicant's parent and associated companies or LLPs etc.

If any of the individuals named in your responses are known by more than one name/version of their name, all names must be provided.

Certain persons are disqualified from holding a C-DSP licence. This section asks the questions which enable us to consider this for those types of disqualification which apply specifically to bodies corporate. It also asks questions which are relevant to our assessment of the applicant's fitness and propriety to hold a C-DSP licence.

Before completing this section of the form, you should read [Ofcom's guidance on the definition of 'control' of media companies](#). Throughout this section, "control" has the meaning it is given in Part I of Schedule 2 of the Broadcasting Act 1990.

The response boxes and tables should be expanded or repeated where necessary, or provided in a separate annex.

'Officerships' in this section refers to: directorships of bodies corporate, designated memberships of LLPs, or membership of a governing body of an unincorporated association (including partnerships).

Applicant information and contact details

2.1 Name of applicant (i.e. the body corporate that will hold the licence):

Blackpool Council

2.2 Company registration number stated on Companies House:

NA

2.3 For UK registered companies, the address of the applicant's registered office stated on Companies House.

For non-UK registered companies, the principal office address:

Blackpool Council
Town Hall
Blackpool, FY1 1AD

- 2.4 If a UK registered company, is the **current** Memorandum and Articles of Association document available on the Companies House website?

No (delete as appropriate)

If no, please submit the up to date document and indicate you have done so in the checklist in Section 4 of Part B.

- 2.5 Contact details of the individual duly authorised by the applicant for the purposes of making this application. This individual should be the company secretary, a director or (if an LLP) designated member.

(If you are an agent completing the form on behalf of the applicant please do not enter your details here – see paragraph 2.25 of the [guidance notes](#)).

Full name	Dr Arif Rajpura
Job title	Director of Public Health
Address	Blackpool Council Bickerstaffe Square Blackpool, FY1 1NA
Telephone	01253 476367
Mobile phone	
Email	Arif.rajpura@blackpool.gov.uk

- 2.6 If the proposed Licensed Service has/will have a website, please provide the website address below.

A dedicated section will be developed within www.fyidirectory.co.uk

- 2.7 How will the service be financed? If the applicant is receiving, or is likely to receive, any form of funding and/or financial assistance to establish and maintain the service, please provide details of who is providing that funding/financial assistance and the extent of it.

If you are receiving funding from, or on behalf of, a source that could be considered a political organisation or a religious body, you must set out the nature of that organisation here.

Basic running costs will be provided by Blackpool Council core funding. Blackpool Council is the unitary authority for the borough of Blackpool.

Ownership and control of the company which will hold the licence

Details of officers, participants and shareholders of the applicant

2.8 Complete the following table, expanding it if necessary, to provide the following details for each director or designated member of the applicant (i.e. the body corporate that will hold the licence):

Full name of individual	Correspondence address ¹	Country of residence	Other officerships held (and nature of the business concerned)	Other employment
Neil Jack	Town Hall, Blackpool, FY1 1NF	UK		
Dr Arif Rajpura	As above	UK		
John Blackledge	As above	UK		
Karen Smith	As above	UK		
Steve Thompson	As above	UK		
Victoria Gent	As above	UK		
Alan Cavill	As above	UK		
Mark Towers	As above	UK		

¹ This should be the same address as is held and published by Companies House.

C-DSP licence: Application form (Part A)

Anthony Lockley	As above	UK		
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2.9 Complete the following table, expanding it if necessary, to list all bodies which hold or are beneficially entitled to shares, or who possess voting powers, amounting to more than 5% in the applicant (“participants”). If you are unable to provide a complete answer to this question in relation to beneficial owners, please state whether you have any reason to suspect the existence of any beneficial owners.

Full name of >5% participant (existing and proposed)	Number of shares	Total investment (£s)	Total investment (%)	% of voting rights
NA				
Comments				

2.10 Complete the following table, expanding if necessary, to identify any entities with which the applicant is affiliated. By affiliated, we mean companies that are related through ownership, either with one company being a minority shareholder in the other, or through multiple companies being owned by a third party.

(If this question is not applicable to the applicant please respond “N/A” in the table.)

Full name of the entity	Address
NA	

2.11 Complete the following table, expanding it if necessary, to list any bodies corporate which are controlled by the applicant, and their affiliates:

(If this question is not applicable to the applicant please respond “N/A” in the table.)

Full name of entity	Address	Affiliates
Blackpool Airport Operations Ltd		Wholly owned company

Blackpool Waste Services Ltd		Wholly owned company
Blackpool Coastal Housing Ltd		Wholly owned company
Blackpool Transport Services Ltd		Wholly owned company
Blackpool Operating Company Ltd		Wholly owned company
Blackpool Entertainment Company Ltd		Wholly owned company

Details of persons who control the applicant

2.12 Complete the following table, expanding it if necessary, to list all persons who control the applicant, together with their affiliates. If any persons or bodies control the applicant jointly because they act together in concert (e.g. because of a shareholder’s agreement), each such person must be identified here:

(If this question is not applicable to the applicant please respond “N/A” in the table.)

Full name of individual or body	Address	Affiliates
NA		

2.13 Complete the following table, expanding it if necessary, to list all officerships in other bodies that are held by any individual listed in response to question 2.12, and any affiliates of those bodies. An “officership” refers to being a director of a body corporate, designated member of a limited liability partnership, or member of the governing body of an unincorporated association:

(If this question is not applicable to the applicant please respond “N/A” in the table)

Full name of individual	Name of body in which officership held	Affiliates of that body
NA		

- 2.14 Complete the following table, expanding it if necessary, to list all bodies corporate which are controlled by any body corporate listed in response to question 2.12, and their affiliates:

(If this question is not applicable to the applicant please respond “N/A” in the table)

Full name of body corporate listed in 2.11	Body corporate controlled	Affiliates of body corporate controlled
NA		

- 2.15 In relation to each body corporate identified in response to question 2.12, complete the following table, expanding it if necessary, to list all bodies which hold or are beneficially entitled to shares, or who possess voting powers, amounting to more than 5% in the body corporate concerned (i.e. “participants”). You may, but are not required to, exclude from this table any bodies listed in response to question 2.12. If you are unable to provide a complete answer to this question in relation to beneficial owners, please state whether you have any reason to suspect the existence of any beneficial owners.

(If this question is not applicable to the applicant please respond “N/A” in the table)

Name of body corporate identified in response to question 2.11				
Full name of >5% participant	Number of shares	Total investment (£s)	Total investment (%)	% of voting rights
NA				
Comments				

Involvement of the applicant in specified activities

- 2.16 Please state below whether the applicant, or any of the directors, shareholders or other individuals named above, including their associates (i.e. directors of their associates and other group companies), is, or is involved in, any of the below, and the extent of that interest.

Activity/involvement	Yes or No	Please state who is involved; the name of the body/individual/agency they are involved with; and the extent of their involvement
A local authority	Yes	Applicant
A body whose objects are wholly or mainly of a political nature, or which is affiliated to such a body	No	
A body whose objects are wholly or mainly of a religious nature; ²	No	
An individual who is an officer of a body falling within (b) or (c);	Yes	
A body corporate which is an associate (as defined in paragraphs 1(1) and 1(1A) of Part I of Schedule 2 to the Broadcasting Act 1990) of a body falling within (b) or (c);	Yes	Public funded body The service will not be used for political purposes and will not include political content. Application is made by virtue of Local Government Act S142(1) to make information available within the area about services of the authority and charities and other organisations.
An advertising agency or an associate of an advertising agency	No	

Details of applications, licences and sanctions

2.17 Is the applicant (i.e. the body corporate that will hold the licence) a current licensee of Ofcom?

Yes / No (delete as appropriate). No

If yes, please provide the licence details expanding the table if necessary:

² Please refer to Sections 3 to 5 of [Ofcom's religious guidance note](#) for details on how we determine the eligibility of religious bodies to hold certain broadcasting licences.

Licence number	Name of multiplex
NA	

2.18 Has the applicant (i.e. the body corporate that will hold the licence) held an Ofcom broadcasting licence before?

Yes / No (delete as appropriate). No

If yes, please provide the details expanding the table if necessary:

Licence number	Name of service or multiplex
NA	

2.19 Has anyone involved in the proposed service held an Ofcom broadcasting licence or been involved in an Ofcom-licensed broadcast service before?

Yes / No (delete as appropriate). No

If yes, please provide the details expanding the table if necessary:

Dates licence was held or dates of involvement	Licence number (if known)	Name of service or multiplex
NA		

2.20 Does the applicant (i.e. the body corporate that will hold the licence) control an existing Ofcom licensee?

Yes / No (delete as appropriate). No

If yes, please provide the licence details expanding the table if necessary:

Licence number	Name of service or multiplex

NA	

2.21 Is the applicant (i.e. the body corporate that will hold the licence) controlled by an existing licensee or by any person who is connected (within the meaning of Schedule 2 to the Broadcasting Act 1990) with an existing licensee (i.e. as a “participant”)?

Yes / No (delete as appropriate). No

If yes, please provide the following information, expanding the table if necessary:

Licence number	Name of service or multiplex
NA	

2.22 Has the applicant – or any person(s) controlling the applicant - made any other application to Ofcom (or its predecessor broadcast regulators – the Independent Television Commission and the Radio Authority) for any licence which has since been surrendered by the licensee or revoked by Ofcom (or one of its predecessor regulators)?

Yes / No (delete as appropriate). No

If yes, please provide the following information, expanding the table if necessary:

Licence number	Name of service or multiplex
NA	

2.23 Is the applicant – or any person(s) controlling the applicant - subject to any current or pending investigation by any statutory regulatory or government body in the United Kingdom or abroad in respect of any broadcast-related matter?

Yes / No (delete as appropriate). No

If yes, please provide the following details expanding the table if necessary:

Licence number (or equivalent)	Name of service or multiplex	Details of the investigation
NA		

2.24 Has the applicant – or any person(s) controlling the applicant – ever been subject to a statutory sanction for contravening a condition of a broadcasting licence in the UK or any other jurisdiction?

Yes / No (delete as appropriate). No

If yes, please provide the following details relating to each sanction expanding the table if necessary:

Licence number (or equivalent)	Name of service or multiplex	Nature of the breach	Sanction imposed	Date sanction imposed
NA				

2.25 Has the applicant – or any person(s) controlling the applicant – ever been convicted of an unlicensed broadcasting offence?

Yes / No (delete as appropriate). No

If yes, please provide the following details:

Full name	Date of conviction/action (dd/mm/yy)	Penalty
NA		

2.26 Please provide any further information you hold, relating to the past conduct of the applicant or those individuals listed, in regulatory matters or in matters going to honesty and/or compliance, which may be relevant to Ofcom’s consideration of whether or not the applicant is fit and proper to hold a broadcast licence. If the applicant or the form signatory fails without reasonable excuse at this point to declare any matter of which Ofcom subsequently becomes aware, and which we do consider to be relevant to the applicant’s eligibility to hold a licence, we will take it into account in determining the question of whether the applicant/licensee remains fit and proper to hold a licence.

If you have no information to provide, please respond “N/A”.

NA

3. The proposed service

About this section

This section asks you to describe your proposed service, including the Key Commitments you propose to include in your licence. This includes your service name, multiplex name and character of service, in addition to standard commitments that all C-DSP licensees need to abide by. Holders of an existing analogue community radio licence to be a simulcast on the proposed C-DSP service can replicate the existing analogue key commitments as it is our expectation that the key commitments for simulcast services are to be in keeping with one another. If a licence is granted, the information you provide in this section will be used to form the basis of the annex to your licence. You will only be authorised to broadcast what is detailed in the annex of the licence.

In this section, you will also need to set out how your service will provide social gain, community participation and how you will be accountable to the target community. This is in line with statutory requirements for the granting of C-DSP licences. **The information provided in this section is also the basis on which decisions are made.**

If you hold, or intend to hold, multiple C-DSP licences, the answers given in this section and the intended delivery of your Key Commitments must apply to the locality in which your proposed service will broadcast (as set out in the Draft Key Commitments in this application form).

Your proposed service and target community

3.1 What is the proposed service name?

Blackpool Together Radio

3.2 On which radio multiplex service do you intend to broadcast? If the relevant radio multiplex licence has not yet been awarded, please state the name of the area that the multiplex service is intended to cover, as defined in the multiplex licence advertisement.

Blackpool

3.3 Where is your proposed studio located? Please note that this must be located within the coverage area of the small-scale radio multiplex service identified in answer to 5.2 (or the advertised area for a small-scale radio multiplex service that has not yet been awarded).³

³ If you propose to provide your service on a local, rather than a small-scale, radio multiplex service, there is no requirement for your studio to be located within the licensed area of that local radio multiplex service.

Bickerstaffe House
Blackpool, FY1 1NA

- 3.4 If the proposed service is a simulcast or corresponding service of an existing licensed radio service, please list that below and provide the licence number.

No

- 3.5 What is the target community of the service? Please include the geographical area that you wish to serve in addition to the interests or characteristics that define your target community. The area you wish to serve must be geographically located within the coverage area of the radio multiplex service on which you intend to broadcast. **Answer in fewer than 400 words.**

The proposed service will serve the municipal borough of Blackpool as shown on the map drawn from the Census 2021 <https://www.ons.gov.uk/visualisations/areas/area/?code=E06000009>

The population of Blackpool approx. 141,000 and is the third most densely populated area in the North West with over 4000 people per km². Projections show that the over 65 population will rise by 24% from 2018 – 2044.

Blackpool already has a higher proportion of older people than the England average. Almost a quarter of Blackpool's household have dependent children, Blackpool has more single people than the England average. Blackpool has the highest percentage in England of children eligible for free school meals.

The service intends to target those residents that are most in need of additional care, support, and advice and information including but limited to:

Those that may be struggling with debt and the cost of bills, it is estimated that at least 21% are regularly behind with bills, the 3rd highest area in England. Inflation was reported as the 3rd highest in the UK Feb 2023 at 11.4%.

Households that are experiencing hunger, 8.4% of households fall into this category, 3rd highest in England

Those living in areas of multiple deprivation, Blackpool is ranked the most deprived authority in England with 24.7% of the population living in income deprived households.

Blackpool has some areas of extremely high transience with population inflow and outflow. We will ensure people know how to get timely support and information.

Life expectancy in Blackpool is 5.3 years below England for males and 4.2 years below England for Females. There is a strong need to make people aware of steps they can take to improve their own health and wellbeing. 33% of households have one member with a long term illness or disability. There are considerable health issues with alcohol and drug misuse, mental health, smoking and obesity.

Those needing employment, and training opportunities, 6.2% of residents claim unemployment benefit and 13% of residents claim housing benefit (2nd highest in England)

Those that may need support with housing issues. Blackpool has an unbalanced housing market, including an oversupply of poor quality one person accommodation.

- 3.6 How will you ensure that your proposed C-DSP service is run on a not-for-profit basis? Please give details of specific measures or arrangements in place to ensure this, and how any profit will be wholly and exclusively used for securing or improving the future provision of the service, or for the delivery of social gain. **Answer in fewer than 400 words.**

Strong financial controls and monitoring will be put in place. Due to the nature of the funding is unlikely the service will receive income. From start up the service will be funded by Blackpool Council but longer term we may also seek grant funding if eligible. Any additional funding received would be ring fenced for this project and used for solely for development of the service.

The service will not sell advertising.

Financial reporting and accounts will be made available to Steering Group members on a regular basis to ensure compliance.

Social gain

- 3.7 What community benefits will your service bring to your target community(ies) and, if applicable, the general public. Please include summaries of evidence to support your answer, including details about other organisations you intend to work with. **Answer in fewer than 500 words. Please do not provide names of individuals in your answer.**

We have established a strong community partnership with the local voluntary sector known as “Blackpool Together” The partnership was originally formed to support the needs of the community following COVID and has developed to support wider cost of living and health and wellbeing related issues.

There are now over 80 voluntary community organisations in the partnership including charities, community groups and centres, faith groups, schools, public and private sector organisations. Over 300 people subscribe to our mail list, we have a large quarterly conference/workshop with over 80 attending each session and regular large scale online meetings.

Our partnership has supported over 18,000 households since April 2023 through a range of innovative and pro active projects

This partnership will support this proposed service and contribute towards content by providing advice, information and support to listeners.

There will be considerable social gains as those in need of support will easily be able to find out what support is available and how to access this, as well as additional measures they can take for themselves to increase independence and resilience.

- 3.8 Please summarise how your service will facilitate discussion and the expression of opinion. Answer **in fewer than 200 words**.

We will continue to work with our partnership of community organisations and residents through meetings and community events to ensure that that all views and opinions are taken into account.

We will encourage visits to our studio and production facilities. Email, telephone contact will be available.

There will be a considerable number of opportunities for the local community to take part in programmes.

- 3.9 How will you ensure that members of your target community(ies) can gain access to the facilities used to provide your service, and receive training in using these? In particular, please set out how this will be done practically, formally and/or informally. **Answer in fewer than 400 words**.

Community groups that are part of our partnership will be able to use studio resources and take part in interviews, discussions and programming to promote their services and talk about how they can support the local community.

We will develop a volunteering opportunity for those that want to be involved in all strands of the project.

Contact details of the service will be promoted and community groups and individuals will easily be able to contact the service to make use of the facilities and obtain publicity material etc.

- 3.10 How will your service provide better understanding of your target community and the strengthening of links within it? **Answer in fewer than 200 words.**

Our programme content will strengthen and support the local community by providing a range of speech based content.

Organisations will be able to talk about their range of free services available in the community including:

Community activities and events

Volunteering opportunities

Support with health and wellbeing issues

New projects and new services

Social groups and hobby groups

Support with money and debt issues

Lived experiences stories with local community members

More opportunities for networking and a better understanding about the range of support and services available

- 3.11 Please summarise the relevant experience of the group or its members in activities related to the provision of social gain or other relevant non-broadcast areas (such as third sector, training or education). **Answer in fewer than 200 words.**

All staff and steering group members will have a vast range of experience of working in the local community to solve social, and health and wellbeing issues. We have very strong links and work daily with the local voluntary sector, education and health colleagues.

Dr Rajpura's current priorities include working on 'whole systems' integration with partners from public, private and voluntary sector organisations in order to improve population health using a place based approach. This has included establishing stronger partnerships with the public.

Participation

- 3.12 How do you propose to ensure that members of your target community(ies) are given opportunities to participate in the operation and management of the service? **Answer in fewer than 400 words.**

We will form a Steering Group with clear terms of reference, and publish records of meetings etc

The Steering Group will meet at least quarterly to receive reports including:

Progress against agreed action plans

Financial spend and projections

Programme content and associated social gains

Day to day running of the service

Reports from key staff members

The Steering Group will comprise of

Senior Council officials

Staff and volunteers involved in running the service

Members of the local community

We will develop a role description and procedure for nominations and elections. Membership will be for three years allowing for rotation of membership and also opportunities to co opt if necessary.

We will be anxious to recruit members of the local community who have the interest and specialist skills and will promote a range of opportunities on an open and transparent basis.

We will also form a consultation panel which will meet on a quarterly basis giving listeners the opportunity to take part in a local meeting to give their views and feedback.

Accountability

- 3.13 How will members of your target community contact your service and influence its operation? **Answer in fewer than 300 words.**

Community members can apply for membership of the steering group

Take part in quarterly feedback meetings which we will facilitate in community centres etc

The service can be contacted by email, telephone, website form. All contact enquiries will be tracked and comments reviewed. The number of enquiries, themes and responses will be reported to the Steering Group.

The voluntary sector will be able to take part in our wider Blackpool Together quarterly events and take part in discussion about the service.

The service will also attend community events, eg community fairs, health and wellbeing marketplace activities etc. There will be opportunities for the community to engage with presenters and volunteers both on and off air.

- 3.14 How will suggestions and/or criticisms from members of your target community(ies) be considered and acted upon? **Answer in fewer than 300 words.**

Feedback and comments will be collated and discussed with an Operational Group that will be responsible for the day to day running of the service.

The Operational Group will also report to the Steering Group. The Steering Group will consider overall feedback and responses and provide overall strategic direction. The Steering Group will have access to all feedback and responses that have been given with an opportunity for scrutiny.

A feedback and complaints policy will also be developed and copies will be made available on the service website.

Draft Key Commitments

Below is an example of the licence annex where the Key Commitments appear. Should a licence be awarded, the entries you provide below will form the Key Commitments section of your licence. Holders of a community radio analogue licence that is to be simulcast, or a corresponding service, are expected to provide key commitments that are in line with their existing service(s). As such, applicants may refer to the existing key commitments of the relevant simulcast or corresponding service(s) to ensure that the draft below is in line with those of the existing service(s).

Please provide entries where specified in **BOLD** below. The information you enter here should reflect your answers to Sections 3 and 4 of the Part A of your completed Application Form. This will form the basis of your Key Commitments alongside the mandatory text in italics. Do not amend the text in italics as every service is required to comply with these requirements, but the details of how each service does so do not need to be included in the Key Commitments.

ANNEX TO LICENCE

LICENSED SERVICE NO tbc

Licensed Service	Service Description	Transmission Schedule	Multiplex
<ENTER THE SERVICE NAME (the on-air name of the programme service as in question 3.1 of this application)>	<p>Blackpool Together Radio <i>is a radio service intended to serve</i></p> <p>NOTE: The next 3 headings below are the components of the ‘character of service’.</p> <p>Advice and information about local support</p> <p>Blackpool NOTE: this can be all, or a subset of, the area covered by the radio multiplex service described in the next column> (<i>“the target community”</i>) by</p>		Blackpool as in question 3.2 of this application, specify if small-scale or local multiplex the radio station plans to broadcast on>

	<p>To provide advice and information to Blackpool residents about local community support and activities to help improve people’s overall health and wellbeing.</p> <p><i>The studio of the Licensed Service is located within the coverage area of the Small-Scale Radio Multiplex Service identified above (n.b. the Licensee will not be in breach of this requirement if an existing studio ceases to fall within the coverage area merely as a result of technical changes to the Small-Scale Radio Multiplex Service outside the control of the Licensee).</i></p> <p><i>The Licensed Service shall have the characteristics of a Community Digital Sound Programme Service as set out in the 2019 Order and, in so doing, shall achieve the following objectives:</i></p> <ul style="list-style-type: none"> • <i>the facilitation of discussion and the expression of opinion,</i> • <i>the provision (whether by means of programmes included in the service or otherwise) of education or training to individuals not employed by the person providing the service, and</i> • <i>the better understanding of the particular community and the strengthening of links within it.</i> <p><i>Members of the target community shall contribute to the operation and management of the service.</i></p> <p><i>The service shall have mechanisms in place to ensure it is accountable to its target community in the specific area or locality.</i></p>		
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4. Compliance of the service

About this section

This section asks you to describe the compliance arrangements for the proposed licensed service, i.e. the arrangements which the applicant will put in place to ensure that the content it proposes to broadcast will comply with the relevant regulatory codes and rules for programming and advertising. These include:

- The Ofcom Broadcasting Code
- The BCAP Code: the UK Code of Broadcast Advertising
- The Phone-paid Services Authority Code of Practice

Condition 17 of a C-DSP licence requires that you have compliance procedures in place, and this section asks that you demonstrate your ability to meet this licence condition.

Before completing this section of the form you should read Section 4 of the [C-DSP guidance notes](#), where you will also find links to the codes and rules listed above.

- 4.1 Please give details of all compliance training (including dates) the person named in response to either question 2.3 or 2.5 in Part B (i.e. the individual who holds overall responsibility for compliance of the service) has received in the relevant codes and rules (for example, those referred to in the box at the start of this section).

Dr Arif Rajpura

Chair of Steering Group

Director of Public Health, Blackpool Council

Person with overall control and responsibility for the service. Dr Rajpura is an authorised media spokesperson for Blackpool Council and has undertaken media training and has many years experience in media communications. Dr Rajpura frequently appears on TV and radio. Dr Rajpura has a full understanding of OFCOM compliance and licensing requirements.

The service will have a dedicated compliance officer who will have relevant experience and training.

We have also obtained support and commitment from a number of professionals involved in the radio industry who will provide training and guidance. This includes professional broadcasters and people who are responsible for implementation and management of other stations.

The service will also receive support from Blackpool Council media and communications team. The team has experienced and dedicated staff members with media and press communications. The service will operate in accordance with Communications and Social Media policies and procedures.

Support also from Blackpool Council's compliance team and Data Protection Officer ensuring that all codes of conduct and GDPR requirements are met.

All staff and volunteers for the service will also be required to act in accordance with Blackpool Council's code of conduct [Blackpool Council constitution | Part 5b - Officer code of conduct](#)

- 4.2 Please give details of any practical compliance experience (including dates) the person named in response to either question 2.3 or 2.5 in Part B (i.e the individual who holds overall responsibility for compliance of the service) has with respect to the relevant codes and rules.

Dr Arif Rajpura is an authorised spokesperson for Blackpool Council and has undertaken media training. He frequently appears on TV and radio and local and national level.

Blackpool Council's Data Governance team will give full support and oversight. This includes our Data Protection and GDPR compliance team.

- 4.3 For each role within your compliance team please provide job title and a brief description of the functions of the role specific to ensuring compliance of the proposed service. Please do not give names of individual members of staff – this question relates to job roles rather than currently employed individuals.

Steering Group Chair

The public face of the service, Spokesperson, Champion of the cause

Overall responsibility for the service including compliance, licenses, premises, policies etc

Chair of board, sets the overall vision and strategic direction

Station Manager

Responsible for day to day running of station

Compliance officer

Clearance and checking of content in accordance with regulations

- 4.4 How does the applicant intend to formally train staff in compliance procedures? Please include details of the compliance training that will be given to those responsible for live programming, including compliance staff, presenters and producers.

Using recognised and local resources including Radio Hub, UK Radio Network

We have the commitment of a number of established professionals in the radio industry to support with implementation of procedures, training and the overall strategic direction.

A full training package will be developed with ongoing reviews. We also have the opportunity to develop an IPOOL online learning module which can track and record progress, set milestones and test questions etc.

All staff and volunteers will be required to undertake initial training which will be refreshed at least annually.

- 4.5 Will the training described in response to question 4.5 be mandatory for all staff and volunteers? If not, outline who will receive it.

Yes

- 4.6 It is a licence requirement that a licensee must ensure that all programming on its service (broadcast at any time of the day or night) complies with Ofcom's codes and rules (e.g. Ofcom's Broadcasting Code, which sets requirements on standards to be observed in programme content for the protection of the public).

- a) Set out in detail below the systems the applicant intends to have in place to ensure it will be able to comply with the codes and rules when the service is broadcasting live content. Your response should include details of what you will do to prepare presenters and guests pre-broadcast and the process for ensuring that any non-complaint content is dealt with swiftly during the broadcast.

The vast majority of content will be pre recorded and checked for compliance before transmission. A log will be maintained for clearance, checking and audit purposes.

All presenters briefed and suitably trained before going live

Regular training sessions and newsletters

Clear format and guidelines for interviews and discussions

- b) Set out in detail below how the applicant intends to ensure that pre-recorded material will comply with Ofcom's codes and rules. Pre-recorded content could include, for example, material obtained from, or streamed from, third party sources as well as content produced by the licensee.

Pre recorded material will either be produced by ourselves or if syndicated will only be taken from established, well known and trusted sources.

All material will be fully checked for compliance prior to transmission. The service will have access to considerable and experienced resource across areas of Blackpool Council for support.

- 4.7 Please set out how you will ensure ongoing compliance with your Key Commitments that relate to what you will broadcast on the station, including how you will monitor that these are being delivered e.g. who will be responsible for monitoring this, how often will they monitor it, how you ensure this information is published.

The Steering Group will have a standing agenda items to discuss and review key commitments.

Key commitments and progress will also be discussed as a standing item at our quarterly Blackpool Together community meetings with the voluntary sector.

Key commitments will be published on the website. Progress and day to day monitoring will be undertaken by the Studio Manager. Formal reviews will take place monthly.

- 4.8 Please set out how you will ensure ongoing compliance with your Key Commitments that relate to the station's off-air social gain activities, including how you will monitor that

these are being delivered e.g. who will be responsible for monitoring this, how often will they monitor it, how you ensure this information is published.

A social gain action and monitoring plan will be developed with monthly monitoring. This will be published and kept undated on the website.
Routine monitoring will be undertaken by the Station Manager
The service will also have support from Blackpool Council's dedicated Social Value co-ordinator.
The service will also link and consult with the Blackpool Fairness Commission who will provide oversight and scrutiny.

4.9 What language(s) does the applicant intend to broadcast in?

English

4.10 For each language listed in response to question 4.9 please provide details of how many compliance team member(s) are fluent in each language and will be responsible for ensuring that content broadcast in that language complies with the Ofcom's code and rules.

Please do not give names of individual members of staff.

All staff and volunteers

5. Declaration

About this section

This form must be submitted by the applicant named in response to question 2.2. An agent may not sign **the form**.

The person authorised to make the declaration on behalf of the applicant must print their name and must be one of the following :

- A director of the company or the company secretary where the applicant is a company.
- A designated member where the applicant is a Limited Liability Partnership.

The declaration must also be dated.

- 5.1 I hereby apply to Ofcom for the grant of a licence for the community digital sound programme service described above and declare that the information given in this application form is, to the best of my knowledge and belief, correct.
- 5.2 I further declare and warrant:
- a) that I am not a disqualified person within the meaning of that expression as defined in Part II of Schedule 2 to the Broadcasting Act 1990, as amended, or as a result of a disqualification order under Section 145 of the Broadcasting Act 1996;
 - b) that having made all reasonable enquiries neither the applicant nor any person controlling the applicant, as a result of the grant to me of the licence, breach any requirement of Schedule 14 to the Communications Act 2003 with regard to the accumulation of interests in broadcasting services or to the restrictions on cross-media interests; and
 - c) that the applicant is not disqualified by virtue of the provisions of section 143 (5) of the Broadcasting Act 1996 in relation to political objects and the provisions of section 144 (3) of the Broadcasting Act 1996 in relation to the provision of false information or through the withholding of information with the intention of misleading Ofcom; and
 - d) that no director or person concerned directly or indirectly in the management of the applicant is subject to a disqualification order as defined by section 145 (1) of the Broadcasting Act 1996.
- 5.3 I understand that Ofcom reserves the right to revoke the licence (if granted) if at any time any material statement made to Ofcom is found to be false and to have been by the applicant or any member or officer thereof knowing it to be false. I also understand that under sections 144 and 145 of the Broadcasting Act 1996, the provision of false information could incur a criminal conviction and a disqualification from the holding of a Broadcasting Act licence. I further certify that, to the best of my knowledge, any matters which might influ-

ence Ofcom's judgement as to whether the directors and any other individuals and/or bodies corporate with substantial involvement in this application are fit and proper persons to participate in a radio licence, have been made known to Ofcom.

Full name (BLOCK CAPITALS) of the applicant or person authorised to make the application of behalf of the applicant:

Dr Arif Rajpura

Date of application:

7th November 2023

I am authorised to make this application on behalf of the applicant in my capacity as **(delete as appropriate)**:

company director /

You also need to complete the [confidential section \(Part B\) of the application form](#)