

RSLs: Notes for Applicants

Short-term restricted service licences (RSLs): Notes of guidance, rules and regulations for applicants.

Listed below are the main RSL rules, with a paragraph reference of where to find more information. This document also gives information on matters you should consider when planning to broadcast on a short-term RSL, including the cost of your licence, technical matters, copyright considerations, and so on. Overleaf is a list of contents, for ease of reference.

RSLs: a summary of the rules

- The Radio Authority is able to issue RSLs for:**
- a wide range of reasons and events, see paragraphs 1 & 3
 - up to a normal maximum of 28 consecutive days, see paragraph 10; for exceptions to this see paragraphs 11, 12 & 13
 - a small coverage area, see paragraph 18
 - two licences per applicant/group in a 12 month period, (except in Greater London) with four months between the two, see paragraph 6
 - normally only one RSL in one place at one time, see paragraph 5

- Licences are issued at the discretion of the Authority. There are various factors we take into consideration when looking at an RSL application, including:**
- whether you wish to broadcast in an area where the Authority plans to advertise a local radio licence or re-advertise a local licence, see paragraph 7, or advertise a digital multiplex licence, see paragraph 8.
 - if you wish to cover a particular event, see paragraph 2
 - local market considerations, e.g. whether a new local service is due to start in that area, or how long the ILR service has been on-air, or to what extent your proposed service will broaden audience choice, see paragraph 9
 - if you are an unsuccessful licence applicant in the area you want to run an RSL, see paragraph 7
 - other RSL activity in the area, see paragraph 5
 - if you intend to involve a religious or political group in funding the RSL, or in programming, see paragraphs 47 & 48.

LATE APPLICATIONS (APPLICATIONS RECEIVED WITHIN 6 WEEKS OF PROPOSED ON-AIR DATE) WILL BE RETURNED AND THE £200 APPLICATION FEE MAY BE RETAINED.

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REASONS FOR GRANTING A LICENCE

Special events

1. RSLs are granted for a wide range of reasons, broadly falling into two categories: ‘special events’, and trial services. The majority of RSLs we license are for special events and other special projects. Examples include arts festivals, sports meetings, carnivals, religious conventions, the celebration or observance of religious festivals, student/freshers services, education/training (from primary schools to universities), charity fund-raising, drive-in movies, and air shows. This list is not exhaustive, and applications for services which appear to fall outside the category can be considered. Most events covered are independent of the radio service, but we will consider applications from groups who organise their own event or special project based on the proposed radio service, for example: a hospital radio-thon or training exercise.

2. **It is important that if you wish to cover an event, you obtain written permission from the event organisers.**

- We will not normally grant more than one licence for coverage of an event or series of events.
- If two or more applications are received, all with the backing of the event organisers, the organisers will be invited to nominate one group to run the service.
- In other circumstances, for instance covering an event that does not have an organiser (e.g. a religious festival) we will normally grant a licence to the group whose application we receive first (as long as it is received no more than twelve months prior to the proposed start date). However, if more than one application for the same event in the same area is received on the same day, staff may reject an application that is incomplete, and/or the regulatory record of applicants may be taken into account. If we are still unable to choose between applications we will invite an Authority Member to draw lots.
- The Authority reserves the right to vary these rules if justified by particular circumstances.

Trial services

3. The second reason for granting an RSL is for a trial or experimental service. This is particularly useful for a local group of radio enthusiasts lacking the resources or experience to apply for a full local licence, or in preparation for an intended application for a local licence in the future. Groups tend to use the broadcasts to test out programming ideas, to ascertain if there is a demand for the sort of programming they wish to provide under a full local licence, train group members, and raise awareness and support from listeners, opinion formers and the business community.

4. Granting an RSL does not necessarily imply that a full local licence will be advertised in a particular area, or that a particular group will win it if it is. However, in the event of a group applying for a local licence, having run an RSL may provide it with valuable experience, and may help to demonstrate to the Authority a group's commitment to the area. If an RSL is granted for a trial service in an area already served by a permanent local (ILR) licensee, this does not indicate any dissatisfaction on the part of the Authority with the existing ILR service, and those operating under the RSL should not imply locally that this is so. In some areas where we have no plans to advertise a local licence we may not be willing to license trial services.

FACTORS TAKEN INTO ACCOUNT WHEN WE LOOK AT AN APPLICATION

5. It is important that a clear distinction is drawn and retained between temporary RSLs and full 'local service' licences. Local licences are granted for eight years, and applicants must undertake a rigorous competitive procedure, whereas RSLs are issued for a usual maximum of 28 days and are issued at the discretion of the Authority (subject to the conditions for their issue being met, and to frequency availability). In granting an RSL, we will take the following factors into consideration:

- The number and timing of RSLs (see paragraph 6).
- RSLs in 'working list' and licence re-advertisement areas (paragraph 7) or a digital multiplex licence area (paragraph 8).
- Commercial considerations, including the interests of other licensed radio services (paragraph 9).
- We will not usually grant more than one RSL in the same place at the same time (unless they appear likely to appeal to a very different audience, and taking into account other commercial considerations).

- We normally require a short period of time to elapse between the end of one RSL in an area and the start of another (i.e. in the region of two weeks between broadcasts).
- RSLs are dealt with on a case-by-case basis, and the implications or impact of awarding an RSL cannot always be judged in advance. Therefore, the award of one RSL does not necessarily imply that future applications will be accepted, especially if problems have arisen during the broadcast or other circumstances have changed.
- The involvement of religious or political groups (see paragraph 48).
- An individual's eligibility to hold a licence (see paragraphs 47-50, 53).

Number and timing of RSLs

6. The following rules apply to all RSLs:

- The issue of RSLs to a group or individual will normally be limited to a maximum of two licences (for up to 28 days each) within any period of twelve consecutive months, in the same area of the UK.
- In addition there must be a minimum period of four months between the ending of a first licence and the start of a second (although there may be some flexibility allowable for event-based RSLs if they are tied to particular event dates).
- Because of limited frequency availability, only one RSL per group per year will be granted in the Greater London area (within the M25), with the exception of very low power FM in-stadium RSLs for sports coverage, where the club may also hold an AM licence at the same time (see also paragraph 11). In addition, we can only accept applications for events and other special projects in London, and not for trials.
- These rules apply to applications submitted in the name of different applicants, but which plan to make use of the same source of programming or the same presentation team, for all or a large part of the broadcast. (Some links with other RSL operators in the same area or region of the UK may be acceptable, for instance: borrowing or leasing equipment; 'backroom' involvement (such as training or advice).

RSLs in 'working list' and licence re-advertisement areas

7. In any area where the Authority has announced that it plans to advertise a full local radio licence (and it is on our local licence 'working list'), or re-advertise an existing local radio licence, the following restrictions will apply:

- An RSL will not normally be granted to an applicant for the new or re-advertised local licence, or to anyone connected with an applicant, within the period starting two months prior to the planned date of advertisement of the local licence (or, in the case of re-advertisement, the planned date of advertising for declarations of intent to apply) and ending when the new licence commences. This restriction applies to areas adjacent to the local licence area, as well as to the local licence area itself.
- RSLs will only be granted to applicants who the Authority is satisfied have no connection with an applicant (actual or potential) for the local licence. For example, an RSL is unlikely to be granted to an applicant group which includes: a director or investor in a local licence applicant; anyone named as being involved in a local licence application; or any individual or organisation which has submitted a letter of support or otherwise made their support known for a local licence applicant. Such applicants will be required to sign a declaration to this effect (see example attached as Appendix I). Some links with local licence applicants, however, are acceptable. These include, for instance: the borrowing or leasing of equipment from a local licence applicant; the ‘backroom’ involvement (such as training or advice) of an individual from a local licence applicant group; or the involvement of a presenter who has previously appeared on an RSL conducted by a local licence applicant but is no longer part of that group and is not named in the local licence application. All such links should be checked with the Authority prior to signing the declaration. If, subsequently, there proves to be an undeclared connection with an applicant group, sanctions may be applied to the RSL operator and the Members of the Authority will be informed.
- Advertising on an RSL from a local licence applicant group (actual or potential) is not allowed (Section 2, Rule 15 in the Advertising and Sponsorship Code).
- If any of the above rules are breached, this will be brought to the attention of Authority Members at the time of the local licence award decision and may also be taken into account should a group wish to apply for RSLs in future.
- In areas where the re-advertisement of a local licence is planned, from one year prior to the pre-advertisement of the licence (i.e. the date the Authority intends to advertise for declarations of intent to apply for the re-advertised licence), up to two months prior to that date, the Authority may permit groups intending to apply for that local licence to run trial RSLs of a similar format to the existing licensee (see also third bullet point, paragraph 9).

- The Authority will reserve the right to exercise additional discretion, as considered appropriate.

RSLs in a digital multiplex licence advertisement area

8. In any area where the Authority is intending to advertise a local or regional digital multiplex licence, RSLs will generally be permitted. However, RSLs which, in the Authority's view, are expressly designed to promote and/or generate support for a potential or actual application for the multiplex licence or the prospective provision of a digital programme service on the multiplex will not be permitted to be on-air within the period starting two months prior to the planned date of advertisement of the local or regional multiplex licence and ending when the licence is awarded.

Commercial considerations

9. The Authority believes that RSLs should not compete excessively for either audience or revenue with other licensed independent radio services in the area:

- In particular, we wish to allow new permanent local services every opportunity to establish themselves firmly with listeners and advertisers. Thus, in the period before a new station's launch and during its first year on-air, we will be unwilling to grant any RSLs in that area. This applies in local and small-scale local licence areas in particular. We wish to allow any new local service the opportunity to promote itself effectively, attract listeners and build a local advertising base without competition from short-term RSLs.
- In areas where a new 'regional' licence has been awarded, RSLs will generally be permitted. However, during the period starting one month before the new regional station's launch and ending three months after the launch, applications may be rejected if they are aimed at the same audience as the regional service, have a similar programme format to the regional service, or are proposed to be on-air at the time of the new regional service's launch.
- An RSL's programme format should broaden audience choice. You must aim to provide something different from what is available on the ILR services in the area where you wish to broadcast. However, in an area where the re-advertisement of a local licence is planned, from one year prior to the planned pre-advertisement date, up to two months prior to that date, the Authority may permit trial services of a format similar to the local

ILR service for groups who intend to compete for that local licence. (Although the two rules preceding this, on RSLs in a new station's licence area, take precedence).

- As a general rule, the Authority will not grant an RSL to any applicant whose proposals would appear to compete unacceptably with existing ILR licensees for audience or revenue.
- Other local market considerations. We may also need to take account of other factors, such as the buoyancy of the local advertising market, the timing of ILR audience research, or the number of RSLs already licensed in the area over the past year, particularly in small local licence areas, or when an ILR is serving a narrow market. In some cases a licence limited to the duration of the event, rather than a full 28 days, may be offered (see paragraph 10 below).

Both on-air, and in written promotional material, the fact that a group is broadcasting on a restricted service licence, and its duration, must be made clear.

DURATION OF LICENCES

10. **RSLs are usually issued for a maximum period of 28 consecutive days** (including any time required for testing purposes). If the service is covering an event of short duration (e.g. a show or sports meeting taking place on a particular day or weekend, or a date of religious significance), the licence may only be granted for the duration of the event plus a few days for equipment testing, promoting the event and providing information to those travelling to and from it. If the event is longer, e.g. over several weeks, we may wish to limit the number of hours per day and/or days during the licence period that you may broadcast. (This is to ensure that the service would not compete excessively for listeners or revenue with other licensed services in the area.). A licence may also be granted for a series of separate events held at the same site, provided they fall within a four-week period.

Sporting fixtures spread over a season

11. Licences may be granted for coverage of a series of sports events at the same site extending over a period longer than four weeks (e.g. football or motor racing 'season').

- These services will be licensed either on AM at 1 Watt e.m.r.p. or on FM at 300mW e.r.p. (for in-stadium coverage only). We are unable to licence FM frequencies of normal quality or above 300 mW for an extended RSL.
- When a low-power FM in-stadium RSL is proposed to provide a service to spectators, we will also be willing to consider a separate application for an extended RSL on AM to serve people travelling to and from the same event.
- They must be for defined events only, i.e. sporting fixtures. Dates must be specified in advance, where possible. We must be notified of all changes to fixture lists as soon as possible, e.g. replays, cup matches.
- They must be event-focused and speech-dominated. They should include live match/race commentary, where possible.
- They are for events based at the site of the service (i.e. home matches only).
- Services spread over a period longer than four weeks are subject to an additional charge. Every extended AM licence is charged a 28-day licence fee of £784 (that is £364 RA fee plus £420 WTA fee) plus an additional £250 for broadcasts which fall within a 140 day (20 week) period, or an additional £750 for broadcasts which fall within a period which exceeds 140 days. Similarly, very low powered FM in-stadium RSLs will be charged a 28-day licence fee of £672, plus an additional £250 for broadcasts which fall within a 140 day period, or an additional £750 for broadcasts which fall within a period which exceeds 140 days. (Please refer to Appendix II for tariff of fees.)
- The period of the licence and number of broadcast days will depend on the sporting calendar of the club/course/circuit, and should be discussed with Authority staff. If, for exceptional reasons, the usual 28-day limit is, after prior agreement, exceeded (see paragraph 12 below), no additional fee will be payable.

12. **The Authority rarely permits RSL broadcasts lasting longer than 28 days.** The maximum licence period may be extended in certain exceptional circumstances, but only if we believe that there is good reason, and that the coverage area of the RSL does not prevent us from licensing other services (either in terms of frequency availability or commercial considerations) in the area or nearby.

13. In sparsely populated areas where there is no existing ILR service we may be able to grant a licence for a longer period, on FM, at no additional cost. The maximum likely to be allowed is 84

days, once in a twelve month period, with a second RSL of 28 days permissible after a four month gap. If there are such requests from more than one group in the same area, this may affect our ability to agree extended RSL licences.

TECHNICAL MATTERS

14. The frequency planning for RSLs is undertaken by the Authority on behalf of the Radiocommunications Agency. In addition to the licence issued by the Authority, you will also require a Wireless Telegraphy Act licence before you can start broadcasting. This will be prepared and sent to you by the Authority at the same time as the Radio Authority licence. Fees are payable for both licences (see Appendix II), but are collected jointly by the Authority. The WT Act licence fee is passed on to the Agency without deduction. **Licences will not be sent until all fees have been received and cleared through our bank.**

Power levels

15. Licence fees are charged on a daily rate basis, and are related also to waveband (FM or AM) and power level (FM only).

- For FM licences there are two tiers of power level: an effective radiated power of up to 1 Watt; or, above 1 Watt, up to and including 25 Watts. (In-stadium RSLs will be licensed at a power of up to 300 mW and charged at the 1W FM rate).
- On AM, we can license an effective monopole radiated power of up to 1 Watt. (Please refer to Appendix II for tariff of fees.)

16. Applicants are required to provide a map showing the desired coverage area and should request the transmitter power level believed necessary to achieve this coverage. However, **we will set a maximum power which we regard as appropriate according to the coverage area we are willing to license.** (If this is in a tier lower than requested, the licence fee will be set accordingly at the reduced level, and you will be consulted as to whether you are willing to pay the appropriate fee, before we proceed).

17. Please note that on AM (medium wave) the agreed coverage area is for broadcasts during daylight hours. The same power level will also apply after dark, when reception may be reduced, sometimes substantially, by incoming interference.

Coverage area

18. **RSLs are issued for a restricted coverage area as well as being restricted by duration, and are for small-scale community use.** Coverage areas and transmitter sites, particularly for the higher power levels on FM, will be scrutinised carefully.

- Broadly speaking, licences are issued for coverage of a town or part of a city, typically a 3-4 mile (5-7 km) radius in a rural area, or a 2 mile (3 km) radius in an urban area, and power levels are agreed accordingly, with account also taken of interference levels, which limit coverage of the service. For example, a maximum of 10 Watts e.r.p. on FM has been approved in the past for broadcasts in London and other major cities. A low power (1 Watt e.r.p.) option is available on FM, where very localised coverage only is required (e.g. for a drive-in movie, or to cover a campsite). In-stadium sports based RSLs for an extended period (e.g. for coverage of rugby or football matches) will be licensed at a maximum power of 300mW on FM to facilitate coverage within the stadium only.
- You should not expect every nook and cranny of your coverage area to receive a perfect signal. There may be some ‘patches’ that will have poor reception, or no reception at all. This will particularly arise where terrain and building density either near the transmitter, the receiver, or in-between, obstruct signals to a greater extent than typical, and all the more so when the frequency is subject to other signals coming in on the same and adjacent frequencies.
- Your choice of transmitter site is extremely important, and a well-chosen site may well deliver a wider coverage area than outlined above (for instance, for FM a site on a small hill with a good view of the coverage area may give better coverage than a lower-lying site). However, your site must be appropriate for the town/location you wish to cover. We reserve the right to reject high sites which may deliver an inappropriately large coverage area for this type of licence.
- Generally, field strengths, and the ease of reception, increase closer to the transmitter, so you may have to make a trade-off between the overall area covered, and the ease of reception in the core of the target area.
- It should be noted that, although stereo transmission is permitted, you may prefer to transmit in mono to offset the effect of interference from other services; this may increase your effective coverage area.

Transmitter site

19. It is important that full and accurate information is given about your chosen transmitter site, including a national grid reference (NGR) to six figures (see question 11 on the application form). A full address and postcode for the site is also required. Failure to provide an NGR or give a correct reference will delay the processing of your application (an incomplete application form may be rejected). A letter of permission is required from the site owner. If possible, do not change your transmitter site after submission of your application. Any proposed change has to be checked and agreed, and is subject to an amendment fee (see paragraph 41); if a frequency has been allocated, this is likely to need re-clearance. A leaflet detailing how to find the national grid reference (NGR) for your site is enclosed with the RSL information pack. You will need to refer to the Landranger Ordnance Survey map for the area where you wish to broadcast (available at a local library or bookshop).

Studio Site

20. The programme service for an RSL should normally originate from a studio within, or close to, the target area. Please provide us with a studio telephone number, when available.

Frequencies

21. The frequency sub-band of 87.7-87.9 MHz (FM) has been set aside for use by short-term RSLs, although other frequencies are also used (which ones are 'available' is obviously dependent upon location). The coverage obtained on a given frequency for a given power and aerial height varies according to the levels of interference present, and, generally speaking, RSLs are likely to experience higher levels of interference, especially on the fringes of their coverage area, than ILR and BBC stations. You may find that other RSLs, including ones you have previously operated, enjoy lower levels of interference, but that is not to be taken as a norm in an increasingly congested spectrum. In the case of FM frequencies for in-stadium use (see paragraph 11), the Authority will usually only regard frequencies as available and suitable if they are subject to very high levels of interference, e.g. in the order of 40dB ($\mu\text{V}/\text{m}$) at 10m receiving height for co-channel interference. This condition is to avoid prejudice to the availability of frequencies for other, as yet unspecified services (including conventional RSLs) for the duration of the RSL. (This consideration is primary in the Authority's frequency use policies).

22. You may request a preferred frequency on the FM or AM band (except for applications to cover sports events over a longer period, in which case only AM or very low powered FM will be made available, see paragraph 11). **However, there is no guarantee that a requested frequency can be cleared, and you should not assume that if you have had a particular frequency in the past you will get it again.** There can be no guarantee that an available frequency will be found on your preferred waveband. FM frequencies in metropolitan areas are already scarce (in Greater London in particular). If you require an FM frequency you should indicate in your application whether, if a suitable FM frequency cannot be identified, an AM frequency would be accepted. Due to the additional work involved in identifying and clearing FM frequencies, fees for FM licences are higher (see tariff of fees, Appendix II). Normally only one frequency will be made available for each licence issued.

Frequency clearance

23. Applications should be submitted as early as possible to enable staff to effect prompt frequency clearance. (Early application is particularly important in areas of high demand and few suitable FM frequencies, such as Greater London. In such areas we may have to turn applications down due to the lack of suitable FM frequencies.) Frequency clearance of applications is usually undertaken in on-air date order and, if applications are received early enough, we aim to get official clearance confirmed up to two months in advance of the proposed on-air date. We cannot accept applications within six weeks of the requested on-air date. The frequency planner may contact the applicant before clearance if the frequency is different from that requested, to inform you what frequency is being proposed. However, this frequency is liable to change if rejected at the clearance meeting, and should therefore be treated as provisional at this stage. Confirmation of frequency clearance is usually received on the Monday following the meeting and you will receive a telephone call and letter confirming this. At this stage your application is no longer treated as confidential and dates, call-sign and contact information will be placed on our website (<http://www.radioauthority.org.uk>) and made publicly available upon request.

24. Early notification of frequency is often requested for advance publicity purposes, and we will do all we can to give early frequency clearance. However, frequencies cannot usually be assigned a long time in advance of intended on-air date. Some RSLs are allocated frequencies in ILR and INR (and sometimes BBC) sub-bands, and many of these are only available for temporary use. It is not always known very far in advance on what date they might be utilised in any area by new (or

existing) local or national services. Usually you will be notified of your frequency shortly (i.e. a few weeks) before your proposed on-air date depending, of course, on how early you submitted your application. We reserve the right to change an allocated frequency, if this proves to be necessary.

25. If an applicant wishes to propose a number of in-stadium services for sports events coverage and is unable to submit applications more than two months prior to the proposed start date (all RSL applications must be submitted at least six weeks before the proposed launch date), the onus will be on the applicant to suggest suitable frequencies that would then be subject to approval by our engineers.

Encrypted services

26. We are unwilling to license an RSL with an encrypted radio signal. Given the limitations on the availability of analogue radio spectrum, the Authority regards it as its duty to make all licensed services as widely available to potential listeners as possible, and the encryption of signals - which restricts their availability - runs contrary to this principle.

Studio to transmitter links

27. If your studio and transmitter are going to be at different locations you will need to connect them by a leased landline, ISDN, or radio link. If you want to use a radio link you will need to apply to JFMG Ltd. for a licence. Be aware that in some areas the frequencies available for radio links can be congested and you are advised to apply well in advance. Please contact JFMG for details of the frequencies available and the cost of a licence for your radio link. They will also be able to advise you about licensing of other radio equipment for programme making such as radio microphones. JFMG Ltd., 33-34 Alfred Place, London WC1E 7DP, telephone 020 7299 8660 (fax 020 7299 8661).

RDS

28. If you intend to transmit RDS data, you must indicate this on your application form (question 17) to allow for us to allocate a PI code. All RDS data must be accurate, and in accordance with EN50067.

Technical characteristics

29. The technical conditions governing the installation and operation of RSLs are specified by the Authority. A set of these conditions is attached as Appendix III to these notes of guidance. Please note that your equipment may be inspected, and your transmissions monitored, by the Radiocommunications Agency and/or the Radio Authority, which may result in the modification of WT Act licence parameters originally specified, to which the licensee must adhere. Any significant interference caused to other users of the radio spectrum, or any breach of licence conditions, may result in the immediate suspension of your broadcasts.

30. At the time of application, we require an undertaking that transmission equipment, including aerials, complies with the technical conditions set out in Appendix III. We need to be satisfied that these are acceptable before the necessary licences can be granted. We deal directly with applicants over all aspects of transmission characteristics and frequency clearance.

Antenna height restrictions

31. **The maximum permissible antenna height for FM or AM transmissions is 20 metres above ground level.** However, in certain areas, such as coastal regions, a group wishing to broadcast on FM at the higher power range from a 20 metre high antenna would require international clearance; this is a situation we wish to avoid. In some cases we may need, therefore, to impose power and/or antenna height restrictions. We reserve the right to vary agreed maximum power and/or antenna height in any area should problems occur (e.g. interference to other users of the spectrum). For FM in-stadium sporting event services, the radiating aerial should be mounted within the stadium arena, and no higher than the tallest of the principal structures (excluding pylons).

Technical competence

32. **It is extremely important that you have good technical assistance.** Failure to do so can lead inadvertently to interference to other authorised users (including the emergency services), and may lead to the Radiocommunications Agency closing your station until the problem is resolved. Licence conditions must be strictly adhered to. The Enforcement Policy Unit of the Agency monitors and occasionally visits RSLs to inspect technical installations. We, and the Agency, view very seriously any unauthorised action by a licensee or others to increase the power level or antenna height beyond the maximum permitted, or otherwise to alter the characteristics specified in the

licence. This could ultimately result in prosecution and, at the discretion of the Radio Authority, revocation of the licence and disqualification from the holding of any future licences (RSL or local). If you are the licensee you will be held responsible if any of the terms of the licence including the Wireless Telegraphy licence, or the Broadcasting Act, are not adhered to.

Interference problems

33. If, within your designated service area, you should suffer from interference on your allocated frequency during your broadcast, or prior to broadcasting discover another service on the frequency, please let us know. **It is the responsibility of the Enforcement Policy Unit (at the Radiocommunications Agency) to investigate such matters and we will liaise with them about any problems. The Radio Authority cannot give compensation for disruption to your service by the actions of an illegal operator.** Illegal operations can also be reported directly to the Agency on 020 7211 0470 (fax: 020 7211 0035), e-mail: peter.monday@ra.gsi.gov.uk.

Planning law, public safety and your neighbours

34. It is important that careful consideration is given to environmental issues when setting up transmitters and studios. We have had complaints from neighbours of the premises where RSL services are based, about them being set up without planning permission. It is your responsibility to ensure that local planning laws are adhered to. Other points to be considered are public safety (e.g. do not allow cables to trail across public rights of way); nuisance (e.g. parking and easy access to studios need to be taken into account, as do consideration for neighbours and the avoidance of excessive noise, particularly at night); and signal blocking (the close proximity of your transmitter may affect your neighbours' ability to receive other radio services). We strongly advise you to forewarn neighbours of your plans.

Health and Safety at Work Act 1974

35. You should note that the licensee is responsible for ensuring that you comply with the requirements of section 3 of this Act, avoiding exposure of individuals to risks to health and safety. It is considered that, where necessary, surveys should be carried out to determine the possibility of radio frequency ignition hazards from the transmitter; a Health and Safety Executive document, GS21 provides guidance on this.

Test transmissions

36. Any time required for test transmissions must be included within the dates for which the licence is requested, and the testing and broadcast period together should not exceed 28 days in total. Announcements made during test transmissions should refer to the fact that they are for a restricted service licence, the duration of the licence and the call-sign.

Telecommunications Act licence

37. Restricted services have been granted a 'class licence' under the Telecommunications Act 1984, and therefore no separate licence is required, or fee payable, by individual restricted service licensees.

COST OF LICENCES

38. The application and Authority licence fees together have been set to cover our administrative costs of processing enquiries and applications, identifying and clearing frequencies for restricted services and issuing licences. The WT Act licence fee covers the relevant costs of the activities of the Radiocommunications Agency. VAT is not payable on either application or licence fees.

Application fee

39. Each application must be accompanied by an application fee of £200, which is normally non-refundable. If the Authority is unable to grant a licence, for instance, due to the lack of a suitable frequency, this fee may be refunded. However, under other circumstances the application fee will normally be retained by the Authority if an application is rejected. For example, if: the application is late (i.e. received within 6 weeks of proposed on-air date, see paragraph 43); it breaches the rules on the number and timing of RSLs (paragraph 6); or staff have spent time processing an application and liaising with an applicant prior to rejection. The Authority reserves the right to retain the application fee under other circumstances if we feel this course of action is justified.

Licence fees

40. Radio Authority and WT Act licence fees are charged on a daily rate basis in accordance with a published tariff, reviewed periodically. The daily rate charge varies depending upon waveband and power level (see Appendix II).

- **You will be charged for all days in the licence period, including days for testing and any days during the period when you do not broadcast** (except extended period AM licences and very low power FM licences for in-stadium use, which are subject to an additional charge, see paragraph 11).
- Radio Authority and WT Act licence fees become payable after a frequency has been cleared for your use, and an invoice will be sent to you at that time.
- Licences will be granted immediately after the necessary clearance procedures have been completed, but will only be issued (i.e. sent to you) after all licence fees due have been cleared through our bank. We ask for seven working days for cheque clearance; if this is not possible, we must ask for a banker's draft or credit transfer. If payment is made by a credit transfer, licences will not be issued until after a letter of confirmation has been received from your bank confirming the transfer of funds.
- Broadcasts must not commence until we have confirmed receipt of licence fees and that licences have been issued.
- Once the licences are granted, you may be liable for payment in full of the licence fees as stated in the tariff table (Appendix II), regardless of whether or not the licences are subsequently issued and the planned service comes to fruition.
- Failure to pay fees owed may disqualify you from consideration of any future licence applications.

Application amendment fee

41. After an RSL application has been accepted by Authority staff, a letter confirming that we are willing to license the project, subject to frequency availability, is sent. Please note that after this confirmation, any requests to amend details of an application will incur a non-refundable fee of £200. This charge has been introduced to cover the cost of re-clearances and associated administration. It includes, for instance, proposed changes to transmission site, broadcast dates, callsign, licensee. Proposed changes will still need to be agreed by Authority staff. Any changes requested by the Authority will not incur a charge. Minor changes and additions to the proposed programme detail and hours of broadcast, which staff recognise may not be finalised until just prior to the commencement of the service, may be acceptable. Changes (e.g. transmission site, dates of broadcast) cannot be made to the Wireless Telegraphy Act Licence after it has been issued (i.e sent to you) without incurring the cost of a new WTA licence (see tariff table for fees).

Postponements

42. If you wish to postpone your broadcast an amendment fee will be payable. Postponements can be accepted for a period within two months of the original dates; otherwise a new application will need to be submitted.

LICENSING MATTERS

Submission of applications

43. Applications must be submitted on the standard application form (Issue 7). Completed application forms must be typed or neatly handwritten; two copies (an original and a photocopy), including any accompanying documentation, are required. Only one submission should be sent per applicant group or individual to cover an event or for whatever reason the licence is required. Applications should be sent to Allison Barrow (Development Officer) at the Radio Authority, who will also deal with enquiries from prospective and actual applicants.

- An application must be submitted **AT LEAST SIX WEEKS** before the first date for which the licence is required, to allow sufficient time for frequency clearance.
- On receipt of your application, an acknowledgement postcard will be sent by return of post. If you have not received an acknowledgement postcard within one week of posting your application, you are advised to contact Allison Barrow at the Radio Authority. However, in the event that an application is either delayed in transit or fails to arrive six weeks before the first date for which the licence is required, we cannot accept any liability for missed deadlines.
- Applications cannot be considered more than twelve months in advance of the intended start-date of broadcasting.
- Applications will normally be treated as confidential. However, under certain circumstances, the Authority may wish to consult a third party, for legal or other reasons.
- Details about your broadcast (dates, location, call-sign, frequency, contact information and telephone number) will be made public and published on our website (<http://www.radioauthority.org.uk>) after your frequency has been cleared.

Identity of licensee

44. It is assumed that, as the applicant, you will normally require the licence to be issued in your own name. If not, details of the proposed licensee should also be provided in the application. If the

licensee is someone other than the organiser of the event or owner of the establishment or site for which the radio service is to be provided, the application should be accompanied by a letter authorising the licensee to operate a radio service at the proposed location, wherever this is appropriate. The application form must be signed by both the applicant and the proposed licensee.

45. The licensee of a student radio service (usually based at a university or college) must normally be a senior permanent member of university or student union staff. (This does not include elected officers).

46. An RSL application or licence cannot normally be transferred to a third party after we have agreed to accept the application, or after the licence has been issued. However, if the proposed licensee of an RSL is unable to continue in that role, we may agree to a new licensee, provided that they are part of the original applicant group, eligible to hold a licence, and subject to the agreement of the Authority and an amendment fee of £200. If the applicant group is unable to continue with the project, either before or after the actual issue of the licences then they should cancel or withdraw their application. The sale of an RSL application or licence to another individual or group is not permitted.

Eligibility to hold a licence

47. **Restricted service licences cannot be issued to applicants who are “disqualified persons” as defined in the Broadcasting Act 1990.** “Disqualified” categories include non-European Union interests, political organisations, local authorities, the BBC, and the Welsh Authority, and any of their ‘officers’. In this context, ‘officers’ means elected representatives. Staff employed by these organisations are not disqualified. Therefore, for example, a member of staff of a local authority may hold a Radio Authority licence and a local authority can (usually) fund an RSL. Other disqualified categories include advertising agencies, and those convicted for unlicensed broadcasting (‘pirate’) offences in the previous five years (see paragraph 53). If you wish to involve interests falling into any of these categories, you should contact the Authority’s, Director of Legal Services for further advice. Please note that undischarged bankruptcy will make an applicant ineligible to hold a licence.

48. **A political organisation (i.e. a body whose objects are wholly or mainly of a political nature) or any affiliated body or a person who is an officer of such a body, cannot hold a**

licence. However, funding from a political body may be acceptable if the Authority is satisfied that it is not against the public interest. A religious body can hold a licence provided that the Authority is satisfied that they, or those broadcasting on their behalf, would be able to adhere to the Authority's Programme and Advertising and Sponsorship Codes, and that they, or those broadcasting on their behalf, do not practise or advocate illegal behaviour or have rites or other forms of collective observance that are not normally directly accessible to the general public.

Fit and proper persons

49. The Authority is required to satisfy itself that licensees are "fit and proper persons" before it may grant a licence. The application form includes questions and a declaration designed to enable the Authority to achieve these objectives. Applicants and licensees should be aware that if they withhold any information with the intention of causing the Authority to be misled, they will be in breach of the Broadcasting Act 1996 (Section 144), if the information would be relevant in determining whether they are a disqualified person. In such circumstances, the licence may be revoked and the applicant could be subject to additional sanctions (see paragraph 62).

50. RSL applicants and licensees are required to certify their qualification to hold a licence, by signing their application (unsigned applications will be returned). If you cannot satisfy the Authority on questions raised, a licence award may be withdrawn, or the broadcast delayed.

Sources of funding

51. Restricted services may be financed by any of the methods allowed under the broadcasting legislation. Funding from publicly-funded bodies is acceptable, provided that such funding does not allow the funder to exert undue influence over the management of the station, or the content of its programming. Funding from a political body may be acceptable if the Authority is satisfied that it is not against the public interest. We require information on any funding from, or on behalf of, a political organisation or a religious body (please see question 19 on the application form).

52. It is expected that most services will be commercially financed. You may sell airtime for advertising, and may carry sponsored programming, provided that you follow all requirements of our Advertising and Sponsorship Code. It is important that all individuals involved in obtaining advertising or sponsorship revenue for any RSL should be familiar with the provisions of this Code (which will be sent to you with your licence). **In all dealings with potential advertisers, you**

should make it clear that you are operating under a restricted service licence, and its duration. Exaggerated claims of coverage area and potential audience must be avoided. Evidence of such claims may jeopardise the likelihood of your being granted further licences in the future.

Convicted 'pirate' broadcasters

53. Anyone convicted of an unlicensed (pirate) broadcasting offence since 1 January 1989 is prohibited, under the Broadcasting Act 1990, from holding a licence. This disqualification lasts for five years from the date of conviction. They are also prevented from being involved in any licensed radio station (including RSLs) in any way, either paid or on a voluntary basis, for five years.

PROGRAMMING

Programme content of service

54. Before issuing an RSL, we will wish to be assured that the proposed programme content will be relevant to listeners at the event or area for which the licence is required. We need outline details of what speech material is proposed (including any programming of a political or religious nature), languages other than English, what kind(s) of music will be played, and the proportion of speech to music. If you propose to broadcast a sustaining service or other material from a source other than the licence holder, we will need details of what is to be broadcast, the source, and timings. The use of a sustaining service (usually for overnight periods) should not normally exceed eight hours in any twenty-four hour period. We will also require details of how much of the proposed output will be locally-originated. A summary of intended programme content will be incorporated in the licence. A licensee who subsequently departs substantially and without good reason from such programme content may have sanctions applied (see paragraph 61).

55. An RSL operator may carry some programme material from the BBC, provided it is only a minor part of the output. The Authority is prevented under the Broadcasting Acts 1990 and 1996 from issuing restricted service licences to the BBC. It is important that we do not compromise the legislation, or confuse listeners, therefore any programme material from the BBC should not normally be identified on-air, or in promotional material, as having been provided by the BBC and should not form a substantial part of the output. The use of any programming from a source other than the applicant is subject to Authority approval, and will be included in the summary of the programme content which forms part of the licence. Any planned overnight sustaining material

should come from a non-BBC source (any complaint that might arise on material from the BBC would not be subject to Radio Authority jurisdiction). The RSL licensee is responsible for the content of any sustaining service, and it should therefore be logged (see paragraph 58).

56. All broadcast output must comply with our Programme Code and the Code on Advertising and Sponsorship. In the run-up to a local or national election (including a by-election), the News and Current Affairs Code will also apply. We make no judgements on the quality of your output, and we will not normally monitor your programming.

57. Care should be taken not to promote unduly a commercial product or service in general programming. Endorsement of an advertiser's, sponsor's, (or licensee's) product or service within editorial is not permitted. The gratuitous mentioning of brand names in programmes constitutes a form of indirect advertising and is contrary to the Authority's Advertising and Sponsorship Code.

Recordings of output

58. **You are required to make a recording of all broadcast output, including advertisements and sustaining services. You must retain these recordings ('logging tapes' on audio or video tape) for a period of 42 days after each broadcast, and make them readily available to us or to any other body authorised to deal with complaints about broadcast programmes. Failure to provide logging tapes on request will be treated seriously, and may result in a sanction being imposed.**

Programme complaints

59. The Authority regulates the programming of all its licensees by complaint (see paragraph 58 on the previous page, and 60-62 below).

Broadcasting Standards Commission (BSC) and the Radio Authority

60. The Broadcasting Standards Commission (BSC) has published a code giving guidance on broadcast standards, the contents of which have been reflected in the Authority's own Codes of Practice. It may monitor and report on programming in general, and will consider complaints on fairness and standards issues. Copies of the codes in force are available from the BSC. Licensees must also conform to directions issued by the BSC, **and those broadcasting for more than 21 days must publicise the role and address of this body at least once within the licence period, in**

peak time (0600-1800 hours), for not less than 30 seconds in duration, as required in the Radio Authority's Programme Code. A suggested script for this purpose is attached (Appendix IV). This also makes clear the regulatory role of the Radio Authority which should also be publicised (in accordance with the licence condition in paragraph 13, Part I, Annex 2 of your licence).

Sanctions

61. In investigating any complaint to the Radio Authority against your group or programme service there will be an opportunity for you to respond. In the event of a complaint against you being upheld, the Authority could apply one or more of the following sanctions:

- Revocation, suspension or shortening of a licence, or broadcasting an apology, if circumstances permit. In serious circumstances, immediate revocation may be ordered;
- A warning letter that Code or licence breaches may be taken into account if or when a full local licence is applied for by the group or its operators, and any future code or licence breaches may result in a ban on further RSLs by the group or its operators;
- A ban on further RSLs by the group, or its operators, for a specified period (e.g. one year, two years).
- A notice requiring the licensee to pay, within a specified period, a specified financial penalty.

62. In the event of a complaint against a licensee being upheld by the Radio Authority, any costs we incur, including the translation of material broadcast in any language other than English, will be charged to the licensee.

Call-sign

63. You must adopt an on-air name (a call-sign), broadcast at regular and frequent intervals, which clearly identifies the operator and the frequency of the service. This call-sign should be specified at the time of application. It will be included in the terms of your licence, and therefore we need to be notified of any proposed change prior to licence issue. Call-signs will not be permitted if they are likely to cause offence or confusion to listeners, or if they are likely to mislead listeners as to the nature of the service. They are agreed on the understanding that you will have cleared all necessary right and trademarking issues.

Copyright

64. Nothing in the licence confers immunity from copyright or performing rights law. The licensee is responsible for reaching agreement with those owning copyright or performing rights to any of the material which you propose to broadcast. If you intend to broadcast recorded music you must contact **Phonographic Performance Ltd. (PPL)**, 1 Upper James Street, London W1R 3HG (tel. 020 7534 1000); and the **Performing Right Society (PRS)**, 29/33 Berners Street, London W1P 4AA (tel. 020 7580 5544). Live performance of music, or the playing of music originating outside the UK, may still be subject to copyright or performing rights licensing. The recording of music for any purpose, and the broadcast of production library discs, will require a licence from the **Mechanical Copyright Protection Society (MCPS)**, at the same address as PRS (tel. 020 7306 4500). We cannot advise on copyright or performing rights requirements, and you should contact the relevant bodies direct. However, copies of PPL and PRS literature outlining copyright obligations and charges are enclosed with these notes of guidance.

Appeals Procedure

65. Any challenge to a decision by staff on RSL matters is referred to the Authority's Chief Executive. If no resolution is forthcoming the matter may be presented for adjudication to the full Authority, whose decision is final.

Further information

66. Further information on any aspect of the licensing of short-term RSLs may be obtained from Allison Barrow, (e-mail: rsl_enquiries@radioauthority.org.uk) at the Radio Authority, Holbrook House, 14 Great Queen Street, Holborn, London WC2B 5DG, telephone no: 020 7887 4321 or via the Radio Authority website, <http://www.radioauthority.org.uk>. Further information about the technical conditions can be obtained from David Harrison, Frequency Planning Assistant, (e-mail: rsl_enquiries@radioauthority.org.uk) also at the Radio Authority. Please include a daytime telephone number in any correspondence.

APPENDIX I**Declaration for RSL Operators in a ‘Working List’
or Licence Re-advertisement Area**

DECLARATION: the signing of this document will be taken as certification that no-one associated with this restricted service licence (RSL) radio broadcast has any connection with an actual or potential local licence applicant group for the [area being advertised] local/regional radio licence, being advertised/re-advertised by the Radio Authority under the terms of the Broadcasting Acts 1990 and 1996.

Signed

Signed by (please print in capitals).....

Status in relation to RSL application.....

Date.....

NOTES

1. The rules and regulations governing the issue of short-term restricted service licences (RSLs) are set out in the document ‘RSLs: Notes for Applicants’. You should read this document before submitting an RSL application, and before signing the above declaration.

2. In particular, your attention is drawn to the restrictions on RSLs in ‘working list’ and local licence re-advertisement areas set out in paragraph 7, pages 3, 4 & 5, of the notes for applicants.

In any area where the Authority has announced that it plans to advertise a full local radio licence (and it is on our local licence ‘working list’), or re-advertise an existing local radio licence, the following restrictions will apply:

- An RSL will not normally be granted to an applicant for the new or re-advertised local licence, or to anyone connected with an applicant, within the period starting two months prior to the planned date of advertisement of the local licence (or, in the case of re-advertisement, the planned date of advertising for declarations of intent to apply) and ending when the new licence commences. This restriction applies to areas adjacent to the local licence area, as well as to the local licence area itself.
- RSLs will only be granted to applicants who the Authority is satisfied have no connection with an applicant (actual or potential) for the local licence. For example, an RSL is unlikely to be granted to an applicant group which includes: a director or investor in a local licence applicant; anyone named as being involved in a local licence application; or any individual or organisation which has submitted a letter of support or otherwise made their support known for a local licence applicant. Some links with local licence applicants, however, are acceptable. These include, for instance: the borrowing or leasing of equipment from a local licence applicant; the ‘backroom’ involvement (such as training or advice) of an individual from a local licence applicant group; or the involvement of a presenter who has previously appeared on an RSL conducted by a local licence applicant but is no longer part of that group and is not

named in the local licence application. All such links should be checked with the Authority prior to signing this declaration. If, subsequently, there proves to be an undeclared connection with an applicant group, sanctions may be applied to the RSL operator and the Members of the Authority will be informed.

- Advertising on an RSL from a local licence applicant group (actual or potential) is not allowed.
- If any of the above rules are breached, this will be brought to the attention of Authority Members at the time of the local licence award decision and may also be taken into account should a group wish to apply for RSLs in future.
- In areas where the re-advertisement of a local licence is planned, from one year prior to the pre-advertisement of the licence (i.e. the date the Authority intends to advertise for declarations of intent to apply for the re-advertised licence), up to two months prior to that date, the Authority may permit groups intending to apply for that local licence to run trial RSLs of a similar format to the existing licensee.
- The Authority will reserve the right to exercise additional discretion, as considered appropriate.

APPENDIX II**Restricted Service Licences (short term) - Radio Authority (RA) and Wireless Telegraphy Act (WTA) tariff of licence fees**

	----- AM -----			----- FM ----- up to 1W			----- FM ----- Above 1W		
	RA	WTA	Total Licence Fee	RA	WTA	Total Licence Fee	RA	WTA	Total Licence Fee
Daily Rate	£13	£15	£28	£24	£25	£49	£40	£40	£80
Days									
1	£13	£15	£28	£24	£25	£49	£40	£40	£80
2	£26	£30	£56	£48	£50	£98	£80	£80	£160
3	£39	£45	£84	£72	£75	£147	£120	£120	£240
4	£52	£60	£112	£96	£100	£196	£160	£160	£320
5	£65	£75	£140	£120	£125	£245	£200	£200	£400
6	£78	£90	£168	£144	£150	£294	£240	£240	£480
7	£91	£105	£196	£168	£175	£343	£280	£280	£560
8	£104	£120	£224	£192	£200	£392	£320	£320	£640
9	£117	£135	£252	£216	£225	£441	£360	£360	£720
10	£130	£150	£280	£240	£250	£490	£400	£400	£800
11	£143	£165	£308	£264	£275	£539	£440	£440	£880
12	£156	£180	£336	£288	£300	£588	£480	£480	£960
13	£169	£195	£364	£312	£325	£637	£520	£520	£1,040
14	£182	£210	£392	£336	£350	£686	£560	£560	£1,120
15	£195	£225	£420	£360	£375	£735	£600	£600	£1,200
16	£208	£240	£448	£384	£400	£784	£640	£640	£1,280
17	£221	£255	£476	£408	£425	£833	£680	£680	£1,360
18	£234	£270	£504	£432	£450	£882	£720	£720	£1,440
19	£247	£285	£532	£456	£475	£931	£760	£760	£1,520
20	£260	£300	£560	£480	£500	£980	£800	£800	£1,600
21	£273	£315	£588	£504	£525	£1,029	£840	£840	£1,680
22	£286	£330	£616	£528	£550	£1,078	£880	£880	£1,760
23	£299	£345	£644	£552	£575	£1,127	£920	£920	£1,840
24	£312	£360	£672	£576	£600	£1,176	£960	£960	£1,920
25	£325	£375	£700	£600	£625	£1,225	£1,000	£1,000	£2,000
26	£338	£390	£728	£624	£650	£1,274	£1,040	£1,040	£2,080
27	£351	£405	£756	£648	£675	£1,323	£1,080	£1,080	£2,160
28	£364	£420	£784	£672	£700	£1,372	£1,120	£1,120	£2,240

Notes:

i) **Each RSL application must be accompanied by an application fee of £200.** The application fee is normally non-refundable.

ii) Radio Authority and Wireless Telegraphy Act licence fees must be paid prior to the issue of the licence. Payment may be made by cheque or banker's draft. Seven working days are needed for cheque clearance prior to the issue of licences. Cheques should be made payable to the Radio Authority.

iii) AM licences and very low power FM licences for in-stadium use may be issued for a non-continuous sequence of a normal maximum of 28 nominated dates to cover a series of sports events. The licence fees in such cases are as follows: AM licences for periods of between 29 and 140 days, £614 RA fee plus £420 WTA fee; for licence periods of over 140 days, £1,114 RA fee plus £420 WTA fee. Very low power FM in-stadium licences for periods between 29 and 140 days, £922 RA fee plus £700 WTA fee; for licences periods over 140 days, £1,422 RA fee plus £700 WTA fee.

APPENDIX III

TECHNICAL CONDITIONS

The Radio Authority and Radiocommunications Agency reserve the right to vary these conditions and also to require the licensee to secure any other particular measures to eliminate or suppress interference to the reception of other radio services.

Frequency

1. Each restricted service licensee will be assigned a frequency either in the AM band (medium wave: 531 kHz - 1602 kHz) or the FM band (VHF: 87.7 - 108 MHz). (See also notes of guidance, paragraphs 22-23).

Radiated power

2. The permissible radiated power level will be specified in the licence, taking account of the applicant's proposals, and shall in any case not exceed the following:

AM : 1 Watt effective monopole radiated power (e.m.r.p.).

FM: 25 Watts effective radiated power (e.r.p.)

Interference

3. The station should be so designed, constructed, maintained and operated that its use does not cause any interference with any wireless telegraphy or other services.

Accessibility of controls

4. Controls which may affect the technical characteristics of transmitting equipment shall not be accessible from the exterior of the equipment.

Frequency tolerance

5. **AM**: The maximum permissible departure of the carrier frequency from the assigned frequency shall be ± 10 Hz.

FM: The maximum permissible departure of the unmodulated carrier frequency from the assigned frequency shall be ± 2 kHz.

Type of modulation

6. **AM:** The transmissions must use symmetrical double sideband amplitude modulation, suitable for conventional envelope detection by receivers.

The carrier must not be modulated beyond 100%. The means of achieving this shall include the insertion of a limiter at an appropriate point in the programme input equipment of the transmitter. This limiter may be separate, or integral to equipment used for other purposes.

No phase or frequency modulation of the carrier is permitted.

FM: Transmissions must comply with CCIR Recommendation 450-1. Where stereophonic programmes are to be transmitted, the GE Zenith Pilot-Tone System, as described in section 2.2 of CCIR Recommendation 450-1, must be employed.

Where a system for automatic tuning and station identification is to be transmitted, it must conform to CENELEC standard EN 500067 (CCIR Recommendation 643); the "RDS" system. The Programme Identification (PI) and other codes used must be as advised to the licensee by the Authority. All information transmitted within this system must be accurate with respect to its content and timing, whether static or dynamic in nature.

The maximum frequency deviation applied to the radio-frequency carrier must not exceed ± 75 kHz, under any modulation conditions. The means of achieving this shall include the insertion of audio limiters at appropriate points in the programme input equipment of the transmitter. These limiters may be separate or combined, or integral to equipment used for other purposes.

Audio frequency bandwidth

7. **AM:** Low pass filter to be installed to limit the audio frequency bandwidth to 6.5 kHz. The filter characteristics are listed below (dB quoted relative to 1 kHz level):

6.5 kHz : not to exceed -3dB

7.6 kHz : not to exceed -20dB

9 kHz : not to exceed -40dB

FM: A pre-emphasis filter with time constant of 50 micro seconds combined with a low pass filter to be installed to limit the bandwidth of either audio channel of a stereo (or mono) system to 15 kHz.

Harmonic and spurious emissions

8. **AM:** Radiation at any frequency removed from the assigned frequency to more than 9 kHz shall not be greater than -40dB relative to carrier level.

FM: Radiation at any frequency removed from the assigned frequency by more than 100 kHz shall not be greater than -40dB relative to the carrier.

Antenna

9. The maximum permissible antenna height for both FM and AM transmissions shall not exceed 20 metres above ground level. Vertical polarisation shall be employed in both the FM and AM frequency bands. Antennas mounted within sporting stadia should not be placed at a height above that of the tallest of the principal structures (excluding masts and pylons).

Inspection

10. The station shall at all reasonable times be open for inspection by any authorised officer of the Radio Authority or the Radiocommunications Agency.

EMC Directive 89/336/EC

11. The above Directive was implemented in the UK by the EMC Regulations 1992. Compliance with the Regulations requires that equipment placed on the market complies with the EMC standards adopted.

APPENDIX IV

RSL COMPLAINTS ANNOUNCEMENT
SUGGESTED SCRIPT

If you wish to complain about something you hear on [station name], there are two organisations which may be able to help.

The Broadcasting Standards Commission may consider complaints about the portrayal of sex and violence and standards of taste and decency in programmes. It may also consider a complaint from you if you feel you've been treated unjustly or unfairly within a programme, or that your privacy has been infringed.

You can get further information about the Broadcasting Standards Commission by writing to: 7 The Sanctuary, London, SW1P 3JS.

The second organisation is the Radio Authority which may also investigate matters of taste and decency, but which also considers other areas such as accuracy in news or misleading advertisements.

You can contact the Radio Authority at 14 Great Queen Street, London, WC2B 5DG.

(ends)

September 1997