



Community radio licence application form

Version 4

1 Brighton FM

1. Station Name	Guidance Notes
What is the proposed station name?	<i>This is the name you expect to use to identify the station on air.</i>
1 Brighton FM	

2. Community to be served	Guidance Notes
<p>Define the community or communities you are proposing to serve. Drawing from various sources of data (e.g. from the Office of Population, Census and Survey) and in relation to your proposed coverage area, please determine the size of the population concerned and the make-up of the population as a whole, along with any relevant socio-economic information that would support your application.</p> <p>(Please tell us the sources of the information you provide.)</p>	<p><i>It is a legislative requirement that a service is intended primarily to serve one or more communities (whether or not it also serves other members of the public) and we need to understand who comprises that community or communities. The target community will also be specified in the licence, if this application is successful.</i></p> <p><i>The legislation defines a 'community' as: people who live or work or undergo education or training in a particular area or locality, or people who have one or more interests or characteristics in common.</i></p>
<p>Answer in fewer than 300 words:</p> <p>1 Brighton FM will serve the citizens of Brighton and Hove.</p> <p>According to the Office of National Statistics the City and unitary authority had a population of 281,036 in 2014. (1)</p> <p>The population between the ages of 15 and 59 years old was 188,984.</p> <p>The ethnicity breakdown according to the 2011 Census is as follows:</p> <p>80.5% White British 8.5% Other White 3.7% Mixed Race 3% South Asian 1.5% Black 1.1% Chinese 0.8% Arab 0.6% Other</p> <p>(1) ONS England and Wales Population Estimates mid - 2014 (excluding Armed Forces) Release date – 9th September 2015.</p> <p>Social and Economic indicators (2)</p> <p>Our student population was 33,340 in 2008/9, and was estimated to be close to 40,000 in 2011. We also have a large number of foreign language students, around 35,000 per year.</p> <p>The proportion of our population who are from Black and minority ethnic backgrounds is increasing. In 2001, six per cent of our residents were recorded as being from non-white backgrounds.</p> <p>We have the largest proportion of same sex couples of any area in England. It's estimated that at least 14 per cent (35,000) of Brighton & Hove's adult residents are lesbian, gay, bisexual or transgender.</p> <p>Nine per cent of adult residents (15,600) are thought to have a physical disability of some kind.</p> <p>Two per cent (5,033) are estimated to have a learning disability.</p> <p>19 per cent of adults (28,000 people) aged 15-64 are estimated to have a common mental disorder such as anxiety or depression.</p> <p>In 2009, visitors to our city were thought to have spent £732,328,000</p> <p>Our city hosts around 60 festivals each year & has the largest Pride & open arts festivals, the Fringe, in the country.</p> <p>(2) Brighton & Hove - State of the City Report Summary - 2011</p>	

3. Proposed area	Guidance Notes
What is the area you propose to serve?	It is Ofcom policy that community radio stations usually serve an area of up to a 5-kilometre radius from the transmission site. See 'Coverage and planning policy for analogue radio broadcasting services'. http://stakeholders.ofcom.org.uk/binaries/broadcast/radio-ops/coverage/analogue-coverage-policy.pdf
<p>Answer:</p> <p>1 Brighton FM intends to place the broadcast transmitter at Brighton Racecourse and have a provisional contract (appendix A) with the Racecourse. The Broadcast area will stretch a minimum of a 5-kilometre radius from the transmission site, covering the city centre of Brighton and Hove (including the Universities) reaching and Shoreham-by-Sea in the West.</p>	

Programmes and programme output:

Definitions:

Studio location: The studio from which the service will be broadcast should be located within the licensed area. (In some instances, and by prior written agreement from Ofcom, it may be acceptable for the primary studio to be located outside the licensed area.)

Locally-produced: it is anticipated that most stations will produce the bulk of their output themselves, in the locality. However, for some target communities it may be appropriate for fairly high levels of output to originate from outside the licensed area.

Live output: is that which is produced by a presenter in the studio at the time of broadcast. The amount of live output may vary between different services depending on the needs or expectations of the target community.

Original output: All output specifically produced for this service (but excluding repeats and automated material).

Peak time: it may be helpful to state what material will be broadcast in 'peak time'. If you do, please say what you consider peak time to be for your target community (this may vary from station to station).

Automated output/voice-tracked material: most stations will carry automated output at some time. The amount of automated or voice-tracked material does not need to be specified in the key commitments.

Sustaining service/third party produced material: if you intend to broadcast material produced by a different organisation please state what it is and how much (per day or week as appropriate).

4. Programming output	Guidance Notes
<p>Please fill-in all three questions below</p> <p>Question A asks you to <u>describe your programme service.</u></p> <p>Question B relates to how your output will serve the <u>tastes and interests</u> of your target community.</p> <p>Question C is about how your service will <u>broaden the range of local</u> (non-BBC) <u>services</u> available in your area.</p> <p>Later in this form you will be asked to draft your own 'key commitments'. This will form the basis of your licence and is what Ofcom will judge you against. It should include a summary of your proposed programme output as set out below and reflect your commitment to cater for relevant tastes and interests, to broaden the range of relevant programmes and services and to provide a service with a distinct nature and content as set out in the Guidance Notes in the column opposite.</p>	<p><i>The law requires applicants to state their proposals for providing a service that would:</i></p> <ul style="list-style-type: none"> (i) cater for the tastes and interests of members of its target community or communities (or for any particular tastes and interests in those communities); (ii) broaden the range of programmes available on non-BBC local services (commercial and community stations) to members of the relevant community or communities; (iii) broaden the overall range of such non-BBC local services provided in the area concerned; and (iv) have a distinct nature, or provide distinct content, from any non-BBC local services with which it would overlap. <p><i>Ofcom is required to consider the extent to which an applicant's proposals will cater for the tastes and interests of members of its target community or communities.</i></p> <p><i>Ofcom is also required to consider the extent to which proposals for a community radio station would broaden the range of programmes available by way of non-BBC local services (both commercial and community stations) in the area concerned (especially, the extent to which a proposed service would have a distinct nature or provide distinct content from any overlapping non-BBC local</i></p>

	<p>services).</p> <p><i>The information given here should be more detailed than what you set out in your draft key commitments (later in this form), and will help us gain a fuller understanding of how you will serve your target community and what the station will sound like.</i></p>
<p>4. Programming output</p>	
<p>A: Please tell us about your programme service. The following questions may help you describe your programme service (but should only be used as a guide):</p> <ul style="list-style-type: none"> • What will the service sound like? • What music will you play? • What are the main speech elements of the service and how will the social gain/community benefits you propose be reflected on-air? • What is the likely music to speech ratio? • Will this vary at different times of the day or week (or year)? • Do you intend to broadcast live output? If so when and how much do you propose to do? • Will you broadcast in languages other than English (what languages and how much)? • Will your output be original i.e. specifically produced for your service? • Will it be locally produced? • Do you intend to repeat material? 	
<p>Answer in fewer than 1,000 words:</p>	
<p>What will the service sound like? 1 Brighton FM is a friendly, accessible and inclusive online radio station, which broadcasts a varied selection of specialist music and talk programmes. We have undertaken surveys within the community and judging from the response, we feel that we cater for an audience not currently represented on local radio. We are a brand new station, set up by people not associated with any other stations in the area. We provide an innovative and fresh outlook to the radio services in our community.</p>	
<p>What music will you play? Although specialist our music output covers many genres from World music (Latin/Afro/Brazilian) to Urban, Grime and Dubstep. Ambient, Balearic and Downtempo to Club and Dance music. Indie, Rock and Alternative through Jazz, Soul and other forms of Black Music, including Reggae. We have a number of shows dedicated to local and unsigned artists, to give them as much exposure as possible. The artists perform live sessions at our studios and we aim to film and upload these shows to our own YouTube channel starting in Q4 of 2015.</p>	
<p>What are the main speech elements of the service and how will the social gain/community benefits you propose be reflected on-air? We have many community shows that focus on the important work that each of the individual organisations undertake. This provides the majority of the speech-based output that we aim to deliver, alongside two film shows and other journalistic based discussion shows. The community organisations are given direct and unprecedented access to the local community of Brighton and Hove. This will allow them to achieve the following:</p>	
<ul style="list-style-type: none"> • Free promotion and publicity for their organisation allowing them to categorise and define their cause. • Free promotion of any organised events related to their cause. • The opportunity to appeal directly to the local community for help and donations towards their cause. 	
<p>What is the likely music to speech ratio? The ratio of music to speech will be approx. 70% to 30%.</p>	
<p>Will this vary at different times of the day or week (or year)? The speech output will fairly consistent throughout the year.</p>	
<p>Do you intend to broadcast live output? If so when and how much do you propose to do? Live from the hours of 09.00 – 00.00, with a pre-recorded playlist to play between 00.00 and 09.00. In year two we aim to broadcast live 24 hours on Friday and Saturday, finishing at Midnight on Sunday. We aim to start our weekly broadcast from 07.00.</p>	
<p>The playlist is activated on the rare occasion that a presenter can't make their show. All the shows are recorded and uploaded to Mixcloud. Mixcloud provide an embedded player for each upload, this is attached to each individual presenter profile on our website.</p>	

Will you broadcast in languages other than English (what languages and how much)? As well as English, we also have two, weekly, dedicated Arabic music shows, which are presented in a mixture of Arabic and English. We will continue to monitor the changing tastes within our community and address those changes within our output. We may look to add to other non-English speaking shows to our schedule.

Will your output be original i.e. specifically produced for your service? Our programme contains mostly original content and is produced by 75 volunteer presenters. Our schedule has approx. 90 live shows per month with some of our music led volunteers having a strong local following and a number are nationally and internationally renown. We have forged connections within our local community and have ties with a number of charity and community groups including:

- City College – General further education college in Brighton & Hove
- Brighton University
- BIMM (British & Irish Modern Music Institute)
- DV8 – Offering a range of training programmes in music, fashion, digital media, live events and apprenticeships.
- The Synergy Centre – Community and Arts centre, focusing on supporting the most vulnerable within the local community.
- Audio Active – A registered charity working to challenge disadvantage and enhance the development of children and young people through Music.
- Rhythmix – A registered charity that provides sustained, practical, hands-on music tuition across a range of contemporary music genres.
- The Clock Tower Sanctuary– A registered charity that provides information, advice and support to young people between the ages of 16 and 25 who are homeless or insecurely housed.
- Fast Track & Kiss my Disco – Fast Track is registered CIC, which oversees ‘Kiss My Disco’, which is an events production organisation run by adults with learning difficulties in Sussex.

We're directly involved with all of the above named organisations, with most of them hosting shows on the station. We actively organise events, which are used as fundraisers for the charities. We have already raised £1,600, which was donated to Audio Active. We will rotate any funds raised between the different charities that we work with.

We have held two successful, all-day outside broadcast events, which involved a large number of our volunteers giving their time and with a large number of the local community in attendance. We were involved in the Brighton Pride event this year and for 2016 we have submitted applications to become involved with the Brighton and Hove food festivals, The Brighton festival, Brighton Fringe festival, Paddle round the Pier, The Great Escape festival, Brighton Pride, Love Supreme, & Together the People festival.

Will it be locally produced? All of our output is locally produced with all of the presenters coming from the local area or immediate surrounding areas. We will have regular, invited guest presenters that will sit in on individual shows. These guests will be well known within their field and this will bring an added focus to that particular show.

Do you intend to repeat material? No, we have no plans to repeat any material. There is a listen again service available through Mixcloud and the embedded player on the individual presenters profile page.

B: Based on what you have said above, how will your proposed radio service cater for the tastes and interests of your target community/communities?

Answer in fewer than 400 words:

1 Brighton FM provides a daily live schedule of specialist music and community orientated shows. The diversity in our programming allows us to reach a large percentage of the community not currently being represented. We invite community groups into the station on a daily basis and provide valuable airtime for them to be able to promote their cause live on air. We are able to promote and advertise local businesses, festivals, workshops and community events in the city via our pre-researched knowledge but also, through our live ‘Shout box’ and Social media feeds. Because of our live output, these features allow any individual or group to contact us in real time, giving them instant access to the wider community. We host live broadcasts of unsigned and unknown local bands and artists, this allows them to play their material to a live audience and experience real time feedback on

their performance, giving them valuable exposure as well as experience of performing live on air.

100% of our roster is made up of local presenters. These presenters are made up of full and part time musicians, promoters, DJ's, event organisers, media & business people, representatives from local community groups and charity organisations as well as students and tutors from local educational departments. This gives us unique access and insight into the needs and demands of the local community. Because of the huge presence of the volunteers on our roster within the city of Brighton and Hove, we are in direct contact with the people within the community and as a result we are able to gauge the tastes, mood, change in trends and requirements of the people we represent. Through this direct involvement with our target audience, we will monitor, research, evaluate and evolve as a group to meet the changing demands within the community.

C: How will your proposed community radio service add to the range of programmes available on non-BBC local services (commercial and community stations) to members of the relevant community or communities, add to the overall range of such services in the area concerned and be different and distinct from them? Please tell us which non-BBC local services your station will overlap with.

Answer in fewer than 400 words:

Brighton and Hove has a community radio station called Radio Reverb. Reverb focuses on locally relevant speech and music content, a large percentage of the content is pre-recorded. The other stations that the community have access to are Heart Sussex and Juice FM, both are large scale commercial stations with a controlled and pre-defined music policy. Whilst all serving a valuable and important service, we feel that we offer something unique in the way our live output is programmed. Market research we have conducted and feedback we have received indicates that we are already supplying demand for a section of people and their interests, not currently being represented in Brighton and Hove.

Our programming is categorised by the broad spectrum of genres that we provide access to. Our presenters come to the studio on a daily basis and broadcast live from early in the morning until late at night. This ensures that we have direct contact on a daily basis within the local community and we are in a position to communicate in a live capacity, providing promotion and publicity opportunities for the local community and the many events within the city.

Our community driven shows enable each organisation to have their chosen representatives attend the studio and perform their show live. Again, this allows them to reach out to a live audience in real time and publicise and promote themselves and interact with their audience. There is always a recognised presence in the studio, whether in the form of management, a qualified tutor and/or - when required - an official supervised members of staff, employed by that particular organisation. This enables even the most inexperienced of presenters to enjoy a relaxed, and productive experience. This is reflected in the quality of the shows that are produced.

We have the ability to monitor our listener reaction through our live broadcast and we invite the community to respond to us via our social media network and our live 'Shout box' application. We carefully assess our programming output and compare with other local stations and as a result, we can minimise, if not eliminate any overlap in programmes provided by other non-BBC local services

Social gain

5. Social gain	Guidance Notes
<p>Community radio is required to be for the public good and to bring community benefits, or social gains, to listeners and participants. The requirement for 'social gain,' is one of the key factors that make community radio stations different from other radio services.</p> <p>Please tell us what community benefits your service will bring to your target community(ies) and/or the general public. Please include summaries of evidence to support your answer.</p> <p>Your draft 'key commitments' (later in this form) should include a summary of your proposed social gain set out below.</p>	<p><i>Broadcasting legislation specifies a number of 'characteristics of community radio services'. Licence holders need to ensure their services conform to these characteristics, including in this case the delivery of social gain.</i></p> <p><i>The legislation sets out social gains that stations must provide. These are the achievement, in respect of individuals or groups of individuals in the target community, or in respect of other members of the public, of the following objectives –</i></p> <p><i>(a) the provision of a radio service to individuals who are otherwise underserved by such services,</i></p> <p><i>(b) the facilitation of discussion and the expression of</i></p>

	<p><i>opinion,</i> (c) <i>the provision (whether by means of programmes included in the service or otherwise) of education or training to individuals not employed by the station, and</i> (d) <i>the better understanding of the particular community and the strengthening of links within it.</i></p> <p><i>Social gain may also include the achievement of other objectives of a social nature.¹</i></p> <p><i>Applicants are required to provide evidence that their service will result in significant social gain to the public or the target community(ies). Copies of letters or research reports etc. should not be submitted, but brief relevant extracts from them, which represent an accurate and comprehensive summary, may be included. If we wish to see the source material, we will ask for it.</i></p> <p><i>Ofcom is required to have regard to the extent to which your proposed service would result in the delivery of social gain to the public or target community.</i></p>
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Answer in fewer than 1,500 words:

Social gain is at the heart of 1 Brighton FM and its fundamental aims. We will contribute to the regeneration, development and cohesion of the community of Brighton and Hove. We are providing a service to a community underserved in the city as there is currently no other station providing a full and live schedule of specialist music based shows as well as the opportunity for community groups and organisations to host their own dedicated live show on air. Specifically, the service will:

- Provide a comprehensive broadcast service to the local underserved community
- Provide training, education and volunteering opportunities to local people.
- Improve opportunities and provide access for members of the community who would not usually volunteer for such causes or who may find access to formal training difficult.
- Increase the skill levels, self-esteem and confidence of members of the community directly engaging in our project.
- Provide awareness and publicity of local issues and events.
- Provide access for local unknown and unsigned artists to be able to showcase themselves live on air.
- Provide the opportunity for the local community to be directly involved in the day-to-day running of a radio station.

We are involved with a number of community groups and charities and there is nowhere else that they can host their own live music and chat based shows. A representative or two of any particular organisation generally present the shows. They are given access to a live working studio and the decision with regards to the content of the show is handed over to the presenters entirely. Training and guidance is provided whilst the show is broadcast. We have seen presenters, usually shy and lacking confidence who, have in a short space of time, become confident and assertive within the studio environment.

Students from Brighton University, City College, BIMM and DV8 present some of our shows, as do students from the charity Audio Active. Part of the education of a lot of these students is music based, whether in the form of music production, media training, engineering or broadcasting. They use the airtime that we provide as part of an extension of the everyday training that they undertake. For example, students can take the opportunity to play their own productions or productions of other local artists. This gives them direct access to the local community and enables direct and instant feedback. Every student we have working in the studio shows enjoyment and satisfaction from being part of the project. We have a growing number of people within the community who want to be part of this project. We had a recent visit from the placements officer at Brighton and Hove University with a view

¹ See Article 2(3) of the Community Radio Order 2004 and Ofcom's Notes of guidance for community radio applicants and licensees.

to the involvement of their students. She was extremely excited and enthused by the project and as a result we have seven of their students now involved with us on a weekly basis, hosting shows. Aside from this, Brighton and Hove University have asked if we are able to provide placement opportunities for their students during Jan and Feb 2016. DV8 have asked the same, to which we have agreed.

(b) The facilitation of discussion and the expression of opinion

We facilitate the opportunity of discussion and expression in a number of ways:

- Dedicated shows for local charity and community groups, which involve discussion as well as music.
- Dedicated talk shows hosted by the likes of the Synergy centre and Viva Brighton, which discuss local community matters and invite listeners to have their say.
- Our live 'Shout box' and Social Media links enables listeners to actively involve themselves in discussion and express their opinions freely.
- We actively organise events within the community and these events are open to the public. We gain a lot of insight into Community needs as a result of the direct interaction with the people who attend.
- We have a number of local businesses that host their own shows. They include record shops, local clubs and bars and retail shops. We are told that relevant discussion and expression take place regularly within the premises of each individual business.

We are aware of the role we are undertaking within the community and actively encourage open and free expression and dialogue within our listener base. As that grows, so will our involvement within the community. We appreciate that open discussion and expression will serve to assist voluntary, community and local businesses to promote themselves, it will enable them to communicate their message, recruit volunteers, raise awareness and generate income.

(c) The provision (whether by means of programmes included in the service or otherwise) of education or training to individuals not employed by the station.

Our training opportunities are provided through our involvement within the organisations and community groups, educational groups and charities that we work with. We allow each of the organisations airtime in the form of a dedicated show. We provide full training for the levels of expertise required to prepare, produce and present the show. We have students from Brighton University, City College and DV8 who are going to be joining us in an official placement capacity starting Q.4 of 2015 and continuing into Q1 of 2016. We already have tutors from Audio Active and DV8 who present shows and are preparing to invite members of the community into the studio for training and educational meetings.

We currently have four working studio spaces at 1 Brighton FM; one of those is in constant use as the broadcast studio. The other three spaces are in the process of being fully kitted with equipment and are to be used for training and educational purposes within the community. Furthermore, we have access to other professional working recording studios. Studio time and training and educational sessions will be made available here too. A large number of the team at 1 Brighton FM have tutorial experience and a strong background in education. Since our online launch in April 2015, we have seen a steady stream of enquiries, through our Social Media sites and through our info@ email address - which is provided on the website - with regards to people wanting to get involved in our project. That has seen a number of people from the community becoming involved either hosting their own show or learning about the day-to-day running of the station. Our next project sees the completion of the three further studios and the spaces being offered to local community groups for the purpose of;

- Free studio time for editing and production for community groups.
- One-on-one training for members of the community wanting to learn more about music.
- Group training sessions for up to 4 people at a time per studio with regards to learning about music.
- Studio access, education and training for people from disadvantaged backgrounds.
- Training and ongoing support for all on subjects including, Music Theory, Music Production, Editing, Sound Engineering and Live Production.

- DJ, presenting and broadcast tutorials.

(d) The better understanding of the particular community and the strengthening of links within it.

We aim to contribute to community cohesion and understanding of the community by bringing volunteers of all different backgrounds to work together as a team, where communication and understanding are the keys to success. Over 70 volunteers operate within the company on a monthly basis and they have been working together since the launch of the station. Through our regular meetings a bond has already been forged within the volunteer group, we wanted to create a ‘family’ atmosphere and we feel we have already achieved that. As a result of this inclusive ideology, many new relationships have developed with knowledge, skills and expertise now being shared amongst community groups who previously had no contact, prior to their involvement with 1 Brighton FM. As new relationships have been forming, both professionally and personally, the atmosphere at the station is increasingly an enjoyable and relaxed environment to work in.

With regards to the wider community, we enjoy a direct involvement with our listener base through the shows that are produced and the real time and direct feedback we receive. We have developed a friendly relationship with a large number of regular listeners to the station via this source. Through the diversity of the shows, we reach a large number of people who are not being represented via other stations in the area. This includes our Arabic Music shows, which are presented in a mixture of English and Arabic, these shows have become inclusive of another minority group within the city. We organise regular events as well as assist in the organisation and promotion of events with the community groups we work with. This has brought us into direct contact with the community that we aim to reach through our station. We have raised funds for one of the charities we work with and are in the process of organising another fundraiser for a different charity. This works to galvanise the community and has created a community spirit that increasingly helps drive the support for fund raising for authentic local causes.

Access and participation:

6. Participation in the service	Guidance Notes
<p>How do you propose to ensure that members of your target community (or communities) are given opportunities to participate in the operation and management of the service?</p> <p>Your draft ‘key commitments’ (later in this form) should include a summary of your proposed participation objectives as set out below.</p>	<p><i>Legislation specifies a number of ‘characteristics of community radio services’. Licence holders need to ensure their services conform to these characteristics, including in this case providing opportunities to participate in the operation and management of the service. Ofcom requires information as to how this would be achieved.</i></p> <p><i>What will be the involvement of members of the target community in the radio station? How many volunteers do you anticipate will be involved in your service per year?</i></p>

Answer in fewer than 400 words:

We will ensure that we fulfil our obligations to the community and their opportunities to participate in the operation and management of 1 Brighton FM. It’s important to us that as we progress and evolve, we do so with the community and their primary needs at the forefront of the decisions we make. We will continue to add to the growing list of community and charity groups we are working with and in addition, we will offer volunteering roles within our company to the community as a whole. As we grow, the opportunities for us to organise more outside community events will be made available. Again, this allows us to engage and involve our target community and the community as a whole. We aim to ensure that our targets are met by following the proposed objectives:

- Structured community interest shows as part of our live broadcast.
- Engage our target community and the community as a whole in content creation and delivery via our live broadcast, Social media and email.
- Continue with our regular outside broadcasts at different location throughout the city.
- Outreach events at schools, colleges and at local community and charity locations.
- Structured community interest interviews, promotion of community events and invitations to

submit event, workshop and festival timetables.

- 6 monthly listener surveys.

With regards to driving these objectives, we have a core group of volunteers with dedicated roles within the company, i.e. fundraising, advertising and promotion, engagement with community groups and charities and event organisation, these roles are overseen by the directors. We hold a weekly status meeting attended by our Directors and the core volunteer group, at which we evaluate and discuss work in progress towards all of the stations key objectives and how to effectively improve our working methods. The entire group of volunteers meet every 6 weeks at a chosen location near to our studio. This enables us to exchange ideas, debate and listen to suggestions that may further improve the quality of service we provide and ensure that community involvement remains our focus.

7. Access to facilities and training

Guidance Notes

Set out the practical (formal and informal) mechanisms which you will use to ensure that members of your target community can gain access to your facilities that would be used for the provision of your service and to receive training in their use.

Your draft 'key commitments' (later in this form) should include a summary of your proposed access and objectives for training people in the use of the facilities as set out below.

Ofcom is required by the legislation to have regard to the provision each applicant proposes to make to allow for access by members of the target community to the facilities to be used for the provision of the service and for their training in the use of those facilities.

Answer in fewer than 400 words:

1 Brighton FM currently provides an on air broadcast studio and is in the process of converting three further studio spaces. The 3 further spaces will be used for:

- Training and education in music creation and production including the latest digital techniques.
- Training in live events and promotion.
- Broadcast and presentation training.
- Social Media and digital marketing training.
- Dj tuition

All of the spaces will be made available and will provide free and accessible training to support local people to improve employability and life skills. We have fully qualified tutors in all of these areas and all work on a voluntary basis within our company.

Through our training programmes, we will ensure that any volunteer engaged in on air activity is aware of the requirements of the Ofcom Broadcasting code of conduct (BCC).

In addition to this we will adhere to the following objectives:

- To forge links with local schools, colleges and universities to enable us to work together and provide training and experience to students on different courses. To that end, we have recently agreed to take placements from Brighton University and their music and media faculty and also DV8.
- To increase the number of community and charity groups involved in our station.
- Marketing of voluntary positions available will be conducted via various means including on-air advertising and social media.
- Volunteers are representatives of the station and word of mouth from people and organisations we work with will serve to promote the station. Individuals and organisation will be able to access opportunities at 1 Brighton FM by approaching us directly.
- Volunteers will go through an induction process and receive relevant broadcast training from capable staff members such as the Studio Co-ordinator and Training Supervisor. Broadcast training includes radio programme creation, presenting skills and audio production. This training will be delivered in relaxed, informal and encouraging environment.
- 1 Brighton FM will offer open days throughout the year and thus allow the community to get more involved with the radio station.

Ensuring accountability:

8. Accountability	Guidance Notes
<p>Please set out your proposed community accountability mechanisms. These should cover matters such as:</p> <p>How will members of your target community:</p> <ul style="list-style-type: none"> • make contact with your service, and • influence the operation of the service? <p>How will suggestions or criticisms from members of your target community (or communities) be considered and acted upon?</p> <p>Your draft 'key commitments' (later in this form) should include a summary of your proposed accountability measures as set out below.</p>	<p><i>Broadcasting legislation specifies a number of 'characteristics of community radio services'. Licence holders need to ensure their services conform to these characteristics. One is that, in respect of the provision of the service, the provider makes itself accountable to the community (or communities) the service is intended to serve.</i></p> <p><i>Ofcom is required to have regard to the provision each applicant proposes to make in order to ensure its accountability to the relevant community (or communities).</i></p>
<p>Answer in fewer than 500 words:</p> <p>Our website hosts a live 'Shoutbox' and Twitter feed on the home page. Members of the community can – and are actively encouraged to – give direct and real time feedback to the presenter. Other communication opportunities are presented in the form of our Social Media sites, those being Twitter and Facebook. Links to the Social media sites are visible on our home page. We have over 6000 likes on Facebook and 1500 followers on Twitter; this is a popular way of listeners and members of the community as a whole engaging with us. We understand that not all members of the community may have access to Social media so in addition;</p> <ul style="list-style-type: none"> • We also advertise our email address on the home page; this is actually proving the most popular way of community engagement. We have members of the community contacting us on a daily basis wishing to get directly involved with us or simply wanting us to advertise and promote their own cause or events. • We create listener surveys and a feedback form, which are managed online via our website • We engage the community directly at our outside broadcast events <p>These methods of engagement within our community ensure that members can make contact with us freely and easily. Their feedback and suggestions openly influence the operation of the service we provide.</p> <p>Any comments, suggestions or complaints will be referred to the station manager and reported back to the board of directors. These points will be discussed at a weekly meeting with the directors and the selected core volunteers where appropriate action will be determined. The decisions made will be reported back to the community member who contacted the station. Any decisions will be relayed back to and discussed with the volunteer group as a whole at our meetings, which are held every 6 weeks. There will be a 6 monthly general meeting, which will review progress against the key commitments set out in this application form.</p> <p>1 Brighton FM will have a published complaints policy, which will give members of the public a clear way to put forward any of their complaints.</p>	

Guidance notes: station's draft key commitments

Please draft the Key Commitments for your proposed service. There is a blank key commitments document overleaf. If your organisation is awarded a licence, the key commitments you draft here will form the basis of what we put in the licence. (Please note: this would be subject to Ofcom's agreement, and we may require it to be amended, including, for example, to properly reflect legislative requirements).

Your draft Key Commitments should be consistent with, and summarise the answers you have already given in sections 1-8 of this application form.

It is important that you draft your own commitments, rather than just copying what may have been done by others. You should keep in mind that it will be a condition of any licence to meet the Key Commitments: something you must do at all times and for breach of which you could face sanctions including revocation of the licence. So, you should think carefully about what you will be committing to.

We would expect key commitments to be brief, and no more than two pages long.

KEY COMMITMENTS: to be completed by the applicant

Station name [As in section 1 of this application]	1 Brighton FM (For Music)
Community to be served [In no more than 30 words describe the community or communities you will serve. This should be a summary of section 2.]	We will serve the people who live, work or study in the environs of the City of Brighton and Hove.
Proposed area [State the proposed coverage area as set out in section 3.]	The City of Brighton and Hove (up to 5km from the transmission site)
<p>Programming output [This should be a summary of the answer you have given in section 4, in no more than 200 words]</p> <ul style="list-style-type: none"> We will provide a friendly, inclusive and accessible radio station for our community. 1 Brighton FM is a new, innovative and exciting project and is independent to other local stations. We will provide fresh and dynamic output to compliment the radio services currently set up in the city. We will broadcast programmes that reflect the diversity of the community of Brighton and Hove covering a varied range of specialist music. We will also look to showcase local unknown and unsigned artists. We will provide a platform for local community and charity groups to categorise and define their cause, raising their profile and provide them with valuable exposure. Our music and speech output is 24 hours a day, 7 days a week. We'll provide approx. 105 hours per week of live output and will increase these hours within 12 months. The pre-recorded output will make up the remainder of the schedule. We will serve the English and Arabic speaking population of our community and may look to increase the number of non-English speaking shows. Our output will typically comprise of 70% Music and 30% Speech, this will be consistent throughout the year <p>Live and/or original output: [what are the minimum hours per day or week that the service will broadcast live and/ or original output? (content specifically produced for this service (but excluding repeats and automated material).]</p> <p>We aim for our live output to be broadcast between the hours of 9am and Midnight every day. In year 2 we would like to increase this over the weekends. All of our content will be original except for in exceptional circumstances</p> <p>Locally-made programming: [what proportion of output will be locally-made?]</p> <p>All of our volunteers are from the locality. We will have special guests coming through the studio and our outreach programmes may take us to other areas.</p> <p>Studio location: [This should be in the proposed coverage area.]</p> <p>Our studio is based within a mile of the City Centre of Brighton and Hove. It is very accessible to the public, with many bus routes passing by.</p>	
<p>Social gain [Summarise the answers you have given in section 5.]</p> <ul style="list-style-type: none"> We will provide a comprehensive range of shows mixing speech and varied genres of specialist music to the target community who are not being represented or are underserved. We will showcase local talented members of our community through our live studio set up. We will provide training and education opportunities for the community as well as volunteering roles, which will increase confidence and raise skill levels. We will promote and publicise local business, community groups, charities and any events that they may be involved in. We will ensure that locally relevant news, issues and topics are discussed, publicised and promoted. We will continue to improve and increase the dedicated community shows that we broadcast. We will continue to organise outside broadcasts, involving the community and engaging more 	

volunteers to participate.

- We will continue to facilitate the opportunity for discussion and the expression of opinion.
- We will provide studio time for our community members. This will provide them with access to training, education, recording and volunteering opportunities.
- We will contribute to the cohesion and understanding of the community by engaging volunteers to participate in our project, regardless of sex, race or background.

Participation in the service

[Summarise the answer you have given in section 6.]

- We will look to increase the number of dedicated community shows involving different community and charity groups, with their own individual objectives.
- We will look to provide a range of working and volunteering roles within our company and allow the community a say on content, creation and delivery.
- We will continue our outside broadcasts and increase our outreach programmes, creating workshop spaces to allow further engagement with community members.
- We will actively encourage the community to engage us through our live 'shoutbox' on the website, also through our expanding Social media sites and via email.
- We will continue to promote and publicise local businesses, community and charity groups and any events that they may be involved in.
- We will undertake 6 monthly surveys within our community and act upon the results accordingly.

Access to facilities and training

[Summarise the answer you have given in section 7.]

- We will allow the community free and direct access to the 3 studio spaces we have available in addition to the main broadcast studio.
- We will continue with our on site training for any potential presenter making sure the Broadcasting code of conduct is adhered to.
- We will continue to forge links with local schools, colleges and universities and increase our placement opportunities within those organisations.
- We will continue to market our volunteer and training opportunities via our on air broadcast, Social media sites and email.
- We will continue to offer full and comprehensive training and education by fully qualified and capable tutors.
- We will offer open days throughout the year, allowing the community direct access to involvement.

Accountability

[Summarise the answer you have given in section 8.]

- We will continue to maintain and progress the use of Social media and other mediums as a means for communication between members of the community and the station.
- We will continue to maintain the community survey and feedback forms on the website, acting upon the results accordingly.
- We will engage our community at our organised outside broadcast events, encouraging feedback and ideas and acting upon them accordingly.
- We will continue to hold regular meeting where any suggestion, comments or complaints will be openly discussed and appropriate action will be taken.
- We will make sure that progress against the key commitments in the application form is monitored and acted upon accordingly.
- We will publish our complaints policy and make it available to our community members.

[Please note: If awarded a licence, the commitments the applicant makes in this section will, subject to Ofcom's agreement, form the basis of the 'key commitments' part of its community radio licence. The headings above are for applicants' guidance and will be removed from the final version.]

About your organisation:

9. Company details	Guidance Notes
<p>The legislation requires that:</p> <ul style="list-style-type: none"> Community radio services should not be provided primarily for commercial reasons or for the financial or other material gain of the body providing the service or the individuals involved in it Any profits produced may only be used to either improve the future provision of the service or for the delivery of social gain to members of the public or the target community 	
<p>Provide the name of the body corporate (e.g. company) submitting this application and the type of body corporate.</p> <p>Please provide copies of the company's Memorandum, Articles of Association and Certificate of Incorporation (or, where it is another type of body corporate, its founding documents and those which set out its objectives and rules of operation)</p>	<p><i>Only a body corporate can hold a community radio licence. A body corporate is almost always a (registered) company, although it can also include, for example, some bodies created by statute (an individual or a registered charity on its own is not a body corporate).</i></p> <p><i>Your application must therefore be submitted on behalf of a registered company (or other body corporate). There are different types of company (e.g. a company limited by shares, a community interest company, a company limited by guarantee) and we need to know what kind of company is applying for a licence.</i></p> <p><i>We will not consider a licence award to a company if it has not yet been registered. If the application is successful the licence will be awarded to the body corporate (e.g. company) submitting this application.</i></p>
<p>Company (or other body corporate) name: Alias music and community projects CIC</p> <p>Date of registration: 11/7/14 (We were mistakenly registered as a LTD company on this date and we changed our company to a CIC on 7th July 2015)</p> <p>Company registration number: 9126226</p> <p>Type of company (or other body corporate): Community interest company, limited by shares, not for profit.</p> <p>Where your body is not a company, please explain how it meets the requirement to be a body corporate: N/A</p>	
10. Ownership	Guidance Notes
<p>Please provide details of who controls and who owns the body corporate (e.g. company) applying for this licence, and on what basis this control and ownership is achieved. (If this will be different once the station starts broadcasting please say so (a licence is not issued until broadcasting starts.)</p> <p>The information provided must include:</p> <ul style="list-style-type: none"> all the subscribers, members, shareholders, or whatever is appropriate for the applicant company (or body corporate), and state the extent of their interest (e.g. % shareholding) (if the company will be controlled by members, but the members are not yet recruited, please say so). (You will also be asked about the board of directors in 11 & 12 below.) details of any individual, company or other body that may exert control over the applicant. 	<p><i>Ofcom needs to know about the ownership of the company (or other body corporate) applying for this licence, and any issues regarding its control. We will also consider how the company (or body corporate) will be run (this will usually be specified in the Articles of Association of the company).</i></p> <p><i>In relation to exerting control over the applicant, the information provided should include the name and address of any individuals or corporate bodies in accordance with whose wishes the applicant's affairs are or will be conducted in most cases or in significant respects.</i></p>
<p>Alias music and community projects CIC is a company limited by guarantee. There are no shareholders.</p>	

The company has one founding director, Michael Jukes and has added further directors to form the board of directors, which consists of experienced and qualified members. The other directors are as follows;

Christopher Galloway

Ivan Laskov

Nick Carling

Steve McMahon

Sabry Sadek

In April 2015 Alias music and community projects CIC launched a community radio station called 1 Brighton FM. To date, we have trained up 75 volunteers from the local community, with a focus on people who suffer from disadvantage, social exclusion and who are underserved. The volunteer roles within the company are open to anyone from the community and they are actively encouraged to engage us and get involved.

The company has identified the skills and dedication within certain members of the volunteer group and has allocated management positions to them. They form the Management committee along with the board of directors and all attend a weekly meeting to discuss the running of the station. We have a further 65 volunteers who receive weekly email updates following the weekly meetings with the management committee, this enables to keep them abreast of any ideas, comments, complaints or proposed changes. These are put to a vote within the group as a whole and once the feedback is obtained, the board of directors acts accordingly. Every 6 weeks the volunteer group as a whole meet to discuss the running of the station in more depth. Volunteers are the driving force behind our radio project and they bring with them the ideas, enthusiasm and skills to provide the daily live schedule of cross genre specialist music and chat. Many of them bring in regular well-known guest to their show adding an extra dimension to the quality and entertainment that the station as a whole provides.

Alias Music and community projects has forged and developed links with a range of local community and charity groups, engaging them and giving them direct involvement in the station and a say on how it is run.

Ability to maintain the service:

11. Management and operations	Guidance Notes
<p>With regard to the applicant please provide:</p> <ul style="list-style-type: none"> • A list of directors, indicating who is the managing director and/or chair (please see question 12 regarding directors' details). • An indication of management structure (e.g. management committee or equivalent, if applicable), and/or • Information about who would be responsible for the day to day management and running of the station (there is a separate question regarding other staff below). Explain the role(s) in the station, job titles, and indicate whether paid or voluntary, full or part-time (and the number of hours). 	<p><i>In addition to the notes above on ownership, Ofcom is also required to evaluate the human resources involved in the running of a community radio station. Answers should demonstrate how those who have relevant experience will work for the station. In addition, a diagram or organisation chart may help paint a clearer picture.</i></p>
<p>The overall responsibility and decision-making will be made by the management committee. They are experienced in broadcasting, finance, sales, marketing, company management and working within charity and community organisations.</p> <p>The management committee meet once a week to discuss the running of the station. The volunteer group as a whole meet to discuss the running of the station once every 6 weeks.</p> <p>All of the management committee are unpaid volunteers.</p> <p>Management committee are as follows:</p> <p>Chair/Director – Michael Jukes</p> <p>As the founder and chair of the company, Michael will lead the body that shares the overall responsibilities for accountability and the management of Alias music and community projects and 1</p>	

Brighton fm. Michael oversees all aspects of the running of the company.

Director – Christopher Galloway
 Chris will share the overall responsibility of accountability and management of Alias music and community projects and 1 Brighton fm. Chris organises and oversees the training and educational projects. He is also one of our tutors.

Director – Nick Carling
 Nick will also share some responsibility of accountability and management of Alias music and community projects and 1 Brighton fm. In addition, he is also responsible for engaging local community and charity organisations as part of our outreach programme. Nick also mentors presenters of our community shows.

Director – Ivan Laskov
 Ivan has overall responsibility of the online streaming of the 1 Brighton fm website as well as being charged with the responsibility for station imaging and idents production. Ivan also is responsible for the technical aspects of all outside broadcasts.

Director – Steve McMahon
 Steve has overall responsibility of the 1 Brighton fm website. He is chief designer and is charged with producing adverts as part of the website marketing design. He works closely with our sales and marketing manager assist in bringing in new sponsors and funding.

Director – Sabry Sadek
 Sabry will share some responsibility of accountability and management of Alias music and community projects and 1 Brighton fm. In addition, Sabry works closely with our events and activities co-ordinator to ensure that the events we create are inclusive and benefit our target community.

Station manager – Steven Ellis
 Steven is responsible for the day-to-day operation of the station, presenter availability, content quality and programme scheduling.

Sales and Marketing manager - Damian Partridge
 Damian has overall responsibility for developing our social and marketing strategy. Engaging new businesses and forging relationships with regards to sales revenue.

Events and activities co-ordinator – Jeff Daniels.
 Jeff has overall responsibility in researching markets to identify opportunities for events, liaising with clients to ascertain their precise event requirements and producing the events.

12. Management and operations	Guidance Notes
<p>Please provide information regarding each director as set out below (some or all of which may be regarded as confidential).</p> <p>In addition if any individuals have been identified for management roles at the proposed station, please give further information in this section.</p>	<p><i>Ofcom needs to know about the proposed directors and chair of the applicant. Some or all of the information given in this section will usually be removed from the publicly available copy of this application form. (All community radio applications forms will be made available on our website.) If you request that any information be removed, please indicate which (and why) by email to community.radio@ofcom.org.uk.</i></p>
<p>Answer (for each director):</p> <p>1/ Name: Michael Jukes</p> <p>Employment Proprietor of Aim accident management. Self employed Dj and promoter.</p> <p>Other directorships None</p> <p>Relevant experience or qualifications</p> <p>Michael has been the proprietor of a successful business since 2003 and has a 25-year history in the sales and marketing industry, working for a number of blue chip organisations as a team leader. He worked for a number of companies who worked on behalf of charities between 1995 and 2000, co-ordinating teams of people with regards to raising funds for the organisations. Michael set up his own business in 2003 and continues to run that to the present day. Michael has been involved in the music industry for 23 years where he began as a Dj and music collector. He became involved in event</p>	

organisation in 1997 and set up his own business in 1999, employing a team of promoters to assist in organising and co-ordinating events throughout the Midlands. Michael has 10 years of broadcasting experience, working on various internet radio stations as a presenter and promoter. In 2014 Michael identified the need for a community radio station in the Brighton and Hove area that represented people that are currently underserved. He set up Alias music and community projects CIC and built - from scratch - the studios that now house 1 Brighton FM. He has brought in the management committee to oversee the running of the station. Michael also produces and presents his own show on 1 Brighton FM and acts as a tutor and mentor for the new presenters.

2/ Name: Christopher Galloway

Employment Full time student at City College studying for a BA in music production. Self-employed Dj and promoter.

Other directorships None.

Relevant experience or qualifications

Chris has been involved in the music industry for over 20 years. He has a degree in music production and is currently studying for a BA (Hons) in music production. He has worked in radio for 10 years both as a presenter and as a radio station manager. In the mid 90's Chris became involved in music production and formed a dance group called Soft Rocks; a group consisting of 4 members. Soft Rocks have become internationally renown and have performed all over the world and still do to this day. As a result, Chris and Soft Rocks have been commissioned to produce remixes for many other artists. Chris has worked as an events promoter and organiser for 20 years and has - and still - runs other music related businesses including record labels and he is also a record dealer. As well as presenting on 1 Brighton FM, Chris also works as a tutor and mentor for members of the community interested in music production.

3/ Name: Nick Carling

Employment Director of Fresh Track DJ's CIC. Self employed Dj and promoter.

Other directorships Director of Fresh Track DJs CIC

Relevant experience or qualifications

In 1996 Nick worked as a residential social services officer for Hampshire County Council based at Beechside respite care unit, which is a respite unit for children with severe learning disabilities & challenging behaviour, he worked there for approx. 5 years. Nick then spent 10 years working for 'Act Too' in Wimbledon, South London, where he was a drama & DJ tutor working with adults with learning disabilities. In 2010 Nick started working as a self employed freelancer running 'Fresh Track DJ workshops' & 'Kiss My Disco' club nights - teaching, supporting & mentoring DJ's with Learning disabilities and providing an active social life for people with learning disabilities. Also, since 2010 Nick has worked as a self employed DJ & promoter. In 2015 and to the present day Nick has been the Director of 'Fresh Track DJs CIC' (as above but trading as a Social Enterprise.) Nick is trained in counselling skills, has an NVQ in Direct Care and particular experience & interest in Autism / Aspergers Syndrome. Nick is well connected with various community groups working with the marginalised in East Sussex. Nick is a record collector & music enthusiast of 30 years. Nick presents his own show on 1 Brighton FM and mentors presenters of community shows on the station.

4/ Name: Ivan Laskov

Employment Head of Content at Blue Revolution, leading radio-syndication and production company based in London, self-employed radio imaging and audio content producer.

Other directorships IP Media Solutions Limited, Bulgaria – in-store and digital signage company.

Relevant experience or qualifications

Ivan has been working in the broadcast industry for more than 20 years. His career began in Bulgaria's first CHR radio station – Viva FM in which he has presented various programmes (drive time, Top 30 chart and weekend mornings) and has been responsible for the station sound and imaging.

In 1996 Ivan was invited to join Bulgaria's leading rock station – Tangra 96.7 as drive time presenter where he also became imaging producer.

Two years later in 1998 Ivan and group of friends started a brand new CHR pop-station called Lux FM

which initially broadcast for the North Western region of Bulgaria and in 2005 expanded its coverage to the capital city Sofia and the District of Pazardzhik.

Since early 2010 Ivan is permanently residing in the United Kingdom. He's currently running his own radio imaging and production studio in Brighton and is also the Head of Content at UK's leading radio-syndication company Blue Revolution. As part of his responsibilities, Ivan is the producer of the Kim Wilde 80s Show, which is broadcast internationally in Germany, Sweden, Denmark, Cyprus, Canada, Estonia and Spain, and also produces Pat Sharp's syndication show All the Hits and Gary King's Totally 80s and Totally 90s series.

Ivan is also a professional Bulgarian voice over artist. His voice could be heard on promos and adverts on the Bulgarian versions of leading TV channels such as Cartoon Network and Discovery Channel, and Bulgaria's leading DTH / IPTV operator – Bulsatcom.

5/ Name: Steven McMahon

Employment Self employed website producer. Self-employed dj and promoter.

Other directorships Vidiwell Inc. New York (1998-2003). Director of sales and marketing Malo cashmere US (1997-1998). None at present.

Relevant experience or qualifications

Steve has 40 years of Dj and promoting experience. 15 years of those were spent in New York where from 1987 onwards he played an integral part in the fledgling dance music scene.

Steve spent 5 years from 1998 as creative director for video compression and streaming start-up company, Vidiwell Inc. New York. Steve worked as US public relations manager for fashion designer Paul Smith for 13 years, 2 of those were spent as retail manager in New York. Steve moved back to England and spent 3 years from 2005 working for Purple Public relations in London, where he worked as a special events Dj for Vanity Fair magazine. Steve was the Dj for 3 consecutive years at the post Oscar's party and he was also Dj for 1 year at Cannes. Steve spent 3 seasons as a Soundtrack producer for Marc Ecko on his runway and salon presentations. Steve has presented and promoted radio shows for 6 years. Steve also hosts his own show on 1 Brighton FM and acts as a mentor for presenters of the community shows.

6/ Name: Dr Sabry Sadek MB BCh MRCS MRCGP DRCOG DFSRH

Employment GP Principal/ Partner at Regency Surgery, Brighton. Owner and director of Beetroot catering and events company. Co-founder of Beetroot events.

Other directorships Smoking Beetle catering and events company.

Relevant experience or qualifications

Sabry is a GP principal and partner at the Regency surgery in Brighton. Sabry is the founder and director of Smoking Beetle street food catering and events company and he has watched this business grow from a cottage industry to a full commercial enterprise, which has now doubled in size. Sabry also founded Beetroot events, which is a not-for-profit, unincorporated association, for which he organises and promotes events aimed at the Brighton and Hove and Lewes community, with the aim of bridging the gap of cultural inclusion, where he feels it was needed. His mission statement objectives were to contribute to the development and cohesion of impoverished areas within the Brighton and Hove and Lewes areas. Beetroot are also providing their services to raise funds to help the ongoing refugee crisis. Sabry has been involved in the music industry as a Dj and a promoter for 20 years.

If any individuals (not necessarily directors) have been identified for management roles please state what experience identified individuals have to undertake the role in question.

Station manager – Stephen Ellis

Stephen is a Director of his own company and is the head of Homefinder UK project for home connections (lettings) LTD. He spent many years working for the government in various roles from 1994 up until 2013 including, Housing Manager for the department of communities and local government, Lawn project manager for the association of London government and Housing Initiatives manager for the London borough of Enfield. Stephen also spent 3 years as assistant press officer for Tottenham Hotspur. Stephen has worked as a volunteer for a number of community radio and internet stations and understands what is needed to ensure the day-to-day running of a radio station. Stephen has been a Dj for 20 years and has played all over Europe. He spent many years with Norman Jay

MBE as part of the Good times sound system and has been a record collector and enthusiast for all of that time. Stephen presents a show on 1 Brighton FM and acts a tutor and mentor for the volunteers and presenters on the station.

Sales and Marketing manager - Damian Partridge

Damian has worked for numerous advertising agencies in various global locations and markets and has been the strategic lead delivering a wide range of brand, marketing and campaign launches in consumer, B2B and employee focused markets. His understanding of marketing strategy, the modern media mix and effective creative messaging and evaluation is a major resource we intend to draw on as we plan and implement our launch marketing and ongoing communications plan. Damian has a BA (Hons) in English and Media Studies. He is the founder and Director of Inner Window.

Events and activities co-ordinator - Jeff Daniels

Jeff is a freelance technician, providing support in lighting, sound and video, gaming, media and entertainment, audio and visual editing, social media and provides design artwork for all aspects of the music industry. Jeff is a Dj and promoter of 20+ years and has worked with the biggest names in the club and dance music industry, including assisting in the organisation of the legendary Southport weekender. He has also had an A&R role at two different record labels.

13. Staffing structure	Guidance Notes
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What is the staffing structure of your proposed radio service? Provide a job title for each position and indicate whether the individual will be paid or will work in a voluntary capacity, will be full or part-time (indicate the number of hours for part-time posts). This may be provided as a diagram or organisation chart.

The legislation requires that Ofcom has regard to the applicant's ability to maintain the proposed service (as well as to ensure the applicant is fit and proper to hold the licence). As well as its ownership, management and operations, the proposed staffing of the station is relevant to these considerations.

Answer in fewer than 400 words, plus organisation chart (optional)

None of the management committee are paid, all are voluntary and all work part time. Each member of the management committee has a specific role and they meet once a week to discuss the aspects of each role and make sure that the duties assigned to them are being fulfilled.

- Michael Jukes – Founder / Director / Chair – Part time and unpaid – 25 hours per week
- Christopher Galloway – Director – Part time and unpaid – 20 hours per week
- Nick Carling – Director – Part time and unpaid – 16 hours per week
- Ivan Laskov – Director – Part time and unpaid – 10 hours per week
- Steve McMahan – Director – Part time and unpaid – 10 hours per week
- Sabry Sadek – Director – Part time and unpaid – 10 hours per week
- Stephen Ellis – Station manager – Part time and unpaid – 10 hours per week
- Damian Partridge – Sales and Marketing manager – Part time and unpaid – 10 hours per week
- Jeff Daniels – Events and activities co-ordinator – Part time and unpaid – 10 hours per week.

14. Applicant's experience	Guidance Notes
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Please describe the history of your group, and any relevant experience of the group, or the individuals within the group, by answering the questions below.

Ofcom is required to consider whether an applicant has the ability to run a community radio station for the licence period (up to five years). To aid our consideration we want to know about any relevant experience the applicant group as a whole, or the individuals involved, may have.

A. Please provide a brief history of your group.
Answer in fewer than 300 words:

Alias music and community projects was formed in 2014 to oversee the set up and operation of 1 Brighton FM. The aim was to help bridge the gap in local radio services that do not currently represent the local underserved community.

A management committee was formed and 3 directors were appointed to oversee the set up and

operation of the radio station. Roles were appointed for a station manager, sales and marketing manager and an events and activities co-ordinator. 3 further directors have been appointed from the volunteer group recently. All of these appointed roles form the management committee.

The management committee provide a vast knowledge of all aspects of the music industry ranging from shop floor assistant right through to event management, artist management, music production, radio broadcasting and management, presenting, company management and performing.

The management committee also has vast experience of running successful businesses, operating successful not-for-profit organisations, working within local government and working with charities, community groups and are skilled in social enterprise management.

The management committee have to date have attracted and trained over 75 volunteers as part of it's work in engaging and empowering the community through education. Through banner sales on its website, 1 Brighton FM has attracted investment and sponsorship from a number of local businesses, which ensures that the company and the radio station are fully self-sufficient. In addition, the website offers advertising opportunities for local businesses and free advertising for community and charity groups and unknown and unsigned artists.

In the 6 months since it's launch, 1 Brighton FM has attracted over 10,000 unique listeners and it creates over 100 hours of unique, locally produced content every week.

B. Please summarise the group's broadcasting experience (e.g. internet radio, Restricted Service Licences (RSLs)).

Answer in fewer than 150 words:

- Community and internet radio station set up, broadcasting and management
- Internet broadcasting for various projects for over 15 years
- Technical support at local and commercial radio levels
- Community and commercial radio presenting and production
- Radio imaging, branding and promotion
- Commercial and local radio voice over production
- Online broadcasting with 1 Brighton FM since April 2015 with over 100 hours per week of original programme delivery and a growing number of community volunteers.

C. Please summarise the relevant experience of the group or its members, in relevant non-broadcast areas (such as third sector, local business, fund-raising, training or education).

Answer in fewer than 150 words:

All 9 members of the management committee are either directors of their own companies or self-employed. In all, there is a vast experience within the management committee with regards to running successful business operations across many different fields.

Included on our board of directors is Sabry Sadek, a doctor and partner of his own practice. He spent time as Director and Chair of Adur Locality Clinical Commissioning Group and was a member of board of Directors of Coastal West Sussex Clinical Commissioning Group, where he led nine GP practices with a total patient list size of around 50,000. He also sat on the board of the regional CCG, responsible for nearly half a million patients.

Nick Carling has worked in social services at local government level and has spent a large portion of his adult life working with children and adults with learning difficulties.

D. Please summarise the radio broadcasting experience of key individuals in the applicant group (only if not already described above).

Answer in fewer than 150 words:

Please refer to the answers given above in Q.12. The management committee have vast experience with regards to broadcasting.

Evidence of demand:

15. Demand and/or support

Guidance Notes

Please provide a summary of evidence of demand and/or support for your proposed service.

When considering community radio licence applications, Ofcom is required to take into account the extent of local

<p>This may include a variety of information, for example:</p> <ul style="list-style-type: none"> • summary of support from statutory or voluntary sector organisations which expect to contribute practically and/or financially to your operations, or which would expect to collaborate with you in joint activities; • evidence of interest generated through radio activity (e.g. RSLs, internet radio), community activity, training, voluntary sector work etc; • results of research; • summary of support from local politicians, councils, educational or religious bodies etc; • summary of support from local business or other sectors; • evidence of support from your proposed target community. 	<p><i>demand for, or support for, the provision of the proposed service.</i></p> <p><i>It is for applicants to decide what evidence of demand or support they wish to submit. However, Ofcom does not believe that generic support for the establishment of a new radio service is as meaningful as evidence of considered support for a specific applicant's proposals. This means that Ofcom does not attach great value to numerous examples of similar generic or form letters of support by your group, or to petitions.</i></p> <p><i>Copies of letters or research reports etc. should not be submitted. However, your response here may include brief relevant extracts from such material and must represent an accurate and comprehensive summary of any such supporting evidence. If we wish to see the source material, we will ask for it.</i></p>
<p>Answer in fewer than 1,000 words:</p> <p>The management committee has worked within voluntary and community groups and charity organisations for many years, which has given us the knowledge that has enabled us to execute a business model to benefit the local community. Through these years of involvement within these groups and with the time spent working within the community with regards to event and activities organisation, the management committee was able to gauge the needs and demand for an online station offering a varied programme of specialist music, whilst being able to involve members of the marginalised community. Through the idea to the inception and now to the working model, we have seen a massive swell of support from the community for the station. This is proven in the increased levels of offers of voluntary support, approaches from local community and charity groups and requests for presenting opportunities by members of the community; approx. 25% of the presenters of the shows approached us via email and social media, requesting involvement. The studio build commenced in Dec 2014 were by the time we were ready for launch in April, we had attracted 75 volunteers, including involvement from 10 local community and charity groups and educational organisations. Some of the extracts of support from those;</p> <p><i>“Our students have been volunteering at 1 Brighton FM since May and talk highly of the facilities and are grateful for the opportunity to learn new skills. We look forward to the placements at 1 Brighton FM in the New Year.”</i></p> <p>Jenny L. Placements officer University of Brighton</p> <p><i>“1 Brighton FM have offered invaluable opportunities to our Dj’s. They have also been very supportive with volunteers helping out at our ‘Kiss my disco’ club nights, which are events, organised and attended by people with learning disabilities.”</i></p> <p>Nick C. Fast Track Dj’s CIC</p> <p><i>“One of our tutors has been working as a volunteer with 1 Brighton FM since launch and our students are really looking forward to their placements starting in 2016.”</i></p> <p>Dan W. Managing director. DV8 Sussex</p> <p><i>“AudioActive wholeheartedly supports 1Brighton FM's application for an FM Licence. Whilst working with 1Brighton FM, the benefits we have seen for both our young people and the financial robustness of the organisation offer a clear demonstration of their huge potential.”</i></p> <p>Adam J. Managing Director. AudioActive</p> <p><i>“The Clock Tower Sanctuary is looking forward to work alongside 1 Brighton FM to support homeless and insecurely housed young people to experience the excitement and various elements involved in a radio show.”</i></p> <p>Natalia B. Administrative and Fundraising Assistant</p> <p><i>“The young people that we work with in Brighton tell us that they lack opportunities to share the music that they make. We are working with 1Brighton FM to try and meet this need, to highlight the importance of nurturing talent amongst young people from diverse backgrounds and to raise the profile of our charity's work in Brighton.”</i></p> <p>Jo W. Rhythmix Project Manager</p> <p><i>“There is no dedicated Arabic music show on any radio station in the locality and our community is</i></p>	

woefully overlooked in this aspect. We have had a show on 1 Brighton FM for a couple of months now and watched the listening figures go from strength to strength.”

Anthony Y. Mazika radio show

In our 1st month of launch, we had attracted over 1500 unique listeners and we were able to monitor this through our Shoutcast application. Since the involvement of Ivan Laskov, we have upgraded our service and his company in Bulgaria provides engineers who monitor the quality and consistency of the output. They have told us that within the last 5 months the unique listeners we have reached have been in excess of 10,000. Since our Facebook page was set up last year, we have obtained over 6000 likes and 1500 follows on our Twitter, which was set up in Jun 2015. With our work within the community we also collected over 1600 signatures on our petition too. This is available on request.

We have obtained funding sources from local advertisers and promises of funding from others – we are currently building an improved website, once this is finished we will be selling much more attractive banner spaces – these advertisers trust us to be able to deliver their message to our listeners. The outside community events that we create attract funding of between £500-£1500 per event. This is a mixture of ticket sales and of bucket donations; the money raised from these events is donated to local charities. The levels of support within our local community are demonstrated at such events and it's also where we are able to gain feedback and ideas that help our project to progress.

We have so many letters of support that we can't include all of them but here are some further extracts;

“1 Brighton FM continues not only to reflect a very particular part of our city's culture but also provides fantastic opportunities for people to learn and gain experience. I endorse the application for an FM licence and look forward to a successful outcome for 1 Brighton FM and our city at large.”

Cllr Lynda Hyde, Mayor of Brighton & Hove

“Brighton is a fantastic place for a new community radio station and a service that aims to bring together various community groups, charities, local education institutes and established music industry people is a great idea. I welcome 1 Brighton FM's application for an FM licence.”

Simon Kirby MP, Brighton Kemptown

'I would like to state my full support for your application. I'm very keen to expand options for people from all walks of life to get involved with community projects such as yours'

Peter Kyle MP, Hove

Ability to maintain the service – financial information:

16. Pre-launch financial information

In assessing an applicant's ability to maintain the service we need to know what funds and assets it holds, how much it intends to spend getting the station on-air (pre-launch expenditure), and predicted funding for the pre-launch period. Please note 'in-kind' income is dealt with in 18 below.

17. Year 1 financial information - income

Please provide information on the predicted income for your first year of broadcasting. N.B. there is a legislative restriction on income from on-air advertising and sponsorship/commercial references (in summary, each station is allowed a 'fixed revenue allowance' of £15,000 per year from paid-for advertising and sponsorship; some stations may also be allowed up to 50% of their total relevant information per year (i.e. disregarding the fixed revenue allowance). See the 'Invitation of applications for community radio licences' for your region for further information).

18. Financial information – in-kind support

Please provide totals that reflect the in-kind support you expect to receive for the pre-launch period, and for year one. You may count some volunteer input as in-kind support – please see our guidance on this <http://stakeholders.ofcom.org.uk/binaries/broadcast/radio-ops/volunteerinput.pdf>

19. Year 1 financial information – outgoings

Please summarise year 1 outgoings – your expected operational expenditure to cover the first 12 months after the service has commenced broadcasting. (Add rows if necessary).

20. Year 1 financial information – commercial activities on air

During your first year of broadcasting would your proposed station carry any on-air advertising? (If so, please state the amount of income you anticipate from this source and its anticipated proportion of total income)		<i>The legislation for Community Radio places limits on the amount of income annually from the sale of on-air advertising and sponsorship that can be generated.</i>
If 'No' might your proposed service seek to carry on-air advertising at a later date? (If so, please state the amount of income you estimate from this source and its estimated proportion of total income)		
During your first year of broadcasting would your proposed station carry sponsorship or commercial references in return for payment? (If so, please state the amount of income you anticipate from this source and its anticipated proportion of total income)		
If 'No' might your proposed service seek to carry sponsorship or commercial references in return for payment at a later date? (If so, please state the amount of income you estimate from this source and its estimated proportion of total income)		
<input type="checkbox"/> Tick this box if you request Ofcom to withhold this information from the public copy of your application.		

21. Pre-launch financial information - contingency

If there is a shortfall between pre-launch predicted income and outgoings, please explain below how you would expect to cover any outstanding costs.

Answer in fewer than 150 words and/or submit a summary table:

Our plans for raising funds for the 1st year of operation are well researched and the funds needed to operate in year 1 hasn't included any grant application funding, just in case we didn't secure any. In essence, the funds we will raise from website banner ads, show sponsorship, club events and merchandise will be sufficient to run the station. Any grant application funding would be surplus.

Tick this box if you request Ofcom to withhold this information from the public copy of your application.

22. Year 1 financial information - contingency

If there is a shortfall between Year 1 income and Year 1 outgoings, please explain below how you would expect to cover any outstanding costs (see also 23 and 24 below).

Alternatively if there is a surplus at the end of Year 1, please explain what you intend to do with such additional resources.

Answer in fewer than 150 words and/or submit a summary table:

We are confident that there will be no shortfall in Income and expenditure in year 1. If our plans for obtaining surplus are met, we shall look to use it as such;

- Make necessary improvements to the studio spaces.
- Upgrade the quality of the studio equipment.
- Use as a cushion for the operational costs in year 2.
- Create further workshop/training and educational opportunities for the community.

Tick this box if you request Ofcom to withhold this information from the public copy of your application.

23. Financial information – loans and other borrowings

If any of your proposed funding (either set-up or operational) is in the form of loans e.g. from directors, individuals or organisations, please provide details as to who the loan is from and the terms of such lending, expected repayment terms, interest rate charged and other associated costs.

Answer in fewer than 150 words and/or submit a summary table:

There are no loans or other borrowings to pay back.

Tick this box if you request Ofcom to withhold this information from the public copy of your application.

24. Financial information – alternative funding streams

If there is a shortfall between income and outgoings, what arrangements have you explored and are in place to provide further financial and/or 'in-kind' support for your proposed service?

If you have any proposals for expanding and/or changing the funding model of your proposed service after the first year of operation, please provide details below:

Answer in fewer than 150 words and/or submit a summary table:

Alias music and community projects CIC has already secured 50% of the funding needed to run the station in year 1. There are promises for further banner advert sales and we are confident, given the sales and marketing expertise of the management committee that we will secure the other percentage of funds needed. This will only become a more attractive prospect for potential investors and sponsors if we are granted an FM licence.

Tick this box if you request Ofcom to withhold this information from the public copy of your application.

Broadcasting engineering:**Engineering notes**

We require preliminary radio frequency (r.f.) engineering information and applicants are advised that this section is not intended to be exhaustive. We are asking for the basic engineering parameters necessary to determine the extent of frequency availability in an applicant's chosen area (after taking account of the requirements of neighbouring broadcasters); and to determine whether the proposed service area can be adequately served from this site. As a result, applicants should note the importance of identifying a transmission site that is suitable for the area they wish to serve.

While Ofcom would not wish applicants to go to unnecessary expense (we do not guarantee the availability of a suitable frequency and/or our ability to allocate it for broadcasting from the chosen transmission site), we do require precise details about the transmission site chosen. The questions following relate to this.

Applicants should provide evidence of negotiations or agreement with the site owner (e.g. whether a provisional agreement is in place). Any licence award will be based on the coverage area from the site identified in the application. If a licence is offered, Ofcom may not be able to agree to a change from the site put forward in this application (and any request for a change will need to be justified).

Applicants should read and be aware of the relevant part of the Ofcom Site Engineering Code which may be found at: http://stakeholders.ofcom.org.uk/broadcasting/guidance/tech-guidance/eng_code/

Community radio stations typically have a coverage area of up to a 5 kilometre radius. Please see Ofcom's 'Coverage and planning policy for analogue broadcasting services' (including community radio) <http://stakeholders.ofcom.org.uk/binaries/broadcast/radio-ops/coverage/analogue-coverage-policy.pdf>

25. Engineering information

Note: there are fundamental differences between FM (VHF) and AM (MF) transmission systems. These include differences in mast and antenna size, transmitter site requirements, site location, installation cost, audio quality and night-time interference. Before completing this section, applicants may wish to take professional advice to ensure they understand these differences and their implications.

Answer		
Waveband:	Is the application for an FM licence?	Yes / No
	Is the application for an AM licence?	Yes / No
	Should a suitable FM frequency be unavailable, would a frequency on AM be acceptable? <i>If you have answered YES to this last question please complete the questions below separately for both an FM transmission site and an AM transmission site.</i>	Yes / No
	Do you understand the fundamental differences between FM (VHF) and AM (MF) services and have you incorporated these below and in, for example, your start-up and other costs, detailed earlier?	Yes / No
Transmission site address:	What is the postal address and post code:	Brighton Racecourse, Freshfield Road, Brighton, East Sussex, BN2 9XZ

Community radio application form

National Grid Reference (NGR):	The NGR is a reference code comprising two letters and two groups of three numbers (e.g. SW 123 456). It is available from Ordnance Survey. Further information can be found at: http://www.ordnancesurvey.co.uk/oswebsite/index.html	TQ329050 (TQ 32998 05003)
About the site's dimensions:	What is the height of the site, in metres, Above Ordnance Datum (AOD)?	117M above
	In metres, what is the total height of the mast / building Above Ground level (AGL)?	Mast is 10m Building 15m Total 25M T
	What is the height, in metres, of the transmitting antenna AGL?	Two Dipoles at 24.5m and 22.6m
	Please supply photographs of the transmitter mast / building and aerial location.	<input type="checkbox"/> Tick if enclosed
About the transmission site:	Who owns the site and what are their full contact details?	
	Is this site already used for broadcasting and if so by whom?	Radio Reverb
Transmission site availability:	Delete as appropriate the yes/no answers which describe your situation regarding proposed site (it may be that you cannot answer all four questions):	
	Site identified?	Yes / No
	Provisional agreement with site owner in place?	Yes / No
	Or under negotiation?	Yes / No
	Applicant group owns site?	Yes / No
	Other – please specify.	
<i>(Note: we cannot consider an application if no site has been identified.)</i>		

How to contact you:

26. Public contact details	Guidance Notes
Provide the name of the person who will deal with enquiries from the press and public and the contact details for them.	<i>Ofcom will publish community radio licence applications, and from time to time statements which may include public contact details, on its website. A point of contact is required to deal with press and other enquiries from interested parties.</i>
Name: Christopher Galloway	
Mobile: 07999 343474	
E-mail: chris@1brightonfm.co.uk	
Website: www.1brightonfm.co.uk	

PLEASE ENSURE YOU ADVISE OFCOM OF ANY CHANGES TO YOUR CONTACT DETAILS

27. Contact details for Ofcom	Guidance Notes
Provide the name of the person who will be Ofcom's primary contact and their contact details:	<i>Ofcom will need to contact your group in relation to this application.</i>

PLEASE ENSURE YOU ADVISE OFCOM OF ANY CHANGES TO YOUR CONTACT DETAILS

Concluding declaration:**28. Declaration****APPLICANT'S, DIRECTORS' AND OWNERS' OTHER INTERESTS**

1. In relation to the applicant and any body's and/or individuals whose details are given in sections 11, 12 and 13 of this application, please state whether the applicant, any body or individual is (and if so identify that body or individual) involved in any of the activities set out in the table below, and the extent of the involvement or interest. For these purposes, the applicant includes associates of the applicant (i.e. directors and their associates and other group companies): (Note: if none of the following categories in this section apply, this must be clearly indicated by writing "none" in any appropriate box.)

Activity/involvement	By the applicant and/or a shareholder or member (section 11 of this application form)	By a director (section 12 of this application form)
a) Local authorities	None	None
b) Bodies whose objects are wholly or mainly of a political nature, or which are affiliated to such a body	None	None
c) Bodies whose objects are wholly or mainly of a religious nature	None	None
d) An individual who is an officer of a body falling within (c) above	None	None
e) 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) or a body falling within (b) or (c) above)	None	None
f) An advertising agency or an associate of an advertising agency	None	None
g) Other broadcasting interests (including radio, television, satellite and cable broadcasting and allied activities).	None	Ivan Laskov is Head of Content at Blue Revolution, leading radio-syndication and production company based in London and is a self-employed radio imaging and audio content producer.

Other interests

2. Give details of any other interest or activity of the applicant which is or could be incompatible with the requirements imposed by or under Schedule 2 to the Broadcasting Act 1990 (as modified by the Community Radio Order 2004) and Articles 6 and 7 of the Community Radio Order 2004. Please also give details of any other participant in the applicant whose interest is or could be incompatible with those requirements. (You may need to seek advice about these matters)

None

Other matters

3. In pursuance of its duties under Section 86(4) of the Broadcasting Act 1990 (as amended), Ofcom requires that the applicant should notify Ofcom of any matters which might influence Ofcom's judgement as to whether:
- (i) the applicant;
 - (ii) any director of the applicant;
 - (iii) any individual, or any director of a company, who will have an interest of 5 per cent or more in the applicant;
- may not be considered a 'fit and proper person' to participate in a radio licence. Such matters would include, for example, the following (whether they occurred in the UK or any other country): any unspent criminal conviction, any undischarged insolvency and/or bankruptcy orders, any disqualification from being

a director of a limited company, and any adverse findings made by Ofcom (or its predecessor broadcast regulators), any other regulatory authority and/or any court or tribunal in respect of any regulatory matters.
None
Do you confirm, to the best of your knowledge and belief, that: 4. The applicant is not a disqualified person in relation to the licence by virtue of the provisions of section 143 (5) of the Broadcasting Act 1996 (relating to political objects); 5. The applicant is not otherwise a disqualified person in relation to the licence by virtue of Part II of Schedule 2 to the Broadcasting Act 1990 or any other rule prohibiting its holding the licence; 6. No director, member or other person involved directly or indirectly in the management of the applicant group is the subject of a disqualification order as defined by section 145 (1) of the Broadcasting Act 1996; 7. No person (body corporate or individual) involved in the application has been convicted within the past five years of an unauthorised broadcasting offence and that the applicant will do all it can to ensure that no person (body corporate or individual) so convicted will be concerned in the provision of the service, the making of programmes included in it, or the operation of the radio station if the applicant is granted a licence; and 8. Any matters which might influence Ofcom's judgement as to whether the directors or members of the applicant group are fit and proper persons to participate in a radio licence have been made to Ofcom. Applicants should note that Ofcom reserves the right to revoke a licence if at any time any material statement made is found to be false and to have been made by the applicant or any member or officer thereof knowing it to be false, and that in the circumstances of section 144 of the Broadcasting Act 1996, the provision of false information or the withholding of relevant information with the intention of misleading Ofcom could incur a criminal conviction and a disqualification from the holding of a licence. <input type="checkbox"/> Please tick this box to confirm that the applicant agrees with the above statements.
Please tick the boxes below to indicate which additional documentation is included as part of this application. We are not willing to accept additional information with this application, other than that set out below: <input type="checkbox"/> Memorandum & Articles of Association <input type="checkbox"/> Certificate of Incorporation <input type="checkbox"/> Application Payment (UK £ 600.00) non-returnable <input type="checkbox"/> Photographs of the transmitter mast / building and aerial location.

I hereby apply to Ofcom for the grant of a community radio licence and declare that the information given in this application and any additional documentation is, to the best of my knowledge and belief, correct.

Michael Jukes _____ (Name of person)

Managing Director _____ (Title or position in the applicant group)

19/10/15 _____ (Date)

**Please return this form and any additional electronic information by e-mail to:
community.radio@ofcom.org.uk**

If there is any paper-based material associated with this application, please send it to:

Community Radio Licensing Team, 5th Floor
Ofcom
Riverside House
2A Southwark Bridge Road
London
SE1 9HA

Please make sure you keep a copy of this form for your records.