
Community Digital Sound Programme (C-DSP) licence

Application form – Part A (public)

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

Radio Rangoli CIC

Proposed service name:

Rangoli Radio

Radio multiplex service(s) on which the proposed C-DSP service is to be provided:

Leeds Digital Media

Public contact details:

info@rangoliradio.com

Contents

Section

1. Overview	1
2. Applicant's details	4
3. The proposed service	13
4. Compliance of the service	20
5. Declaration	24

1. Overview

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

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

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

The purpose of this form

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

Provision of information

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

Publication of information about applications and licensed services

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

Data protection

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

Keeping up to date with broadcasting matters

- 1.14 We strongly recommend that the appropriate person at the applicant body signs up to receive Ofcom’s regular email updates on broadcasting matters including notification when the Broadcast and On Demand Bulletin is published.

- 1.15 To sign up to receive these communications, you must visit [the email updates area of our website](#) and select 'Broadcasting.'

2. Applicant's details

About this section

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

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

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

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

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

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

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

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

Applicant information and contact details

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

Radio Rangoli CIC

2.2 Company registration number stated on Companies House:

13033459

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

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

141 Sandringham Drive
Leeds
LS17 8DQ

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

Yes/No (delete as appropriate)

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

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

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

Full name	Mr Vishalkumar Mehta
Job title	Managing Director
Address	141 Sandringham Drive Leeds LS17 8DQ
Telephone	07713-489253
Mobile phone	07713-489253
Email	info@rangoliradio.com

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

<https://rangoliradio.com>

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

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

The service will be financed from three primary sources:

- sale of advertisements
- sponsorships (limited to fixed revenue allowance as per the threshold laid down for community services by Ofcom)
- donations from the generosity of the philanthropic members of the community and donations from listeners
- grants

Income is raised through service level agreements with public bodies and local authority.

Fundraising events aligned with hindu festivals will also bring additional funds.

Rangoli Radio Leeds is a voluntary led service and receives in-kind service from the volunteers which saves expenditure on wages.

Ownership and control of the company which will hold the licence

Details of officers, participants and shareholders of the applicant

2.8 Please provide the following details for each director or designated member of the applicant:

Full name of individual	Correspondence address ¹	Country of residence	Other officerships held (and nature of the business concerned)	Other employment
Vishalkumar Mehta	141 Sandringham Drive Leeds LS17 8DQ	UK	Bhanu Technologies Ltd - Director	
Divya Khurana	141 Sandringham Drive Leeds LS17 8DQ	UK		Wellbeing Coordinator, Feel Good factor 53 Louis Street LS7 4BP
Narahari Joshi	141 Sandringham Drive Leeds LS17 8DQ	UK	Director in Leeds Digital Media Limited, Company number 12706716	

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

C-DSP licence: Application form (Part A)

			Nature of business – Radio Broadcasting	
Bhavin Pujara	141 Sandringham Drive Leeds LS17 8DQ	UK		
Naveen Sunag	141 Sandringham Drive Leeds LS17 8DQ	UK		
Vipin Joshi	141 Sandringham Drive Leeds LS17 8DQ	UK		
Rashik Parmar	141 Sandringham Drive Leeds LS17 8DQ	UK	IBM Fellow and VP Technology - EMEA, Leeds City Region LEP Board Member, Chair - Board of Trustees - IVE	None

2.9 Please identify any entities with which the applicant is affiliated:

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

Full name of the entity	Address
N/A	N/A

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

Full name of entity	Address	Affiliates
N/A	N/A	N/A

--	--	--

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

Full name of individual or body	Address	Affiliates		
Vishalkumar Mehta	141 Sandringham Drive Leeds LS17 8DQ	UK		
Divya Khurana	761 Scott hall Road Leeds LS17 5PG	UK		
Narahari Joshi	141 Sandringham Drive Leeds LS17 8DQ			

2.12 Complete the following table, expanding it if necessary, to list all officerships in other bodies that are held by any individual listed in response to question 2.11, and any affiliates of those bodies:

Full name of individual	Name of body in which officership held	Affiliates of that body
Vishalkumar Mehta	Bhanu Technologies Ltd - Director	
Divya Khurana		
Narahari Joshi	Leeds Digital Media Director	

2.13 Complete the following table, expanding it if necessary, to list all bodies corporate which are controlled by any body corporate listed in response to question 2.11, and their affiliates:

Full name of body corporate listed in 2.11	Body corporate controlled	Affiliates of body corporate controlled
N/A		

2.14 In relation to each body corporate identified in response to question 2.11, complete the following table, expanding it if necessary, to list all bodies which hold or are beneficially entitled to shares, or who possess voting powers, amounting to more than 5% in the body corporate concerned (“participants”). You may, but are not required to, exclude from this table any bodies listed in response to question 2.11. If you are unable to provide a complete answer to this question in relation to beneficial owners, please state whether you have any reason to suspect the existence of any beneficial owners.

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

Involvement of the applicant in specified activities

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

Activity/involvement	Yes or No	Please state who is involved; the name of the body/individual/agency they are involved with; and the extent of their involvement
A local authority	No	
A body whose objects are wholly or mainly of a political nature, or which is affiliated to such a body	No	

A body whose objects are wholly or mainly of a religious nature; ²	No	
An individual who is an officer of a body falling within (b) or (c);	No	
A body corporate which is an associate (as defined in paragraphs 1(1) and 1(1A) of Part I of Schedule 2 to the Broadcasting Act 1990) of a body falling within (b) or (c);	No	
An advertising agency or an associate of an advertising agency	No	

Details of applications, licences and sanctions

2.16 Is the applicant a current licensee of Ofcom?

~~Yes~~ / No (delete as appropriate).

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

Licence number	Name of multiplex
N/A	

2.17 Has the applicant held an Ofcom broadcasting licence before? NO

~~Yes~~ / No (delete as appropriate).

Licence number	Name of service or multiplex

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

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

Yes / No (delete as appropriate).

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

Dates licence was held or dates of involvement	Licence number (if known)	Name of service or multiplex
Narahari Joshi		Radio Asian Fever, Akash Radio

2.19 Does the applicant control an existing Ofcom licensee?

Yes / No (delete as appropriate).

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

Licence number	Name of service or multiplex

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

Yes/ No (delete as appropriate).

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

Licence number	Name of service or multiplex

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

Yes / No (delete as appropriate).

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

Licence number	Name of service or multiplex

2.22 Is the applicant subject to any current or pending investigation by any statutory regulatory or government body in the United Kingdom or abroad in respect of any broadcast-related matter?

No (delete as appropriate).

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

Licence number (or equivalent)	Name of service or multiplex	Details of the investigation
N/A		

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

Yes / No (delete as appropriate).

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

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

2.24 In relation to any of the directors, shareholders or other individuals named in this application, please provide any information which you think may be a relevant consideration for Ofcom in determining whether or not the applicant is fit and proper to hold a Broadcasting Act licence. If the applicant or the form signatory fails without reasonable excuse at this point to declare any matter of which Ofcom subsequently becomes aware, and which we do consider to be relevant to the applicant’s eligibility to hold a licence, we will take it into account in determining the question of whether the applicant/licensee remains fit and proper to hold a licence.

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

N/A

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

Yes / No (delete as appropriate).

If yes, please provide the following details:

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

3. The proposed service

About this section

This section asks you to describe your proposed service, including the Key Commitments you propose to include in your licence. This includes your service name, multiplex name and character of service, in addition to standard commitments that all C-DSP licensees need to abide by. If a licence is granted, the information you provide in this section will be used to form the basis of the annex to your licence. You will only be authorised to broadcast what is detailed in the annex of the licence.

In this section, you will also need to set out how your service will provide social gain, community participation and how you will be accountable to the target community. This is in line with statutory requirements for the granting of C-DSP licences.

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

Your proposed service and target community

3.1 What is the proposed service name?

Rangoli Radio

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

Leeds Digital Media

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

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

The studio will be at 141 Sandringham Drive, Leeds - LS17 8DQ within the coverage area of Leeds Digital Media small scale multiplex. The location is in close proximity to the community and within easy access of the service so that volunteers can easily come and go.. Volunteers will benefit from open access to the facilities and have opportunities for operating and managing the service.

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

None

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

As of the 2011 UK census, the Metropolitan District of Leeds had a total population of 751,500. The minority ethnic populations represent just under 17.4% of the total population, of which 7.7% Asian (2.1% Indian, 3.0% Pakistani, 0.6% Bangladeshi, 0.8% Chinese, 1.2% Other Asian, 0.5% White Asians). (Source Leeds City Council 2011 Census Report). A significant portion of the 2.1% Indian, 0.6% Bangladeshi, 1.2% Other Asian, 0.5% White Asians are estimated to be in excess of 10,000 Hindus. They reside in the areas of Chapel Allerton, Moortown, Hyde Park, Carr Manor, Alwoodley, Roundhay, Adel, Stanningley, Gipton & Harehills, Armley, West Park, Weetwood, Morley North, Crossgates and Beeston & Holbeck areas. These areas are within the Leeds polygon area to be covered by the Leeds Digital Media Ltd, the small scale Multiplex service.

The Rangoli Radio service aims to integrate the Hindu Community in Leeds and provide a platform to inspire the next generation of Hindus residing in the region through local success stories. In addition, the radio will create an identity for the community to engender confidence and increase awareness in the range of opportunities that exist. The service will provide an element of companionship to those that feel isolated or distant from their families. By working in close collaboration with existing Hindu community groups across Leeds and neighboring cities (including Bradford, Halifax, Wakefield and York) the service will initially focus on Hindu festivals in the regular calendar as a means of attracting and engaging the community.

Rangoli Radio will focus on a range of programmes including: Hindu bhajans, remote yoga/exercise, cooking, advice/guidance on local services, local festivals and inspiring stories from local heroes. Insights to the service have been drawn from a listener service with 200 responses.

Rangoli Radio will build on the initial engagement of the community through consultations such as the listener survey and regular open meetings. Initial interest and excitement has been created through a station name competition and a logo designing competition. Through a strong link with the Hindu Councils the service aims to create a strong interest in hindu culture, local festivals and events.

The service will raise awareness in local Media & Journalism careers, Education offers for younger listeners and also assist in developing employability skills. It will also help to channel local businesses to promote themselves through advertising.

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

Radio Rangoli CIC is a company limited by guarantee, a not-for-profit distributing organisation. If there is any surplus, it will be reinvested in the organisation for improving and sustaining the service.

Radio Rangoli CIC aims to generate income by sale of air time for advertisements by businesses in and around the locality, receipt of donations from listeners, sponsorships, grants received, time given by the volunteers in-kind and any profit or surplus created in the previous year. The funds generated are exclusively used to cover the overhead costs of running the radio service which includes rent of the premises, utility bills, telephone charges, insurance cover for public liability and building contents, various annual license fees, purchase of capital equipment and various other expenses. The income covers the overhead costs and when a profit is made it is retained in the company accounts and gives an opportunity to improve the service by upgrading equipment.

The company is managed by volunteers within the community. It is one of the key commitments of Radio Rangoli CIC to encourage the engagement of new volunteers. Announcements will be made over the radio service and in addition on social media – Facebook, Whatsapp groups, other social media groups and website will be used for the recruitment of volunteers.

Social gain

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

- Rangoli radio intends to promote and retain Hindu culture through bhajans and discussions. It is a well known fact that the next generation of a community would lose its identity if it is deprived of its vernacular language. The younger generation learn about the fundamental principles of Hinduism, i.e. goals or aims of human life; namely, Dharma (ethics/duties), [Artha](#) (prosperity/work), [Kama](#) (desires/passions) and [Moksha](#) (liberation/freedom from the cycle of death and [rebirth](#)/salvation), as well as [karma](#) (action, intent and consequences) and [Samsāra](#) (cycle of death and rebirth). The service aims to inspire volunteers to help address some of the systemic community issues, such as social deprivation.
- Rangoli radio aims to train volunteers from the target community to operate the radio service and help them develop their life skills. The volunteers have been trained in various aspects of running a radio service from planning events, researching contents of programs to using studio equipment. The volunteer presenters will get one to one training from the senior members of the management team and get work experience initially sitting next to an experienced presenter. Volunteer presenters will be given training on communication and presentation skills. A comprehensive training programme has already been developed.
- The service aims to build relationships with training providers to support young people with school homework and prepare them for GCSE exams through on-air shows.
- Rangoli Radio will help generate employability skills as well as effective utilisation of time for many people who would like to get involved and volunteer for the service.
- Rangoli radio aims to hold discussion programmes on air to engage the community and to raise awareness on various issues and topics. We also aim to generate awareness of local services available for our target community provided by local councils as well as other organisations in and around Leeds. We aim to invite guest speakers from different services and the audience may get an opportunity to ask questions and feel benefited from information.
- We aim to collaborate with BBC radio Leeds in order to relay Local and national news. In collaboration with BBC Radio Leeds, Rangoli Radio plans to disseminate messages from the Government and local government on topical updates and relays BBC's local news bulletins.
- Rangoli Radiowould encourage the target audience to get involved by ringing and speaking to the presenters, getting involved in discussions, asking questions to guest speakers. This would boost their confidence and self esteem and enable them to feel that they are part of the community.

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

In addition to the Core management team, Rangoli Radio will also have a steering group consisting of members from different fields and will be experts in raising community interests within the target audience. This steering group will meet on a regular basis and can choose to attend the management meetings or request the minutes of the meetings. The steering group will guide the service and ensure alignment with the community interests. The initial membership of this steering will include for example:

Hindu priest and Hinduism scholar
Business Director
Manager Sanskar Hindu Women's group
Managing Editor Radio Leeds
Businessman and Community worker
Teacher and president Leeds Mahila Mandir
Asian Arts - Kala Sangam Director

Surveys of the community such as the listener survey with over 200 responses will inform the leadership in community needs. Regular debates on-air will also provide a forum for listeners to express options and discuss ideas for increasing the community value of the service.

Regular surveys will also notify what target audience would like. They will be able to access compliments and complaints form and procedure as well as 'Contact Us Form' through the Rangoli radio website

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

Rangoli Radio being a community service will endeavor to provide open access to the studio and encourage visits to the studio to experience broadcasting first hand.

The leadership team will constantly search for volunteers in the community through on-air announcements and social media posts on Facebook, Twitter, Whatsapp and Website.

The steering group of community and faith leaders will run open meetings to encourage engagement. Sharing insights into potential roles or contributions that the community will also inspire volunteers. Volunteers will be continuously supported through training and active mentoring to remove any anxiety. The range of roles from programme design, through journalism, broadcasting and admin duties will provide ample opportunity for all volunteers. A comprehensive training programme for volunteer presenters has already been drafted.

We expect the service will also provide volunteers to develop contemporary skills that will increase the employability.

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

Throughout the design of the service, the community has been fully engaged. Starting with a listener survey where over 200 responses were received over a 3 week period, the service aims to maintain regular community interaction. The radio station name selection and logo competition have created an excitement already prior to the launch of the radio station. The Whatsapp group had 28 suggestions for the name with active debate from the community members on the essence of the service and the future characteristics.

A common request has been made to provide access to local success stories where the selfless service of community groups have helped the vulnerable cope during the Covid-19 Pandemic situation. In addition, access to a local radio service that highlights local services, hindu culture and festivals, along with mobile broadcasts to allow those unable to attend in person to be able to experience events.

The regular online forums (through social media) and meetings with open communities will enable us to strengthen the links with our target audience. We have been reaching out to various groups of hindu communities providing them information about the radio station, answering their questions, asking for feedback and their thoughts, engaging them and getting them involved, creating an interest to volunteer and take part in the activities.

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

Members of the leadership team have been involved in a wide range of volunteer activities. For example:

- Hinduism talks at local schools to promote awareness of key festivals such as Diwali, Navratri and Holi
- Contribution to the Leeds City Region as Chair Employment and Skills Panel
- Encouragement of mindfulness through blogs - e.g. <https://sundaysprinklesblog.wordpress.com/>
- Working within the third sector since 2015 supporting South Asian Community facing Social Isolation, Stigma (due to Visual Impairment and Mental Health), Health & Wellbeing, advising on welfare benefits, housing, advocacy, signposting, facilitating various citywide projects by networking with other organisations.
- Facilitated 3 luncheon groups to reduce social isolation as well as 4 reading groups in 4 Indian languages in the past three years.
- A group facilitated for young mothers along with a creche facility so they could get engaged in the learning process, to enable them to be independent, empower them and also to seek work.
- Helped volunteers to enter into gainful employment by providing them guidance and relevant training.

Participation

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

The primary aim of the service is to celebrate the colours of the hindus in the region. Opportunities will be provided for the community to:

- volunteer for roles to support the operation of the service (station management and administration, programme design, broadcasting, marketing and promotion. Each role will allow the development of new skills that increase the self worth and employability.
- serve on projects to explore aspects of Hinduism, life in the region or secrets of success from established leaders.
- mobile broadcasting from hindu festivals and events will also provide an opportunity for volunteers to support remote operations.

Accountability

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

The service aims to use the following channels:

- Email through the website or directly from the main email address: info@rangoliradio.com
- Through social media on Facebook and Twitter.
- Direct contact any of the leadership team or the steering board.

All feedback will be reviewed during the regular leadership meetings and where appropriate agreed actions will be shared through Social Media, the Website and the on-air programmes.

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

Regular open meetings will be held where listeners will be able to discuss operational issues, publicity ideas, future projects and any concerns. Volunteers will be encouraged to take on operational and studio management responsibilities. Training will be provided by the experienced members of the Rangoli Radio Leadership Team. Workshops will also be held to enable skills development and sharing of best practices.

The leadership team actively encourages and welcomes criticism as the foundation for improving the service. Any criticism from listeners will be taken on board and discussed in the management group. The necessary action will be taken and then discussed with the complainant to ensure their satisfaction. We are also in the process of defining our Compliments and complaints process, which will be shared on the website. In addition we are developing a 'knowledge base' area on our website, accessible to our registered volunteers, covering topics such as broadcasting regulation, relevant technology innovations, and productivity and efficiency ideas surrounding community radio broadcasting.

Draft Key Commitments

Service name: *the on-air name of the programme service (as in question 3.1 of this application)*

Rangoli Radio

Proposed radio multiplex service: *as in question 3.2 of this application, specify if small-scale or local multiplex the radio station plans to broadcast on*

Leeds Digital Media – Small scale Multiplex

Description of target audience:

Rangoli Radio caters for the Hindus in Leeds and the neighbouring cities such as Bradford, Halifax, Wakefield, Harrogate and York.

Description of locality, which can be all of, or a subset of, the area covered by the radio multiplex service specified above:

The service will directly cover the areas of Chapeltown, Chapel Allerton, Moortown, Hyde Park, Carr Manors, Alwoodley, Roundhay, Adel, Stanningley, Middleton, Gipton & Harehills, Temple Newsham, Armley, West Park, Weetwood, Morley North, Crossgates and Beeston & Holbeck. All these areas are within the Leeds polygon area to be covered by Leeds Digital Media Ltd, the small scale Multiplex service.

Brief statement of main purpose of the radio service, its functions/activities: *describe in no more than 50 words*

Rangoli Radio aims to provide a service that entertains, educates and enriches the Hindu community. The service will:

- reduce social isolation for elderly,
- provide information on community events and support available,
- reach out to different hindu communities to enable their integration
- provide a source of learning and a sense of attachment to hindu culture for the younger generation and to find their full potential.

The text below is included in the Key Commitments in all C-DSP licences, and does not need to be amended or augmented. Every service is required to comply with these requirements, but the details of how each service does so do not need to be included in the Key Commitments.

The studio of the Licensed Service is located within the coverage area of the Small-Scale Radio Multiplex Service identified above (n.b. the Licensee will not be in breach of this requirement if an existing studio ceases to fall within the coverage area merely as a result of technical changes to the Small-Scale Radio Multiplex Service outside the control of the Licensee).

The Licensed Service shall have the characteristics of a Community Digital Sound Programme Service as set out in the 2019 Order and, in so doing, shall achieve the following objectives:

- **the facilitation of discussion and the expression of opinion,**
- **the provision (whether by means of programmes included in the service or otherwise) of education or training to individuals not employed by the person providing the service, and**
- **the better understanding of the particular community and the strengthening of links within it.**

Members of the target community shall contribute to the operation and management of the service.

The service shall have mechanisms in place to ensure it is accountable to its target community in the specific area or locality.

4. Compliance of the service

About this section

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

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

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

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

- 4.1 Will the individual named as Compliance Contact in response to question 2.3 in Part B have overall responsibility for compliance for the duration of the licence?

Yes/No (delete as appropriate)

- 4.2 Please give details of all compliance training and compliance experience (including dates) the person named in response to question 2.3 in Part B has received in the relevant codes and rules (for example, those referred to in the box at the start of this section).

Two members of the leadership team have five years experience in community radio broadcasting and developed a thorough understanding of compliance with the various Ofcom Codes.

On successful award of the licence the leadership team will arrange for two members to receive compliance training and implement the procedures needed to comply with the relevant codes.

Prior to the launch of the service, we will be conducting formal training for the volunteers who opted to work as presenters. A training plan has been documented and includes training of all applicable code of conduct and other regulations. The training plan also includes an assessment of the trainees with a view to ensure the required knowledge and awareness is gained by the participants.

- 4.3 How many staff does the applicant have (or plan to have) in its compliance team? Please provide a brief description of the functions each person will be performing. Please do not give names of individual members of staff.

The compliance responsibility for the service will be assigned to a member of the leadership. An additional member of the Leadership Team and a member of the steering group will support the Compliance Officer to ensure the compliance of the service. Their roles will be to:

- 1) Provide the compliance training elements of presenter training sessions
- 2) Keep up to date on the relevant compliance codes and maintain training/operating documentation accordingly. Also publishing the relevant compliance documentation in a private shared internet document store available to all radio station staff and volunteers.
- 3) Provide ad hoc guidance to presenters to questions or clarification on all matters related to compliance
- 4) Manage any non-compliance situations through investigation development of the remedial actions and implementation of changes.

The compliance team will consist of at least two people versant in each of the languages used during broadcasts.

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

All staff will be required to complete a training programme to understand the complete production and broadcasting cycle. A specific module will be include on the compliance procedures that will include:

- A summary of the current Ofcom and broadcasting codes along with access to the private compliance document store.
- Examples or role play exercise that will illustrate appropriate and inappropriate broadcasting
- Processes for requesting guidance for handling instances of non-compliance

In addition, refresher training will be provided and encouraged to ensure currency of codes and provide reminders.

Through meetings of the leadership team and steering group instances of non-compliance will be reviewed to identify the root causes and implement changes required in procedures to avoid future situations.

- 4.5 It is a licence requirement that a licensee must ensure that all programming on its service (broadcast at any time of the day or night) complies with Ofcom’s codes and rules (e.g. Ofcom’s Broadcasting Code, which sets requirements on standards to be observed in programme content for the protection of the public). Set out in detail below the systems the applicant intends to have in place to ensure it will be able to comply with the codes and rules at all times while the service is broadcasting, in particular when the service is broadcasting live content but also when pre-recorded material⁴ is being broadcast.

All content will undergo a final approval review before broadcasting. All show notes will be reviewed by a member of the broadcasting team who will perform checks for content, quality, appropriateness and compliance.

For live broadcasts where there is listener participation, training will be provided to presenters on how to handle inappropriate behaviour or language from a caller.

In the rare case where there is a situation of non-compliance, an investigation will be led by the compliance team and a member of the leadership team. Any actions required (in the form of procedural changes, training or disciplinary actions) will be agreed and progressed by the leadership team.

Digital recordings of all the shows will be maintained and available for 45 days in accordance with the current rules.

The two-member compliance team within the leadership team will undertake periodic compliance monitoring of the service by listening to a randomly selected section of a presenter’s recording with a view to ensure compliance. All exceptions will be reported to the leadership group for initiating remedial actions.

- 4.6 Please set out how you will ensure compliance with your Key Commitments, including how you will maintain up-to-date information on how these are being delivered.

⁴ This could include, for example, material obtained from, or streamed from, third-party sources as well as content produced by the licensee.

The primary means of ensuring compliance with the Key Commitments will be to ask all volunteers and staff to sign the Rangoli Radio code of conduct pact. This will detail the values of the service, the current service procedures and description of their responsibilities in ensuring compliance.

A private Knowledge share area will be maintained with up to date compliance information and be made available to radio station staff and volunteers. The compliance officer and supporting staff will be responsible for reviewing all new compliance documentation and communicating the changes to both staff and volunteers.

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

The primary languages will be Hindi, Gujrati and English. Specialist programmes in additional languages (such as Punjabi, Kannada) may be introduced in the future depending on volunteer and supporting compliance expertise.

4.8 For each language listed in response to question 4.7, please provide details of how many compliance team member(s) are fluent in each language and will be responsible for ensuring that content broadcast in that language complies with the Ofcom's code and rules. **Please do not give names of individual members of staff.**

Hindi - 3

Gujarati - 2

English - 3

Punjabi - 2

Kannada - 2

5. Declaration

About this section

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

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

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

The declaration must also be dated.

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

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

Vishalkumar MEHTA

Date of application:

25 November 2020

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

Company secretary / company director / designated member (in the case of a Limited Liability Partnership)

You now need to complete the confidential section (Part B) of the application form