
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):

Panj Pani Radio Ltd

Proposed service name:

Panj Pani Radio

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

Leicester (Advertisement of licences for small -scale radio multiplex services

ROUND 3

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

Publication date: 1 June 2021

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1. Overview

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

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

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

The purpose of this form

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

Provision of information

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

Publication of information about applications and licensed services

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

Data protection

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

Keeping up to date with broadcasting matters

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

2. Applicant's details

About this section

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

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

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

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

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

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

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

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

Applicant information and contact details

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

Panj Pani Radio Ltd

2.2 Company registration number stated on Companies House:

13878037

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:

86 Meadvale Road Leicester LE23WL England

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

Yes (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	Sukhdev Singh Aujla
Job title	Managing Director
Address	86 Meadvale Road Leicester LE23WL England
Telephone	01162103981
Mobile phone	07776905991
Email	panjpaniradio@hotmail.co.uk

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

www.panjpaniradio.co.uk

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

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

All funding will be based on sale of advertisements-sponsorship (limited to fixed revenue allowance as per the threshold laid down by Ofcom) grants, donations from listeners and general public. No funding will be accepted from any political party or a religious body. Fund raising events aligned with Sikh festivals will also bring additional income.

Volunteering and in-kind contributions will be the key source of support.

Ownership and control of the company which will hold the licence

Details of officers, participants and shareholders of the applicant

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

Full name of individual	Correspondence address ¹	Country of residence	Other officerships held (and nature of the business concerned)	Other employment
Sukhdev Singh Aujla	86 Meadvale Road Leicester LE23WL	England	None	Civil Servant

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

Full name of >5% participant (existing and proposed)	Number of shares	Total investment (£s)	Total investment (%)	% of voting rights
Sukhdev Singh Aujla	N/A	N/A	N/A	75%
Comments				
Nobody is beneficially entitling to shares. Company is registered as “Not for profit”				

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

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

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

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

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

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

Full name of entity	Address	Affiliates
Sukhdev Singh Aujla	86 Meadvale Road Leicester LE23WL	N/A

Details of persons who control the applicant

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

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

Full name of individual or body	Address	Affiliates
Sukhdev Singh Aujla	86 Meadvale Road Leicester LE23WL	N/A

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

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

Full name of individual	Name of body in which officership held	Affiliates of that body
N/A	N/A	N/A

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

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

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

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

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

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

Comments				
Company registered "not for profit"				

Involvement of the applicant in specified activities

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

Activity/involvement	Yes or No	Please state who is involved; the name of the body/individual/agency they are involved with; and the extent of their involvement
A local authority	No	N/A
A body whose objects are wholly or mainly of a political nature, or which is affiliated to such a body	No	N/A
A body whose objects are wholly or mainly of a religious nature; ²	No	N/A
An individual who is an officer of a body falling within (b) or (c);	No	N/A
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	N/A
An advertising agency or an associate of an advertising agency	No	N/A

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.

Details of applications, licences and sanctions

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

No (delete as appropriate).

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

Licence number	Name of multiplex
N/A	N/A

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

Yes (delete as appropriate).

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

Licence number	Name of service or multiplex
SRSL101812WT/1	PANJ PANI RADIO
SRSL101354WT/1	PANJ PANI RADIO
SRSL10033WT/1	PANJ PANI RADIO
068/13	PANJ PANI RADIO
213/2012	PANJ PANI RADIO
086/2011	PANJ PANI RADIO
197/2010	PANJ PANI RADIO
138/2009	PANJ PANI RADIO
144/2008	PANJ PANI RADIO
137/2008	PANJ PANI RADIO

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

Yes (delete as appropriate).

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

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Dates licence was held or dates of involvement	Licence number (if known)	Name of service or multiplex
		As above and more than 50 RSLs since 1996 as volunteer

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

No (delete as appropriate).

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

Licence number	Name of service or multiplex
N/A	N/A

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

No (delete as appropriate).

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

Licence number	Name of service or multiplex
N/A	N/A

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

No (delete as appropriate).

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

Licence number	Name of service or multiplex
N/A	N/A

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

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	N/A	N/A

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

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
N/A	N/A	N/A	N/A	N/A

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

No (delete as appropriate).

If yes, please provide the following details:

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

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

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

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. Holders of an existing analogue community radio licence to be a simulcast on the proposed C-DSP service can replicate the existing analogue key commitments as it is our expectation that the key commitments for simulcast services are to be in keeping with one another. If a licence is granted, the information you provide in this section will be used to form the basis of the annex to your licence. You will only be authorised to broadcast what is detailed in the annex of the licence.

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

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

Your proposed service and target community

3.1 What is the proposed service name?

PANJ PANI 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.

Leicester (Advertisement of licences for small -scale radio multiplex services

Round three

- 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

Leicester

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

No

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

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.

Leicester population will reach 451,240 by 1st of July 2022 (ONS). The population density of Leicester is 4,495 persons per square kilometre. The ethnic groups in Leicester are many. The whites are largest ethnic group in the city with 50.6% of the population. There are various groups of white people in the city varies depending on their origin. Other ethnic groups include Black 6.3%, Asians 37.1%, Arabs 1.6% and other groups 1.6%. Unlike the religious activities of other places in the world, the religion features of Leicester are not wide ranging. The Christians are dominant in the city with 32.4% of the population. Muslims are 18.6% of the population and Hindus are 15.2% of the population. Other religions are Sikhs 4.4%, Buddhism 0.4% and Jews 0.1%. English is the most spoken language in Leicester, 72.47% of the population can speak and understand English language. Gujrati is the second common language in the city 11.54% of the population can speak the language. Other language is Punjabi 2.4%, Polish 1.97%, Urdu 1.07%, Somali 1.06%, Arabic 0.8%, Bengali 0.57% etc. Punjab derives from 2 words: Panj means five, Aab or Pani means water or river. Punjab is the land of five rivers (3 now in West Punjab in Pakistan and 2 in East Punjab in India. Panj Pani Radio will serve all communities that originate from land of five rivers, Hindus, Muslims, and Sikhs now residing in Leicester. The broadcast content will be popular and relevant to the local communities. The first radio station in Britain, the BBC radio Leicester was established in 1967 in Leicester. Around 19% of adult population aged 18-64 in Leicester (43,625) people live with a common mental health problem such as depression, anxiety, obsessive compulsive disorder and post traumatic stress order. Common mental health problems are more prevalent in women than in men. A culture of shame is all too familiar amongst South Asian suffering in silence. Panj Pani Radio will serve disadvantaged and vulnerable communities of Leicester as well. Panj Pani Radio studio is situated within the multiplex broadcasting area of Leicester. Panj Pani Radio (PPR) has been built on previous 26 years of experience. it has built a strong bond with its target community. In addition to catering for spiritual music i.e Gurbani keertan, Bhajan for Hindus, Naaths for Muslim Community

- 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.**

Panj Pani Radio Ltd is a company not for profit limited by guarantee. There are no shareholders. Full details of the company structure and ownership can be found in the Memorandum and Article of Association. Panj Pani Radio Ltd is a company limited by guarantee is a type of company which does not distribute income to shareholders. This means it can be not-for-profit, if all surplus income is reinvested back into the organisation. Panj Pani Radio have adopted a governing document called a Memorandum and Articles of Association, and submitted it to Companies House.

A **not-for-profit** organisation is a business that aims to do something other than to make **profit** for the owners, such as providing a public **service** or helping people. The management committee running the organisation will not make any personal financial gain, they will manage the grants and donations without any conflict of interest. PPR Ltd is a distinguished organisation by its characteristics- first we do not have external shareholders providing risk capital for the business, second, we will not distribute dividends. PPR aim to generate income by sale of air time for advertisements by business situated in and around the locality, donations from listeners, sponsorships,

grants, time given by volunteers in kind. The funds generated are exclusively used to cover the overhead costs of running the service. If a profit is made, it will be used to improve the service by upgrading equipment.

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 organisation you intend to work with. **Answer in fewer than 500 words. Please do not provide names of individuals in your answer.**

Give voice to the voiceless

Broadcasting is a key to reaching deprived communities, because it is free social medium. 'Small stations bring big benefits for local community, the community radio Annual Report provides a snapshot of community radio in the UK, which reveals a flourishing sector (Ofcom 18th Nov 2010). A community radio is usually run by volunteers using low-cost technology, it tends to obtain free or inexpensive air time. Through our RSLs broadcast we offer an opportunity for contributions by local people "ordinary" women and youth whose voice is not much heard on national radio. Speaking of the radio can be highly empowering. It is also an excellent way to communicate with communities whose main language is not the official national language. PPR has pool of trained volunteers from the target community. A comprehensive training programme is developed for volunteers. PPR aims to help generate employability skills as well as effective utilising of time. Building relationships with training providers to support young people with school home work.

FULFILLING SPIRITUAL NEEDS OF THE LISTENERS

People who pray frequently are less likely to suffer from depression and anxiety (BBC News 12 Nov 1999). It is vital now during Covid-19. Our daily programmes would include live broadcast from local Gurdwaras- Morning and Evening. During Covid-19 period some elderly and house bound people can feel very isolated. People always look forward to our RSL broadcasts. PPR aims to broadcast live religious programmes from local Gurdwaras. We will hold discussions to engage communities, invite professionals to clarify any issues raised during discussions.

CONTRIBUTION TO THE DEVELOPMENT OF HUMAN RESOURCES FOR BROADCASTING INDUSTRY

Community radio and RSLs are a school for fledgling broadcasters. Since 1996 through our RSLs we have created a pool for volunteer presenters. They acquired valuable technical skills. These broadcasters live among their listeners, share many of the same problems, and get constant feedback- positive and negative about presenters and format of their programmes. This gives them unique insights into the broadcaster/ audience relationship and into radio as a tool for change and development. We continue recruiting new volunteers, many our presenters now have joined the staff of mainstream TV and radio broadcast. PPR aims to increase collaboration with other broadcasters in Leicester. PPR will encourage target audience to get involved by phone in.

REPRESENTATION OF VARIOUS GROUPS AND INTERESTS

We provide an independent platform for interactive discussion about matters and decisions of importance to the local community. We encourage different groups to express themselves on air on equal terms.

INFORMATION AND DIVERSITY OF OPINION ON AIR

Our listeners create a diversity of voices and opinion on air. Acknowledgement of conflicts is vital for communities in order to understand issues themselves better and that paves the way to resolve conflicts. Anti -social behaviour can also be modified by exerting pressure from the majority through radio discussions. Broadcasting community information announcements about jobs vacancies, training opportunities, healthy eating, healthy living and personal safety assist listeners to gain insights into the use of radio as an educational medium.

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

Article 10 protects our right to hold our own opinions and to express them freely without government interference. We can express our views aloud or through published article or leaflets, television and radio broadcasting, works of art and on the internet and social media. Although we have freedom of expression, we also have a duty to behave responsibly and to respect other people's rights. Ofcom have introduced 'Broadcasting Code' for broadcasting outlets. All broadcasters have to follow this code at all times. We operate an open-door policy and we encourage participants from all sections of the community irrespective of gender, age, race and religious beliefs to phone in. Through our phone in and discussion programmes we feel that appropriate medium has been created to facilitate an interface between duty bearers and rights holders. The listeners get the opportunity to question certain actions and commissions of the local authority. In response to a question on how duty bearers relate with the masses, a woman listener said 'we can now talk to our member of parliament an MP through the radio'. Every presenter is given full training on 'Broadcasting Code' and it is compulsory for them to follow.

- 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**.

We strongly promote involvement by the target community. We offer tasters and induction sessions for new volunteers. We work with the individual to identify what needs to be in place to enable them to access and use the services and facilities, taking account of any special requirements. One of our presenters was wheel chair bound and he was happy to do one show a week for raising awareness of issues facing disable people. People who wish to join the station as presenters are given induction training and encouraged to 'shadow' experienced broadcaster before being allowed to produce and present programmes. In addition, station has a printed set of principles and Ofcom Broadcasting Code to which every presenter is expected to adhere to, covering what is and is not acceptable to say and do whilst on air. we operate short training courses this include relevant training in the use of hardware and software used for producing live and pre-recorded radio programmes. We particularly encourage placements, young unemployed people to get involved in programme making. Volunteers contribute in production of news programmes, researching and presenting other programmes, general administration and fundraising activities.

Regular introductory sessions for new comers including an introduction to radio productions, the ethos of community radio, the role of volunteers, health and safety, equal opportunities, communications, safe guarding policies, handling information and confidentiality policy. We will be introducing weekly training class each weekend for young people aged from 12to 24 years.

Alongside board of directors, we have steering and listeners group consists of volunteers from the community. These groups would meet regularly and give feedback and take part in decision making with board of directors. Members of the public would be able to contact responsible people in the organisation for direct response. We also operate complaint and grievance policy. Voluntary and statutory organisation enable listeners to address specific issues and concerns to those in the know, who are able to respond and act accordingly. The target community is encouraged to take part via telephone, email. In writing and in person. We also host regular phone in and talk shows on current issues that are relevant to the community. Our studio is wheelchair accessible and it is accessed by bus, by car, and on foot.

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

Our service will provide better understanding of our target community by holding regular consultation to determine their needs and wants. We all know that Leicester is a diverse city and this comes with new challenges as people learn to live together. We will communicate with people who are isolated and marginalised from mainstream society, by providing a service that uses English, Hindi, Urdu and Punjabi language. We operate equal opportunity policy and we will ensure that we provide culture and environment where people feel safe to provide feedback about any issue that concerns them. Our programme schedule would reflect robust approach in tackling hate crime in the city. We would invite police and youth offending teams to seek assurances that policing is fair. Every Gurdwara has got a supplementary school attached to them. We would work collaboratively with these and main schools to educate children and parents. Public health and social care issues can be tackled through professional input. Our cultural and historical programmes would celebrate contributions of BME communities. Working with business and employers across the city, promoting apprenticeship, adult education and social values through broadcasting, improving digital inclusion will benefit everyone in the long run.

- 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.**

Managing director holds BA(Hons) Social Work, Dip SW and lived in Leicester since 1977. Worked in various places. Now work as a Community Youth Worker for the Royal Navy encouraging recruitment from BME communities. Appointed as Justice of Peace in 1998. Have two-year experience of working as Independent Monitoring Board member for two prisons. Also Gen. Secretary of the day Centre for the Sikh Elders. Other director has been president of the day care centre for Sikh elders in Leicester. Third Director a retired Staff Nurse worked for NHS over 40 years. Other members of the management committee are volunteers in their own right for many years. They are trained to raise funds. We all have a great deal of experience of working within the communities. We have seen the days in Leicester when riots happened and tension between the communities were at its highest. Our group is well aware of the issues local BME community faced with. They will bring huge expertise to the station and valuable contribution to the local community. We all worked with statutory and voluntary groups and we have relevant and beneficial experience for the target community to benefit from.

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.**

Participation is important for community members and overall, a healthy representative democracy. Involving citizens in decision that affect them locally is one way to renew public trust and return credibility and legitimacy to all level of governance. PPR is a product of more than 50 RSLs licenses over the years. The key aim was to provide new voice to the Punjabi community across Leicester. Providing programmes of their choice like devotional music, community news from the sub-continent and from the UK, have open discussions on issues affecting the communities. PPR provided the opportunity to the local raw talent to be trained as radio and TV presenters. PPR promoted the great work of various deprived community groups from youth projects to day care centres for the frail and elderly people. Our RSLs brought various communities and Gurdwaras (Sikh Temples) in Leicester to work together during festivals celebrations- such as holding Vaisakhi processions and celebrating other important days of Sikh the calendar. PPR ensure the engagement of its members in both the operation and management of the station as it relies on the dedicated, enthusiastic volunteers, without whom the RSLs could not have continued for the 26 years. In return volunteers gained a number of special key skills which helped them in their personal development. This motivates them to take on increasing roles and responsibilities in the operation of the service. The station has given further meaning to decentralisation and local governance. The interactive sessions provided by the station for local authorities to explain local and national government policies. This approach has been very fruitful during Covid-19. PPR programmes are a clear example of the promotion of accountability and transparency. Our volunteers get involved in every aspect of live radio broadcasting. Our complaint procedure, and grievances policy discipline and openness. We operate open door policy. The target community is encouraged to take part via telephone, email, in writing and in person. We also encourage hosting of regular phone ins and talk shows on current issues that are relevant to the community. Our studio is wheelchair accessible and is accessed by bus, by car, and on foot. Community voice when heard and acted upon result in better governance, more employment opportunities, social development volunteerism and an overall better outcome. Involving individual citizens, young adults and community groups result in desired outcome, better health of citizens and community inclusion.

Accountability

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

Panj Pani Radio Ltd is company not for profit limited by guarantee, not having share holdings. The Memorandum of Association and Articles of Association is the governing document for the Board of Directors and the company. PPR has mechanism in place to appoint steering group and listener's forum from the local community. Steering and listener's group are completely independent entity to the station and its management. The group aims to hold meetings with the management committee on regular basis. Through communication with the steering group and listeners' forum, the operation of the station is scrutinised.

PPR is a community project rooted in the communities it serves. One of the key objectives is to ensure the engagement of its members in both the operation and management of the station. Our contact details- studio telephone number, website address face book address is regularly announced and advertised on posters and banners inviting community members to get in touch. Our steering group and listeners forum have been set up to support the management and volunteers by providing feedback in developing the activities of the station and encourage involvement of the community. Both groups will have access to reports, both in term of operation and financial accounts. Both groups are also training route for volunteers to become operators. Open days will be held twice a year. It gives the local community an opportunity to experience the nature of broadcasting first hand, ask any questions, make any complaints, give feedback, make suggestions and criticism about the station, its operation or schedule directly to the people who are responsible for its running.

PPR will commission annual review which we will ask listeners to get involved. The review will take the form of a questionnaire, which will be available on line through our website and also as a hard copy.

- 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.**

PPR management take suggestions and criticism from our listeners and local community very seriously. Any feedback or suggestions for improvement of the service from local community, volunteers and presenters are considered by the management team and if, in their view are worthwhile then they are implemented immediately. Any complaint is considered by the station Manager, if the matter is serious the station manager will bring this the attention of our Management Team. They will hold emergency meeting to discuss the matter. Any criticism from our listeners is taken on board, investigated fully and will provide feed back to the complainant in a meeting with them. We have an effective complaint policy and procedure in place.

Draft Key Commitments

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

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

ANNEX TO LICENCE

LICENSED SERVICE NO tbc

Licensed Service	Service Description	Transmission Schedule	Multiplex
PANJ PANI RADIO (the on-air name of the programme service as in question 3.1 of this application)>	<p>PANJ PANI RADIO <i>is a radio service intended to serve</i></p> <p>NOTE: The next 3 headings below are the components of the 'character of service'.</p> <p>PANJ PANI RADIO LEICESTER CATERES FOR PUNJABI SPEAKING COMMUNITIES, MAINLY SIKHS AND HINDUS AND A SIGNIFICANT NUMBER OF PUNJABI SPEAKING MUSLIMS.</p>		<p>Leicester (advertisement of licenses for small-scale radio multiplex services round 3</p> <p>as in question 3.2 of this application,</p>

	<p>The service will be provided to the target community residing in Leicester covered by local digital multiplex NOTE: this can be all, or a subset of, the area covered by the radio multiples service described in the next column> (<i>“the target community”</i>) by</p> <p>Brief statement of main purpose of the radio service, its functions/activities.describe in no more than 50 words> We promote to develop language and culture through the provision of social, cultural, spiritual and talk. We encourage volunteer participation and the operation and management role. Build links with outside organizations for education, training and assist employment and enterprise opportunities to the local community</p> <p><i>The studio of the Licensed Service is located within the coverage area of the Small-Scale Radio Multiplex Service identified above (n.b. the Licensee will not be in breach of this requirement if an existing studio ceases to fall within the coverage area merely as a result of technical changes to the Small-Scale Radio Multiplex Service outside the control of the Licensee).</i></p> <p><i>The Licensed Service shall have the characteristics of a Community Digital Sound Programme Service as set out in the 2019 Order and, in so doing, shall achieve the following objectives:</i></p> <ul style="list-style-type: none"> • <i>the facilitation of discussion and the expression of opinion,</i> • <i>the provision (whether by means of programmes included in the service or otherwise) of education or training to individuals not employed by the person providing the service, and</i> • <i>the better understanding of the particular community and the strengthening of links within it.</i> <p><i>Members of the target community shall contribute to the operation and management of the service.</i></p>		<p>specify if small-scale or local multiplex the radio station plans to broadcast on></p>
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C-DSP licence: Application form (Part A)

	<p><i>The service shall have mechanisms in place to ensure it is accountable to its target community in the specific area or locality.</i></p>		
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4. Compliance of the service

About this section

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

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

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

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

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

Sukhdev Singh Aujla (MD) is the named compliance officer in section 2.3 in part B. Sukhdev Singh Aujla has more than 26 years' experience of running more than 50 RSL and 10 licences were issued on his name. MD is aware of the Ofcom Broadcasting Code, the BCAP Code and the Phone-paid Service Authority Code of Practice. MD intends to become a member of the Community Media Association, will adopt their key principles, will attend relevant events/ training, and will tap into their expertise and support networks. Before RSL goes on air every presenter gets compliance training. He received training in March 2020 and again in November 2021. He is due for refresher training in May 2022. He has experience of organising, editing, scheduling, sales and presenting programmes on various Radios and TV stations. In addition, 3 years' experience of operating and managing Satellite Radio Station on Sky platform. He is fluent in English, Punjabi, Hindi and Urdu languages. He is familiar with relevant Ofcom's Compliance Procedures and is aware of the Broadcasting and Advertising codes and rules. He is looking forward to attend the Broadcasting Compliance workshop/ training if carried out by Ofcom or CMA in the future.

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

MD holds overall responsibility for the Compliance of the service and has read and understood the Ofcom guidance. MD will undertake all training and ensure the presenters are supported in compliance. MD operated more than 10 RSLs in Leicester and involved in more than 50 RSLs since 1996. Before RSL goes on air every presenter gets full compliance training. He also presents phone in programme on TV channel in Birmingham.

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

There are three members from the Management team in the compliance team.

The team consists of

Managing Director Compliance officer- Ofcom contact and Trainer

- programme controller and Compliance Officer.

Two Assistant Compliance officers

-to provide cover to senior officers and support Compliance Officer to receive updated regulations.

The team will study the rules and regulations of Broadcasting and advertising as per Ofcom's codes to refresh their minds and will prepare a chart to display in the studio for presenters to refer when needed.

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

The Managing Director who is responsible and is the main Compliance officer will ensure that the other Compliance officers are kept up to date about Compliance rules and regulations issued by Ofcom from time to time. The Compliant officer will work with all staff and volunteers to ensure that the broadcasting and advertising codes are understood and followed at all times. The Main Compliance officer will provide training as per Ofcom guidance. The Compliance training will be compulsory for all presenters, volunteers and Management staff. The Broadcasting Code and Compliance code chart will be in display in the studio for every one to read and refresh their memory. The Compliance team will ensure that whatever is broadcasted is redeemed legal, in the right context and comply with rules and regulations issued by Ofcom. Any presenter before they go on air has to sign the form confirming that they have understood the Broadcasting rules and Advertising Codes.

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

Volunteers, staff, presenters and producers, as part of their induction, will receive initial training to ensure they remain compliant and evidence of this will be kept on file to document when this training took place. Files will be kept accessible for each area of the code for any volunteer that needs to reference something and frequent refresher courses will be held including extra training given should the rules and codes change or be amended. Studio training combined with Broadcasting Rules, the BCAP Code; the UK Code of Broadcast Advertising and the Phone-paid Services Authority Code of Practice will be compulsory for every presenter, volunteer and members of the Management.

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

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

All broadcast output is logged and backed up on our server. This is to both ensure compliance and also it is available to be reviewed for compliance, quality, training purposes and any further action. Furthermore, this will enable compliance with the minimum of 42 days recording required should Ofcom seek recording for audit purposes. Targeted scheduling ensure that programming complies with Ofcom Codes. Listening and sample programming is taken and constructive feedback is given to presenters and a disciplinary process is available where presenters are found to have not up to held the desired standards. Presenters are encouraged to discuss any content if they are unsure about its appropriateness. We will maintain and update an accurate development record of each participant. MD, other staff and senior volunteers will be available during normal office hours for any questions an individual may have and emergency contact numbers will be accessible on-site for any volunteer needing to contact someone with an out of hours concern.

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

PPR will have a weekly register where all presenters/ volunteers will be required to complete after their show. Also, they have to complete a form for the planned show. This form includes the content and any guest expected to attend and how he/she will get Compliance guidelines. Name of the Compliance officer that will provide briefings to the guest. PPR will ensure that we will maintain regular training for all presenters and volunteers. The station output also be monitored by members of the station management during main hours of operation and all pre-recorded material will undergo a similar process as appropriate. There will be arrangements in place for any radio advertisement that is contained within the special categories of radio advertising to be centrally cleared.

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

All presenters are informed during training, of the key commitments we have agreed to deliver and are asked to comply with them regularly. The Managing Director, the Compliance officer and its team will monitor all presenters to ensure they remember the delivery of the key commitments and if in any doubt the respective presenter is marked for refresher training. We have regular staff meetings where presenters are reminded of the key commitments.

- 4.8 Please set out how you will ensure ongoing compliance with your Key Commitments that relate to the station's off-air social gain activities, including how you will monitor that these are being delivered e.g. who will be responsible for monitoring this, how often will they monitor it, how you ensure this information is published.

The MD and Programme controller will monitor all presenters to ensure they comply with delivery of key commitment. The people involved in PPR are drawn from the local community and programming is targeted to support and reflect the local community. Through our social media platforms and email we encourage the community to participate and engage with the programming. In this manner we expect to develop and deliver our key commitments in a manner that is relevant to local views and needs. Station management team will compile regular reports of our adherence to our community and social gain related key commitments including our community output in order to highlight our successes and share this information to volunteers, members, presenters and all other stakeholders. We will utilise existing system for monitoring and reporting on our impact.

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

English, Punjabi, Hindi and Urdu.

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

Please do not give names of individual members of staff.

3 Compliance Officers are fluent in above languages. 1 Compliant officer is fluent in 3 languages. They will monitor the output and Compliance regulations. In fact all presenters will be given training to monitor Compliance and Broadcasting code regulations.

5. Declaration

About this section

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

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

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

The declaration must also be dated.

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

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

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

SUKHDEV SINGH AUJLA

Date of application:

02 February 2022

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

company director

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