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# Community Digital Sound Programme (C-DSP) licence

## Application form – Part A (public)

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

**Paisley FM (2017) Limited**

Proposed service name:

**Paisley FM**

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

Glasgow Small-scale DAB radio multiplex.

Public contact details:

Robert McWilliam  
Paisley FM  
8 Benview Road  
Clarkston  
Glasgow  
G76 7PP

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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](mailto: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](mailto: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):

**Paisley FM (2017) Limited**

2.2 Company registration number stated on Companies House:

**SC571770 Registered in Scotland.**

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:

**Registered office address:**

**8 Benview Road, Clarkston, Glasgow G76 7PP**

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	Robert McWilliam
Job title	Director
Address	Paisley FM (2017) Limited 8 Benview Road Clarkston Glasgow G76 7PP
Telephone	0141 812 7570
Mobile	07980 953 107
Email	bob@paisleyfm.co.uk

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

<https://paisleyfm.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.

Paisley FM 107.5 is an existing Ofcom Community Radio licensed service which launched on 1 March 2019. The licence was awarded by Ofcom on 1 February 2018.

The service is financed by a mix of funding from grants and advertising revenue

Original launch was financed by means of support from National Lottery Awards for All for FM transmission and associated equipment. Studio equipment hardware and playout system software was supported by Renfrewshire Council Heritage Fund.

Ongoing operating expenses are financed through local trader advertising spots and sponsorship. There has also been revenue from grant funded community activities.

These funders include: Foundation Scotland Response Recovery & Resilience Fund, The Robertson Trust, Glasgow; The Corra Foundation, Edinburgh (was Lloyds TSB Foundation for Scotland) and Linstone Housing Association, Linwood.

## 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 <sup>1</sup>	Country of residence	Other officerships held (and nature of the business concerned)	Other employment
Robert McWilliam	2 Allands Ave., Inchinnan Renfrewshire PA4 9LG	Scotland	Director, Revival FM (Glasgow) Limited – Ofcom Community Radio licence	None
Norman Ross	8 Benview Road Clarkston Glasgow G76 7PP	Scotland	Director, Ross Inc.	None
Javed Sattar	89 Dunvegan Av Elderslie Johnstone Renfrewshire PA5 9NJ	Scotland	Director, Awaz FM Director, Cumbernauld FM – Ofcom Community Radio licences	Training

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

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

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

Full name of the entity	Address
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
Paisley FM (2017) Ltd.	8 Benview Road, Glasgow G76 7PP	None

- 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
Robert McWilliam	8 Benview Road, Glasgow G76 7PP	None
Norman Ross	8 Benview Road, Glasgow G76 7PP	None
Javed Sattar	8 Benview Road, Glasgow G76 7PP	None

- 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
Robert McWilliam	Revival FM (Glasgow) Ltd.	Revival Radio Ltd.
Javed Sattar	Awaz FM Limited	Awaz Media Ltd

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	Paisley FM, a Company Limited by Guarantee and without share capital. It is a community social entity.			
Full name of >5% participant	Number of shares	Total investment (£s)	Total investment (%)	% of voting rights
No shareholders	nil	nil	nil	nil
Comments				
As required by legislation and Ofcom Community Radio licence, the body corporate is a Company Limited by Guarantee and without shares and no shareholders.				

## 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; <sup>2</sup>	Yes	Robert McWilliam, director, Revival FM (Glasgow) Ltd., Ofcom Community Radio Licence No. CR102295BA/1. October 2017-December 2020.
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	

<sup>2</sup> 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

2.16 Is the applicant a current licensee of Ofcom?

**Yes** (delete as appropriate).

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

Licence number	Name of multiplex
DP102742BA	Ofcom Trial Glasgow Small-scale DAB radio multiplex
CR102170	Ofcom Community Radio Licence analogue FM 107.5 MHz

2.17 Has the applicant held an Ofcom broadcasting licence before?

**Yes** (delete as appropriate).

Licence number	Name of service or multiplex
DP102742BA	Ofcom Trial Glasgow Small-scale DAB radio multiplex
CR102170	Ofcom Community Radio Licence analogue FM 107.5 MHz

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** (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
2008-2015	CR000257BA2	Celtic Music Radio, Glasgow 1530AM / 95FM
2017-2020	CR102295BA/1	Revival 93FM, Glasgow
2015-2019	CR000020BA/3	Revival FM, Cumbernauld
2013-2017	AL102497BA/1	Heartland FM, Pitlochry, Highland Perthshire
2006-current	CR000019BA/2	107.2 Awaz FM, Glasgow
2015-2018	CR000138BA/5	Pulse 98.4 Barrhead

2.19 Does the applicant control an existing Ofcom licensee?

**Yes** (delete as appropriate).

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

Licence number	Name of service or multiplex
CR102170	Paisley FM 107.5
DSPS DP102742BA	Paisley FM - Ofcom Trial Glasgow Small-scale DAB radio 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** (delete as appropriate).

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

Licence number	Name of service or multiplex
CR102170	Paisley FM 107.5
DP102742BA	Paisley FM Ofcom Trial Glasgow Small-scale DAB 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)?

**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	

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?

**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				

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
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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		

## 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?

Paisley FM

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.

Glasgow

- 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).<sup>3</sup>

Production House  
1 Kirkhill Gate  
Newton Mearns  
Glasgow  
G77 5RH

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

Paisley FM 107.5 Ofcom licence CR102170; Ofcom DSPS licence No. DP102742BA

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

The target area is as currently carried on the Ofcom Trial Glasgow Small-scale DAB radio multiplex. Paisley FM has been carried on this multiplex since December 2018.

The current area is basically the City of Glasgow area with some unavoidable overspill into natural close areas. The target community reflects the Ofcom Glasgow polygon map which has natural affinity with the analogue/FM transmission area.

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<sup>3</sup> 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.

- 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.**

The C-DSP DAB licence service is a simulcast of the Paisley FM 107.5 analogue programme service.

This is licenced by Ofcom CR102170 which has licence Key Commitments and run on a not-for-profit basis. The legal entity is a company limited by guarantee and without share capital, therefore no shareholders.

Paisley FM is also a registered charity with the Office of the Scottish Charity Regulator (OSCR). Paisley FM charity registration number: SC049193. Registered on 3 April 2019.

Arrangements are in place as per the Ofcom Community Radio analogue licence for delivery of social gain objectives.

## 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.**

The service provides a range of community benefits (social gain objectives mandated by statute) for the target community, both on-air and off-air, and in doing so, achieves 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 contribute to the operation and management of the service.

The service has mechanisms in place to ensure it is accountable to its target community.

Recent examples of community benefit include social action activity:

The service supported **Talk Money Week 2020** from Monday 9 until Friday 13 November 2020. Social action activity included on-air interviews and information from guests in their specialist fields

<https://paisleyfm.co.uk/talk-money-week-2020-renfrewshire-affordable-credit-alliance/>  
<https://paisleyfm.co.uk/advice-renfrewshire-talk-money-week/>

**The service received a ‘Thank You’ certificate and supporting letter from The Provost of Renfrewshire stating, “The Provost of Renfrewshire would like to give thanks and recognition to Paisley FM for their outstanding contribution to the community in the face of adversity during a global pandemic.” – dated September 2020.**

The service teamed-up with **Glasgow Science Centre to present The Spark of Science** on weeknights. This activity included interviews and short science sound bites to spark imagination and curiosity.

Currently, in association with RAMH – **Recovery Across Mental Health** – the service is running an extensive help, advice and information campaign with members of RAMH involved in the delivery of the social action.

The service launched **The Paisley FM Radio Academy** in June 2019 to provide Scottish Qualification Authority (SQA) courses in Radio Broadcasting for pupils in schools across Renfrewshire.

This course is a SCQF level 5 Media Unit to enable them to develop the skills and techniques to allow them to make speech-based radio programmes. SCQF – the Scottish Credit and Qualifications Framework is the national credit transfer system for all levels of qualifications in Scotland.

There are also weekly features to include **Health Matters** with a Health Centre Practice Nurse on topical health issues, help and advice. **Citizens Advice Bureau** with advice and information on a range of topics in association with Renfrewshire CAB. **Legal Matters** with a firm of Glasgow city centre solicitors.

The service is broadcasting COVID-19 Public Service Announcements provided by the Scottish Government. These are updated at least weekly when the Scottish Government First Minister makes new statements.

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

A significant project to facilitate discussion and expression of opinion was during the UK General Election on 12 December 2019.

The service organised a Hustings Event whereby all prospective candidates from all political parties were invited and took part. The Hustings took place on 26 November 2019 at The Bungalow venue with a full attendance.

The intention is to do similar Hustings events for the Scottish Government Election of MSPs in May 2021.

There have been many guests from all walks of life that have had discussions and opinions including the local MPs and MSPs plus Renfrewshire Councillors aired during the past year.

- 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.

As previously stated, The Paisley FM Radio Academy launched in June 2019 to provide Scottish Qualification Authority (SQA) courses in Radio Broadcasting and Wider Development for pupils in schools.

Not only school pupils, but adults are invited to gain access to the facilities.

In practice, this occurred at the start of the Coronavirus pandemic in March 2020, when through grant awards, equipment was made available to various community groups to enable them to record interviews and produce announcements to make the public more aware of the help and advice available to all people.

Members of the target community have become involved with the service, received training and access to enable programme making. Programming, engagement and involvement is developing all time to include BAME Glasgow and Paisley groups, Paisley Community Trust Community Chat Show which is scheduled on a Thursday.

- 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.**

The service is proactive in the community and is a member of various organisation and attends regular meetings and briefings within the Third Sector.

These organisations include Engage Renfrewshire, Citizens Advice, Linstone Housing, Star Project, Greater Glasgow & Clyde Health Service, Chamber of Commerce plus community councils and councillors.

- 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.**

The members of the service have since June 2019 been involved with the delivery of non-broadcast activities, principally with the SQA (Scottish Qualification Authority) and Renfrewshire Education.

From August 2020, pupils started their Paisley FM SQA Course in Media and practical and transferable skills.

## 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 target community are given opportunities to participate in the operation of the service.

This includes people from around Paisley, Renfrewshire and Glasgow getting involved in programme making to include news and sport reports.

There is a team of six people involved with delivering local news and sports bulletins and special features. Morning and afternoon locally produced news and sport bulletins on the half-hour are scheduled Monday to Friday. At weekends, locally produced sports bulletins are produced and schedule for Saturday and Sunday morning until 10.30am.

There are local people involved in the arts and performance with various Arts Centres producing content, most notable for a virtual Sma' Shot Day event.

Glasgow Science Centre are also involved with content and education to include special features around events.

There are 34 members of the service and they have access to a private Facebook page to exchange views and provide feedback and information. There are also virtual meetings using Zoom for the development of the SQA education course.

## Accountability

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

Members of the target community can make contact with the service in a variety of ways as indeed they do at present.

This includes by telephone to the studio and office; by email to the studio and admin office; using social media platforms to include Facebook and Twitter plus the website at [paisleyfm.co.uk](http://paisleyfm.co.uk)

This activity has been since the launch of the service in March 2019, some 21 months.

- 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.**

Suggestions are always welcome and thoroughly investigated to ascertain that a suggestion could become a reality.

There are examples of that with approaches from the target community to provide content and social action.

Most recently, Black Lives Matter is a case in point. The service became involved in a social action and awareness campaign during the BLM month in October 2020.

With PACE Drama Theatre for young people, the service got involved through Renfrewshire Council as part of the virtual Sma' Shot Day Parade 2020.

## Draft Key Commitments

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

Paisley FM

**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*

Glasgow Small-scale DAB radio multiplex

**Description of target audience:**

The population, all people living and working in the coverage area of DAB mux reception.

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

The locality includes Glasgow city and near and natural areas of around Glasgow.

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

The radio service is for all the people of Glasgow and surrounding areas in Renfrewshire. The radio service provides a voice and a community resource through entertainment, local news, discussion and the expression of opinion. The service has a focus with people from all communities and all ages involved in its operation.

*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** (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).

Compliance training has included updates and refresher events at Ofcom offices in Glasgow and Edinburgh in which Ofcom Community Radio management were in attendance.

The person named also has compliance experience having worked at BBC Information and BBC Audience Services for 15 years (1995-2010).

- 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 service is run exclusively by volunteers from all sections of the community and therefore, no 'staff' members as such.

The Compliance Team has two members.

- 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.

The intention is to train staff from our own resources and the published Codes. The service will also investigate resources from other services in the community sector.

The service is a member of the Community Media Association and a member of the UK Community Radio Network. This UK Network has Station Manager Meetings via Zoom every two weeks in which are attended virtually online. From these meetings compliance matters are discussed.

As Paisley FM is an existing Ofcom licensed Community Radio service on analogue/FM we continue to keep up to date on compliance matters to include Ofcom Bulletins which includes listener and viewer complaints.

- 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 material<sup>4</sup> is being broadcast.

As an existing Ofcom licensed community radio station broadcasting on 107.5 FM, Paisley FM takes compliance seriously.

Each month, a review of output and content, plus non-broadcast activity is undertaken to ensure Ofcom licence Key Commitments are observed and are per licence condition.

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

- 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.

Key Commitments are closely monitored as a normal part of the Ofcom Licence to broadcast on 107.5 FM. This is the responsibility of a board member.

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

The applicant intends to broadcast in English. There may be some Gaelic included in special programmes from time-to-time.

- 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.**

Should there be Gaelic spoken or in song, then compliance would be through an arrangement with Fèis Phàislig. This is an arts organisation that promotes interest, education and participation in traditional music and Gaelic culture.

## 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:**

PAISLEY FM (2017) LIMITED

**Date of application:**

9 December 2020

I am authorised to make this application on behalf of the applicant in my capacity as:  
Company secretary / company director – Robert McWilliam, Paisley FM (2017) Limited.

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