

# Community Digital Sound Programme (C-DSP) licence

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## Application form – Part A (public)

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

MissionNeed Limited

Proposed service name:

KCC Live

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)

Liverpool 2 (Small-Scale DAB multiplex serving Liverpool / Knowsley)

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

MissionNeed Limited  
44 Kemble Street  
Prescot  
L34 5SQ

Contact: Miguel Doforo  
Role: Station Manager

Telephone: 07904 397 180  
E-Mail: miguel@migueldoforo.com

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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

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You should complete this form if you are applying for a Community Digital Sound Programme (C-DSP) licence.

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.

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.

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.

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).

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

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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.

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

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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.

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)).

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.

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

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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

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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.

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 properness 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):

MissionNeed Limited

2.2 Company registration number stated on Companies House:

06088876

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:

**MissionNeed Limited**  
44 Kemble Street  
Prescot  
England  
L34 5SQ  
United Kingdom



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

Yes  No

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	Miguel Doforo
Job title	Station manager
Address	3 Randle Brook Court, Rainford, Ct Helens, WA11 8HM
Telephone	
Mobile	07904397180
Email	miguel@migueldoforo.com

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

[www.kcclive.com](http://www.kcclive.com)

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

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

The service will initially be financed through SEE YOU SEE ME CIC using its existing income streams and organisational resources.

Funding and financial support will include core organisational income generated through community projects, partnerships, and commissioned work delivered by SEE YOU SEE ME CIC.

Additional financial support will be provided during the establishment phase to ensure stability while the service becomes established.

Partnership and sponsorship support will also be developed with aligned community and cultural organisations including The Black-E, I AM ME COLLECTIVE CIC and 20 Winston( e) Records, supporting programming and community activity.

As the service grows, longer-term sustainability will be supported through applications to grant funders supporting youth, community, media and cultural activity, ethical sponsorship and partnership agreements with local organisations and businesses, and earned income through training programmes, events, workshops and community broadcasting initiatives.

No funding is received from political organisations or religious bodies.

## 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 <sup>1</sup>	Country of residence	Other officerships held (and nature of the business concerned)	Other employment
Miguel Doforo	3 Randle Brook Court, Rainford, St Helens, WA11 8HN	UK	Migueldoforo.comltd, The Black-E, St Helens Citizens Advice	
David O'Brien	3 Randle Brook Court, Rainford, St Helens, WA11 8HN	UK	SEE YOU SEE ME CIC, MD Productions Entertainment Ltd	
Sarah Oulton	219 Broad Lane, Liverpool, L11 1AH	UK	SEE YOU SEE ME CIC	
Ronald Doforo		UK	SEE YOU SEE ME CIC	

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

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

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 pro-posed)	Number of shares	Total investment (£s)	Total investment (%)	% of voting rights
Comments				
<p>SEE YOU SEE ME CIC is a Community Interest Company limited by guarantee and does not have share capital.</p> <p>The organisation operates through its directors, who collectively hold governance responsibility.</p> <p>The following directors hold equal significant control of the organisation and its activities:  Miguel Doforo  David O'Brien  Sarah Oulton  Ronald Doforo</p> <p>There are no shareholders or external investors.</p>				

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
NA	

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 the entity	Address	Affiliates
NA		

### 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
NA		

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
NA		

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
NA		

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
NA				
Comments				

### 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 / No	Please state who is involved; the name of the body/individual/agency they are involved with; and the extent of their involvement
a) A local authority		NA
b) A body whose objects are wholly or mainly of a political nature, or which is affiliated to such a body		NA
c) A body whose objects are wholly or mainly of a religious nature; <sup>2</sup>		NA
d) An individual who is an officer of a body falling within (b) or (c);		NA
e) A body corporate which is an associate (as defined in paragraphs 1(1) and 1(1A) of Part I of Schedule 2 to the Broadcasting Act 1990) of a body falling within (b) or (c);		NA
f) An advertising agency or an associate of an advertising agency		NA

<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

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

Yes

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

Licence number	Name of multiplex
CR000162WT/4	

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

Yes

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

Licence number	Name of service or multiplex
CR000162WT/4	

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

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
	CR000162WT/4	

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

Yes

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

Licence number	Name of service or multiplex
CR000162WT/4	

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”)?

Yes  No

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

Licence number	Name of service or multiplex
CR000162WT/4	

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

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

Licence number	Name of service or multiplex

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

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

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

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

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

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

No

If yes, please provide the following details:

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

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 simul-cast 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?

KCC LIVE

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.

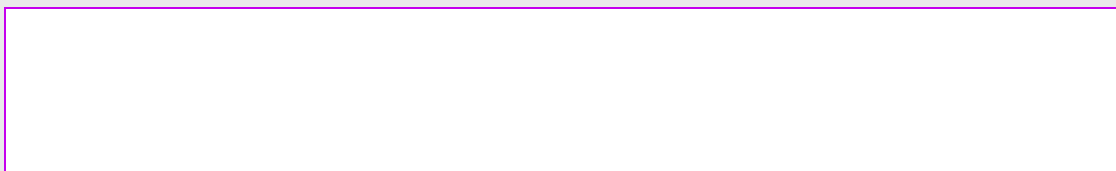
The proposed service intends to broadcast on the **Liverpool 2 small-scale DAB radio multiplex**, which serves Liverpool and surrounding areas including Knowsley.

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 3.2 (or the advertised area for a small-scale radio multiplex service that has not yet been awarded).<sup>3</sup>

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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.

4. The proposed studio for the service will be located at:
5. **An Hour For Others**  
7 Sherbourne Square  
Huyton Village  
Knowsley  
L36 9UR  
United Kingdom
6. This location is within the coverage area of the **Liverpool 2 small-scale DAB multiplex** identified in answer 3.2.



- 6.1 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.

- 6.2 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 cover-age area of the radio multiplex service on which you intend to broadcast. **Answer in fewer than 400 words.**

The target community for the service is young people and young adults up to the age of 25 living in Knowsley, with a particular focus on Huyton Village and surrounding neighbourhoods.

The service will support young people from a wide range of backgrounds including those who may be under-represented in mainstream media such as working-class communities, culturally diverse communities, LGBTQ+ young people and young people with additional needs.

The station will provide a platform for youth voice, creativity and positive representation while supporting skills development, confidence building and progression pathways.

Geographically the service will serve Knowsley, which sits within the coverage area of the Liverpool 2 Small-Scale DAB multiplex.

Programming will focus on youth culture, music, education, wellbeing, employability and local community life.

The studio base in Huyton Village will provide a visible and accessible space where young people, community groups and organisations can engage directly with the station.

- 6.3 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 service will operate on a not-for-profit basis through SEE YOU SEE ME CIC, a Community Interest Company established to deliver social value and community benefit.

As a CIC the organisation is bound by an asset lock which ensures that any surplus cannot be distributed to private individuals and must instead be reinvested into the organisation's community activities.

Any income generated through sponsorship, partnerships or training activity will be reinvested into maintaining and improving broadcasting equipment and facilities, volunteer development and training, community outreach activity and safeguarding procedures.

All financial management will be overseen through the governance structure of SEE YOU SEE ME CIC ensuring transparency and accountability.

## Social gain

- 6.4 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 will deliver social gain through youth training, skills development and community participation.

Young people will be able to access training in presenting, production, media skills and communication through volunteering and structured learning opportunities.

The station will provide a platform for local voices, highlighting stories, experiences and cultural activity taking place across Knowsley.

Partnership working will include organisations such as One Knowsley, Merseyside Youth Association, The Michael Causer Foundation, The Anthony Walker Foundation and Knowsley Council cultural partners.

The service also supports coverage of community events including Knowsley Flower Show and other cultural activity.

Through these activities the station will strengthen community participation, support youth development and promote positive local identity.

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

The service will include youth-led talk programming, interviews, panel discussions and community features that encourage open discussion about issues affecting young people and local communities.

Listeners will be able to participate through social media interaction, community engagement and opportunities to contribute to programming.

All discussions will be delivered in line with Ofcom's Broadcasting Code ensuring fairness, respect and balanced representation.

- 6.6 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.**

Community members will gain access to the station through volunteering opportunities, outreach programmes and partnerships with schools and youth organisations.

Training will include introductory radio workshops, presenting and production training, studio operation training and supported volunteering placements.

Participants will be supported by experienced volunteers and station staff to ensure safe and inclusive access.

Safeguarding procedures, booking systems and supervision processes will ensure safe use of facilities.

- 6.7 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 station will strengthen community links by providing a platform for local voices, stories and experiences.

Programming will highlight local events, organisations and opportunities across Knowsley.

Partnership working with schools, youth groups and community organisations will encourage collaboration and shared activity.

Being based in Huyton Village will allow the station to remain visible and accessible within the community.

- 6.8 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 service is supported by volunteers and advisors with experience in community development, youth work, education, media production and training.

Members of the team have delivered community projects, youth engagement programmes and cultural initiatives across Merseyside.

This experience supports the delivery of training, volunteer development and inclusive community participation.

## Participation

- 6.9 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.**

Members of the target community will participate through volunteering opportunities including presenting, production, content creation, marketing and outreach activity.

Progression pathways will allow volunteers to develop skills and move into leadership roles such as programme leads or mentors.

Community representatives will also contribute through activity input to help shape programming and development of the service.

## Accountability

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

Community members will be able to contact the station through email, telephone and in-person visits to the studio.

Feedback and suggestions will be reviewed regularly and considered as part of programming and operational discussions.

Open engagement with community groups and partners will ensure the service remains responsive to community needs.

- 6.11 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 or complaints will be recorded and reviewed by station management.

Where appropriate feedback will inform programming decisions, operational improvements and future community engagement activity.

Clear communication channels will ensure community members can raise concerns and receive responses.

## 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	KCC Live
Service Description	<p>KCC Live is a radio service intended to serve</p> <p>The target community is young people and young adults up to the age of 25 living in Knowsley, with a particular focus on Huyton Village.</p> <p>The target community is Knowsley, with a particular focus on Huyton Village.</p> <p>The station will provide a platform for youth voice, creativity and positive representation while supporting skills development, confidence building and progression pathways.</p> <p>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).</p> <p>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:</p> <ul style="list-style-type: none"> <li>• the facilitation of discussion and the expression of opinion,</li> <li>• 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</li> <li>• the better understanding of the particular community and the strengthening of links within it.</li> </ul>

	<p>Members of the target community shall contribute to the operation and management of the service.</p> <p>The service shall have mechanisms in place to ensure it is accountable to its target community in the specific area or locality.</p>
Transmission Schedule	
Multiplex	Liverpool 2 Small-Scale DAB multiplex serving Liverpool and Knowsley (as per the licence advert): as in question 3.2 of this application, specify if small-scale or local multiplex the radio station plans to broadcast on>

# 7. 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 Regulation of Premium Rate Services Order

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.

- 7.1 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).

The individual responsible for compliance will undertake formal review and training in relation to the Ofcom Broadcasting Code, the BCAP Code and relevant Ofcom guidance prior to the launch of the service. This will include structured internal training sessions covering key areas such as harm and offence, protection of young people, fairness and privacy, accuracy, and editorial responsibility.

Training will include review of Ofcom’s published guidance materials, compliance case studies, and updates issued by Ofcom relating to broadcast standards. Refresher training and ongoing monitoring of regulatory updates will take place regularly to ensure continued compliance with the codes and rules.

- 7.2 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.

The individual responsible for compliance will undertake formal review and training in relation to the Ofcom Broadcasting Code, the BCAP Code and relevant Ofcom guidance prior to the launch of the service. This will include structured internal training sessions covering key areas such as harm and offence, protection of young people, fairness and privacy, accuracy, and editorial responsibility.

Training will include review of Ofcom’s published guidance materials, compliance case studies, and updates issued by Ofcom relating to broadcast standards. Refresher training

and ongoing monitoring of regulatory updates will take place regularly to ensure continued compliance with the codes and rules.

- 7.3 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.

**Station Manager**

Responsible for overall editorial oversight and ensuring the service complies with Ofcom's Broadcasting Code and licence conditions. The role includes supervising programming, reviewing complaints, and maintaining compliance procedures.

**Compliance Support Role**

Responsible for assisting with compliance monitoring, maintaining records, supporting presenter training and ensuring internal procedures relating to broadcasting standards are followed.

**Programme Lead / Producer**

Responsible for reviewing programme content, supporting presenters in preparing content and ensuring programmes meet editorial standards before broadcast.

**Technical / Broadcast Support**

Responsible for maintaining broadcast systems and ensuring appropriate logging, recording and monitoring processes are in place where required.

- 7.4 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.

All presenters, volunteers and production staff will receive compliance training before being permitted to broadcast on the service.

Training will cover the Ofcom Broadcasting Code, responsible broadcasting practices, editorial standards, protection of young audiences, fairness and accuracy, and procedures for dealing with complaints or sensitive topics.

Training will be delivered through induction sessions, written guidance documents, and practical studio-based training. Presenters will also receive ongoing guidance and support from station management and programme leads.

Refresher sessions will be provided where necessary to ensure volunteers remain familiar with current broadcasting standards and compliance requirements.

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

Yes. Compliance training will be mandatory for all presenters, volunteers and individuals involved in programming or production before they are permitted to broadcast or contribute to programme output.

Additional training will be provided to those with specific editorial or compliance responsibilities within the organisation.

7.6 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).

- 2) 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.

The service will implement clear procedures to ensure that live programming complies with Ofcom's codes and rules.

Before broadcasting, presenters and guests will receive guidance on acceptable content and editorial expectations. Programme topics will be discussed in advance where appropriate to identify any potential compliance issues.

Live programming will be overseen by experienced presenters or production staff. Studio protocols will be in place to ensure presenters understand their responsibilities regarding language, fairness, and respect for contributors and listeners.

If non-compliant content is broadcast during a live programme, presenters will be trained to address the issue immediately through clarification or correction where appropriate. Any incidents will be reported to station management and reviewed to ensure appropriate action is taken and to prevent recurrence.

- 2) 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.

Pre-recorded programming will be reviewed by a producer or programme lead before broadcast to ensure that it complies with Ofcom's Broadcasting Code and relevant editorial standards.

This review will include checking for accuracy, appropriate language, fairness and compliance with safeguarding requirements.

Content provided by third parties will also be reviewed prior to broadcast to ensure it meets the station's editorial and compliance standards. Any material that does not meet these standards will be edited or removed before transmission.

7.7 Please set out how you will ensure the ongoing delivery/compliance of the **on-air** character of service as set out in the Key Commitments. This should be focused on the content you will broadcast on the station.

In your answer, please ensure you include details on each of the following points:

- a) How you will monitor that the character of service is being delivered;
- b) who will be responsible for monitoring this;
- c) how often will they monitor it;
- d) how you ensure this information is published; and
- e) where the information will be published/made publicly available.

**Monitoring delivery of the character of service**

Programming will be regularly reviewed to ensure it reflects the station's Key Commitments, including youth-focused content and community programming relevant to Knowsley.

**Responsibility**

The Station Manager and programme leads will oversee monitoring of programming output.

**Frequency**

Monitoring will take place on an ongoing basis, with regular internal reviews of schedules and programme content.

**Publication**

Information about the station's programming and activities will be shared with the community.

**Where information will be published**

This information will be made publicly available through the station's website, social media channels and community engagement activity.

7.8 Please set out how you will ensure the ongoing delivery/compliance of the **off-air** social gain activities as set out in the Key Commitments.

In your answer, please ensure you include details on each of the following points:

- a) How you will monitor that off-air social gain activities are being delivered;
- b) who will be responsible for monitoring this;
- c) how often will they monitor it;
- d) how you ensure this information is published; and
- e) where the information will be published/made publicly available.

**Monitoring social gain activity**

The organisation will record volunteer participation, training sessions, outreach activity and partnerships to ensure social gain commitments are delivered.

**Responsibility**

Monitoring will be overseen by the directors and station management.

**Frequency**

Social gain activities will be reviewed regularly through internal meetings and organisational reporting.

**Publication**

Updates on social gain activity will be shared with the community.

**Where information will be published**

Information will be published through the station website, social media channels and community engagement events.

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

English

7.10 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.**

English – 3 members of the compliance and management team are fluent in English and able to oversee compliance of programming broadcast in this language.

# 8. 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.

8.1 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.

8.2 I further declare and warrant:

- 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;
- 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
- 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
- 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.

8.3 I understand that Ofcom reserves the right to revoke the licence (if granted) if at any time any material statement made to Ofcom is found to be false and to have been by the applicant or any member or officer thereof knowing it to be false. I also understand that under sections 144 and 145 of the Broadcasting Act 1996, the provision of false information could incur a criminal conviction and a disqualification from the holding of a Broadcasting Act licence. I further certify that, to the best of my knowledge, any matters which might influence Ofcom's judgement as to whether the directors and any other individuals and/or bodies corporate with substantial involvement in this application are fit and proper persons to participate in a radio licence, have been made known to Ofcom.

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

MIGUEL DOFORO

**Date of application:**

09/04/26

I am authorised 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](#).**