

-Community Digital Sound Programme (C-DSP) licence)

Application form – Part A (public)

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

Academy fm Thanet

Proposed service name:

Academy fm

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)

Kent Coast DAB Limited

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

Debbie Day Station Manager
Academy fm, The Royal Harbour Academy, Marlowe Way, Ramsgate, CT12 6FA
07764479722 debbie.day@academyfmthanet.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.

The purpose of this form

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

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

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).

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

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

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 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):

Academy fm Thanet

2.2 Company registration number stated on Companies House:

Company Number 06854360

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:

Academy fm
The Royal Harbour Academy
Marlowe Way
Ramsgate Kent
CT12 6FA

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	Chris West
Job title	Director/Trustee
Address	Academy fm The Royal Harbour Academy Marlowe Way Ramsgate Kent CT12 6FA
Telephone	01843 572538
Mobile	07841598076
Email	Chris.west@academyfmthanet.com

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

<https://www.academyfmthanet.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.

Funding source will be through advertising and sponsorship from local businesses, fundraising, Friends of Academy fm and membership contributions.

Ownership and control of the company which will hold the licence

Details of officers, participants and shareholders of the applicant

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

Full name of individual	Correspondence address ¹	Country of residence	Other officerships held (and nature of the business concerned)	Other employment
Chris West	The Royal Harbour Academy Upper Site, Marlowe Way, Ramsgate, England, CT12 6FA	England	Classic Motor and Music limited Kent Coast DAB Limited	
David Nigel Reeve FOLEY	The Royal Harbour Academy Upper Site, Marlowe Way, Ramsgate, England, CT12 6FA	England	Chief Executive, Thanet & East Kent Chamber Ltd Chief Executive, Dover District Chamber of Commerce & Industry Chief Executive, East Kent Chambers of Commerce Director, Chamber Professional Consultants Ltd Director, Sydeco Ltd Director & Trustee, Dover	

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

			<p>Counselling Centre</p> <p>Chairman, Mersham-Le-Hatch Cricket Club</p> <p>Customer & Communities Challenge Group, Stakeholder Panel Member, Southern Water</p> <p>Board Member, Care Leavers Progression Partnership</p> <p>Director & Trustee, Francis Forbes Barton Restoration And Preservation Society Ltd</p> <p>Member, Manston Skills and Education Board</p> <p>Chairman, East Kent Business Advice Clinic</p> <p>Member, Queen Victoria Hospital NHS Foundation Trust</p> <p>Member, East Kent Hospitals University NHS Foundation Trust</p> <p>Chairman, Chamber Charity Golf Day</p> <p>Chairman, The War Memorial Ltd</p>	
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			<p>Director, Dover People's Port Trust</p> <p>Editor, Portrait of East Kent business bulletin</p> <p>Chairman, Chamber Law Clinic</p> <p>Founder, RobSEK, Robot Surgery East Kent</p> <p>Fellow, Royal Society of Arts Manufactures & Commerce</p> <p>Member, 1248 Society</p> <p>Chairman, David Foley Associates Ltd</p>	
Garry Ian Costain	The Royal Harbour Academy Upper Site, Marlowe Way, Ramsgate, England, CT12 6FA	England	<p>COSTAIN CARE HOLDINGS LIMITED (11707822) Director</p> <p>THANET PREMIER BUSINESS GROUP CIC (08210954) Director</p> <p>OPPORTUNITY LEARNING ACADEMY LIMITED Company number 13780428 Director</p> <p>COSTAIN CARE LIMITED (08099347) Director</p> <p>COSTAIN CARE (CANTERBURY) LIMITED (12152268) Director</p> <p>COSTAIN CARE (DOVER) LIMITED (11716367) Director</p>	

James Richard Lawson	The Royal Harbour Academy Upper Site, Marlowe Way, Ramsgate, England, CT12 6FA	England	<p>FLOURISH AND THRIVE CONSULTANCY LIMITED (12489546) Director</p> <p>RAMSGATE FOOTBALL CLUB (85) LIMITED (02077612) Director</p> <p>LAWTONASH SAFETY COACH LTD (11615728) Director</p> <p>LAWTONASH UTILITY EQUIPMENT HIRE LTD (11381189) Director</p> <p>LAWTONASH TRAINING SERVICES LTD (07577278) Director</p>	
Victor Leslie Todd	The Royal Harbour Academy Upper Site, Marlowe Way, Ramsgate, England, CT12 6FA	England	<p>SPARTAN X (16673809) Director</p>	

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

Full name of >5% participant (existing and pro-posed)	Number of shares	Total investment (£s)	Total investment (%)	% of voting rights
None				
Comments				

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

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

Full name of the entity	Address
N/A	

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
N/A		

Details of persons who control the applicant

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

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

Full name of individual or body	Address	Affiliates
N/A The applicant is controlled by its trustees acting collectively.	N/A	N/A

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

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

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

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

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

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

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

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

Name of body corporate identified in response to question 2.11				
Full name of >5% participant	Number of shares	Total investment (£s)	Total investment (%)	% of voting rights
N/A				
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	No	
b) A body whose objects are wholly or mainly of a political nature, or which is affiliated to such a body	No	
c) A body whose objects are wholly or mainly of a religious nature; ²	No	
d) An individual who is an officer of a body falling within (b) or (c);	No	
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);	No	
f) An advertising agency or an associate of an advertising agency	No	

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

Details of applications, licences and sanctions

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

X Yes No

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

Licence number	Name of multiplex
CR000202	Academy FM Thanet (FM)

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

X Yes

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

Licence number	Name of service or multiplex
CR000202	

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

X Yes No

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
Current	CR000202	Academy fm Thanet

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

X NO

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

Licence number	Name of service or multiplex

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”)?

X NO

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

Licence number	Name of service or multiplex

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)?

Yes **X 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?

Yes **X 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?

Yes **X 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?

Yes **X 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?

Academy 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.

Kent Coast DAB Limited

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).³

The Royal Harbour Academy, Marlowe Way, Ramsgate, Kent CT12 6FA

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

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

Academy fm Thanet CR000202

- 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.**

Our focus is to celebrate communities, support local life, and bring people together. We support charities, local businesses and organisation who support their communities. We will do this by engaging with our listeners through phone ins, competitions, open days, presenter training, attending events in the communities and putting on events.

Although currently our core community is Thanet as we also broadcast on 107.8 fm, we do also have listeners in the areas below who listen on line. By covering the areas below, it means that our current and new listeners will be able to listen to us around south Kent, whereas at the moment they can only tune in on fm in Thanet and online if they have Wi-Fi access.

Thanet, Sandwich, Deal, Dover, Folkestone, Hythe,

- 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 applicant, Academy FM Thanet, is a registered charity and operates on a not-for-profit basis. The station is governed by a Board of Trustees who ensure it is run in line with its charitable aims and community purpose. All presenters are volunteers. The Station Manager is paid on a self-employed basis to provide essential management and operational support to the service. This payment is for services provided and does not constitute profit distribution. Any surplus generated through advertising, sponsorship, fundraising, donations or grants is used solely to secure and improve the future provision of the service and to deliver social gain. The station's governing documents ensure that no profits are distributed and that all income is reinvested for the benefit of the communities served.

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.

Academy FM Thanet is a local radio station that helps people in the community stay informed and connected. We share local news, travel information and community events every day, giving local people a voice and helping them feel part of the area. We work closely with local charities, voluntary organisations and community groups, providing free airtime to help raise awareness of their work. We also support lost animal groups by sharing information on air and across our social media platforms to help reunite animals with their owners. In addition, we work with local schools and the wider community to offer training opportunities that help individuals develop skills, confidence and experience.

Through our experience, particularly during the Covid period, we have seen first-hand how important community radio can be as a lifeline for people who may be elderly, isolated or experiencing poor mental health. The ability to listen, connect, and simply talk to someone can make a real difference. Music plays a powerful role in bringing people together and strengthening community bonds. By broadcasting on DAB, we will be able to reach more people and continue to celebrate communities, support local life and bring people together across the area.

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

We have many interviews with local charities and organisations; this gives them a platform to promote what they do.

Quarterly the local MP's visit the studios, this is a great opportunity for the community to put questions to them.

Each Monday and Friday we broadcast a programme called A Light Lunch, this features Interviews with people from all walks of life.

On Saturday mornings guests from local charities and organisations come in for live interviews, plus we cover all local and national sport, with live reports from local matches.

- 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.**

On a daily basis, we are accessible to the community by phone and in person, and we actively encourage people to get in touch. For many listeners, especially those who may be elderly, isolated or feeling alone, being able to speak to someone at the station can make a real difference. We aim to be approachable, welcoming and supportive, and to ensure that everyone feels listened to and valued.

We hold open days at our studios, run quizzes, and host our annual Christmas Fayre at Academy FM, creating opportunities for people to come together in a friendly and inclusive environment. We also attend local events throughout the year, where we meet and engage with many of our listeners and community groups face to face.

We are involved in several annual music events that raise vital funds for local charities, including Pilgrims Hospice and organisations supporting suicide awareness and sepsis awareness. We use the radio station to promote these events on behalf of the organisers and to help reach as many people as possible. Broadcasting on DAB will allow us to extend this support further, increasing awareness of charitable organisations and community initiatives and helping more people feel connected across the wider area.

- 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.**

We are very lucky to have served Thanet since 2010. We have grown a strong relationship within the community. To strengthen this, we will continue to encourage listeners to contact us, attending events, working with local organisations and councils. We will continue to build on the strong links we have with community groups, charities, organisations and businesses. With many houses being built in the area, there is potential to grow.

- 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.**

We have radio presenters who have come from commercial backgrounds from national and local radio stations. They pass their skills on by working with students from local schools and colleges and the general public by offering presenter training which teaches communication, speech, presentation skills and working within a team. We work closely with mental health groups, support groups, care services, hospices, animal charities and organisations. With the mix of skills the presenters have, we support one another not just at the radio station but in everyday life.

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.**

We offer presenter training to the community and local schools, which may lead to volunteering as a presenter. This is open to everybody at any level as it is tailored to the individual.

We are often asked to help with work experience or placements for students.

We encourage local artists to come to the studios and play live and to promote themselves and where they are playing.

Many of the volunteers help with the running of the station, and when new people join they are encouraged to join the music group, news team, fundraising or scheduling team. We have regular volunteers meetings so we can discuss the radio station and any new ideas are very much welcomed.

Accountability

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

The community can contact the presenter in the studio on the phone, text, WhatsApp and email.

The station manager is always available via mobile phone which is on our website along with email plus a form which can be filled in.

We are social media platforms, Facebook, Instagram, TikTok and LinkedIn

On air we always welcome interaction from our listeners, and we promote our events to the community and encourage them to attend.

- 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.**

All communication is gladly welcomed, whether this be by a listener or a volunteer. Suggestions and criticisms are how a station can grow and learn.

If the comment is external, all presenters know to pass any comments onto the Station Manager and the Trustees.

All suggestions and criticisms will be discussed and considered, sometimes this may be at the volunteers meeting, and if they benefit the radio station and the community they will be acted upon.

Feedback will always be given to the person who has contacted Academy fm.



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	< Academy fm (the on-air name of the programme service as in question 3.1 of this application)>
Service Description	<p><Academy fm > is a radio service intended to serve Thanet and the Kent Coast DAB Limited Area</p> <p>NOTE: The next 3 headings below are the components of the ‘character of service’.</p> <p><ENTER DESCRIPTION OF TARGET AUDIENCE></p> <p>Our target audience is the Thanet community and Kent Coast DAB coverage area. Where neighbouring areas are served by existing community radio stations, we will seek to work alongside them to support and strengthen local community broadcasting.</p> <p><ENTER A DESCRIPTION OF THE LOCALITY> NOTE: this can be all, or a subset of, the area covered by the radio multiples service described in the next column (“<i>the target community</i>”)</p> <p>Kent Coast DAB coverage area. Thanet, Sandwich, Deal, Dover, Folkestone, Hythe</p> <p><ENTER A BRIEF STATEMENT OF MAIN PURPOSE OF THE RADIO SERVICE, ITS FUNCTIONS/ACTIVITIES describe in no more than 50 words></p> <p>We are here to bring our community together — sharing local stories, voices, and music that matter to the people who live here. We support local schools, charities, and projects, helping people gain confidence and giving everyone in Thanet a place to feel heard, valued, and connected.</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"> • 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. <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	<p>Daily 24 hours</p> <p>Weekdays 7am – 10am - Breakfast</p> <p>Daytimes 10am – 1pm and 1pm to 4pm</p> <p>Drivetime - 4pm – 7pm</p> <p>Down the Decades - 7pm – 9pm</p> <p>Specialist Shows - 9pm – 11pm</p> <p>Sound of the Station music - 11pm – 7am</p> <p>Saturday 8am – 11am – Breakfast</p> <p>Saturday 11am – 2pm – Retro Lunch</p> <p>Saturday 2pm – 6pm – Saturday Sport</p> <p>Saturday 6pm – 10pm Dance & Disco</p> <p>Sound of the Station music - 11pm – 8am</p> <p>Sunday 8am – 11am – Lazy Sunday Morning</p> <p>Sunday 11am – 2pm – Sunday Brunch</p> <p>Sunday 2pm -5pm – Palace of Fun</p> <p>Sunday 5pm-6pm Thanet Island Sounds</p>

	<p>Sunday 6pm – 10pm - Sunday night Live</p> <p>Sunday 10pm – midnight – The Love Archive</p> <p>Sound of the Station music – Midnight – 7am</p>
Multiplex	<p>< ENTER THE RADIO SERVICE MULTIPLEX SERVICE (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></p> <p>Kent Coast DAB Limited</p>

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 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.

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

Christopher West is the licence holder for Academy FM Thanet and holds overall responsibility for compliance with all relevant Ofcom codes and rules. He received and reviewed all relevant Ofcom codes of practice on 14 February 2020, upon becoming a Trustee, and continues to maintain compliance knowledge through ongoing review of the Ofcom Broadcasting Code, Community Radio Key Commitments, and associated Ofcom guidance (2020–current). Compliance knowledge is further supported by his long-standing experience in radio broadcasting and licence management.

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

Christopher West has extensive practical compliance experience in relation to the Ofcom Broadcasting Code and related rules. He has worked as a radio presenter since 1992, including leading a number of Restricted Service Licence (RSL) broadcasts in Kent, with responsibility for ensuring compliant live and pre-recorded output. Since becoming a Trustee on 14 February 2020, and as the current holder of the Ofcom FM licence for Academy FM Thanet, he has held overall responsibility for the station's compliance arrangements, including oversight of programming output and internal compliance procedures (2020–current).

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

Health & Safety – Trustee

Responsible for ensuring compliance with health and safety requirements within the workplace, including undertaking and reviewing risk assessments and overseeing appropriate risk management procedures.

Data Protection – Station Manager

Responsible for ensuring that all personal data held by the organisation is managed in accordance with the Data Protection Act and GDPR, including secure handling, storage, and access to data.

Equal Opportunities and Child Protection – Station Manager

Responsible for ensuring compliance with equal opportunities legislation and the station's Child Protection and Safeguarding Policies. This includes promoting equality and inclusion across volunteering and participation and ensuring that children and young people are safeguarded regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation.

Broadcasting and Programming – Station Manager

Responsible for ensuring that all broadcast output complies with the Ofcom Broadcasting Code, Community Radio Key Commitments, and relevant broadcasting regulations and codes of practice.

Training – Station Manager

Responsible for providing ongoing training and guidance to volunteers to ensure awareness of station policies, procedures, and compliance requirements relevant to their roles.

Finance – Station Manager and Trustees

Responsible for overseeing financial management and ensuring that financial records are maintained in accordance with regulatory requirements and submitted to an independent accountant as required.

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

Academy fm provides formal compliance training through a structured induction process for all volunteers when they join the station. Ongoing training is provided for all staff and volunteers involved in broadcasting.

All presenters, managers and compliance staff receive compliance training as part of their induction using the station's Presentation and Show Policy, which sets out requirements relating to on-air conduct, programme content, safeguarding, political content and compliance with Ofcom regulations.

Those responsible for live programming receive specific guidance on the management of live output, including avoiding inappropriate content and following agreed procedures for serious or sensitive incidents.

Compliance training is reinforced through ongoing supervision by the Station Manager and refresher training where policies are updated or where additional guidance is required.

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

Yes. Compliance training is mandatory for all staff and volunteers involved in broadcasting.

Volunteers and staff are required to complete compliance training as part of their induction and to take part in ongoing training as required.

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

-) 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.

Academy FM has systems in place to ensure that all live programming complies with Ofcom's codes and rules at all times. These systems are set out in the station's Presentation and Show Policy, which is reviewed and updated every six months and re-circulated to all volunteers to ensure continued compliance with Ofcom regulations.

Presenters are required to prepare their content in advance of broadcasting and to follow the guidance set out in the policy. Where guests are involved in live interviews, the presenter will discuss the subject matter and questions with the guest before going on air to ensure the content is appropriate.

If an issue arises during a live broadcast, the presenter will act immediately. This may include stopping or redirecting the conversation, issuing an apology if appropriate, and moving away from the content. The Station Manager will be informed straight away.

All output is recorded and logged. If required, the relevant content will be removed from the logger and reviewed. Where necessary, the presenter may be temporarily

taken off air so that the situation can be discussed and any further action agreed to ensure compliance is maintained.

-) 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.

If pre-recorded content is used, it is reviewed and, where necessary, edited before broadcast to ensure it complies with Ofcom's codes and rules. This includes material produced by Academy FM as well as any content obtained from third-party sources.

Pre-recorded items are checked for suitability of language, content and tone before they are scheduled for broadcast. Where necessary, content is edited or not broadcast.

Only approved and checked pre-recorded material is used on air, and all output is logged to allow review if required.

- 4.7 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.

Academy FM ensures the ongoing delivery of its on-air character of service through regular monitoring and clear internal procedures.

Presenters inform the Station Manager in advance of interviews and features to ensure content aligns with the station's Key Commitments. Content is promoted on air, so listeners are aware of what is being broadcast.

Programmes are monitored daily by the Station Manager, supported by a small team of volunteers who report back to the Station Manager. Monitoring includes listening to live output and reviewing recorded content.

All output is logged and retained for a minimum of 42 days and can be reviewed where required. Selected interviews and features are also published on the station's website.

Information about programming and community content is made publicly available through on-air promotion, recorded output, and selected interviews and features published on the station website.

- 4.8 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.

Information relating to off-air social gain activities that is relevant to the public is shared through the station's website and social media platforms. Social media content is the responsibility of individual presenters in relation to their own shows and activities. Presenters are expected to monitor their own posts to ensure they are appropriate and reflect the station's values. Any complaints or concerns are referred directly to the Station Manager. The station website is managed and monitored by the Station Manager, who ensures that information relating to off-air social gain activities is accurate, appropriate and up to date. Off-air social gain activity is monitored on an ongoing basis, with oversight by the Station Manager, and reviewed as required to ensure it remains in line with the station's Key Commitments.

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

English

- 4.10 For each language listed in response to question 4.9 please provide details of how many compliance team member(s) are fluent in each language and will be responsible for ensuring that content broadcast in that language complies with the Ofcom's code and rules. **Please do not give names of individual members of staff.**

English is the language of broadcast. All presenters are fluent in English and are responsible for ensuring content complies with Ofcom's codes and rules, with oversight from the Station Manager.

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

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

CHRISTOPHER WEST

Date of application:

16/01/2026

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

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

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