



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):

Reprezent Ltd

Proposed service name:

Reprezent 107.3 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)

North London small-scale DAB multiplex & community radio service - (operator: U.DAB)

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

Reprezent
151, Walworth Road, London SE17 1RS
Tel: 0207 639 8512
Email: info@reprezent.org.uk

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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 ap-

plying 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 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):

Reprezent Ltd

2.2 Company registration number stated on Companies House:

05238736

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:

151, Walworth Road,
London
SE17 1RS

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	Jeremy Layton-Henry
Job title	Director
Address	151, Walworth Road, London SE17 1RS
Telephone	0207 639 8512
Mobile	07498287652
Email	Jeremy@Reprezent.org.uk

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

<https://www.reprezent.org.uk>

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

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

Since our inception in 2004 we have operated on a not-for-profit basis, with ring-fenced cost centres. Funding is a mix of small compliant sponsorship/credits, grants, training-related income and philanthropic support (with no political or religious agenda). Any surplus is wholly reinvested into social-gain delivery (training, mentoring, accessible studio hours, community content and we are currently introducing free open-session workshops for the local community). No dividends are paid.

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
Jeremy Layton-Henry	151, Walworth Road, London SE17 1RS	England	Reprezent CIO (charity training)	None
Jay McGregor	151, Walworth Road, London SE17 1RS	England	None	Freelance producer
Jessica Dos Santos Silva	151, Walworth Road, London SE17 1RS	England	None	None

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

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
N/A				
Comments: Rerezent Ltd is a company limited by guarantee with a youth-led mission; an up-to-date Confirmation Statement and org chart are attached. There are no disqualifying interests.				

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
None	

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
None		

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
None		

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	N/A
b) A body whose objects are wholly or mainly of a political nature, or which is affiliated to such a body	No	N/A
c) A body whose objects are wholly or mainly of a religious nature; ²	No	N/A
d) An individual who is an officer of a body falling within (b) or (c);	No	N/A
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	No	N/A

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

a body falling within (b) or (c);		
f) An advertising agency or an associate of an advertising agency	No	N/A

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 No

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

Licence number	Name of multiplex
CR000224BA/4	N/A – analogue community (FM 107.3 MHz)
DP101138BA/1	Trial London (Central London small-scale DAB)
CR000224WT/4	N/A – analogue community (FM 107.3 MHz)

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

Yes No

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

Licence number	Name of service or multiplex
See above, 2.17	
CR000224BA/4	N/A – analogue community (FM 107.3 MHz)
DP101138BA/1	Trial London (Central London small-scale DAB)
CR000224WT/4	N/A – analogue community (FM 107.3 MHz)

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 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
From 15/08/2015 to date	As per 2.17	
From 15/08/2015 to date	CR000224BA/4	N/A – analogue community (FM 107.3 MHz)
From 15/08/2015 to date	DP101138BA/1	Trial London- Central London small-scale DAB
From 15/08/2015 to date	CR000224WT/4	N/A – analogue community (FM 107.3 MHz)

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

Yes No

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

Licence number	Name of service or multiplex
CR000224BA/4	Analogue FM community License (FM 107.3 MHz)
DP101138BA/1	Trial London (Central London small-scale DAB)
CR000224WT/4	N/A – analogue community (FM 107.3 MHz)

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
None	

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 No

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

Licence number	Name of service or multiplex
None	

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 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 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 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”.

We have one breach relating to an administrative error with the timing of a £100 licence-fee payment.
On DP101138BA – Rerezent (for Small Scale Trial DAB), Ofcom recorded an “In Breach – late payment of licence fees” finding (Investigation 02083431). The delay arose during a board transition and was resolved quickly on receipt of Ofcom’s Preliminary View. Ofcom’s decision was published in the Broadcast and On Demand Bulletin, Issue 533 (3 Nov 2025). We have had no content standards breaches, sanctions, or revocations. We have implemented strengthened controls to prevent recurrence (calendar/finance system reminders, monthly compliance checklist and board oversight of regulatory payments)
Rerezent has 20+ years of youth development work and over a decade of compliant broadcasting (on air since 2011). We have consistently met, and regularly surpassed, our Community Radio Key Commitments (e.g., locally originated output, youth training volumes, and community access), with no content-standards sanctions. The award of a C-DSP will enable us to scale this social-gain activity within the North London SSDAB area, adding training cohorts, outside broadcasts and partner co-productions alongside continued transparent reporting and public accountability.

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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?

Reprezent

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.

North London small-scale DAB multiplex & community radio service - (operator: U.DAB)

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

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.

151, Walworth Road, London SE17 1RS

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.

Reprezent 107.3 FM	CR000224BA/4
Reprezent 107.3 FM	DP101138BA/1
Reprezent 107.3 FM	CR000224WT/4

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

Reprezent directly serves and trains young people and emerging creatives from 11-39 who live, study or work Londonwide, particularly within the North London small-scale DAB licence area. Our listenership spreads across a much wider age range. Geographically, this covers the core boroughs of Barnet, Enfield, Haringey, Camden, Islington, Hackney and Waltham Forest, with smaller parts of Brent, Westminster, Redbridge and Newham that fall inside the multiplex polygon.

Our target community is defined by interests and needs rather than income alone: young people aspiring to pursue careers in radio, audio, music, culture, journalism, podcasting and digital production, many of whom face barriers to entry (limited access to equipment and studios, weak industry networks, cost of training). We particularly prioritise under-represented groups across London (including young people from lower-income households, Black and global-majority communities, women and non-binary creatives, disabled and neurodivergent participants). The service is designed to unlock progression through youth-led programming that reflects North London's scenes and issues (local culture, opportunities, mental health signposting, music and community events).

Structured entry points (open calls, tasters, producer shadowing, outside broadcasts) and on-air training/mentoring that build confidence, technical skills and portfolios, as well as a broader set of employability skills.

Partnership delivery with schools/colleges/universities, youth hubs and community organisations inside the licence area (including regular outreach).

Editorially, we provide a contemporary music and speech service relevant to the above audience, with locally originated hours each week from our London studio(s) connected to the multiplex, all tailored to the area's interests and trends. All activity is operated on a not-for-profit basis, with transparent reporting against Key Commitments and open participation routes for residents of the multiplex area.

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.**

Reprezent is operated on a strictly not-for-profit basis through the following controls and governance:

Legal form & dividend prohibition

The licence holder is a company limited by guarantee with no share capital and no dividends. Its constitutional documents restrict distribution of funds; any surplus must be applied to the service and its social-gain objectives

Ring-fenced finances

We maintain dedicated cost centres within our accounts (separate class codes and nominal lines for income/expenditure, including carriage, compliance logging, safeguarding/training, and outreach).

Restricted funds are tracked where applicable; management accounts report actuals vs budget monthly to the Board.

Board oversight & accountability

The Board approves the budget annually and reviews quarterly performance against Key Commitments and social-gain KPIs.

A Conflicts of Interest Register is maintained; any related-party transactions are pre-approved by the Board and minuted, and must be at arm's length with written justification.

Income policy (community-appropriate)

Income sources are limited to compliant sponsorship/credits, grants/donations, training-related income and limited commercial activation (event) income - that all directly support delivery of social gain.

Procurement & spending controls

Thresholds for purchase approvals, with multiple levels of sign-off (e.g., multiple quotes above £x; Board sign-off above £y).

Dual authorisation on bank transactions.

Annual independent accounts.

Reinvestment policy

Company policy directs 100% of any year-end surplus to:

Securing the service (e.g., contingency, resilience, equipment),

Improving provision (e.g., increased locally-originated hours, OBs, production capacity), and

Delivering social gain (e.g., bursaries, additional training cohorts, access support). This will be reported in the Annual Social-Gain & Key Commitments Report.

Operational separation & compliance

Editorial and sales functions follow clear separation rules; playout and logs enforce distinct sponsorship/credit treatment.

42-day recordings, incident/complaints registers and quarterly compliance reviews ensure the service continues to serve its defined community purpose.

These measures ensure the service is incapable of private distribution of profit and that all resources are wholly and exclusively used to sustain and expand the service and its social-gain outcomes.

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.

1) Skills, confidence and employability

We will provide free/low-cost entry routes into radio, audio and digital production for young people (approx. 16–29) within the North London SSDAB area. Activity includes tasters, presenter/producer bootcamps, producer shadowing, and structured on-air placements. Trainees gain technical skills (production, editing, live studio practice) and transferable skills (communication, teamwork, deadline discipline).

Evidence (summary): On our analogue/community service we have delivered high training throughput with strong progression into paid work, freelance and further study; our internal outcomes tracking shows sustained >70–80% positive progressions within 6–12 months for recent cohorts. The C-DSP carriage allows us to scale this provision in North London (additional cohorts and OB placements).

2) Widening access & inclusion

We prioritise young people facing structural barriers to creative careers (costs, limited networks, under-representation). We will operate transparent, open calls and outreach across the multiplex area, with reasonable adjustments, loan equipment, and travel support where funded.

Benefit: More equitable access to skills and first broadcasting credits; increased representation of local voices on air.

3) Youth voice, local information and civic participation

Editorial strands (roundtables, features) will amplify youth perspectives on education, work, culture and wellbeing, facilitating discussion and constructive debate.

Benefit: Better awareness of local opportunities; stronger links between young residents, services and civic life.

4) Mental-health literacy and safeguarding

We embed safeguarding, signposting and basic mental-health literacy within training and output planning. Content touching on sensitive issues is pre-cleared; presenters receive guidance on tone, signposting and harm minimisation. **Benefit:** Safer on-air environments; earlier signposting to support.

5) Community culture and positive place-identity

Outside broadcasts (OBs) and co-productions from venues, festivals, youth hubs and colleges will showcase North London's creative scenes (music, arts, grassroots initiatives).

Benefit: Visibility for local organisations; stronger place identity; audience pride and cohesion.

6) Pathways into work and education

We will broker portfolio reviews, masterclasses and project briefs with sector partners, and publish clear progression routes (broadcast assistant → producer → live presenter; off-air roles in social/video/podcasting).

Evidence: Historic alumni pathways across media and creative sectors; employer feedback highlighting the value of hands-on coaching and soft-skills.

Partnerships (organisations)

We intend to work with **multiplex-area schools and colleges, local authorities and youth services, universities** (e.g., **Middlesex University** for undergraduate training links), community studios, and cultural venues. Commercial partners may support bursaries or co-funded training aligned to social-gain aims.

Benefit: Shared resources, better referral pathways, and more sustainable delivery.

Measurement & accountability

We will record an annual **Social-Gain & Key Commitments Report**, including: numbers trained, hours of locally originated content, OBs delivered, diversity indicators, progression outcomes and audience feedback. Quarterly Board reviews and a Youth Advisory Group will steer priorities and continuous improvement.

Public benefit (beyond participants)

Listeners gain a relevant, youth-led service with practical information, cultural coverage and high editorial standards. Local organisations gain a platform to reach young audiences. The wider public benefits from increased civic participation, skills development and inclusive representation on the airwaves.

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

We will provide structured, safe spaces for young people within the North London SSDAB area to debate issues that matter to them, and to share lived experience on air.

Formats: More talk-led shows (roundtables, phone-ins, interviews, and “topic hours”), plus podcast strands that extend discussions beyond live broadcast.

Participation: Real-time input via webchat, text/WhatsApp, and social polls; presenters read and respond on air with producer moderation.

Outreach: Outside broadcasts from community festivals and events, colleges, schools, youth hubs and community venues to capture local voices; rotating community takeovers co-produced with partner organisations.

Diversity of views: Repräsent, by design, has no cultural bias in our presenter training intake. This encourages the coming together of diverse groups and voices. Training and editorial planning builds in balance and right of reply.

Safeguards & training: All contributors receive briefing on the Ofcom Code (harm/offence, fairness/privacy, due accuracy). Most contributions are prerecorded. When this is not the case, Duty Producers use delay systems and incident logs. Sensitive topics are pre-cleared and pre-recorded.

Follow-through: Key discussions are archived as podcasts with show notes and resource links; we invite ongoing feedback via our website and quarterly Youth Advisory Group sessions to shape future topics.

- 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.**

Our facilities and training are genuinely open to young people (11–29) who live, study or work within the North London SSDAB area, using a mix of practical, formal and informal routes. We provide free radio training for 11-29 year olds, we have community studio hire and Repräsent is also introducing open access workshops for 11-25 year olds using radio and creative media skills training based around mental health themes.

Practical access

Open calls & tasters: Regular in-area tasters and workshops (POP ups, QR code sign up, Festivals and community events, studio walkthrough, mic skills, basic editing). Simple online form + drop-in option with safeguarding check-in.

Bookable community hours: Published rota of supervised studio slots (producer present). Priority for first-timers, bursary recipients and under-represented groups.

Outreach & OB hubs: Pop-up recording booths at colleges, youth hubs and venues across the multiplex area; content captured locally and scheduled on air.

Equipment access: Loan pool (headphones, recorders, studio equipment); on-site edit pods for applicants without home kit. Travel support where funded.

Formal training

Structured pathways: Our established and highly successful Intro → Core → On-air/Production training and volunteering placements (clear learning outcomes, attendance rules, safeguarding and Code training).

Timetabled workshops: Weekly workshops in - Presenting, production, compliance, journalism/podcasting, DJ/audio engineering, imaging. Sessions timetabled outside school/ work hours.

Assessment & progression: Skills checklists, portfolio reviews, and “green-light” sign-off for live studio use. Live listens, ongoing feedback, advanced radio training, career networking and support.

Partner delivery: Cohorts co-run with schools/colleges/universities inside the licence area; placement agreements define hours, supervision and outcomes.

Informal routes

Straight to radio: Skipping the training - just for experienced applicants. Going straight to radio station volunteering and work experience.

Mentored show shadowing: Pair newcomers with producers during live output; micro-tasks (vox pops, show notes, clip-cutting).

Community takeovers: Short-run series with youth groups; co-produce and air locally relevant content.

Podcast lab: Low-barrier sessions to develop ideas off-air; best episodes promoted to broadcast.

Fair access & safeguarding

Transparent criteria: First-come with fairness adjustments; monitoring for borough, age, gender and background to manage inclusion targets.

Reasonable adjustments: Step-free access where available, accessible documentation, and buddy options.

Code & safety: Mandatory induction (Ofcom Code, harm/offence, fairness/privacy), studio rules, 42-day logging; DBS where roles require.

How we'll keep it working

Integrated public calendar & booking portal with waitlist and reminders.

Published capacity numbers (studio hours, taster seats).

Feedback loop: Post-session surveys; rapid tweaks to rota, topics and slot lengths based on demand and outcomes.

- 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.**

Local intelligence on-air: daily “what’s on”, plus borough spotlights that explain how to access services and spaces.

Co-produced features: rotating community takeovers with Outside Broadcasts from venues and festivals so listeners hear peers and providers in conversation.

Dialogue channels: moderated webchat/text/WhatsApp during shows; quick typeform polls and follow-ups so lived experience shapes future topics.

Signposting & directories: every relevant segment ends with clear “where to go next”; an online hub lists partners, application windows and safeguarding routes.

Bridging roles: The station staff maintain a partner calendar and referral links (skills programmes, mental-health support, civic opportunities) to move listeners from interest to action.

Feedback & accountability: a Youth Advisory Group from within the licence area reviews output.

- 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.**

Reprezent has over 20 years of youth-development delivery and 10+ years running an OfCom regulated community service. We have trained 1,000’s of young people (16–29) through structured pathways covering presenting & production, with embedded soft skills (communication, teamwork, deadlines). 100’s of alumni have progressed into mainstream, often high-profile media careers, supported by real life work experience at our station, active networking support and SM and portfolio development.

Beyond broadcasting, we deliver in schools & colleges and run targeted outreach for NEET learners. We operate safeguarded placements and ongoing mentoring frameworks. We have managed many six-figure projects end-to-end, with impactful outcomes, audited reporting and robust safeguarding.

Operationally, our team delivers community takeovers, outside broadcasts and work-experience pipelines that convert training into tangible opportunities. Services are free at point of access and supported with equipment loans, travel subsidies and flexible scheduling.

Governance sits with an active Board, representative of our beneficiaries over 60% Black and over 60% female; finances use ring-fenced cost centres and quarterly management reporting. This blend of education, third-sector practice and compliant broadcasting underpins our ability to deliver measurable social gain for the North London SSDAB community.

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.**

All radio staff originated as trainees from our programme, so progression from participant to leadership is not only achievable, it is a built-in, visible and established model. Our trainee outreach is delivered across London with a broad, even spread of sign-ups, and we prioritise those who live, study or work within the SSDAB area when allocating operational roles and commissions.

Open entry & clear pathways

Monthly open calls; transparent criteria and 'roadmapping' for progression: Training → Probation → Core → Lead (Producer/Presenter).

The lead stage of volunteering includes eligibility for paid sessional shifts and rota responsibilities all on LLW or above.

On-air & production roles

Every live block books at least one trainee in a named role (Assistant Producer, Webchat Moderator, Clip Editor).

Community takeovers and Outside Broadcasts co-produced with groups from within the multiplex area; rotating segment editors commission borough-relevant items.

Editorial participation & commissioning

A Youth Committee is core to setting priorities and informing strategic decisions.

Management exposure & decision-making

Shadow-management: trainees sit in on playlist, compliance and schedule meetings

We have two **Board observer seats** for Youth Committee Board members (non-voting) with the right to table agenda items.

Skills, compliance & leadership

Mandatory Ofcom Code induction; Lead trainees complete producer-leadership modules (briefing, risk assessment, incident reporting).

Shift ownership: BA volunteers run pre-show stand-ups, allocate duties, and file the shift log.

We have a Youth Committee that shapes decisions and planning and past trainees now sit on the governance board.

Digital participation & feedback

Trainee-run webchat/WhatsApp teams; weekly social-listening notes inform topics, guests and content creation.

Podcast Lab incubates trainee-originated series; the strongest of which are promoted to broadcast.

Fair access & measurement

Training, mentoring, studio use, all free to trainees. Equipment loan scheme, travel support. Etc.

All training outputs are recorded and followed to direct future strategy and evidence best practice and funding applications.

Result: members of the target community make the programmes, shape the schedule, and sit on the board, with alumni staff and directors as proof of progression.

Accountability

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

Open channels (every day)

Web: contact form + show-specific inboxes; tagged to the right producer within 1 working day.

Email: various email contacts: joinnow; production; info; etc. plus individual presenter accounts.

Messaging: WhatsApp/text and webchat . Also introducing this live during shows; read on-air with producer moderation.

Socials & Phone-ins: DMs/comments monitored.

In-person routes

Outside broadcasts and pop-ups at colleges/youth hubs across the multiplex area.

Formal influence

Youth Editorial Board (North London cohort): quarterly meetings to set priorities, review output, and allocate a **micro-commission pot** for features/podcasts. Two **Board observer seats** (non-voting) rotate from this group.

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	Reprezent 107.3 FM
Service Description	<p>Reprezent 107.3 FM is a radio service intended to serve</p> <p>Young people and emerging creatives. With a core reach to 11-29+ year olds, prioritising those under-represented in London’s creative industries (including lower-income households, Black and global-majority communities, women and non-binary creatives, disabled and neurodivergent participants)</p> <p><i>in</i></p> <p>the North London small-scale DAB licence area, principally the boroughs of Barnet, Enfield, Haringey, Camden, Islington, Hackney, Westminster and Waltham Forest, and parts of Brent, Redbridge and Newham within the multiplex coverage</p> <p>by</p> <p>providing a youth-led music and speech service with training, mentoring and access to broadcast facilities; creating locally-originated programmes, outside broadcasts and information that develop skills, amplify youth voices and deliver social gain within the North London multiplex area.</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	The service broadcasts 24 hours per day, seven days per week, with a minimum of 20 hours per week of locally-originated, original programming produced within the licence area.
Multiplex	North London small-scale DAB multiplex (SSDAB)

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).

Formal courses: *None completed to date.*

Structured on-the-job training: Since 2017 I have shadowed the station's previous Compliance Officer, covering: Broadcasting Code application (harm/offence; fairness & privacy; due accuracy), BCAP separation (sponsorship vs advertising), live-risk procedures (delay/dump), complaints handling and logging, Key Commitments audits.

Now I have assumed the full Compliance Officer role please find below my CPD plan for 2026 for all staff with compliance supervision responsibilities:

Broadcasting Code workshop (internal)

BCAP & sponsorship separation briefing (internal)

Complaints & logging SOP refresher (internal)

ASA/BCAP or industry webinar

Attendance will be logged; materials retained for audit.

- 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.

The current compliance officer has shadowed the previous on-air compliance lead for Repräsent since 2017. He is responsible for pre-clearance of sensitive items, incident sign-off, and regular Key Commitments review.

Solely managed live compliance since February 2025.

Since then, has led responses to Ofcom correspondence and maintained continuous improvements

- 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.

Compliance Officer (Director): Owns Code/ Broadcast Committee of Advertising Practice (BCAP) compliance; approves policies; signs incident reports; regular Key Commitments audit.

Deputy Compliance (Radio Manager): Day-to-day enforcement; live risk escalation; verifies running orders; manages delay system.

Duty Producer (per live shift): Real-time Code checks; time delay; screens callers; completes shift log; triggers dump/apology where required.

Compliance Admin & Logs: Maintains 42-day recordings; complaints/incident register; training records; weekly spot checks; evidence packs.

Safeguarding Lead (non-editorial): Receives referrals; ensures safer-content guidance.

External Legal/Standards Adviser (as required): Complex fairness/privacy/libel pre-publication checks.

- 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.

Mandatory induction for presenters/producers/Duty Producers: Broadcasting Code, BCAP separation, live-risk SOPs, delay/dump operation, complaints process (3–4 hrs integrated into classroom + studio training).

Role-specific modules: Duty Producer certification (call screening, on-the-fly remedies); Editors' workshop (due accuracy, fairness/privacy pre-clearance).

Annual refreshers + targeted briefings for sensitive series/OBs. Materials: handbook, checklists, red-flag matrix, quick-ref cards at desks.

- 4.5 Will the training described in response to question 4.4 be mandatory for all staff and volunteers? If not, outline who will receive it.

The above compliance procedure training is mandatory for all presenters, producers, Duty Producers and anyone operating the desk or commissioning speech. Refresher training is annual (or would be ad-hoc if we were ever to have an incident).

- 4.6 It is a licence requirement that a licensee must ensure that all programming on its service (broadcast at any time of the day or night) complies with Ofcom's codes and rules (e.g. Ofcom's Broadcasting Code, which sets requirements on standards to be observed in programme content for the protection of the public).
- a) Set out in detail below the systems the applicant intends to have in place to ensure it will be able to comply with the codes and rules when the service is broadcasting live content. Your response should include details of what you will do to prepare presenters and guests pre-broadcast and the process for ensuring that any non-complaint content is dealt with swiftly during the broadcast.

Pre-broadcast: Risk assessment on running orders; identify red-flag topics; pre-brief guests; scripts/lines-to-take where needed; verify delay/recording.

During broadcast: Duty Producer monitors language/claims; operates profanity delay/dump; corrects or clarifies promptly; can terminate callers; escalates to Deputy/CO for serious issues.

Post: Incident form within 24h; CO review within 72h; remedial actions (on-air correction, edit repeats/podcasts, extra training).

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

Editor sign-off using checklist (harm/offence, fairness/privacy, due accuracy, right of reply where appropriate).

Fact-check & consent on sensitive material; libel review for allegations; music rights confirmed.

Edits made to remove non-compliant segments; final export logged; source agreements retained.

- 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.

We have been effectively managing delivery compliance for over 10 years. The below are our established practices:

Monitoring: Weekly playlist/report for genre mix; tally of locally-originated hours; log of discussion formats.

Responsible: Deputy Compliance compiles; Compliance Officer reviews; summary to Board.

Frequency: Weekly logs, monthly management report, annual Key Commitments audit.

Publication: “You Said/We Did” + Key Commitments summary in the Annual Report, and we plan to add this to our new website from its launch this month.

Where: on request.

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.

Monitoring: Participant numbers, demographics, training hours, outcomes (credits/progression), bursaries/access support, event participation, partner activity, total volunteering hours.

Responsible: Training Director compiles; Compliance Officer signs off; Board oversight.

Frequency: Quarterly KPIs; regular Board review; annual Social Gain & Key Commitments Report.

Publication: Annual highlights will be placed on website; annual report available on request; headline figures on-air.

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: All compliance roles fluent and responsible (CO, Deputy Compliance, and Duty Producer on each live shift).

5. Declaration

About this section

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

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

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

The declaration must also be dated.

5.1 I hereby apply to Ofcom for the grant of a licence for the community digital sound programme service described above and declare that the information given in this application form is, to the best of my knowledge and belief, correct.

5.2 I further declare and warrant:

- a) that I am not a disqualified person within the meaning of that expression as defined in Part II of Schedule 2 to the Broadcasting Act 1990, as amended, or as a result of a disqualification order under Section 145 of the Broadcasting Act 1996;
- b) that having made all reasonable enquiries neither the applicant nor any person controlling the applicant, as a result of the grant to me of the licence, breach any requirement of Schedule 14 to the Communications Act 2003 with regard to the accumulation of interests in broadcasting services or to the restrictions on cross-media interests; and
- c) that the applicant is not disqualified by virtue of the provisions of section 143 (5) of the Broadcasting Act 1996 in relation to political objects and the provisions of section 144 (3) of the Broadcasting Act 1996 in relation to the provision of false information or through the withholding of information with the intention of misleading Ofcom; and
- d) that no director or person concerned directly or indirectly in the management of the applicant is subject to a disqualification order as defined by section 145 (1) of the Broadcasting Act 1996.

5.3 I understand that Ofcom reserves the right to revoke the licence (if granted) if at any time any material statement made to Ofcom is found to be false and to have been by the applicant or any member or officer thereof knowing it to be false. I also understand that under sections 144 and 145 of the Broadcasting Act 1996, the provision of false information could incur a criminal conviction and a disqualification from the holding of a Broad-casting 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 prop-er 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 on behalf of the applicant:

JEREMY LAYTON-HENRY

Date of application:

1st Dec 2025

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](#).