

# Community Digital Sound Programme (C-DSP) licence

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## Application form – Part A (public)

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

BATH HOSPITAL RADIO

Proposed service name:

BATH SOUND

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)

BATH AND MIDSOMER NORTON SMALL-SCALE MULTIPLEX

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

OLIVER LEWIS C/O BATH SOUND  
THE ROYAL UNITED HOSPITAL, MANOR LODGE, BATH, BA1 3NG  
07354 804810  
STUDIO@BATHSOUND.RADIO

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# 1. Overview

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

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

If you encounter any issues using these forms, please contact [broadcast.licensing@ofcom.org.uk](mailto:broadcast.licensing@ofcom.org.uk).

## The purpose of this form

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

A digital sound programme service intended for broadcast by means of a local or small-scale radio multiplex service requires either a C-DSP licence or a local DSP licence. Ofcom’s published guidance notes set out some of the key issues that potential applicants need to consider in deciding which type of licence is suitable for them. In summary, C-DSP services are not run for financial gain and are required to provide social gain. C-DSP licences therefore include strict conditions to ensure that happens, and provide less flexibility than a local DSP licence. However, they do provide access to capacity that small-scale radio multiplex service providers are required to reserve solely for C-DSP services.

A C-DSP licence will be required even if the same programme service is also provided on any other platforms (e.g. FM, satellite), as separate licences are required for those.

As noted above, small-scale radio multiplex services will have reserved capacity for C-DSP services. Issue of a C-DSP licence does not, however, guarantee carriage on a small-scale (or local) radio multiplex service. That is a matter for agreement between the C-DSP licensee and the multiplex service provider, and there may be more C-DSP licences issued in a locality than there are reserved slots on the small-scale radio multiplex service. Note that a C-DSP service does not necessarily have to broadcast using reserved capacity. It can use unreserved capacity on a small-scale radio multiplex service or capacity on a local radio multiplex service, again subject to agreement with the multiplex service provider.

An application for a C-DSP licence will be accepted only once Ofcom has advertised the licence for the small-scale radio multiplex service upon which the proposed C-DSP service is intended to be provided. There is no closing-date by which an application for a C-DSP licence must be submitted (i.e. it can be submitted at any time after the licence for the relevant small-scale radio multiplex licence has been advertised).

You can find further information about how to determine if a service requires a C-DSP licence in Section 2 of the [guidance notes for applicants and licensees](#).

## Provision of information

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Ofcom requires complete and accurate information to assess applications. This is so that we can assess your application against statutory criteria, consider whether those involved in the body applying for a licence are 'fit and proper' to hold a licence, and determine whether their involvement with other organisations disqualifies them from participation in a licence.

It is an offence under the Broadcasting Act 1996 (as amended) to provide false information or withhold relevant information during the application process, and may be grounds for revocation of a licence subsequently granted.

## Publication of information about applications and licensed services

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Information provided in **Part A** of the application form will typically be published by Ofcom in our Monthly Radio Update publication the month following the submission of your application. This may take longer if the application is received late in the month. Information provided in **Part B** will not be published.

In submitting this application you agree that, should a licence be granted, Ofcom may publish contact details for the licensee (specified in Section 2 of Part B of the application form), which may include personal data, on the Ofcom website and/or in other relevant publications. If you have any questions about the information that we publish, or there are any changes to this information, you should contact the Broadcast Licensing team by email ([broadcast.licensing@ofcom.org.uk](mailto:broadcast.licensing@ofcom.org.uk)).

Ofcom considers issued C-DSP licences to be public documents and copies of licences will be made available to third parties on request albeit, other than the Key Commitments which are tailored to the service, C-DSP licences are standard form documents. A brief description of the licensed service will be published on the Ofcom website, along with the Key Commitments which form part of the licence.

Ofcom publishes a [monthly radio licensing update](#) which lists new services licensed, new applications, licences revoked, licence transfers, and changes to licensed services during the past month.

## Data protection

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

## Keeping up to date with broadcasting matters

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We strongly recommend that the appropriate person at the applicant body signs up to receive Ofcom's regular email updates on broadcasting matters including notification when the Broadcast and On Demand Bulletin is published.

To sign up to receive these communications, you must visit the [email updates](#) area of our website and select 'Broadcasting.'

## 2. Applicant's details

### About this section

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

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

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

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

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

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

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

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

### Applicant information and contact details

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

BATH HOSPITAL RADIO

2.2 Company registration number stated on Companies House:

REGISTERED CHARITY NUMBER: 1168453

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:

BATH SOUND, THE ROYAL UNITED HOSPITAL, MANOR LODGE, BATH, BA1 3NG

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	OLIVER JOHN LEWIS
Job title	CHAIR
Address	BATH SOUND, THE ROYAL UNITED HOSPITAL, MANOR LODGE, BATH, BA1 3NG
Telephone	07786266560
Mobile	07786266560
Email	OLLIE.LEWIS@BATHSOUND.RADIO

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

WWW.BATHSOUND.RADIO

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.

As a registered charity and our income is made up of charitable donations, grants and membership subscriptions.

## Ownership and control of the company which will hold the licence

### Details of officers, participants and shareholders of the applicant

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

Full name of individual	Correspondence address <sup>1</sup>	Country of residence	Other officerships held (and nature of the business concerned)	Other employment
OLIVER JOHN LEWIS	BATH SOUND, THE ROYAL UNITED HOSPITAL, MANOR LODGE, BATH, BA1 3NG	UK	CHAIR OF STATION / TRUSTEE	L&D Manager Warburtons
DARRAN HUISH	BATH SOUND, THE ROYAL UNITED HOSPITAL, MANOR LODGE, BATH, BA1 3NG	UK	TRUSTEE	PCV Driver Beeline Coaches
THOMAS SCOTT	BATH SOUND, THE ROYAL UNITED HOSPITAL, MANOR LODGE, BATH, BA1 3NG	UK	TRUSTEE	HGV Driver Evri
DANY MITCHELL	BATH SOUND, THE ROYAL UNITED HOSPITAL, MANOR LODGE, BATH, BA1 3NG	UK	TRUSTEE	Telecommunications Auditor Self-Employed

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.

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

Full name of >5% participant (existing and pro-posed)	Number of shares	Total investment (£s)	Total investment (%)	% of voting rights
N/A	N/A	N/A	N/A	N/A
<b>Comments</b>				
N/A				



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

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

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

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

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

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

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

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

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

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

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

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

## 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 local authority	NO	
A body whose objects are wholly or mainly of a political nature, or which is affiliated to such a body	NO	
A body whose objects are wholly or mainly of a religious nature; <sup>2</sup>	NO	
An individual who is an officer of a body falling within (b) or (c);	NO	
A body corporate which is an associate (as defined in paragraphs 1(1) and 1(1A) of Part I of Schedule 2 to the Broadcasting Act 1990) of a body falling within (b) or (c);	NO	
An advertising agency or an associate of an advertising agency	NO	

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

### Details of applications, licences and sanctions

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

Yes  No

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

Licence number	Name of multiplex

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

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
2002-2010 (DARRAN HUI SH)	N/A	3TR FM
2015-2017 (THOMAS SCOTT)	N/A	FROME FM

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

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

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

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".

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?

BATH SOUND

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.

BATH AND MIDSOMER NORTON MUX

3.3 Where is your proposed studio located? Please note that this must be located within the coverage area of the small-scale radio multiplex service identified in answer to 3.2 (or the advertised area for a small-scale radio multiplex service that has not yet been awarded).<sup>3</sup>

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



- 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.

N/A

- 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.**

Bath Sound will cover the city of Bath and its surrounding areas and will broadcast as per the Ofcom Small Scale Polygon. Building on our 60 years of experience serving the hospital, the service will reach out to patients at the Royal United Hospital (RUH) and the wider community of Bath to promote health and well-being while providing quality entertainment.

- 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.**

Bath Sound ensures that its proposed C-DSP service is run on a not-for-profit basis through several specific measures and arrangements:

**Governance Structure:** Bath Sound has an established governance structure that includes a board of Trustees responsible for overseeing the financial and operational aspects of the service. This board will ensure that all decisions align with the not-for-profit mission and objectives.

**Financial Transparency:** Bath Sound will maintain transparent financial records to ensure accountability. Detailed financial reports are made available to members, and published on the Charity Commission Website, demonstrating how funds are being used to secure and improve the service.

**Reinvestment of Profits:** Any profits generated by Bath Sound will be wholly and exclusively reinvested into the service. This includes upgrading equipment, enhancing content quality, expanding outreach programs, and improving overall service delivery.

**Social Gain Initiatives:** Bath Sound will focus on delivering social gain by promoting health and well-being, providing entertainment, and supporting community engagement. Specific initiatives will be designed to benefit the local community, including partnerships with local organisations and health institutions.

Community Involvement: Bath Sound will actively involve the community in its operations, seeking feedback and input to ensure the service meets the needs and interests of its audience. This will help maintain a strong connection with the community and ensure the service remains relevant and beneficial.

By implementing these measures, Bath Sound will ensure that its C-DSP service operates on a not-for-profit basis, with all profits used to secure and improve the future provision of the service and deliver social gain

## 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.

Bath Sound has 60 years of experience serving the RUH patients and by moving to DAB we will bring numerous community benefits to our target community and the general public. Our service will cover the entire city of Bath and its surrounding areas, reaching a diverse audience with a variety of interests and needs.

Health and Well-being Promotion: We will continue to support patients at the Royal United Hospital (RUH) by providing tailored content that promotes health and well-being. This includes informative health programs, interviews with medical professionals, and wellness tips.

Live Rugby Broadcasts: We broadcast live rugby matches, we will engage sports enthusiasts and foster a sense of community among local sports fans. This will also provide a platform for local rugby clubs to gain visibility and support.

Local Music and Culture: We feature local bands and artists and will help promote the vibrant music scene in Bath. This will give local talent a platform to showcase their work and connect with a broader audience, enriching the cultural fabric of the community.

Community Engagement: We will continue to actively involve the community in our operations by seeking feedback and input to ensure our service meets the needs and interests of our audience. This will help maintain a strong connection with the community and ensure the service remains relevant and beneficial.

Partnerships with Local Organisations: We will work with various local organisations, including health institutions, sports clubs, and cultural groups, to enhance our service offerings and deliver greater social gain. These partnerships will help us create content that is both informative and entertaining, tailored to the interests of our community.

By implementing these initiatives, Bath Sound will provide significant community benefits, promoting health and well-being, supporting local culture, and fostering community engagement.

3.8 Please summarise how your service will facilitate discussion and the expression of opinion.

**Answer in fewer than 200 words.**

Bath Sound will facilitate discussion and the expression of opinion through several key initiatives:

**Community Involvement:** We actively involve members of the Bath community in the operation and management of the service. This includes inviting local people, residents, businesses, and organisations to contribute to our programming and participate in discussions.

**Interactive Programming:** Our radio service features interactive shows where listeners call in, share their opinions, and engage in live discussions.

**Social Media Engagement:** We will use social media platforms to facilitate discussions and gather feedback from our audience. This will help us to stay connected with the community and ensure our content remains relevant and engaging.

**Partnerships with Local Organisations:** By collaborating with local organisations, such as health institutions, sports clubs, and cultural groups, we will create content that reflects the interests and needs of our community. These partnerships will also help us promote community events and initiatives.

**Educational and Training Programmes:** Bath Sound provides education and training opportunities to individuals. This helps to empower community members to contribute to our programming and develop their skills in broadcasting.

**Accountability Mechanisms:** We will implement mechanisms to ensure our service is accountable to the Bath community. This includes regular surveys, community meetings, and feedback channels to gather input and make improvements based on the community's needs.

By implementing these initiatives, Bath Sound will create a dynamic and inclusive platform for discussion and the expression of opinion, strengthening the links within the Bath community

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.**

Bath Sound will ensure that members of our target community can gain access to the facilities used to provide our service and receive training through the following practical, formal, and informal measures:

**Open Access Policy:** We will implement an open access policy that allows community members to visit our facilities and participate in our operations. This includes scheduled open days and tours of our studio at The Royal United Hospital, Manor Lodge, Bath.

**Training Programs:** We will offer formal training programs to community members interested in broadcasting and media. These programs will cover various aspects of radio production, including technical skills, content creation, and on-air presentation.

**Partnerships with Local Organisations:** These partnerships will help us reach a wider audience and ensure that our training programs are relevant and beneficial to the community.

**Volunteer Opportunities:** Bath Sound offers volunteer opportunities for community members to get involved in our operations. Volunteers receive training from our experienced staff, allowing them to gain practical experience and contribute to our service.

**Feedback and Improvement:** We will actively seek feedback from our community to continuously improve our training programmes and access to our facilities. This will ensure that our initiatives remain effective and responsive to the needs of our target community.

By continuing with these measures, Bath Sound will ensure that members of our target community can gain access to our facilities and receive the training they need to contribute to and benefit from our service.

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.**

Bath Sound will provide a better understanding of our target community and strengthen links within it by engaging with the diverse demographic of Bath's population. Our initiatives will ensure that we cater to a wide range of ages and interests, fostering a sense of community and connection.

Our radio service will feature local interviews and interactive shows where listeners can be involved, share their opinions, and engage in live discussions. This will provide a platform for diverse voices and perspectives to be heard, including those from different age groups. We will promote the benefits of good mental and personal health within our programming.

We will build on our use of social media platforms to facilitate discussions and gather feedback from our audience. This will help us stay connected with the community and ensure our content remains relevant and engaging.

By collaborating with local organisations, such as health institutions, sports clubs, and cultural groups, we will create content that reflects the interests and needs of our community. These partnerships will also help us promote community events and initiatives.

By implementing these initiatives, Bath Sound will create a dynamic and inclusive platform for discussion and the expression of opinion, strengthening the links within the Bath community and catering to the wide range of ages in the population.

- 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.**

Bath Sound's Trustees bring a wealth of experience to the table, with a combined total of 75 years in Commercial, Hospital, and community radio. This extensive background includes governance and the operations of running individual radio stations, encompassing engineering and management. This expertise ensures that Bath Sound is well-equipped to deliver significant social gain to the community.

We attract a wide age range of presenters which in turn provide diverse shows to meet our target audience.

Our service will continue to promote health and well-being by providing tailored content for patients at the Royal United Hospital (RUH) and the wider 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.**

At Bath Sound, we are committed to ensuring that members of our target community have ample opportunities to participate in the operation and management of our service. We always welcome new volunteers to join our station and actively reach out within the community to advertise available positions. These opportunities are also posted on our social media platforms to reach a wider audience. By engaging with the community and providing accessible avenues for involvement, we ensure that our service remains inclusive and representative of the diverse voices within Bath.

## Accountability

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

Our target community will be able to contact us via email which can be found on our website. They can also call or text us.

- 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.**

Members of our target community can easily contact Bath Sound through various channels. They can reach us via email, which is available on our website. Additionally, they have the option to call or text us. By providing multiple ways to get in touch, we encourage that our community members can communicate their thoughts, suggestions, and feedback conveniently.

## 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

Licensed Service	<b>BATH SOUND</b>
Service Description	<p>Bath Sound is a radio service intended to serve the target community of Bath and surrounding area.</p> <p>Bath Sound aims to serve the entire city of Bath and its surrounding areas by promoting health and well-being, providing entertainment, and fostering community engagement. Building on our 60 years of experience serving the hospital, we will reach out to patients at the Royal United Hospital (RUH) and the wider community. Our service includes broadcasting live rugby matches, featuring local bands, and supporting local culture.</p> <p>The studio of the Licensed Service is located within the coverage area of the Small-Scale Radio Multiplex Service identified above (n.b. the Licensee will not be in breach of this requirement if an existing studio ceases to fall within the coverage area merely as a result of technical changes to the Small-Scale Radio Multiplex Service outside the control of the Licensee).</p> <p>The Licensed Service shall have the characteristics of a Community Digital Sound Programme Service as set out in the 2019 Order and, in so doing, shall achieve the following objectives:</p> <ul style="list-style-type: none"><li>• the facilitation of discussion and the expression of opinion,</li><li>• the provision (whether by means of programmes included in the service or otherwise) of education or training to individuals not employed by the person providing the service, and</li><li>• the better understanding of the particular community and the strengthening of links within it.</li></ul> <p>Members of the target community shall contribute to the operation and management of the service.</p>



	The service shall have mechanisms in place to ensure it is accountable to its target community in the specific area or locality.
Transmission Schedule	We broadcast live around 5 hours a day. Aiming to increase to 50% live and 50% automated programming. Currently 24/7 automation when we are not live on air.
Multiplex	BATH AND MIDSOMER NORTON SMALL SCALE MULTIPLEX.

# 4. Compliance of the service

## About this section

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

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

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

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

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

I, Oliver Lewis have received Compliance Training on Monday 23<sup>rd</sup> December 2024 which covered the Ofcom broadcasting code, the BCAP code and the phone-paid services authority code of practice.

- 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.

I have been broadcasting at the station for over 15 years and have been in the position of chair for 2.5 years and station manager for 6 years . I understand the responsibility I have and I am well experienced within radio.

- 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.

- 4.4

Compliance Officer  
Compliance Trainer

The Compliance Officer will have overall responsibility for compliance. They will ensure that all music and pre-recorded content is fully compliant. Live shows will be listened back to and a record kept of every hour of broadcast for quality checks. Regular feedback will be given to presenters. Pre-recorded shows from external providers will be asked to formally accept compliance requirements.

The Compliance Trainer is responsible to the Trustees for Compliance Training. They will ensure that all volunteers are fully trained in compliance and new starters trained as part of their induction.

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

The Compliance Trainer will ensure that Compliance is carried out for all new starters before they broadcast live on air. This will be part of a training programme which they will all sign off to ensure that they understand the rules set out by Ofcom. They will also provide refresher training for all broadcasting presenters to ensure training is kept up to date.

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

This training will be mandatory for all broadcasting volunteers.

- 4.7 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.

Although continuous monitoring is not practical, the Station Manager and trustees listen at times to the live broadcast. This will continue with the new service. We promote a compliance-aware culture with all our broadcasters.

To ensure compliance this comes from comprehensive training. We will ensure that compliance training includes how to prepare guests prior to live interviews and how to swiftly address if a breach occurs. Programmes made by new presenters will

be monitored closely in the early days, and thereafter ad hoc, as is currently done by experienced programme-makers.

- 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.

Content suppliers will be made aware of Ofcom code of practice and our compliance rules. Any local musician tracks will be confirmed by the musician / artist that they do not contain swearing or lyrics which may cause offence. Tracks will also be listened back to prior to broadcast.

- 4.8 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 will ensure that Trustees review this regularly at our Trustee Meetings. Additionally, we will implement the following measures to maintain compliance and enhance our on-air character of service:

**Content Review and Feedback:** We will establish a regular schedule for content review sessions, where our programming team will assess the quality and relevance of the broadcast content. Feedback from listeners will be actively sought and incorporated into our programming decisions to ensure we meet community needs and expectations.

**Training and Development:** We will provide ongoing training and development opportunities for our presenters and production staff to ensure they are well-versed in the Key Commitments and understand the importance of adhering to them. This will include training on content creation, compliance, and community engagement.

**Community Engagement:** We will actively engage with our community through various channels, including social media, community events, and listener surveys. This engagement will help us stay connected with our audience and ensure that our content remains relevant and impactful.

**Monitoring and Reporting:** We will implement a robust monitoring system to track our performance against the Key Commitments. Regular reports will be generated and reviewed by the Trustees to identify areas for improvement and ensure compliance.

**Innovation and Improvement:** We will continuously seek new ways to enhance our station's objectives in relation to social gain. This will involve exploring innovative content formats, partnerships with local organisations, and initiatives that promote community involvement and social impact.

By implementing these measures, we will ensure that our station consistently delivers high-quality content that aligns with our Key Commitments and serves the needs of our community.

4.9 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.

We will ensure that Trustees review this regularly at our Trustee Meetings. Additionally, we will implement the following measures to maintain compliance and enhance our off-air social gain activities:

We will use a robust monitoring system to track the delivery of off-air social gain activities including social media platforms. We will use feedback sessions to ensure that our activities align with our Key Commitments. This will be discussed regularly with our Trustees. This team will work closely to ensure compliance and continuous improvement.

Trustees will review this performance on a quarterly basis to evaluate the effectiveness and impact of our off-air social gain activities. This will be documented and reviewed during Trustee Meetings.

Our findings will be published in a transparent manner. This will involve creating reports that highlight our performance and any areas for improvement.

This published information will be made publicly available on our website and through our social media channels. This will ensure that our community members can easily access and review our progress and contributions.

By implementing these measures, we will ensure that our off-air social gain activities consistently deliver value to our community and align with our Key Commitments.

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

English (UK)

4.11 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.**

n/a

# 5. Declaration

## About this section

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

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

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

The declaration must also be dated.

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

5.2 I further declare and warrant:

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

5.3 I understand that Ofcom reserves the right to revoke the licence (if granted) if at any time any material statement made to Ofcom is found to be false and to have been by the applicant or any member or officer thereof knowing it to be false. I also understand that under sections 144 and 145 of the Broadcasting Act 1996, the provision of false information could incur a criminal conviction and a disqualification from the holding of a Broadcasting Act licence. I further certify that, to the best of my knowledge, any matters which might 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:**

OLIVER JOHN LEWIS

**Date of application:**

20.03.25

I am authorised to make this application on behalf of the applicant in my capacity as Chair / Trustee.

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