
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):

Radio Fiza Limited

Proposed service name:

Radio Faza 97.1FM

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)

Nottingham DAB Ltd

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

Zakir Ahmed | Radio Faza 97.1FM | 116B Leslie Road, Nottingham NG7 6PR

Publication date: 1 June 2021

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1. Overview

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

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

If you encounter any issues using these forms, please contact broadcast.licensing@ofcom.org.uk.

The purpose of this form

- 1.1 You should complete this form if you are applying for a Community Digital Sound Programme (C-DSP) licence.
- 1.2 A digital sound programme service intended for broadcast by means of a local or small-scale radio multiplex service requires either a C-DSP licence or a local DSP licence. Ofcom’s published guidance notes set out some of the key issues that potential applicants need to consider in deciding which type of licence is suitable for them. In summary, C-DSP services are not run for financial gain and are required to provide social gain. C-DSP licences therefore include strict conditions to ensure that happens, and provide less flexibility than a local DSP licence. However, they do provide access to capacity that small-scale radio multiplex service providers are required to reserve solely for C-DSP services.
- 1.3 A C-DSP licence will be required even if the same programme service is also provided on any other platforms (e.g. FM, satellite), as separate licences are required for those.
- 1.4 As noted above, small-scale radio multiplex services will have reserved capacity for C-DSP services. Issue of a C-DSP licence does not, however, guarantee carriage on a small-scale (or local) radio multiplex service. That is a matter for agreement between the C-DSP licensee and the multiplex service provider, and there may be more C-DSP licences issued in a locality than there are reserved slots on the small-scale radio multiplex service. Note that a C-DSP service does not necessarily have to broadcast using reserved capacity. It can use unreserved capacity on a small-scale radio multiplex service or capacity on a local radio multiplex service, again subject to agreement with the multiplex service provider.
- 1.5 An application for a C-DSP licence will be accepted only once Ofcom has advertised the licence for the small-scale radio multiplex service upon which the proposed C-DSP service is intended to be provided. There is no closing-date by which an application for a C-DSP licence must be submitted (i.e. it can be submitted at any time after the licence for the relevant small-scale radio multiplex licence has been advertised).
- 1.6 You can find further information about how to determine if a service requires a C-DSP licence in Section 2 of the [guidance notes for applicants and licensees](#).

Provision of information

- 1.7 Ofcom requires complete and accurate information to assess applications. This is so that we can assess your application against statutory criteria, consider whether those involved in the body applying for a licence are 'fit and proper' to hold a licence, and determine whether their involvement with other organisations disqualifies them from participation in a licence.
- 1.8 It is an offence under the Broadcasting Act 1996 (as amended) to provide false information or withhold relevant information during the application process, and may be grounds for revocation of a licence subsequently granted.

Publication of information about applications and licensed services

- 1.9 Information provided in **Part A** of the application form will 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.
- 1.10 In submitting this application you agree that, should a licence be granted, Ofcom may publish contact details for the licensee (specified in Section 2 of Part B of the application form), which may include personal data, on the Ofcom website and/or in other relevant publications. If you have any questions about the information that we publish, or there are any changes to this information, you should contact the Broadcast Licensing team by email (broadcast.licensing@ofcom.org.uk).
- 1.11 Ofcom considers issued C-DSP licences to be public documents and copies of licences will be made available to third parties on request albeit, other than the Key Commitments which are tailored to the service, C-DSP licences are standard form documents. A brief description of the licensed service will be published on the Ofcom website, along with the Key Commitments which form part of the licence.
- 1.12 Ofcom publishes a [monthly radio licensing update](#) which lists new services licensed, new applications, licences revoked, licence transfers, and changes to licensed services during the past month.

Data protection

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

Keeping up to date with broadcasting matters

- 1.14 We strongly recommend that the appropriate person at the applicant body signs up to receive Ofcom's regular email updates on broadcasting matters including notification when the Broadcast and On Demand Bulletin is published.
- 1.15 To sign up to receive these communications, you must visit [the email updates area of our website](#) and select 'Broadcasting.'

2. Applicant's details

About this section

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

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

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

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

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

Radio Fiza Limited

2.2 Company registration number stated on Companies House:

4398781

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:

116B Leslie Road, Nottingham NG7 6PR

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

Yes/No (delete as appropriate)

If no, please submit the up to date document and indicate you have done so in the checklist in Section 4 of Part B.

- 2.5 Contact details of the individual duly authorised by the applicant for the purposes of making this application. This individual should be the company secretary, a director or (if an LLP) designated member.

(If you are an agent completing the form on behalf of the applicant please do not enter your details here – see paragraph 2.25 of the [guidance notes](#)).

Full name	Zakir Ahmed
Job title	Director
Address	116B Leslie Road, Nottingham NG7 6PR
Telephone	07715299779
Mobile phone	07715299779
Email	zaki@radiofaza.co.uk

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

www.radiofaza.co.uk

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

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

Radio Fiza Limited is a Community Radio Station with a Community Licence CR000014 since 2006 and is funded by various funding streams ranging from on-air advertising, sponsorship, off-air advertising, grant funding and donations from individuals and in-kind from business and partner agencies.

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	Country of residence	Other officerships held (and nature of the business concerned)	Other employment
Zakir Ahmed	116A Leslie Road, Nottingham NG7 6PR	England	Director	Self Employed
Farida Iftikhar	9 Arno Avenue, Nottingham NG7 6NN	England	Director	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.

Full name of >5% participant	Number of	Total in-	Total in-	% of voting
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part (existing and proposed)	shares	vestment (£s)	vestment (%)	rights
N/A				
Comments				

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

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

Full name of the entity	Address
N/A	

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

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

Full name of entity	Address	Affiliates
N/A		

Details of persons who control the applicant

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

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

Full name of individual or body	Address	Affiliates
N/A		

- 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 or No	Please state who is involved; the name of the body/individual/agency they are involved with; and the extent of their involvement
A local authority	NO	
A body whose objects are wholly or mainly of a political nature, or which is affiliated to such a body	NO	
A body whose objects are wholly or mainly of a religious nature; ¹	NO	
An individual who is an officer of a body falling within (b) or (c);	NO	

¹ 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 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	

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 (delete as appropriate).

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

Licence number	Name of multiplex
CR000014	Radio Fiza Limited - Community Radio License

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

Yes / No (delete as appropriate).

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

Licence number	Name of service or multiplex
CR000014	Radio Fiza Limited - Community Radio License

- 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 (delete as appropriate).

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

Dates licence was held or dates of involvement	Licence number (if known)	Name of service or multiplex
N/A	N/A	N/A

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

Yes / No (delete as appropriate).

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

Licence number	Name of service or multiplex
CR000014	Radio Fiza Limited - Community Radio License

- 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** (delete as appropriate).

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

Licence number	Name of service or multiplex
	N/A

- 2.22 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** (delete as appropriate).

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

Licence number	Name of service or multiplex
	N/A

- 2.23 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 (delete as appropriate).

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

Licence number (or equivalent)	Name of service or multiplex	Details of the investigation
N/A	N/A	N/A

- 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 (delete as appropriate).

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

Licence number (or equivalent)	Name of service or multiplex	Nature of the breach	Sanction im- posed	Date sanction imposed
N/A	N/A	N/A	N/A	N/A

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

~~Yes~~/ No (delete as appropriate).

If yes, please provide the following details:

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

- 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 simulcast 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?

Radio Faza 97.1FM

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.

Nottingham DAB – Nottingham Area

3.3 Where is your proposed studio located? Please note that this must be located within the coverage area of the small-scale radio multiplex service identified in answer to 5.2 (or the advertised area for a small-scale radio multiplex service that has not yet been awarded).²

² 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.

116B Leslie Road, Nottingham NG7 6PR

- 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.**

Radio Faza 97.1FM is aimed at the South Asian, British Asians and Eastern European communities of Nottingham. Most of these people have links through their family with their home land or land of origin. Over the course of each week, programming is broadcast in a multilingual format, which includes Urdu, Hindi, Punjabi, Pashto, Pathwari, Bengali, Eastern European languages and English. The service provides original output for a minimum of six hours per day during week days.

The studio is located within the licensed coverage area situated in 116B, Leslie Road, Nottingham, NG7 6PR which is the most populated area of Nottingham with members of the South Asian and Eastern European Communities.

Radio Faza 97.1FM offers free media training, a platform for the target community to air its views and concerns, and acts as a springboard for local talent. It promotes health, education, training and employment opportunities to empower members of the community, including young people and women.

- 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.**

Radio Faza 97.1FM (Radio Fiza Ltd) is a registered Limited Company by Guarantee since 2003. It is a not-for-profit organisation running since 2001 as part of the Radio Authority pilot trial before being awarded a community radio licence as part of the community radio order in 2004 in 2005 and has been on air to present day on FM with charitable aims and objectives. Any profits gained are reinvested into the company to deliver its aims and objectives. At best Radio Faza's DSP service will be cost-neutral, but we are budgeting to subsidise it from existing surpluses achieved by the established FM service.

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.**

Radio Faza 97.1FM has over the past 13 years informed, educated, inspired and entertained the local community. We have worked with many Community groups to promote their service benefitting the local community. Also, have worked with the NHS to promote their health and wellbeing campaigns, majorly cancer campaigns, vaccine campaigns, covering Covid-19, translating vital messages in multiple community languages and more; Nottinghamshire Police to promote their recruitment drive, antisocial behaviour, drugs and crime; Nottinghamshire Fire and Rescue to promote awareness campaigns and recruitment drive; English Cricket Board for promoting women's cricket and more; Royal Air Force to promote their recruitment drive; Department of Education to promote their covid campaigns and many other similar organisations. Our local authorities Nottingham City Council and Nottinghamshire County Council use our platform to reach the South Asian and Eastern European communities of Nottingham and the shire to give out messages, promote their campaigns. We have been very successful in training young people and women in radio training. We are happy to say that many of our volunteers who started their working career/work experience with us progressed into full-time employment with the confidence they gained from radio experience; some even got better opportunities in media.

The service promotes cultural values and identity, providing advice and support to the community in a multilingual environment. The service broadcasts:

- Music - The main types of music broadcast over the course of each week are: all genres of South Asian and English music with the majority from the Indian sub-continent and including Bollywood, Lollywood and Bhangra.
- Speech - The main types of speech output broadcast over the course of each week are: daily community morning show, drivetime show, community features, interviews, discussions and more.
- The service provides a range of community benefits (social gain objectives mandated by statute) for the target community, both on-air and off-air, and in doing so, achieves the following objectives:
 - the facilitation of discussion and the expression of opinion,
 - the provision (whether by means of programmes included in the service or otherwise) of education or training to individuals not employed by the person providing the service, and
 - the better understanding of the particular community and the strengthening of links within it.

Members of the target community contribute to the operation and management of the service. The service has mechanisms in place to ensure it is accountable to its target community.

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

Radio Faza 97.1FM has always maintained an open-door policy, allowing individuals in the community to engage with the station on different levels of programming, broadcasting and administration. Members of the target community contribute to the operation and management of the service. We engage with the community we serve through face to face meetings, regular events, allowing visits to the studios, over telephone, messages, emails, social media and on numerous programmes throughout the week in a diverse range of topics. We hold regular on-air discussions on local and national issues which interest or concern our local community. In line with our laid aims and objectives, we provided a range of community benefits for the target community, both on-air and off-air, and in doing so achieve the following objectives:

- the facilitation of discussion and the expression of opinion,
- the provision (whether by means of programmes included in the service or otherwise) of education or training to individuals not employed by the person providing the service, and;
- a better understanding of the particular community and the strengthening of links within it.

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

As explained earlier, Radio Faza 97.1FM has always maintained an open-door policy. We offer training to individuals within our target community who express a desire and willingness to take part and would like to become presenters. This training is ongoing to both new and current presenters/volunteers and we link in with multiple agencies including two renowned universities of Nottingham, third sector organisations and social and community groups. Community members are also encouraged to email us with their interest. Everyone is required to fill in a volunteer agreement form. Apart from formal training, we have senior presenters who mentor new recruits and help maintain utmost quality production. Our audience are encouraged to contact us through various methods, such a phone, website, email, social media, or in person.

- 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.**

For 23 years, Radio Faza 97.1FM has played a vital role in shaping lives through diverse programs covering society, health, education, finance, sports, and global news. Broadcasting in English as well as popular South Asian and Eastern European languages, we connect deeply with our community. By using a mix of local vernacular and community languages, we bridge gaps and discuss local issues, promoting opportunities and inclusivity for those with limited English proficiency. Our partnerships with local agencies and organizations enable us to reach difficult-to-access service objectives. Regular feedbacks and consultation opportunities during organised community meetings/events helps us with better understanding of our target communities. Working with local groups, we foster positivity and unity and strengthen the links within the community by providing discussion shows on local needs and wants, airing people's views and concerns, and promoting local opportunities such as employment, training opportunities and more.

- 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.**

Radio Faza 97.1FM has been involved in community radio broadcasting for over 20 plus years. In all these years, it has demonstrated its commitment and its longevity to serve the community, it targets which includes working with statutory and community groups, delivering services that are relevant and beneficial to the local community including training people from grass roots level to producing and presenting their own shows, especially women and young people. We have worked with NHS, Police, Nottingham City Council with various campaigns that help improve our local area and are beneficial to the local community.

Radio Faza 97.1FM also understands the need to evolve itself with the changing dynamics of its target community through ongoing dialogue and always being able to offer access, training and a platform to raise individuals expectations.

Radio Faza 97.1FM has demonstrated its relationships with multiple agencies including its partners in third sector and allowing those organisations to reach a target community where they find it hard to reach and bridge the gap.

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.**

Radio Faza 97.1FM, as per its Key Commitments, has always ensured and will continue to ensure that its target community has opportunities to participate in the operation and management of the service through regular meetings and discussions over the year; they have the opportunity to provide valuable insights, feedback, and suggestions, directly influencing the station's trajectory through open communication channels.

- To empower community members with the necessary skills for active participation, we initiate training programs. These sessions focus on essential areas such as radio production, hosting/presentation, technical support and others.
- We accommodate young people with work experiences which often brings back their contributions in manifold ways.
- Active encouragement for community members to volunteer at Radio Faza forms an integral part of our strategy. Volunteering offers hands-on involvement and instils a sense of ownership. From contributing to programming to engaging in technical operations, volunteers play a crucial role in enhancing the community's connection with the station. This approach not only fosters community engagement but also provides individuals with valuable experience in the media industry.
- Building partnerships with local community organizations serves to strengthen our outreach efforts. Collaborative projects, events, and initiatives with these organizations provide opportunities for community members to actively participate in the station's activities. These collaborations also deepen our understanding of community needs and preferences.
- Hosting regular community engagement events, forums, and feedback sessions is fundamental for maintaining an ongoing dialogue. These interactions allow Radio Faza to stay responsive to the evolving dynamics of our target communities. Actively seeking input during these engagements ensures that our programming aligns with community expectations, remaining a true reflection of their interests.
- Ensuring diverse perspectives in decision-making processes is paramount. We advocate for the inclusion of community representatives on key governing bodies, such as the station's board and advisory body. This representation guarantees that decisions align with the interests and values of our target communities.

Our comprehensive strategy revolves around creating a symbiotic relationship between Radio Faza 97.1 and our target communities. Through active participation, representation, and continuous engagement, we aim to establish a platform that not only reflects the community but also acts as a catalyst for positive change within it.

Accountability

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

Based in the very heart of the community, Radio Faza's open door policy, its connection with the community through multiple platforms (website, social media, telephone, etc) and regular meetings, discussions, live events has always allowed our target community to easily contact the station. We further encourage members of the community to email us or phone our office with their concerns or views.

- 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.**

At Radio Faza 97.1, we prioritize sensitivity to the needs and concerns of our target community. We actively welcome and value all suggestions and criticisms, addressing them promptly through various channels, including phone, email, and face-to-face interactions when necessary. The studio manager is responsible for handling any arising issues, ensuring a swift response. In cases of more serious matters, the studio manager may escalate the concern to the Management Committee, requesting an emergency meeting. This process ensures that every suggestion or criticism from our local community is thoroughly understood, addressed, and responded to with the utmost diligence.

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	Service Description	Transmission Schedule	Multiplex
RADIO FAZA 97.1FM (the on-air name of the programme service as in question 3.1 of this application)>	<p>< RADIO FAZA 97.1FM > <i>is a radio service intended to serve</i></p> <p>NOTE: The next 3 headings below are the components of the 'character of service'.</p> <p><ENTER DESCRIPTION OF TARGET AUDIENCE> <i>in</i></p> <p>South Asian and Eastern European Communities of Nottingham.</p> <p><ENTER A DESCRIPTION OF THE LOCALITY> NOTE: this can be all, or a subset of, the area covered by the radio multiples service described in the next column> (<i>"the target community"</i>) <i>by</i></p>		<p><ENTER THE RADIO SERVICE MULTIPLEX SERVICE (as per the licence advert): as in question 3.2 of this application, specify if small-scale or local multiplex the radio station plans to</p>

	<p><i>Nottingham</i></p> <p><ENTER A BRIEF STATEMENT OF MAIN PURPOSE OF THE RADIO SERVICE, ITS FUNCTIONS/ACTIVITIES describe in no more than 50 words></p> <p>Radio Faza's main aim is to inform, entertain and communicate with the South Asian and new emerging communities of Nottingham through music, speech and more both on-air and off-air broadcasting in Urdu, Hindi, Punjabi, English, some Eastern European and other languages and in doing so empower the community we serve.</p> <p><i>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).</i></p> <p><i>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:</i></p> <ul style="list-style-type: none"> • <i>the facilitation of discussion and the expression of opinion,</i> • <i>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</i> • <i>the better understanding of the particular community and the strengthening of links within it.</i> <p><i>Members of the target community shall contribute to the operation and management of the service.</i></p>		broadcast on>
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C-DSP licence: Application form (Part A)

	<i>The service shall have mechanisms in place to ensure it is accountable to its target community in the specific area or locality.</i>		
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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).

Broadcasting Compliance Workshop/training carried out by Ofcom and attended by Zakir Ahmed dated 19th January 2018, at Ofcom's Birmingham Office, also read and studied Ofcom codes and has radio management experience since 2017.

- 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.

Zakir Ahmed has the experience in community broadcasting, teaching Radio Broadcasting and maintaining overall compliance of the service and delivery since 2017. He has handled two complaint related investigations from Ofcom between 2017 till date – both complaints were dropped on submission of evidences as compliance was being strictly followed.

- 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.

As the head of operations auditing committee, it is the duty of the Station Manager to ensure that all staff is adhering to Ofcom's regulations. The compliance committee will make sure every member of staff is aware of and has signed a compliance agreement before any work is assigned. The Director of Radio Faza oversees and provides input on all compliance procedures. A Broadcasting Guide (Radio Faza's Handbook) is provided to all presenters. After going over every written material, they have a chance to talk and pose questions.

- 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.

Radio Faza runs regular training for all staff and volunteers and presenters on a regular basis over the year. We have a dedicated core team which are now settled into the role of a presenter and understand compliance and broadcasting rules.

- 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.

Yes

- 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.

Radio Faza has been on air since 2002 as per Community Radio Licence and as such has made sure its policies, its training, its availability of the Broadcasting Code is regularly used for reference.

Radio Faza uses ZARA Studio as a playout system to ensure all material is radio friendly.

Radio Faza has a Sonifex Mixer and a dedicated PC to retain all recordings as per licence requirement. An additional back up is also in place in a separate hard drive to fall back in case of hardware failure.

We have a pool of mature volunteers/presenters who have been with us over a long period of time and understand the need to check any material to be aired is suitable and observes Ofcom's Broadcasting Code.

Our Station Manager ensures live content that is being aired is suitable, is trained to cancel or abort any broadcast deemed unsuitable.

We have a written agreement where all our staff and volunteers must sign which states material to be aired should be checked beforehand, and the penalties non-compliance carries.

- 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.

The system and procedure we have in place in order to observe Ofcom's Broadcasting Code are to ensure all pre-recorded content is checked to ensure its suitability for broadcast.

- 4.7 Please set out how you will ensure ongoing compliance with your Key Commitments that relate to what you will broadcast on the station, including how you will monitor that these are being delivered e.g. who will be responsible for monitoring this, how often will they monitor it, how you ensure this information is published.

Radio Faza has weekly checks to ensure we are delivering on our key commitments which are a core function of the Studio Manager. A regular review of delivery of service is always observed and monitored.

A soft copy detailing the presenter; his/her guests and content is always updated, soon after the show is conducted.

- 4.8 Please set out how you will ensure ongoing compliance with your Key Commitments that relate to the station's off-air social gain activities, including how you will monitor that

these are being delivered e.g. who will be responsible for monitoring this, how often will they monitor it, how you ensure this information is published.

Radio Faza ensures that ongoing compliance with our Key Commitments that relate to the station's off-air social gain activities is strictly maintained like any other service delivered from this platform. Every activity is monitored and guided by experienced volunteers and overseen by Zakir Ahmed, the director of the radio himself. These activities are pre designed and volunteers conducting the events/workshops/trainings are also briefed and the compliance requirements revisited and reminded.

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

Urdu, Hindi, Punjabi, Pashto, Pathwari, Bengali and 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.

All volunteers, presenters', management and board have a considerable skill in fluent English, at the same time in Urdu, Hindi and Punjabi. This is prevalent in Management and Board. If and when an issue is raised it is quickly reviewed and action if necessary with the proper protocol followed.

Pashto – We have 1 compliance team member who is fluent in this language (mother tongue) and will be responsible for ensuring the content complies with Ofcom's code and rules

Pathwari - We have 2 compliance team members who are fluent in this language and will be responsible for ensuring the content complies with Ofcom's code and rules

Bengali - We have 1 compliance team member who is fluent in this language (mother tongue) and will be responsible for ensuring the content complies with Ofcom's code and rules.

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 bod-

ies 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:

ZAKIR AHMED

Date of application:

13/02/2024

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