



Application Form for small-scale DAB trial multiplex licence

To be completed by the applicant:

Applicant name:	Future Digital Norfolk
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Publication date: 24 February 2015

About this form

Guidance and word limit

Applicants are advised to read the General note on licences at the start of this application form, and Guidance Notes that accompany the questions in this form as they include guidance on answering the questions in this Application Form. Applicants should note that in the course of assessing applications, Ofcom may seek clarification and/or amplification of the information or proposals set out in an application. We may also require applicants to furnish such additional information in such form or verified in such manner as we may specify. This will be done through correspondence with the contact person named in the application. Applicants should respond to such requests within the time period specified by Ofcom.

Please answer all the questions in this form. Certain sections have a word limit, set at a level we consider appropriate for applicants to provide the information required. Ofcom may disregard any content beyond this limit. All applicants must also provide the required supporting documentation as part of their application.

Third party contributions

Where any third party is included in the application as making a material contribution to the proposed service, for example, through the provision of services, you should include with your application evidence of any agreement to do so. This may include submitting a copy of any heads of terms, memorandum of understanding or other documents as appropriate.

Letters of support

You should not include letters of support from third parties with your application. We will not take these into account in assessing your application.

Confidentiality

Ofcom will publish online a copy of each application. However, if applicants wish to give some answers in confidence, they should indicate which answers they wish to be redacted by checking the box given. The fields that may be redacted are clearly indicated throughout, and relate to personal and/or financial information. We will try to respect these requests to keep information confidential, but sometimes we may need to publish applications in their entirety in order to meet legal obligations. Ofcom will normally only publish this Application Form once redacted and not any other supporting documents.

Provision of information

It is an offence to knowingly make a false statement in support of this application and may lead to the licence being refused or revoked as well as to possible prosecution under the Wireless Telegraphy Act 2006. Complete and accurate information is required so that Ofcom can assess applications against specific criteria and consider whether the involvement of individuals in the body applying for a licence and their involvement with other organisations does not disqualify them from participation in the trial DAB multiplex service.

Provision of services

Each small scale trial DAB multiplex licence will include a condition that it must carry a minimum of two services which should be Digital Sound Programme Services (DSPS) originating from different service providers. The multiplex may carry more than two DSPS and may also carry Digital Additional Services (DAS). The hours of broadcast proposed by any service provider will form the basis of the service carriage agreement in your licence.

Accompanying media

This Application Form (fully completed and with any supporting documentation) is sufficient to apply for a trial DAB multiplex service licence.

General note on licences

Under the terms of the Wireless Telegraphy Act 2006, it is an offence to install or use radio apparatus, unless:

- you do so under and in accordance with a licence issued by Ofcom (the Office of Communications); or
- the apparatus is specifically exempt from licensing.

Responsibility for obtaining and paying for a licence rests with the user of the system, not with the supplier of the equipment. You may need the help of your equipment supplier to complete the technical part of the form. Submitting a licence application form does not permit you to use or even install any equipment – you must wait until we have issued the licence and you have received it.

Ofcom may refuse to grant a licence to a person where evidence provided to Ofcom by the police indicates that the applicant is involved (or has been involved) in organised crime or other criminal activity.

Ofcom may revoke this licence where evidence provided to Ofcom by the police indicates that the applicant is involved (or has been involved) in organised crime or other criminal activity.

Radio interference

Since the operation of a new system may cause interference to existing users, you or your supplier may consider it necessary to carry out compatibility tests before you apply for your licence. Once installed and operating, your system must not cause undue interference to any other wireless telegraphy equipment. If it does, you may need to stop operating until the cause of the interference has been rectified. Ofcom cannot offer any protection against interference radiated by other authorised services, or by industrial, scientific and medical equipment; however, if you do experience interference, please contact the Ofcom Licensing Centre on 0300 123 1000.

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General information

1. Details of applicant	Guidance notes
<p>Provide the name of the person or entity submitting this application.</p> <p>If a company, specify the type of body corporate. Please provide copies of the company's Memorandum, Articles of Association and Certificate of Incorporation (or, where it is another type of body corporate, its founding documents and those which set out its objectives and rules of operation).</p> <p>Answers:</p>	
Name of applicant:	Michael Stonard
Company or other body corporate name (if applicable):	Future Digital Norfolk Limited
Date of registration:	April 2015
Company registration number:	TBC
Type of company (or other body corporate):	Company Limited By Guarantee

2. Ownership (if a company)

Guidance notes

Please provide details of who controls and who owns the body corporate (e.g. company) applying for this licence, and on what basis this control and ownership is achieved.

The information provided must include:

- details of all the subscribers, members, shareholders, or whatever is appropriate for the applicant company (or body corporate), and state the extent of their interest (e.g. % shareholding) (if the company will be controlled by members, but the members are not yet recruited, please say so), and the date they acquired such interest.
- details of any individual, company or other body that may exert control over the applicant and the means by which such control is exerted.

If shares have already been issued and the applicant intends to issue new shares, the ownership structure and details given above should clearly distinguish between the current position and the position as it will be after any proposed new shares have been issued.

Schedule 2 of the draft form licence sets out certain ownership restrictions to disqualify particular groups from operating a small scale DAB trial radio multiplex including:

- local authorities;
- political bodies;
- religious bodies;
- publicly-funded bodies;
- bodies exerting undue influence; and
- broadcasting bodies, specifically the BBC and S4C.

Answer:

This Company Limited By Guarantee is owned, jointly and equally, by its two directors (Michael Stonard and Lawrie Hallett). There are no plans to alter the composition of the company's ownership during the period of proposed experimental DAB Broadcasting.

Both directors are also directors of the NR5 Project (trading as Future Projects), the parent Company Limited By Guarantee (and registered charity), which holds the Ofcom Broadcasting Licence for Future Radio in Norwich. A separate Company Limited By Guarantee has been established to deliver the proposed DAB experimental broadcasts, which will be operationally independent of the NR5 Project Limited. This approach has been taken primarily for the sake of operational simplicity, but also to ensure the financial independence of the established company's operations.

3. Director profiles (1 of 2)	Guidance notes
<p>Please provide information regarding each director as set out below (some or all of which may be regarded as confidential).</p> <p>Answer (for each director please complete a separate table):</p>	<p><i>Ofcom needs to know about the proposed directors and chair of the applicant. Some or all of the information given in this section will usually be removed from the publicly available copy of this Application Form. (All applications will be published on our website.) Please indicate if any individuals named here are proposed directors (i.e. not yet appointed) and if so, when they will be appointed.</i></p> <p><i>If the applicant is an individual, please complete this section in respect of that individual.</i></p>
<p>Name:</p>	<p>Michael Stonard</p>

3. Director profiles (2 of 2)	Guidance notes
<p>Please provide information regarding each director as set out below (some or all of which may be regarded as confidential).</p> <p>Answer (for each director please complete a separate table):</p>	<p><i>Ofcom needs to know about the proposed directors and chair of the applicant. Some or all of the information given in this section will usually be removed from the publicly available copy of this Application Form. (All applications will be published on our website.) Please indicate if any individuals named here are proposed directors (i.e. not yet appointed) and if so, when they will be appointed.</i></p> <p><i>If the applicant is an individual, please complete this section in respect of that individual.</i></p>
<p>Name:</p>	<p>Lawrie Hallett</p>

4. Management structure¹**Guidance notes**

With regard to the applicant please provide:

- A list of directors, indicating who is the managing director and/or chair;
- An indication of management structure (e.g. management committee or equivalent, if applicable); and/or
- Information about who would be responsible for the day to day management and running of the service.

Answer:

The Company has two directors as listed above (Michel Stonard and Lawrie Hallett.) Michael Stonard is the Managing Director, Chair and Secretary. The directors will handle the day-to-day operations of the company, with additional inputs from specialist contractors and managerial and technical staff employed by individual DSP service provider companies. The directors will meet on an ad-hoc basis to ensure the smooth running of the service and will liaise with individual DSP service providers and their contractors as required.

¹ Names of any individuals except directors may be redacted in the 'for publication' version. **Please indicate clearly in this section if you consider any names to be confidential.**

Trial Description

Applicants must declare which type of trial they are applying for

5. Type of trial applied for	Guidance notes
Please specify which type of trial you are applying for (<i>you may choose only one of the following</i>):	Please tick one of the following boxes
Trial Type 1: A single transmitter multiplex carrying multiple services:	<input type="checkbox"/>
Trial Type 2: An SFN carrying multiple services based on at least two transmitter sites; or	<input type="checkbox"/>
Trial Type 3: An SFN carrying multiple services based on at least two transmitter sites with one of them an on-channel repeater (OCR).	<input type="checkbox"/>

6. Location to be served during trial	Guidance notes
Please specify the location that the proposed trial service will cover.	State the location that you are proposing to serve and describe the approximate geographic limits of the area you intend to cover. A sketch map can be attached to aid clarity.
<p>The City of Norwich and, as far as may be technically possible, its surrounding rural areas and nearby villages and towns which gravitate towards Norwich socially and economically.</p>	

7. Proposed launch date for trial service	Guidance notes
What is your indicative launch date to start the trial multiplex service?	Note that your proposed launch date should be no later than 12 weeks after licence award.
<p>Answer as number of weeks after licence award:</p> <p>5 to 7 weeks after licence award.</p>	

Please provide answers to the following questions:

8. State of readiness	Guidance notes
<p>What is your state of readiness for launching your proposed service within 12 weeks of licence award?</p>	<p><i>Please provide the following supporting evidence:</i></p> <ul style="list-style-type: none"> - a week by week plan of the activities you envisage undertaking up to the launch of your service. - details of the resources you have available to be able to establish the trial, for example, evidence of past experience and access to personnel and details of their relevant experience, including technical competence.

9. Proposed transmitter sites	Guidance notes
<p>Please tell us about the transmitter site(s) you have selected from which you intend to transmit the proposed multiplex service. Please attach all relevant agreements demonstrating that site access has been agreed, and photographs of where the antenna will be installed.</p>	<p><i>Please provide the following information:</i></p> <ul style="list-style-type: none"> - Enter details of proposed transmitter site(s) in the table below - Evidence of agreement from the site owner that you will be able to mount a transmitting antenna on the structure and that you will be able to gain access to suitable accommodation on the site for the radio equipment. - Evidence of agreement that you will be able to mount an external GPS antenna at both sites (Trial 2 only) - Evidence of agreement that you will be able to mount a receive antenna in a suitable location on the site (Trial 3 only)

10. Proposed programme services (1)**Guidance notes**

Please tell us about the programme services you propose to carry on the trial multiplex service. You must propose at least two digital sound programme services from different providers. Please repeat the table as required for each service.

Please provide the following information (please reproduce and complete details in the rows at the bottom of this section for each service):

- *The names of services that you propose to carry in the multiplex.*
- *Explain who will provide the services. For any services not yet holding a Broadcasting Act licence, please confirm that the proposed service provider is eligible to hold a Digital Sound Programme Service licence or a Digital Additional Service licence under the Broadcasting Act 1996.*
- *Are any of the services already licensed under the Broadcasting Act 1996? If not, please confirm that the services will be appropriately licensed before being carried on the multiplex. (All services must hold an appropriate Broadcasting Act licence before they can be broadcast on the trial multiplex.)*
- *Describe the nature of each of the services (e.g. Community, small scale commercial, student-focused, online etc).*
- *Set out the hours during which the services will be broadcast each day.*
- *Please attach any agreements or relevant documents for carriage of these services.*
- *For each proposed service, please provide details of the address where the audio signal will be available for connection to the broadband contribution circuit.*

11. Installation and operating costs**Guidance notes**

Please tell us about your assessment of the installation and operating costs for the duration of the trial.

Please provide an itemised summary of the costs that you expect to incur:

- *costs to install and establish the multiplex (for example equipment that is not provided by Ofcom and installation materials)*
- *running costs for the duration of the trial (site rental and electricity)*

Please confirm that you will bear the costs of establishing the multiplex and operating it for the duration of the trial period.

Tick this box if you request Ofcom to withhold the information contained in the answers to Q8 – Q11 from the public copy of your application.

Contact information and declaration

You must advise Ofcom of any changes to contact details.

12. Public contact details	Guidance notes
Provide the name of the person who will deal with enquiries from the press and public, and the contact details for them. Answer:	<i>Ofcom will publish licence applications and, from time to time, publish statements which may include public contact details, on its website. A point of contact is required for these. These contact details will be published on our website and cannot be redacted.</i>
Name:	Michael Stonard
Phone number:	07880 500268
Email address:	mike.stonard@futereradio.co.uk
Website:	http:// www.futereradio.co.uk/DAB
Postal address:	Future Digital Norfolk, c/o Future Radio, The Neighbourhood Centre, 168B, Motum Road, Norwich, Norfolk, NR5 8EG.

13. Contact details for Ofcom	Guidance notes
Provide the name of the person who will be Ofcom's primary contact and their contact details: Answer:	<i>Ofcom will need to contact your group in relation to this application.</i>
<input type="checkbox"/> Tick this box if you request Ofcom to withhold this information from the public copy of your application.	

14. Concluding declaration

APPLICANT'S, DIRECTORS' AND OWNERS' OTHER INTERESTS

1. In relation to the applicant and any bodies and/or individuals whose details are given in this application, please state whether the applicant, any body or individual is (and if so identify that body or individual) involved in any of the activities set out in the table below, and the extent of the involvement or interest. For these purposes, the applicant includes associates of the applicant (i.e. directors and their associates and other group companies). **If none of the following categories in this section apply, this must be clearly indicated by writing 'N/A' in any appropriate box.**

Activity/involvement	By the applicant (body corporate or individual) and/or a shareholder or member	By a director/proposed director Not relevant if the applicant is an individual.
a) Local authorities	N/A	Michael Stonard is a local councillor and Council Cabinet Member, serving on Norwich City Council.
b) Bodies whose objects are wholly or mainly of a political nature, or which are affiliated to such a body	N/A	N/A
c) Bodies whose objects are wholly or mainly of a religious nature	N/A	N/A
d) An individual who is an officer of a body falling within (b) or (c) above	N/A	Michael Stonard is Vice President of Norwich Labour Party.
e) A body corporate which is an associate (as defined in paragraphs 1(1) and 1(1A) of Part I of Schedule 2 to the Broadcasting Act 1990) of a body falling within (b) or (c) above	N/A	N/A
f) Other broadcasting interests (including radio, television, satellite and cable broadcasting and allied activities).	Non-executive Director, NR5 Project t/as Future Projects (Future Radio, Norwich). Non-executive Director, Audessence Limited.	Chair and Director, NR5 Project t/as Future Projects (Future Radio, Norwich).

Please tick the boxes below to confirm these are included as part of this application.

- Memorandum and Articles of Association (of the entity to be licensed) (Please see also covering e-mail).
- Certificate of Incorporation (of the entity to be licensed) or founding documents (-- ditto --).
- Transmission site access agreements
- Programme service carriage agreements

To be completed by a corporate body

Declaration

I hereby declare that:

I am authorised to complete this application on behalf of **Future Digital Norfolk Limited** and hereby apply to Ofcom for the grant of a small scale DAB trial licence.

I understand that Ofcom may publish the non-confidential aspects of this application on its website or otherwise disclose the non-confidential application to any person, together with **Future Digital Norfolk Limited's** responses to any request by Ofcom for **Future Digital Norfolk Limited** to furnish it with additional information about its proposal(s). I have clearly indicated above the parts of this application which **Future Digital Norfolk Limited** regards as confidential.

I understand that Ofcom may in certain circumstances be required by law to disclose the information contained in this application.

I declare that the information given by **Future Digital Norfolk Limited** in this application and any additional documentation is, to the best of my and **Future Digital Norfolk Limited's** knowledge and belief, correct.

I further declare and warrant that **Future Digital Norfolk Limited** is not a body that falls within the scope of Schedule 2 of the standard form trial small scale DAB multiplex licence.

Michael J. Stonard *(Name of person)*

Managing Director *(Title or position in the applicant group)*

07th April 2014 *(Date)*

Please return this form and any additional electronic information to: [smallscaleDAB @ofcom.org.uk](mailto:smallscaleDAB@ofcom.org.uk)

If you need to send anything in hard copy, please send it to:

Ruth John
Ofcom
Riverside House
2A Southwark Bridge Road
London
SE1 9HA

Please make sure you keep a copy of anything you send, for your records.