



# Community Radio

Key commitments annual report form

Publication date: April 2010  
Issue 4



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## Section 1

# Community Radio Annual Report Form

## 1.1 Community Radio Annual Report Form: Year Ending 31 March 2010

### Station details

#### Licence Number

CR082

#### Station Name

Radio Teesdale (Teesdale Community Broadcasting Ltd).

#### Launch Date

27<sup>th</sup> March 2007.

#### Web address where you will publish this report

<http://www.radioteesdale.co.uk/ofcom.html>

***PLEASE NOTE: The following sections are set out one question per page. However, each section can be expanded to take as much information as you need to provide.***

## 1.2 Key commitments: programming

The wide range of specialist programmes represents the 'something for everyone' approach of the station and reflects the wealth of talent, personalities, information sources and issues for debate in Teesdale. The regular programmes on community affairs are considered important to keep people up to date with what is going on in Teesdale. The programming made by and for young people is a strength of this station, including programmes that promote music of importance to people in the area.

- Output will typically comprise 76% music and 24% speech ('speech' excludes advertising, programme/promotional trails and sponsor credits). This ratio will vary slightly at different times of the day and during weekends there will be a higher proportion (40%) of speech based programmes, and lower for music (60%).
- Total music output will be broadly split between familiar songs from the 1950's thorough to current hits; specialist music (which may include brass band, oldies, country, soul, classical, film, musicals, jazz, indie, rap, folk, dance, hymn & organ); and live performances.
- Speech output will comprise/include introductions to music, local, national and sports news, what's on features, travel information, listener phone-ins, interviews on local issues, current affairs and specialist interests.
- Output will be broadcast in English.
- The service will typically be live for about 11 hours per day, seven days a week. (Live programming may include pre-recorded inserts, if applicable). The majority of the output will be locally produced. Approximately 15 % of this broadcast time will feature repeat shows.

Although the several programmes and various timings changed over the period the totals broadcast in 2009-10 were very similar to those of 2008-9 and in line with the key commitments. During the year there was an average of 11.2 hours full feature programming per day compared to the 11 hours per day stated in the commitment.

During the year, the average performed live programmes were 221 per month (51 hours per week, approx 7.3 hours per day). Additionally there was 56 hours per month (13 hours a week, approx 2 hours a day) of pre-recorded "as live" original full feature programmes.

On average of 63 hours of full repeat programmes were broadcast in a month (14.5 hours a week, approx 2 hours per day).

The remaining part of the daytime broadcast output was not presenter lead and produced through the automated system. However, daytime automated hours featured a wide variety of pre-recorded features (that had been produced for other programming). These included local news items, quirky news, what's on features, interviews, presenter pre-recorded links, re-edited features as well as music. These hours totalled 138 hours a month (32 hours a week, approx 5 hours a day). Re-using this varied collection of sound items in this creative way produces an additional source of interesting output not envisaged as part of the key commitments and is very much valued by listeners as well as the contributors of the output.

Radio Teesdale continued the policy of having fixed published programme schedules that were changed quarterly. Special programme schedules over holiday periods such as the Christmas and Easter week increased the number of live/pre-recorded programmes over those periods (and increased the totals set out above).

Music on specialist shows collectively covers all periods and a wide variety of genres. "Non Specialist Music" shows feature popular music from the 50s through to current releases, all as set out in the commitment. Radio Teesdale broadcasts a wide range of specialist programmes as originally intended. These include programmes on community issues, business news and book news, with specialist music covering the genres of dance, classical, country, Indie, local musicians, R&B music, comedy, rock, heavy metal, rock and roll, world, folk, musical theatre and soul.

Speech output is as set out in the commitment including introductions to and about the music, national and local news, business news and sport, what's on features, listener phone ins, listener contact and comments, interviews on the local community activity, comedy sketches, competitions, news on local issues, business news, entertainment news, film news, drama and current affairs.

In the year there was a further increase, to 35%, in the number of programmes with more than one presenter. Approximately 42% of programmes feature guests or interviewees. This ranges from occasional guests (breakfast show and some specialist shows) to the guest being the main feature (What's On – 20 hours per month, Drive Time - 32 hours per month and "In Conversation with....." programmes – 12 hours per month). There are approximately 200 guests/interviews each month.

Various programmes (folk, indie and what's on) feature live performances each month. A unique collection of recordings of local bands has been created. Local Business News is broadcast for 2 hours a month (with repeats) which is 100% speech. Within the schedule there was opportunity to include a variety of one-off programmes. Occasional live programmes (approx an hour a month) feature events where we arrange for several members of the community at a local event to ring into the studio.

"Outside Broadcast" has been used very successfully in the year with several programmes being produced from the Barnard Castle Vision Box. This included a coffee morning to support a charity, part of a 24 hour Radiothon incorporating the switching on of the Christmas Tree Lights and various local events. An outside broadcast also took place from Startforth School on World Book Day.

Volunteers have also produced special Programmes "one off" special programmes have been created with interviews and discussions from a wide range of individuals and organisations working in similar areas. These have included programmes on the election coverage (and debate at Teesdale School), personal finance week, older person support, cancer support, retail trading, The construction of the Teesdale Community Resources Hub building, The opening of a home for older people, life in a young offenders' prison, Swaledale Festival, Durham Brass Festival, Edinburgh Fringe, Christmas Festivals, The Barnard Castle Meet, Food Festival, Lent Readings based on a book by the Bishop of Durham, Heritage open days, theatrical productions, Teesdale Artists Open Studios, Durham Streets of... Festival, Durham Lumiere festival and the Durham City bid for City of Culture 2013 status. Radio Teesdale also broadcast from and played an active part in the Christmas Tree light switch on in Barnard Castle and Middleton in Teesdale.

In the year 400 full interviews and feature programmes (with music excluded) were posted on the Listen Again facility of the web site. There are now over 700 such items available on this part of the web site.

One of our presenters produces a fortnightly (3 to 5 minute) feature for BBC Tees using our facilities. The well produced feature either uses existing material generated by Radio Teesdale and/or we use the material collected to produce a longer feature for broadcast on Radio Teesdale. This has included features on lambing, alpaca farm, the local cattle mart, family histories, the blue plaques of Barnard Caste, Christmas lights, the Witham Hall development, a local person involved in the winter Olympics and the weather and effects on businesses. BBC Tees have also kindly agreed to our broadcasting two archive programmes produced by them featuring historically interesting Teesdale content.

All speech output was produced locally other than national news (live bulletins) and the use of some IRN recordings in live programmes. Output is broadcast in English.

### **1.3 Key commitments: Social gain objectives (a) The provision of sound broadcasting services to individuals who are otherwise underserved**

*Community Radio Order 2004: "It is a characteristic of community radio services that they are local services provided primarily (a) for the good of members of the public, or of particular communities, and (b) in order to deliver social gain, rather than primarily for commercial reasons or for the financial or other material gain of the individuals involved in providing the service."*

*"(a) the provision of sound broadcasting services to individuals who are otherwise underserved"*

- Existing local broadcasters are centred in the main conurbations of the North East. Radio Teesdale will provide a unique service tailored to the listening needs of Teesdale residents, visitors, community organisations and businesses.

Radio Teesdale output has been precisely and continuously tailored as set out in the commitment. The key statements since broadcasting commenced have been within two message/ station identifiers - "Radio Teesdale. It's Yours!" and "Radio Teesdale. For the people of Teesdale and by the people of Teesdale." During the year we have added "Giving your business a voice across Teesdale" as part of our advertising statements.

As the previous year, approximately unique 200 guests interviews are broadcast (many of which are repeated) each month. Some interviews are edited to give a concise feature (e.g. for a What's On spot) as well as the full interview (e.g. for an "In Conversation with....." programme).

We work with the Teesdale Village Halls Consortium to list all local events open to the public across Teesdale. In the year we developed with them a web page that is accessible on the Radio Teesdale web site and the Discover Teesdale web site. Event organisers can enter their event information into a database that is published on various web sites as well as used by the local newspaper (Teesdale Mercury) and ourselves. The events are all mentioned as part of our What's On programming as well as spots on many other magazine type programmes. We have an "open door" policy to producing information about public events. Wherever possible to try to feature the actual organisers or performers in our programming.

Further details of programme content are set out above.

Of the 48 regular presenters, 44 live and/or work in Teesdale. The other 4 reside a short distance (10-20 miles) outside the area. All editorial content is given a local/community relevance and focus. Of the 48 presenters, only 2 had previous broadcasting experience before they joined to Radio Teesdale.

#### **1.4 Key commitments: Social gain objectives (b) The facilitation of discussion and the expression of opinion**

*“(b) the facilitation of discussion and the expression of opinion”*

The station will:

- Develop a website for enhancing communications via web streaming (live and archived broadcast).
- Encourage listener response by using a large number of interactive features such as phone-ins, the website, interviews, text messages & station visits.
- Actively encourage local people with particular views and interests to contribute programming to the station and will supply training and facilities as appropriate to ensure that this will be possible.
- Provide individuals with an ongoing opportunity to promote and discuss community issues and share information.

Radio Teesdale Membership is free. Non members of the station are actively encouraged to be part of our broadcasts as guests, interviewees or to become members (to be long term contributors).

The Radio Teesdale web site is constantly kept up to date.

<http://www.radioteesdale.co.uk/index.html>

During the year a Twitter feature was added to the home page giving day by day updates on the activity of the station.

The broadcast was maintained throughout the whole year on both frequencies, 105.5FM transmitting from Barnard Castle, and 102.1FM transmitting from Romaldkirk. The broadcast is also streamed live on-line. 650 interviews and programming features all featuring a non member of Radio Teesdale are available to listen to or download.

Presenters constantly announce the contact information and requests for members and contributions (e.g. news and what's on information). Various pre-recorded announcements (played constantly as part of the automated system) provide this information to the listener. It is also provided on all marketing in various forms (advertisements, press releases, leaflets and other merchandising). Broadcast announcements and advertisements in local literature/community press encourage involvement in the station and offer station visits.

Approximately 200 guests /interviewees are broadcast each month giving many individuals the opportunity to express their views. 42% of programmes feature guests as part of their regular format. The majority of the others have occasional guests.

In every live programme, listeners are encouraged to ring the studio (on a line direct to the presenter) or email [studio@radioteesdale.co.uk](mailto:studio@radioteesdale.co.uk). Listeners text (at their standard rate) to 07781 474422 (putting DALE at the start of the message) are converted to email and available to the presenter to be featured in programming. A page has been set up on the web site (for those without access to email) so that messages can be sent to the studio/office:

<http://www.radiotelesdale.co.uk/contact.html>

The text is converted into an email.

A public on-line photo gallery of over 1,700 (600 added in the year) annotated photographs of Radio Teesdale activity is constantly added to:

<http://picasaweb.google.com/RadioTeesdale>

Radio Teesdale has a Facebook group:

<http://www.facebook.com/home.php?#/group.php?gid=62716905752&ref=ts>

Members of Radio Teesdale regularly meet with individuals and representatives of community groups, and bodies with community responsibility in Teesdale, and encourage them to contribute to the station output.

Visits from parties (from 4 to 30 people) of Community Groups are a regular feature of station activity. Again, in year this has included various schools from Teesdale and surrounding areas, youth clubs, theatre groups, colleges, special needs groups, guides & scouts and media groups. Generally all the visitors are given the opportunity to record pieces for subsequent broadcast in the spare studio and most have the opportunity to say something or be interviewed on air. In addition to these a large number of individuals have visited the station to look round. We share a building with approximately 12 other businesses and many of them bring their visitors to see our offices and studios. Members of Radio Teesdale regularly present to community groups giving details of our activity and encouraging participation.

New members are mentored and supported by experienced members. New presenters often start broadcasting as co-presenters.

**1.5 Key commitments: Social gain objectives (c) 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**

*“(c) 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”*

- Structured training is provided as a matter of course to all new members aspiring to broadcast. These courses consist of two three hour Induction sessions, further supported by regular weekly in-house skills transfer and mentoring. We estimate 50 new members per year to be trained this way.
- Provision of ongoing skills development (i.e. soft skills such as interpersonal skills, communication, presenting) and volunteer work placement opportunities for all Teesdale Residents.
- The station will provide NCFE Level 2 (GCSE Equivalent level) course in Radio Production in partnership with Bishop Auckland College. We envisage 20 people per year will take up this opportunity.
- Active involvement with community organisations: 50 year 1, 100 year 2, 150 year 3 etc up to total penetration of Community and Voluntary Sector bodies in Teesdale to total existing 400 organisations. This means we will have some form of involvement (from creating their own programmes and representation on our Community Focus Groups to reporting/broadcasting information about their activities and “What’s On” features).
- Individuals will develop inter-personal skills, presentation techniques, working as part of a team and technical skills including managing the office, sound editing, interviewing, producing a programme, driving the decks, an appreciation of journalism, broadcasting regulations and all manner of skills web, email and computer.

Skills, as set out in the commitment have been gained by those members who have been active in Radio Teesdale through a combination of training, mentoring and experience.

One of the young members of Radio Teesdale has gone on to present a regular programme on a commercial Station in the North East of England. Former presenters of commercial stations (where the opportunities have become fewer in the last year) in the area have joined the station as members. This has presented various mentoring opportunities with experienced presenters.

Various planned, but informal (mentoring), training sessions takes place continually. New members are encouraged to work with, shadow and support existing members.

Radio Teesdale ran an “Editing and Sound Recording Training” course for new and existing members. Having completed, in the previous year, a NCFE Level 2 module in Community Radio (in conjunction with nearby Bishop Auckland College) it was decided that mentoring sessions focused on specific needs were much more beneficial to the individual members so this was not continued into this year. Anybody requiring the training provided by the

accredited course were encourage to attend the one that is now being run by Bishop Auckland College.

Membership of Radio Teesdale has continually grown from in the years from 80 in 2007, to 180 in 2008, 250 in 2009 and 320 in 2010. In any month approximately 110 members will carry out some form of voluntary work at Radio Teesdale. Throughout the year there were 48 regular presenters on Radio Teesdale named on the programme schedule. Of these 8 joined Radio Teesdale during the year. Some presenters work on more than one programme and many carry out interviews that are featured on other programming.

During the last year 6 young people have spent at least a week doing work experience or broadcast journalism placements from school or college. Others are scheduled to attend in the following year.

We managed, in conjunction with Mencap and Bishop Auckland College, an extended (half a day a week for 4 months) work experience for a blind person. We also work with the NHS in relation to their work with supporting patients integrating into the community.

Supported with funding from Media-Box we have worked with approximately 20 young people from the HMYOI Deerbolt to enable them to create three feature programmes. The project has very much helped them with their general confidence and self esteem.

Of the 200 guests each month on Radio Teesdale in the last year, a good proportion has been representing community organisations or businesses. Similar to the second year of full time broadcast, in the third year there has been very many more that the 150 Community Organisations involved in the production of programmes as was anticipated by the key commitment.

## 1.6 Key commitments: Social gain objectives (d) The better understanding of the particular community and the strengthening of the links within it

*“(d) the better understanding of the particular community and the strengthening of the links within it”*

The station will aim to achieve the following:

- Proactive involvement with the community through its people, programmes, ‘outside activities’ and fundraising, becoming an integral part of the community; with a particular focus on combating the widespread geographic isolation of much of the community;
- Bridging the gap between the plethora of community organisations, strengthening their purpose, efficiency and productivity.
- Promotion of tourist use of local services, notably through strong links with the Tourist Information Offices and Teesdale marketing initiatives.

Radio Teesdale has proactively involved the community in its broadcasts. There is a culture whereby there is an open invitation for any organisation to appear on programmes as guests, make programmes or simply record a message as a “shout out.”

Members of the Management Board, who are approved by the membership at the AGM, of Radio Teesdale includes key figures in the local community working for organisations such as Business Link, The South Durham Enterprise Agency, Teesdale Community Resources, One North East, and UTASS.

Specifically Radio Teesdale has:

- Arranged for guests to visit the studio for live and pre-recorded interviews and discussions (as previously mentioned).
- Continued to attend various community events (Farmers’ Markets in Barnard Castle and Middleton, Launch of Tourist Guides, Switch on of Christmas Tree Lights, Open Days, etc). Attending members of the community have been linked up to the studio and broadcast live.
- Continued to give talks to community groups in the year explaining community radio, how the station operates, the station ethos and how groups and individuals can get involved.
- Members of the Management Board of Radio Teesdale hold regular meetings with organisations responsible for Community Volunteering, Tourism, Business Support and Start Up, and a group set up to create a Vision for Barnard Castle over the next 20 years.
- Radio Teesdale hosted the turning of the Christmas Tree lights of both Barnard Castle and Middleton.
- Worked closely with the Barnard Castle Vision to help communicate their activities and initiatives. This includes working with them to do outside broadcasts from their “Glass Box” Information Point and three documentary programmes on their activities.
- Received credits and support acknowledgements on web sites, brochures, press releases and annual reports from a variety of organisations. Radio Teesdale is keen to work in partnership with organisations to maximise their media coverage to communicate their events and activities. In the year we have created a media partner relationship with

a number of organisations. The details are included on the web site <http://www.radiotelesdale.co.uk/mediapartner.html>. Current media partners are The Witham Cinema (who used our radio audio in an award winning presentation), The Swaledale Festival, The Castle Players, Richmond Georgian Theatre and Macmillan Cancer Support.

- Worked with the 25 schools in Teesdale to bring news of school closures and openings during the very bad weather experienced during winter 2009/10. This work was recorded in a news feature broadcast on the ITV regional news.
- Worked with the Teesdale AAP (which replaced Teesdale District Council) to plan and commence broadcasting a year long series of 2 hour monthly programmes featuring and supporting the lives of older (over 50 year old) people in Teesdale.
- Directly as a result of meetings following a series of programmes on the Swaledale Festival (a two week festival in neighbouring Swaledale) the organisers agreed to organise a Swaledale Barnard Castle Day in Teesdale featuring six events including workshop and concert by Snake Davis, concert by Natalie Clein, storytelling and a walk. There was also a month long painting exhibition in the Bowes Museum where 12 professional artists worked with students to produce a pair of paintings featuring the landscapes of Swaledale and Teesdale. The pairs of paintings were then auctioned with monies split between the two artists. Events were highly critically acclaimed.
- Worked closely with The Teesdale Village Halls Consortium, Radio Teesdale developed an extensive "What's On" schedule including new web pages to make it possible for individuals to enter their own details.
- The continued produced of a short (approx 5mins) weekly comedy "soap"/drama featuring members of the radio station and the public giving the many people who have taken part the opportunity to perform in this way for the first time.
- Recorded and broadcast a wide range of music performed live in the studio. In the main this has been local musicians with some visiting artistes who have been performing in the area. A local top ten for 2009 featuring local bands was created.
- Continued to provide the opportunity for local businesses to become involved and understand Radio Advertising for a small outlay. "Classified" type 15 second advertisements are broadcast for a week at a cost of £25. The campaign is branded "Giving your business a voice across Teesdale."
- Provided an opportunity for presenters to tell the public their vast knowledge of a whole variety of different genres of music. It has also provided the opportunity for members of the community to interview, for broadcast, a variety of well know public figures such as Ben Elton, Grumbleweeds, Kerry Ellis, Tim Healey, Mark Thomas, Kevin Kennedy, Buddy Greco, Rosemary Shrager, Tony Robinson, John Bishop, Dr Andrew Sentence, Stacey Kent, Adrian Edmondson, Lee Mack, Martin Bell, Rabbi Lionel Blue, Bishop of Durham, Ruth Madoc, Valerie Singleton, Rachel Unthank, John Challis, Gerry Marsden, Charlie Dimmock, Ian Broudie, Natalie Clein, Snake Davis, David Bellamy, John Motson, Connie Fishers, Paul Carrack, Anita Harris, Isla St Clair, Shaun Williamson, Andrew Motion, David Davis MP, Peter Amory and John Jackson.

## 1.7 Key commitments: Additional Social Gain objectives (if any are specified in your licence).

Additional social gain objectives:

- Local people will learn to run a community enterprise.
- Development of a new community network through its active membership
- Sustaining and promoting local art, cultural traditions, activities & networks.
- Opportunities for community members to run their own radio programmes

Radio Teesdale has been managed by local people throughout the year. There has been one paid employee (The Station Manager). An individual has also been engaged to manage sponsorship, advertising income and community engagement activities. All other members (including the Board of Management) are volunteers. As describe elsewhere in this report:

\* Membership has risen by 320. Membership is free of charge and open to all who sign the membership agreement and agree to abide by the policies, procedures and working practices of the station. 110 are actively involved in the station's activity. 220 are less active but support the organisation as part of the social network.

\* Of the 48 regular presenters, 44 live and/or work in Teesdale. The other 4 reside a short distance (10-20 miles) outside the area.

\* The 10 members of the Management Board are all volunteers and active members are well as being leaders within the local community. Their details are published on the web site:

<http://www.radioteesdale.co.uk/boardmembers.html>

\* The station is continually involved in the creation of programming around activities promote events, including those relating to performance, art and cultural traditions. A good example of this is the activities of the What's On programme that generated a Swaledale Festival "day" in Barnard Castle as described above.

Radio Teesdale was a founder member and key participant in grouping of all the community radio stations operating in the North East of England. The group meet together, with Radio Teesdale being the current chairing organisation, under the name of CRaNE (Community Radio in the North East). The members joined together to form a group to develop and foster a relationship between the different radio stations for mutual benefit through regular constructive communication and the exchange of information and experiences. Regular membership is open to all institutions (delineated by limited company) in the north east of England (being Northumberland and County Durham and the geographically related conurbations) that either hold a Community Radio license or have held an RSL license and are actively applying to Ofcom for a Community Radio license.

## 1.8 Key commitments: Access and participation

*Community Radio Order 2004: "It is a characteristic of every community radio service that members of the community it is intended to serve are given opportunities to participate in the operation and management of the service."*

- The make-up of the station's active members and participants comprises men and women of all ages; school children, teenagers, students, prisoners, business people, long-term unemployed and people with special needs.
- Station located at the heart of the community to encourage participation
- Established close links with other means of communication, such as the Teesdale Mercury newspaper, ensuring our profile remains in the public mind.
- Training programme is a key part of the recruitment process ensuring a constant flow of new participants and material. Additionally our website visibly encourages participation and we advertise in the press.
- Station Manager and two part time volunteers (20 hours each) will be paid. All other positions (around 50) will be voluntary.

The membership of Radio Teesdale is free of charge and fully inclusive. It includes men and women ranging from 10 year old to 80+ year old comprising individuals as set out in the commitment. Of a membership of 320, there are now 110 (far beyond the 50 envisaged in the key commitments) people who play an active role in the running of the station at any moment in time. This number is growing on a weekly basis.

The station studios and offices are located in Barnard Castle which is the main population (5k out of 25k) centre of Teesdale. Events and groups from all over Teesdale are included in the programming and general operation.

Close links have been formed with other media organisations within Teesdale. The editor of the Teesdale Mercury (based in Barnard Castle) is a regular guest throughout the year. The editor of the Blue Gentian (a monthly magazine covering the upper dale) has also continued as a guest each month the day before publication.

We have worked very closely with staff of Deerbolt HMYOI and with funding from Media Box have provided a "writer in residences" and radio training to help young offenders produces three feature radio programmes about life in prison.

Broadcast announcements and advertisements in local literature/community press encourage involvement in the station and offer station visits (without any prior experience being necessary). Marketing and Press Release literature constantly makes statements about the opportunities that are available to volunteer. The Radio Teesdale web site sets out examples of details of roles and activities that are available for people to carry out.

"Join Us" - <http://www.radiotelesdale.co.uk/wpc14.html> - Information about the station and details of how to join.

"Volunteer – can I help?" <http://www.radiotelesdale.co.uk/volunteer.html> - details of the type of work that volunteers can do.

“Training” - <http://www.radiotelesdale.co.uk/training.html> - details of forthcoming training activity.

In November 2009 and 24 hour fundraising RadioThon was produced with a different presenter for each of the hours. Each hour also had a community guest and sponsor. This whole exercise involved a great many individuals, community organisations and businesses in the activity.

Radio Teesdale merchandise (T Shirts and coffee-mugs) have been sold and promoted by local organisations across the Teesdale area.

A Station Manager has been employed throughout the year on a full time basis. Radio Teesdale has not been able to fund the other two part time roles envisaged. However, someone has been engaged to manage the advertising and sponsorship and various community liaison activities of the station.

## 1.9 Key commitments: Accountability to the target community

*Community Radio Order 2004: "It is a characteristic of every community radio service that, in respect of the provision of that service, the person providing the service makes himself accountable to the community that the service is intended to serve."*

- RadioTeesdale is an interactive venture - Its main board is made up of community representatives and mechanisms for encouraging and communicating with the community have been established.
- Community Group Advisory Panel (to make recommendations based on community involvement, input and best methods of developing community consultation methodologies). This group will generate a range of ideas for ensuring that community based needs and outcomes are fully defined, measured and achieved successfully.
- Community Listener Focus Group (to review reach and impact of community information broadcast to the local community)
- Partnership forum for groups interested in promotion and tourism. They will specifically review a strategic plan with the objective of establishing how Radio Teesdale can add value to the work of local organisations and community groups in this area and how best this could be measured.
- Listeners. Potentially any member of the community, visitor or listener on the Internet. There will be many access points for listeners to provide feedback on items relating to outcomes requiring their views
- The Board is accountable to and subject to re-election by the membership of Teesdale Community Broadcasting Ltd. Membership is open to all who sign up and follow the Members Agreement. No membership fees. All members have the right to vote at the AGM at which Board members are elected and the Company Accounts are approved. All governing documents are available via our website. It is our intention to produce an annual report.

In December 2009 it was announced that Radio Teesdale has been selected as the North East Station of the Year (under 300,000) in the Radio Academy Nations & Regions Awards 2009. The award was accepted on our behalf by the controller of BBC Radio 2, John Shennan. The chairman of the North East Radio Academy visited the offices of Radio Teesdale a few weeks later to present the trophy. Around 15 members and local press attended. Various photos are on the web site home page photo gallery. The aim of the awards is to celebrate programming that caters for the needs of a local or regional audience. Each of the 12 regional branches award one Nations & Regions Award to the station that the judges feel demonstrated the most consistently outstanding output. Radio Teesdale will be representing the North East in the process to select the National Station of the Year (for listeners less than 300k) in the Sony Awards.

When the key commitments were prepared prior to going live in April 2007 it was envisaged that we would have an operating group reporting to the Station Manager with individually

assigned operational roles including responsibility for Community Liaison. In practice given our relatively limited resources and the number of volunteers willing to accept specific responsibilities, we have covered these roles more effectively through operational meetings with volunteers who take responsibility for specific activities, ensuring we are accountable to the community in a number of additional ways such as:

1. Radio Teesdale has a board that includes key community representatives. The Management Board, all volunteer members of Radio Teesdale, is made up of community representatives who are elected at the AGM. During this year, the 6th AGM took place in Barnard Castle on the 22/2/10.
2. At the AGM the accounts were distributed and presented to the Members and approved unanimously by all members who attended. Alterations (Articles 45 and 50) to the Memorandum and Articles of Association were proposed at the AGM and the amended version will now replace the previous model. These alterations were duly approved and adopted at the 6th AGM. The Board of Management meet on the third Tuesday of every month.
3. The Management Board is constitutionally accountable to the membership as set out in the commitment. Two additional members joined the Management Board during the year.
4. Radio Teesdale actively engage with all key community organisations providing training, programmes, describing and advertising their services, running competitions, 'phone in' programmes and covering important local events/
5. Listeners to Radio Teesdale can hear the output of the station on the 105.5FM and 102.1FM Frequencies as well as continually streaming on line on the web site [www.RadioTeesdale.co.uk](http://www.RadioTeesdale.co.uk). A large selection of audio features (over 700) are also perminatnatly available for listening to and downloading from the Listen Again part of the web site <http://www.canstream.co.uk/radioteesdale>.
6. Radio Teesdale is dependent on the community to fund our operations and have been supported by many organisations in the last year alone.
7. We constantly encourage listeners to contact the station with their comments and suggestions. We give listeners a variety of options such as by calling in to see us, mail, email, text (using a free service set up by the station), phone to the studio/office, a guestbook and a "contact us" form on our web site. Listener feedback is extensively encouraged in all programmes. In live programmes, listeners are contact the presenter and/or station. Pre-recorded announcements requested listener feedback is played during live programmes and during non presenter led automated hours.
8. Radio Teesdale Members regularly hold meetings with key representatives from the commercial sector, public bodies and community groups. These include a wide variety of individuals from organisations within the Teesdale area and North East region including those responsible for the Local Authority, Area Action Partnership (AAP), Town Council, Parish Councils, Community Volunteering, Tourism, Retail Groups, Business Support and Start Up and a group set up to create a Vision for Barnard Castle over the next 20 years.
9. Membership of Radio Teesdale is free of charge and open to all who sign the membership agreement and agree to abide by the policies, procedures and working practices of the station.

## 1.10 Volunteer inputs (see guidance notes on page 2)

Some people take on more than one role, so these numbers are expressed as the full time equivalents. Of the 320 volunteer members, 220 are supporters who are keen to see the station a success or have participated in some way in the past but other commitments (or the fact that they have moved out of the area) are currently preventing them from taking a day-to-day part in the running of the station. The breakdown of the remaining active members is:

48 – Presenters

25 – Occasional broadcasters (including announcers, performers and occasional contributors).

10 – Members of the Management Board.

10 – Students (media, technical, journalist students) seeking a career within the media industry.

6 – Young People (who carry out a variety of roles including presenting)

5 – Editing, programme support and researchers

3 - Technical

3 – Administrators and Fundraising

Total = 110 members actively volunteering.

As with all voluntary groups the extent volunteers are able to contribute in any one month varies considerably. Presenters scheduled programme output varies from 4 to 20 hours a month with an average of 6 hours each (on air). However, there is of course many hours spent in addition to this in programme research and preparation. It is estimated that of the 110 active volunteers on average then spend 17 hours a month on voluntary work for the station.

This equates to a total of 1900 volunteer hours in a month which is the equivalent of 12 people working a 37.5 hour week.

## 1.11 Significant achievements

- Continuing the development of a fully inclusive organisation that is now seen as integral and fundamental to the community of Teesdale.
- Continuing to engage and involve community groups and individuals in excess of the numbers set out in the commitment. These numbers continue to steadily grow.
- Through the direct involvement of Radio Teesdale, events and activities have been created (such as the Swaledale Festival Day in Barnard Castle) within the community beyond that of radio production.
- Consistently maintaining a published programme schedule, that includes many flexible features, with volunteers creating programmes to and beyond that which was set out in the commitment.
- The creation of a diverse and professionally produced range of broadcast output by a team of volunteers.
- Maintaining the infrastructure to be able Radio Teesdale to broadcast from two transmitters across the whole of Teesdale and through the internet (both streaming an extensive Listen Again catalogue).
- Raising funds such that all costs have been met during the third year of the full time license.
- Providing work experience, volunteer experience, skills transfer through mentoring and training which has benefits for the community (including young prisoners in HMYOI Deerbolt) and individuals beyond the activities of Radio Teesdale.
- Working and communicating with other community radio stations in the North East of England
- Radio Teesdale was selected as the North East Station of the Year (under 300,000 listeners) in the Radio Academy Nations & Regions Awards 2009.

## 1.12 Audience research

Please provide a summary of any audience research/ data you have collected during the year.

No structured audience research was carried out throughout the year.

## Section 2

# Declaration

I hereby declare that the information given in this annual report is, to the best of my knowledge and belief, true and correct.

**Signature**

**Name**

Charlotte Stow

**Position**

Director

**Station**

Radio Teesdale

**Email address**

Peter.dixon@radioteesdale.co.uk

**Telephone number**

01833 696750

**Date**

26 June 2010

## Section 3

# Checklist

Please ensure that you have done the following:

- Read the Guidance Notes.
- Checked that all sections of both forms (i.e. this document and the accompanying spreadsheet) are completed.
- Ensured that the declaration is signed and dated by a member of the board of the corporate body which has been awarded the community radio licence, and that the person has the authority to act on behalf of the board.

### ***Then***

Submit your form by email to [community.radio@ofcom.org.uk](mailto:community.radio@ofcom.org.uk) and send one signed hard copy to

Community Radio (5<sup>th</sup> Floor),  
Ofcom  
Riverside House  
2A Southwark Bridge Road,  
London  
SE1 9HA.

Annual report forms must be returned to Ofcom by Friday 25 June 2010.

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