

## Radio Heatherwood Licence to Broadcast 1994

### All Presenters and Staff

On Thursday 23 December I received our copy of the restricted service licence which allows us to continue our service at Heatherwood hospital. Apart from the physical changes to the studio's and the need to record all program output there is also some very important legal requirements which we must adhere to. The finer points of these will be explained as time goes on.

The most important of these changes is the requirement of the station and all it's staff to adhere to the Radio Authority programming code 2. This full page document covers all types of issue's which may be encountered during programming. A copy will be available shortly for every presenter to read and familiarise yourself with.

An example from this book:- Did you know you are not allowed to give recommendations on what types of shares to buy !!!!!.  
( And you thought our foot "n " mouth was bad )

There is some very important guidelines in this book which we must obey without question. The management has a legal requirement to ensure you are familiar with the code and that we will ensure a revised reading of the code takes place at least once a year. In thirty days time you will be asked to sign a declaration stating you have read the code and will abide by it's contents. We don't expect you to be able to quote the code verbatim but you will be expected to know the guidelines on the subjects contained.

The Radio Heatherwood code of conduct still applies and will be revised to take into account the licence requirements and the radio authority programming code 2.

### Licensee

The management team of Radio Heatherwood are not the licensee. Tony Downey of the Trust management team is the nominated licensee and is the agent of the Radio authority and the DTI.

### Team Leaders



The Team leaders now have a much more responsible role in ensuring they and their nights presenters are following the programming code and are recording their output.

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In the next few weeks everyone will be more aware of the new operating conditions, whilst this might seem over the top to you, it is only to be expected if the hospital radio stations are to come into line for future freely radiating licences.

Each time you attend the studio, make sure you read the notice board and catch up with any new information which may be released. If you don't understand any of the new requirements or you have questions about any changes, you can phone me at home most evenings and I will try and answer any problems which you may encounter.

A new era in the fortunes of Radio Heatherwood has begun and we cannot afford to shirk our new responsibilities, the future of this station demands commitment by everybody to the new working arrangements.

Don't let your colleagues down.!!!!!!!!

P.J. Davidson Smith.  
Secretary Radio Heatherwood  
31 December 1993

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