

ON AIR



HBATM
HOSPITAL BROADCASTING ASSOCIATION

In this issue:

- Internet Broadcasting
- National Hospital Radio Awards 2008

Issue No. 118
September/October 2007

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The Official Journal of the Hospital Broadcasting Association

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FRONT COVER STORY:

Hospital Radio Yare reported recently that they had just one female member and wondered whether it was a national trend. We are delighted to say that thanks to the Gt Yarmouth Mercury and On Air, they now have six members of the fairer sex. Pictured on the front cover, from the left: Trish Lander, Lee Lingwood, Brenda Godbold, Hannah Johnson and Sheena Ashford. Request collector Synthia Bernard is not in the picture.



hi everyone,

Yorkshire Regional Rep Iain Lee and Sean Dunderdale of Scunthorpe Hospital Radio are organising the National Hospital Radio Awards after Dave Nicholson decided, after five very successful years, to stand down. In this issue Iain and Sean have detailed all the categories, including two new ones. You will find all the information on page 5; don't forget to make sure your entry is in by Saturday, December 15th.

Also, in this issue, Nigel Dallard and Paul Easton have spent some considerable time compiling guidance notes on Internet Broadcasting. If this affects you, please read them carefully.

Just as we were going to print, I was notified of the death of Keith, Suter, aged 86, father of Hospital Radio Swindon.

Keith was a teacher and taught children about broadcasting long before media studies was a subject on the curriculum. Keith ran a radio station at his school when he was approached by Toch H to begin a radio station for the local hospitals. Hospital Radio Swindon went n air on New Years Eve 1967.

When Swindon played Arsenal in the League Cup final at Wembley in 1969, Keith produced the first hospital radio commentary from the stadium; this later became a record which was on sale locally to raise funds for the station. Keith's memory will live on for a very long time.

Michelle

19th-21st October, 2007
Hilton Hotel, Newport
AUTUMN CONFERENCE

14th-15th November, 2007
NEC Birmingham SBES

28th-30th March 2008 Leeds
SPRING CONFERENCE 2008
Blackpool

SPRING CONFERENCE 2009

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Committee Report

The Future of the Association

By now you should have received, either by e-mail or Royal Mail, a set of consultation documents entitled 'The Future of the Association'. You can also find all the information on a special page on our website – www.hbauk.co.uk/review.

Following on from the strategic review of the HBA, conducted by a consultant from the Charities Aid Foundation, the Executive Committee are proposing some fundamental changes to the management structure of the Association. We are also looking for input from all members as part of a review of all the services HBA provides – are we providing what you want/need from us? Are we doing it in the best way? And are we spending our funds to best advantage?

Please take the time to read the documents, discuss your feelings in your station's management committee meetings and respond to the consultation. We need to know what you think.

Annual General Meeting

You will also have received advanced notice of the HBA's AGM, to be held, as usual, on the Saturday afternoon of our Autumn conference – this year on 20th October at the Hilton Hotel, Newport, South Wales.

Entry to the AGM (but unfortunately not the rest of the conference) is free to all members.

This will be another opportunity for you to give the EC your views on our proposed changes to the Association and to ask as many awkward questions of us on any topic associated with hospital broadcasting. Please come along. More information is available on the AGM page of our website – www.hbauk.co.uk/agm2007.

Delivery of documents by e-mail

Did you receive the consultation and AGM notice in hardcopy form via Royal Mail? Do you really need it



by Nigel Dallard, Secretary

delivered this way? Not only does it result in more trees being cut down but it also costs us time and money to print, put in envelopes and post. Printing and posting the consultation and AGM paperwork to the 148 member stations who have yet to opt for electronic-only delivery cost HBA £202.45 and took Marie Harper ten hours to process – so that's around four minutes and £1.37 per station. Sending the AGM agenda, list of nominations for election to the EC and the Annual Report and Accounts will probably cost us just as much again.

HBA now places all its official correspondence with members on our website as PDF documents and sends every station which has registered an e-mail address with us an e-mail alerting them to the documents. Not only is this more convenient for us, it's more convenient for you too – just copy the e-mail to all your committee (or even all your members!) and everyone can have direct access to the documents.

If you are happy to forego the printed copy of future correspondence, please update your station's entry in our online membership database, or simply e-mail me and I'll make the change for you.

The Future of Hospital Radio

If you're an avid reader of this column, or of the minutes of HBA's Executive Committee meetings (which are all available via our website) you will be aware that, in parallel with the discussions about the future strategic direction of HBA, the Executive Committee has also been discussing the future of hospital radio in the light of the reconfiguration of the NHS.

A direction that a number of stations are pursuing or considering is internet broadcasting. As promised in the last issue, HBA has produced some guidance on this subject, which is reproduced elsewhere in this issue. Copies are also available in PDF format from our website.

As you will see, before you start internet broadcasting, you will need to check whether your constitution allows you to do so and, if you can, you'll need to pay PPL, PRS and MCPS for music copyright licences. You will also need to consider all the other aspects of your programming, from news bulletins to football commentary to any sustaining service you utilise. You will need copyright clearance for all these.

If you'd like to hear the Charity Commission's view on what options are available to hospital radio stations that need to change because of changes within the NHS locally, then come along to the Autumn conference.

The Commission have accepted our invitation to address delegates about how to go about reviewing the options for the future of your station and, if necessary, obtaining permission to change your constitution's 'objects clause'.

Hopefully the speaker will also be able to give some general guidance on where the boundary lies between what the Commission would find acceptable and unacceptable changes.

By the time you read this, residential bookings for the conference will have closed but there will still be a short period in which to book as a non-residential day delegate.

Call Marie Harper on 0870 321 6017.

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National Hospital Radio Awards 2008

The Awards for 2008 will be held on Saturday 29th March, 2008 at the Queens Hotel in Leeds, as part of the HBA Spring Conference weekend.

They are under new management this year after HBA Vice President Dave Nicholson decided, after five successful years, to hand on the baton.

Yorkshire Regional Rep, Iain Lee, will be organising the awards competition and his Scunthorpe Hospital Radio colleague Sean Dunderdale will be the producer of the awards ceremony, with Sybil Fowler of Rookwood Sound and Warwick Corporate Events taking on the technical production of the show.

Whilst there will be some changes this year in a bid to reduce the costs associated with the awards, both Iain and Sean intend to ensure that the awards are a celebration of all that is great about Hospital Radio and help to raise awareness of the good work carried out across the UK by thousands of volunteers throughout the year, both on-air and behind the scenes.

The awards competition remains largely unchanged from last year except for the addition of two new categories aimed at recognising the uniqueness of Hospital Broadcasting and the contribution station members who do not broadcast make to their organisations.

Unless otherwise stated, there will be trophies for Gold, Silver and Bronze for each category. Highly Commended Certificates will be awarded for those coming 4th and 5th and those short listed will receive Commended Certificates.

We will, as in recent years, announce those who have been short listed prior to the ceremony and would urge anyone who appears on the shortlist to be present at the ceremony. Please note: if the judges do not feel a standard has been reached in each category, then they may not shortlist a full ten entries.

Each station entry must be accompanied by the official entry form and must be signed by a senior member of your station, ie Station Manager, Chairperson, etc.

Every entry should be accompanied by your station letterhead incorporating the station logo. Entries for the audio categories should only be submitted on either CD or Minidisc. Entries on other formats will not be admitted.

Entries should be preceded by your station identification.

All material should have been broadcast on your station between the dates of 1st December 2006 and 30th November 2007.

It is time now to start work on your entries. When you are happy with them, please send them in to arrive by the closing date of Saturday, December 15th 2007. Please remember to allow time for your entries to arrive as lately mail has

been taking longer to arrive than we have all been used to in the past and there will also be the effect of the seasonal load on the postal service. We are in the process of obtaining a PO Box number in Scunthorpe for the awards. Details of this will be published via the HBA Announce e-mail list and on the HBA website.

Details of the categories can be found below but for now I wish everyone the best of luck. If you have any unanswered questions please email me at awards@hbauk.com

Iain Lee

Station of the Year

You are required to submit a maximum 15 minute stand-alone documentary style recording featuring extracts from your station output. The entry should give the judges an insight into your station, the hospitals you broadcast to, style of presentation and programme content. Also include material from any special programmes or events covered during the year.

Presenter of the Year (Male/Female)

You are required to submit a five minute entry showing the judges the diversity of your presentation and your awareness of the listeners. Include as many different on-air clips as possible, not all from the same programme.

Special Event

This award recognises a one off programme broadcast by the station. A 15 minute compilation of the programme is invited; please do not play music tracks in full. It must be a one-off event and not part of the station's normal day to day output eg an outside broadcast or a hospital event.

Best Speech Package

The entry should be a maximum of five minutes taken from a programme or interview that has been broadcast on the station. All music should be edited out of the entry. The material must have originated from station presenters and not from any other source.

Best Specialist Music Programme

The entry will be five minutes and should show the judges the presenter's knowledge of the music in question and should also include any content applicable to the programme, eg an event guide/what's on feature relating to the show. Programmes could include Jazz, Classical, Country etc.

Best Sports Output

A ten minute compilation is required demonstrating the presenter's knowledge of sport and the diversity of sports coverage on the station. The entry can

include extracts from interviews, studio material and commentaries.

Station Promotion

An entry of up to 60 seconds is required and should be a station promotion or programme trailer that has been produced in-house. The judges will be looking for how well the message is conveyed and whether they feel it will attract the ear of the listener.

Best Newcomer

The award is open to anyone who joined a hospital radio station for the first time during the two years prior to the closing date. It should take the form of a five minute compilation. The judges are looking to hear what you have achieved on air in the short time you have been broadcasting. An individual may only enter this award once.

NB Only one award in this category.

HBA Volunteer of the Year

This award is open to all members within hospital radio and requires a written submission of no more than 300 words on the station's official letter heading, explaining why the award is justified of actions taken within the eligible dates. It could be for a presenter who has gone beyond the call of duty, a request collector, an engineer or a fund raiser. It is aimed at recognising the hard work that goes on behind the scenes that often goes unrecognised.

NB There is only one award in this category.

The Special Award for Outstanding Contribution

This award is for an individual or station that have come up with a unique or novel idea that demonstrates the unique position that Hospital Radio holds that does not fit into any of the other categories. An example of this is the Billy Bug campaign that won a special award last year. Supporting evidence can be in audio format, written and extracts from publicity obtained.

NB Only one award in this category.

The John Whitney Award

Open to anyone working in hospital radio. Entries should be written (no more than 500 words) and be on the station's official letterheading.

The award will be made to the person who has made an outstanding contribution to Hospital Radio over a period of years. The winner may be drawn from broadcasting but might equally be found from a technical or administrative background. They may have worked for a single station or a series of stations. The nomination should explain why the candidate has made a real and long lasting impact.

NB Only one award in this category.

Internet Broadcasting

Introduction

As several hospital radio stations have already started streaming their output via the internet, or are considering doing so, the HBA has been asked to provide advice and guidance on various related matters.

Please note that these guidelines only apply to those stations that use the internet to provide their output to a wider audience and not those who just use the internet for extending the service to remote institutions that are covered by the station's aims and objects, instead of using BT lines etc.

General Guidance

Hospital broadcasting is recognised in the UK as being a charitable activity. As such, it is highly likely that (except in Scotland, where all charities are registered) all hospital radio stations are charities, even if not registered as such. As charity Trustees, those managing hospital radio stations should remember that the only reason the station exists is to serve patients in the hospitals, hospices, old people's homes, etc that are covered by the 'objects' clause of the station's constitution.

Hospital radio stations thinking about internet broadcasting need to review their charitable objects and consider how internet broadcasting would, directly or indirectly, further these objects.

Having determined that internet broadcasting would further their organisation's charitable aims, Trustees will need to take measures to ensure that all programme content remains focused at all times on those identified in their constitution as beneficiaries.

Although there are no absolute restrictions on internet broadcasters similar to those imposed on LPAM/LPFM stations (which, under the terms of their Ofcom licence, are not allowed to acknowledge listeners outside the boundary of the site which they serve), under charity law, a hospital radio station cannot target listeners outside of those people which their constitution identifies as beneficiaries.

While it would be acceptable to refer to a patient's relatives or friends who may be listening to the station in order to hear their request played, it would not be acceptable to play requests or dedications for someone who has no connection with any of the patients in the hospital(s) served.

It will be necessary for hospital stations to obtain separate music copyright licensing from MCPS/PRS and PPL in order to stream on the

internet; this is not covered by the existing arrangements with those bodies.

The relevant costs and requirements, such as logging etc, can be found in the Appendix at the end.

Copyright clearance is also necessary for any other material broadcast. For example, if news bulletins are taken from IRN or a similar source, the necessary licence to include these in the internet broadcast is needed.

Sports commentary will also need explicit approval. Many professional clubs will have sold the internet broadcasting rights to commentary of their games to another broadcaster and will not be in a position to allow a hospital radio station to also broadcast a commentary on the internet.

Detailed Guidance

Is it applicable for hospital radio stations?

Like any other charity, a hospital radio station is only allowed to spend its resources (money, staff or equipment) on things that will, directly or indirectly, further its charitable objects. If the station does anything that does not further its charitable objects, its Trustees can be held personally responsible and liable to repay any financial loss incurred by the station.

Direct Benefit

Provision of direct charitable benefit can only be assessed by reference to the 'objects' clause in the charity's constitution or other governing document. If the clause says something along the lines of:

'The objectives of the Charity are to relieve sickness, infirmity and the disabilities attendant on old age amongst persons living in XYZtown, by providing a local broadcasting service for WXY hospital'.

Then the station can only provide its service to that hospital. In this case it would be difficult, if not impossible, to justify internet broadcasting on the basis of direct charitable benefit.

A typical objects clause allows the station's service to be provided to all hospitals, hospices, old persons' homes and similar institutions in a specified area. In this case a legitimate case could be made for using internet broadcasting to serve such facilities as an alternative to telecoms landlines or radio links.

As only a known number of qualifying institutions would be allowed to be served on the basis of direct charitable benefit, the internet

broadcast stream can be password protected and/or its location not generally disclosed.

If the current HBA model constitution has been adopted, then service may further extend to providing a similar service within the local community to assist patients receiving 'Care in the Community'.

Such an objects clause would seem to permit the provision of the station's service to the whole local community, as long as the material broadcast could be shown to assist those receiving Care in the Community.

In all the latter two cases, before providing service (by whatever means – internet or otherwise) to the various institutions or the whole local community, the Trustees should undertake a survey to prove that there would be interest in receiving the service, obtain a full set of costings, determine that the station can afford both the up-front and on-going costs and perform a cost/benefit analysis before proceeding.

Another direct benefit of internet broadcasting that has been put forward is the emotional benefit of a hospital patient and his/her family being able to share the experience of hearing a request played or message on the hospital radio station. Of course, only the benefit to the patient counts as direct charitable benefit, not any benefit that may be gained by the family. Whilst hearing the request and/or message is clearly of direct benefit to the patient, the station would need to consider whether any additional benefit is gained by the patient by the family being able to listen in, and whether the cost of providing such an option would far outweigh any benefit obtained.

Indirect Benefit

A charity is also allowed to undertake activities that only indirectly further its charitable objects – typically this involves fundraising and general public relations exercises to solicit donations and/or attract volunteers.

It could be argued that providing access to an internet broadcast of the station via its website provided indirect benefit because it allowed potential funders to hear the service that their money would be paying for and/or attracted potential volunteers.

Once again, a cost/benefit analysis would have to be conducted. The cost of providing the internet broadcast would have to be appropriately divided between costs of raising funds and cost of recruitment in the annual accounts

Internet Broadcasting

and the amount of fundraising income attributed to the internet broadcast would need to be separately accounted for, to allow the public (and the Charity Commission / OSCR) to show that provision of a generally-available internet stream is an effective way of providing indirect charitable benefit.

Costs

Up-front costs may include the cost of:

- Encoding computer/appliance

A fairly basic multimedia PC would do all that was required and cost no more than £500.

- Decoding computers/appliances for hospices, old people's homes etc being served

If the station provided these, again a PC would cost a few hundred pounds. It is also possible to get Internet Radios for around £150 today.

- Installation of broadband connection to studio (if NHS Trust will not allow use of their network).

If this doesn't already exist, around £100 or so will pay the installation costs and get you the necessary broadband modem / router.

For a reasonably well-funded station, these one-off costs are not going to be a significant problem.

Potential on-going costs include:

- Cost of stream hosting

This is likely to be a matter of shopping around as this is an area which is becoming quite competitive. It will also depend on the number and quality of concurrent streams you intend to provide.

- Cost of broadband internet connection to studio (if not using NHSnet)

Again a competitive area but beware using ISPs who have a monthly cap on bandwidth. Of course this connection would actually be used for much more than just streaming.

- Copyright fees

PRS / MCPS: (depending on the number of streams) £100-£200+VAT per annum

PPL: £138 + VAT (minimum) per annum.

Remember these will be on top of any existing payments you may already be making to the copyright bodies.

For full details of PRS/MCPS and PPL costs, as well as other licensing requirements, please see the Appendices.

Administration

As you will see from the PRS/MCPS

and PPL licence information a certain amount of administrative overhead is involved, as logs of music played on certain days is required, as is information on the number of hours of streamed output consumed.

There are also a number of restrictions on what is broadcast that it will need administrative effort to ensure are adhered to, for instance from the PPL agreement:

in any three hour period:

(i) no more than three songs from a particular album (including no more than two consecutively);

(ii) no more than four songs from a particular artist or from any compilation of tracks (including no more than three consecutively);

Potential Disbenefit

This could happen if, as a result of the station's output being generally available on the internet, the presenters were focussing more on this audience outside the charitable beneficiaries than on the proper audience for the station. At the very least, this is likely to require more training and monitoring of the station's output to ensure compliance with the station's rules and its obligations as a charity

It could be argued therefore that this is a disbenefit to the charity, as the resources could be better used to benefit the service provided to patients.

Conclusion

Trustees of and volunteers at hospital radio stations should not forget that the only reason the station exists is to serve patients in the hospitals, hospices, old people's homes, etc that are covered by the objects clause of the station's constitution.

Internet broadcasting has potential uses as a means of distributing hospital radio stations' service to qualifying local institutions.

Disclaimer

This guidance note has been produced for its member stations based on its understanding of the legal position and copyright licences available at the time of writing. All stations are advised to contact the copyright collecting societies directly for up-to-date information regarding licensing costs, and to seek their own legal advice if they are in any doubt as to their legal position.

For further information, please contact:

- Paul Easton
HBA Programming Adviser
programming@hbauk.com
0870 321 6002
- Nigel Dallard, HBA Secretary
secretary@hbauk.com
0870 321 6003
- MCPS / PRS Alliance
www.mcps-prs-alliance.co.uk
020 7580 5544
- PPL
www.ppluk.com
020 7534 1000

Appendix 1

Summary of PPL Small Webcasters Licence Fees & Reporting Requirements

Qualifying Services:

This licence is intended for Small Webcasters that stream a non-interactive radio service through the Internet, whose annual revenue for such a service does not exceed £5,000, and whose annual total streaming does not exceed the streaming limit of 270,000 tracks.

All Internet Radio Services are required to pay royalties for all of the music that they stream to their users. The cost of a licence is therefore dependent on the amount of music you play, the amount of users you have and the length of time that each user streams the Service. The royalty rates payable are the same for all Services no matter how large or small and regardless of whether they are generating any income or not.

Licence Fees

The cost of streaming a single Sound Recording to a single user in the UK is currently £0.000538 (0.0538 pence). So if you were to stream 14 Sound Recordings per hour to one user you would expect to pay a royalty fee of £0.00753 (0.75 pence). PPL licences require Internet Radio Services to pay an advance against the likely royalties they will generate. The level of this advance will be based upon the exact nature of your service and the anticipated royalties it will generate.

If during the production or broadcasting of your Internet Radio Service you dub Sound Recordings onto a Central Database, then you will also need to license dubbing rights from PPL. For example, these rights would be required for copying CDs or MP3s onto any kind of digital storage device, such as a server or a PC. PPL can

Internet Broadcasting

incorporate the necessary dubbing rights into a Webcasting licence. An additional fee will be levied for these rights, which will be calculated as an additional 15% of the total royalty fees generated.

For a 12 month licence the following fees (+ VAT) will need to be paid in advance upon issue of the licence:

- £145.26 as a non-refundable advance against Webcasting royalties in respect of each channel in the service.

- £21.79 as a non-refundable advance against Dubbing royalties in respect of each channel in the service

The following table illustrates the number of streaming hours permitted according to the average number of Sound Recordings played per hour. This table should give an indication as to how many hours of streaming is licensed under the basic terms of the Small Webcaster licence.

The duration of the Small Webcasters licence will be 1st January to 31st December. Fees for the first year of the licence will be pro-rated according to the contract commencement date, and the total number of tracks permitted for streaming will also be pro-rated accordingly.

Reporting Requirements

In order to calculate the royalties that your Service has generated, you will need to provide PPL with details of the total amount of streaming that has taken place, as well as details of the territories to which these streams have been made (i.e. the country where the user is resident). You will be required to submit this information on a quarterly basis.

Upon request by PPL, all licensees will need to provide the following

information:

a) a Streaming Report detailing the total number of Streaming Hours and the average number of tracks played per hour for the given period. Information relating to this requirement should be available from the service's streaming provider.

b) a Programme Report* detailing all of the Sound Recordings used during a given day's programming.

c) a Territory Report detailing the countries to which the service has been streamed during the given period (the exact make up of which to be agreed with PPL). Information relating to this requirement should be available from the service's streaming provider.

d) a Dubbing Report** detailing all of the Sound Recordings dubbed on a Central Database (such as a server or PC).

Programme Report

A comprehensive report detailing in chronological order a list of all Sound Recordings included in the Service. This information is required in order that PPL may account the correct royalties through to record labels and performers for use of their works.

The following information is required:

- The title of the programme.
- The date and time of transmission of the programme.
- The duration of each Sound Recording used.
- The title of each Sound Recording used including, where available, the title of the version or mix.
- The record label and catalogue number of the physical product including sound recordings.

Average Number of Performances Per Hour	Equivalent Number of Streaming Hours			
	Day	Week	Month	Year
15	49	346	1,500	18,000
14	53	371	1,607	19,286
13	57	399	1,731	20,769
12	62	433	1,875	22,500
11	67	472	2,045	24,545
10	74	519	2,250	27,000
9	82	577	2,500	30,000
8	92	649	2,813	33,750
7	106	742	3,214	38,571
6	123	865	3,750	45,000
5	148	1,038	4,500	54,000

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Internet Broadcasting

- Where identifiable the identity of the performers whose performances are contained in the Track.

- The International Standard Recording Code (ISRC) if included in the sub codes accompanying the Sound Recording

** Dubbing Report

A comprehensive report detailing all Sound Recordings Dubbed onto a Central Database.

The following information is required:

- The duration of each Sound Recording dubbed.
- The title of each Sound Recording including, where available, the title of the version or mix.
- The record label and catalogue number of the physical product including sound recordings.
- Where identifiable the identity of the performers whose performances are contained in the Track.
- The International Standard Recording Code (ISRC) if included in the sub codes accompanying the Sound Recording.

Basic Operating Terms and Conditions for Internet Radio Services

Rights Granted

The right to include any Sound Recording in the PPL repertoire in the Internet Radio Service. Such service must be streamed, non-interactive and non-downloadable.

Restrictions on Rights Granted

- No part of the service may be delivered in a form that allows a user to skip, pause or move forwards / backwards during a programme.
- No archived programming content may be offered (i.e. previously broadcast programmes that the user may playback on demand).
- Distinct programmes or pre-programmed content (such as sound recordings being provided by a playout server) cannot be repeated or 'looped' within a 3 hour time period.
- No 'shuffle' function allowing random playback of music may be offered.
- No personalisation of the service is allowed, such as facilities for the user to rate different artists or recordings in order to influence the content they receive.
- No advance information shall be given (either via the website or announced through the service) as to the

specific songs that will be played in the future. Non-specific details of artists being played in the future can be provided as well as general information on playlists.

- In any given three hour period of Webcasting there shall be:

- No more than three songs from a particular album

- No more than two songs from a particular album consecutively

- No more than four songs by one particular artist

- No more than three songs by one particular artist consecutively

- No unauthorised recordings (including bootlegs) shall be knowingly transmitted.

- The licensee may not edit, re-mix or change any Sound Recordings.

Activities Strictly Prohibited

For the avoidance of doubt no Internet Radio Service may allow any of the following activities:

- The download of programmes or files containing any part of any Sound Recordings. This includes archived programmes and podcasts.
- The use of Sound Recordings to advertise or endorse specific products.
- The transmission of Sound Recordings edited or synched to visuals.

Appendix 2

MCPS-PRS Limited Online Exploitation Licence (LOEL)

The MCPS-PRS Limited Online Exploitation Licence (LOEL) covers the use of music online by small-scale/non-commercial companies and individuals, providing services to the UK public, whose gross revenue is less than £3,000 per year.

What are the rights covered under the agreement?

This is a joint licence and covers MCPS (mechanical) and PRS (performing) rights.

How much do you pay?

Pure Webcasting Service	Band A (per annum)	Band B (per annum)
Continuous, programmed webcasts. Users cannot interact, e.g. pause, fast forward, skip tracks or influence output by rating tracks.	£100+VAT < 165,000 streams p.a.	£200+VAT < 330,000 streams p.a.

If your gross revenue is greater than £3,000 per year you may need the Online Exploitation Licence.

Costs are revenue-based and are 12% (currently discounted to 8%) of gross revenue with a minimum payment of £125 (+ VAT) per quarter.

How does the reporting process work?

Under this scheme you are required to report details of the total levels of music usage, including the different types of use (e.g. streaming, downloading), to us at the end of the clearance term.

What does the scheme exclude?

- Use of music in advertising or sponsorship.
- Use of music as mobile ringtones.
- Simulcasting (broadcasting via more than one medium at the same time).
- Reproduction of lyrics and musical notation.
- Complete recordings of dramatic or musical works (musicals, opera).
- Music used in a context that is prejudicial to the writer or the performer of the music.
- Moral rights.

Do you broadcast on the internet?

We would love to hear your experiences.

You will find the address on page 1.

What I've Learnt

Matthew Hulbert

Vice Chairman of Castle Mead Radio

Be proud to be local



In the last issue of 'On Air', I talked about why it's important to put the listeners first.

The next principle I've learnt in my time in hospital radio is 'be proud to be local.'

One of the great unique selling points of hospital radio is that it is the most local form of the medium available – even more so than a town or city's commercial station.

We who are proud to broadcast on hospital radio, live in the areas we

broadcast to, we know people's concerns and joys.

We've attended the local school, perhaps used the very hospital we broadcast to and so on.

When you're a patient in hospital, often the most overriding emotion is that of feeling cut-off from the outside world and from your own community.

Hospital radio provides the chance to remain connected; to hear local presenters, find out the area's news, hear about events, etc.

This can play a vital part in the healing process.

At Castle Mead Radio, one of our main mantras to our presenters is 'local, local, local.'

Of course we talk about issues in the national news as well (because it's important our listeners feel connected to what's going on around the world) but if we can talk about their town, maybe even the street that they live on, that helps remind them of home and the warm feelings that often engenders.

Being local also means getting out and about with your microphone and mini-disc recording local events and interviewing your area's personalities.

Several years ago, we had a number

of leading names come to Hinckley and Bosworth and I went along to ask them a few questions.

These included former Beirut hostage, Terry Waite, a huge and very humble man; a real honour to meet and speak to him; former Brookside actor, Stephen Pinder, who played Max, and even the Diet Coke man who came to a local superstore. I let one of my female colleagues take the lead on that particular interview! I felt rather intimidated, especially when he took his shirt off revealing his perfect pecs and I looked down to the spare tyre around my waist!

I've also interviewed local politicians and religious figures and covered events large and small, including National Holocaust Memorial Day and several Carnivals in the area.

This has two benefits: not only does it give the listeners something interesting and local to listen to but it is great fun to get out and about, meet people and be the proud face of hospital radio in your community.

I'd love to hear your thoughts on this, please feel free to e-mail me via: comedymat@yahoo.co.uk

Magnetic Memories



Current HBA Male Presenter of the Year, John Murray, has been involved in Kirkcaldy's hospital radio for over 30 years and has collected hundreds of tapes of personal radio interviews. Since the early seventies, artists visiting the studio or recorded backstage,

formed part of the programming to the hospitals in Kirkcaldy. Producer Claire White from BBC Radio Scotland heard of this and joined John at the Victoria Hospital studios to hear once again some of the many hours of material. She produces the Magnetic Memories series for BBC Radio Scotland where sound archives are revisited in a new light. For the current series a whole programme was dedicated to the hospital radio archives.

In Scotland the national press picked up the quote from Prime Minister Gordon Brown who gave thanks to hospital broadcasters from a VRN interview.

John told On Air 'we only just touched the surface – there are stacks of archives on various formats that were thought lost. Many of artists who visited the Adam Smith Theatre were interviewed for VRN, some no longer alive, others who went on to become national celebrities'.

The programme featured new interviews with former VRN presenters Richard Park from Fame Academy and formerly Capital Radio and Radio Tay managing director Ally Ballingall. BBC Radio 2's Ken Bruce recalled his days on Glasgow Hospital Radio.

Former HBA Chief Executive John Watson was interviewed from Hospital Radio Perth about hospital radio history to the present day, so effectively representing the 2007 top two Station of the Year award winners.

John Murray is still a working DJ of some 30 years and has enjoyed stints on Radio Forth, Radio Tay and Scot FM before setting up Fife's Kingdom FM as a founding director. Throughout this time he still presented programmes on Kirkcaldy's hospital radio VRN 1287AM.

Pictured, John is interviewed by Claire White from BBC Radio Scotland.

June's Travels



I hope you have all had a good summer in your stations and you have managed to have a good holiday at some time.

Since writing in the last edition I have attended the AGM of my friends at Radio Addenbrookes and was also able to see everyone at Harlow for their very well attended AGM and buffet.

While August was quiet as far as visits are concerned I was able to spend a few days away in sunnier climes.

September has started off with a very busy and most enjoyable few days. On Thursday last I was delighted to have the opportunity to see the new studios at Northumberland (Ashington). I was last at their studios when our conference was held in Newcastle and they were in the old studios, so it really was time to go and see them and a good reason as they have been celebrating their 30th anniversary. Well done to you all. As it happens, I have always wanted to go up the coast to see the Farne Islands and Lindisfarne – and thanks to Northumberland for inviting me up and thanks to the most wonderful two days' weather I made it, enabling me to fulfil another of my goals. I went to Bamburgh Castle, along the coast, saw and photographed the Farne Islands and then continued up the coast to almost the point where the causeway goes across to Lindisfarne. The tide was coming in so I could not drive across – but one day I will.

On returning home, I had a quick turnaround and went off to Reading to join in the celebrations of Hospital Radio Reading – their 50th Anniversary party went very well and it was wonderful to be able to present their

founder, Les, with the HBA plaque for 50 years. Many congratulations Reading.

Next day and another celebration took place, this time at Radio Cherwell in Oxford. At their AGM I was delighted to present some Long Service certificates to members and at the same time congratulate the station on its 40th anniversary coming up later this month – so it was most appropriate to hand over their 40th Anniversary station Long Service Certificate too.

I have one or two visits in the diary later this month and into October which I am also looking forward to.

In the mean time I continue to issue lots of well deserved Long Service Certificates – something I really do feel is important enabling members to be recognised for their service, enthusiasm, dedication and commitment to hospital radio.

The Bursary sub-committee has agreed to support two members, as planned, to attend the next conference in Newport, by awarding them with Bursaries. I also hope to meet many of you there and look forward to seeing you in sunny (we hope) Wales.

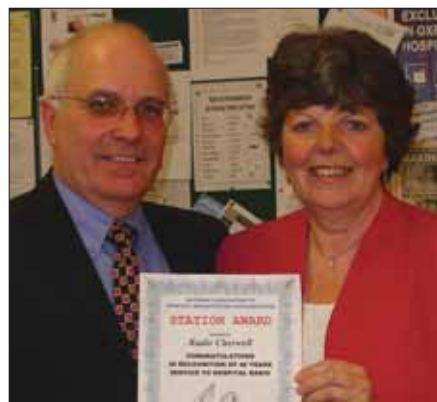
As the HBA AGM is looming fast and there are members of the current HBA who have already said they will not be standing again, I am sure you will not mind me singling out particularly my Vice President – Dave Nicholson who has worked tirelessly with Chris Cook in producing the HBA Awards for the last few years.

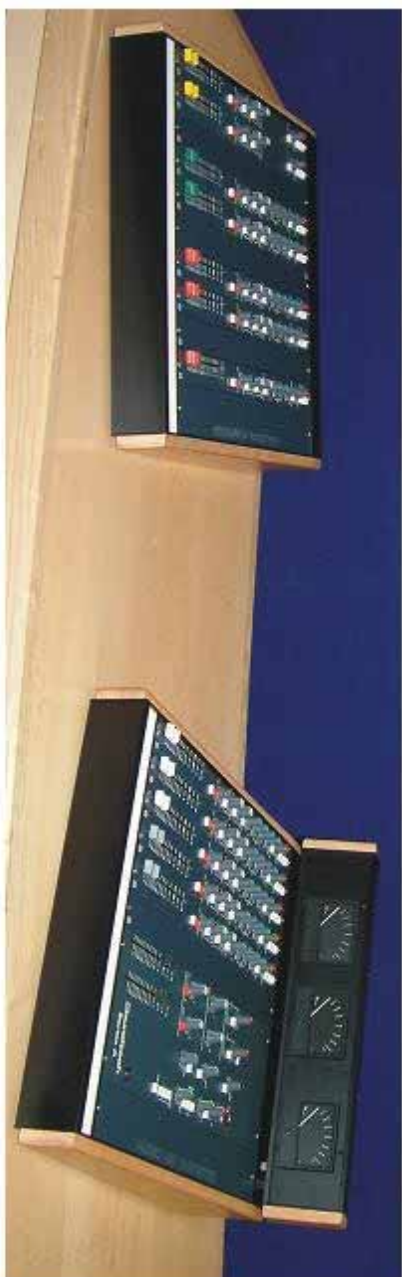
In addition, without Mike Skinner, the publicity of the HBA would not have been so high profile if it had not been for Mike. Thank you to Dave and Mike for all their hard work which is so much appreciated and they will be missed.

To all members of the HBA executive – thank you for all your hard work during the past year too.

June Snowden

Pictured, from the top: Visiting Northumberland's new studios. Celebrations at Reading when Chairman, Gerard Rocks opens proceedings at the station's 50th anniversary party; Founder Les Warth is presented with a plaque to mark the station's birthday. Presenting Chairman of Radio Cherwell, Neil Stockton, with his long service certificate; and below pictured with more members of Cherwell who also received long service certificates.





NEW Series A Split



Air 2000 F12 to F28

Series A



Air 2000 Split

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When You've Got to Go ...

The building of the new Clinical Block was good news for the Princess Elizabeth Hospital in Guernsey but not so good for Jubilee Hospital Radio.

The new building was to be erected on the site of the nurses home and our location at the time was in the basement of that building, so we had to move out!

The hospital were very good about it and found us space above the Gloucester Room, where the restaurant is situated.

Early in 2006, I met up with James O'Reilly from the Estates Department of the PEH, who was put in charge of getting our new studios built.

He took me up into the roof space that was going to become our new home and at that point it was hard to imagine just how it was all going to fit in.

Builders R. G. Falla set about the work and it soon started to take shape and within a few months we had a new reception area, a fully soundproofed studio and another large area which we could later make into a second studio and record library.

In July 2006, the new equipment was ordered, consisting of custom built studio furniture, a new computerised playout system, allowing us to broadcast 24 hours a day and we also decided to replace our old 'domestic' quality equipment with professional broadcast standard stuff, which would last a lot longer.

We had a deadline of the end of October to get all our records and equipment out of our other studios as the buildings were going to be demolished in November and a few of us spent evenings and weekends moving van loads of stuff from the old studios to the new ones.

Bit by bit, the new studio started to take shape, the only problem we had was that we had to go off air for a few weeks until the new studio could be connected to the existing wiring system in the hospital.

As the new computerised playout system was new to all our members, everyone had to undergo training so they could fully operate the new studio once we were back on air again.

Early in 2007, we were finally connected up and started to broadcast again to the wards of the PEH.

It took a lot of time and effort from a lot of people to complete the move and I would like to take this opportunity to thank them all, a job well done!!

Warwick Mead



Tunbridge Wells Awarded Community Grand



Hospital Radio Tunbridge Wells has been awarded £500 by the BT Community Champions award scheme thanks to the voluntary work of Chris Manser, a BT employee. Run by BT's charity programme, BT Community Champions awards BT people with funding on behalf of local community groups, charities and organisations where they work on a voluntary basis.

Following the second review in 2007/8, funding has been allocated to a variety of groups who demonstrated how the award would make a difference to their group and benefit their local community. Hospital Radio Tunbridge Wells impressed the judges with how they would use their grant.

The Station plans to use its £500 award towards purchasing some new computer playout equipment.

Station Manager, Diane Clarke, said, 'We are very pleased with our BT Community Champions award. It is also pleasing to see BT acknowledging Chris for his hard work within our team. The money will be used towards upgrading some of our equipment which enables us to broadcast both to local hospital patients as well as being heard online via our website'.

Chris Manser, who has been a volunteer at HR Tunbridge Wells for over 25 years added that the station is always looking for additional funding so the BT scheme provided a great opportunity.

BT People can apply to receive cash grants of up to £500. Funding can be used for purchasing specific equipment or as a contribution towards a particular project. For further details visit www.btcommunitychampions.com

Pictured, Hospital Radio Tunbridge Wells Station Manager Diane Clarke receiving the award cheque from BT Employee and Hospital Radio Volunteer Chris Manser.

Countrywide ... news from the stations

MAYDAY, MAYDAY, SOUTHAMPTON CALLING!



The start of the new football season in August is always a time of great excitement, with high hopes of promotion into the Premier League for the local heroes. That applies not only to The Saints' supporters where all their matches from St Mary's are commentated live for Southampton Hospital Radio listeners but to the visiting teams as well.

There was an extra dimension to the coverage on Saturday, 11th August when The Saints entertained Crystal Palace, because listeners to Mayday Radio in Croydon were able to tune in to the commentary as well.

Live commentary from St Mary's Stadium is not only fed back to our Studio Centre down an ISDN line but is also available to blind spectators within the stadium via an induction loop system.

At Southampton on this auspicious first day of the football season, the Hampshire Cricket team were scheduled to be playing at The Rose Bowl. It was to be the fourth and final day of a County match against Worcestershire. The cricket commentary team at The Rose Bowl were planning to allow their full days ball by ball commentary from 11am to 6pm to be interrupted by the football commentators at St Mary's for just a couple of hours during the afternoon.

The technical team at the studios were preparing themselves for a serious amount of outside broadcasting connectivity and sports fans who found themselves in a Southampton hospital on that special day were in for a full day of live sports entertainment.

However, the Hampshire cricketers knocked out Worcestershire on the

third day so there was no play on the Saturday and our technical boys breathed a sigh of relief. Except – a call from Mayday Radio – for some help!

So it transpired that this meeting from St Mary's and for the very first time, we made unique use of the two channels on the ISDN line and transmitted the live football commentary simultaneously to two separate Hospital Radio stations.

During the event, thanks to the wonder of text messaging direct to the commentators mobiles at St Mary's, we were not only able to receive confirmation that the listeners in Croydon's Mayday Hospital were receiving their commentary loud and clear but also in the second half, the commentators were able to promote details of the next Crystal Palace football match.

We were also pleased to advise the listeners to the programmes in both Mayday and in Southampton Hospitals, details of the Request Programmes that would be following the match commentary.

Naturally, the three Southampton commentators on the day, Neil Harvey, Chris Hutchings and myself did our best to remain impartial during the afternoon's broadcast (we said we didn't mind who Southampton beat!) but in the end our new friends at Radio Mayday were the happiest as Crystal Palace won the match 4-1.

The technical team at Southampton along with the football commentators at St Mary's are now hoping that this could be the start of a whole new dimension in sports reporting.

On offer is the opportunity for any Hospital Radio station across the country, whose football team find themselves doing battle at St Mary's in the forthcoming season, to contact us and 'just tune in'.

There is a second ISDN line going spare – all you have to do is ask – but please call well in advance to The Studio Director on 02380 785151 and he will arrange to open our spare channel just for you.

Martin Ingoe, Programme Manager
Southampton Hospital Radio

MAYOR HELPS HR BASINGSTOKE

Hospital Radio Basingstoke has been officially awarded an extremely generous cheque for £12,758 from the previous Mayor of Basingstoke & Deane, Cllr Tony Jones. The hospital radio

station was one of the Mayor's chosen charities last year and members were delighted to receive the donation, which has enabled the the station to buy a much-needed new mixing desk. The remainder of the money will go towards the cost of a new studio, with the current studio in desperate need of replacement.

Hospital Radio Basingstoke has been broadcasting to the patients and staff of the North Hampshire Hospital since 1972 and is continually growing in both size and reputation.

The station now has 26 active members and it has recently enjoyed some of its highest ever listening figures.

HRB is also currently looking to recruit Ward Visitors, to help promote the station during the day and collect requests. If you think you may be interested or to find out more about HRB, please visit www.hrbasingstoke.co.uk

SEASIDE'S SPONSORED BROADCAST

As part of its 35th anniversary, Seaside Hospital Radio staged a marathon 35 hour sponsored broadcast. Starting at 11am on Saturday 25th August it continued through to 10pm on Sunday 26th. For 24 of those hours, from 5pm on Saturday, Stuart Penfold held the fort, assisted by members of the station, making sure he kept awake!

Volunteers were asked to provide their top three favourite songs and why they like them. During the broadcast, patients and staff at Worthing and Southlands Hospitals were asked to phone in their requests.

Permission was given for a disused butchery store to be converted into studios. The radio station started life in 1972 as the Southlands Hospital Broadcasting Service by playing 'Gentle On My Mind' by Dean Martin on 24th September. It wasn't until May 1974 that the station became Radio Southlands.

Radio Southlands moved into its present studio on the ground floor at Southlands Hospital in April 1980, it was opened by Alan 'Fluff' Freeman on 28th June 1980.

On 1st April 2004 the station expanded to include Worthing Hospital and changed its name to Seaside Hospital Radio.

**COPY DATE FOR NEXT ISSUE
16TH OCTOBER 2007**



Conference Bursary

The HBA Conference Bursary was introduced in 1994 in memory of Brian Snowden, acknowledging his commitment to the Association and hospital radio. The bursary is now also dedicated to Ken Fulstow, George and Myra Burton, and Helen Hamilton, recognising their contributions to the Association.

WHO IS ELIGIBLE? – Applicants should be active volunteers within a Full Member of the HBA. The successful applicant usually has not previously attended a conference. We are unable to award bursaries to young persons under the age of 18 unless we receive written parental consent and an adult from the applicant's station is willing to accept responsibility for their welfare whilst attending conference.

THE PURPOSE – The bursary provides successful applicants with an opportunity to meet fellow hospital broadcasters, and to find out about the work of other stations and the HBA. HBA conferences provide a training opportunity through seminars and workshops, and enable delegates to network with fellow hospital broadcasters, providing insight into the wider aspects of hospital broadcasting and the national association.

Successful applicants are required to write a report on the conference for their station's management committee, with a copy provided to the HBA Treasurer within one month of the conference. The report should explain what the recipient learnt at conference, detail the best and least good things about the weekend, and suggest ideas that the station's management committee should consider implementing.

WHAT DOES IT COVER? – The bursary pays up to the residential costs for individual applicants to attend the full weekend conference. Applications for payment of travel costs will also be considered.

HOW DO I APPLY? – Applicants should complete Section 1 the attached form, and then obtain the endorsement of the Chairman (or another officer) of their station in Section 2. The completed form should be sent to Julie Cox, HBA Treasurer, 37 Alford Street, Grantham, Lincolnshire, NG31 8BX, to be received at least twelve weeks before the conference to which the application refers.

WHAT HAPPENS NEXT? – Applications are judged on merit by the HBA's Conference Bursary Subcommittee, which consists of June Snowden, Julie Cox and Nigel Dallard. The full terms of reference of the subcommittee can be found on the members-only section of the HBA website, or are available on request. Applicants will be informed of the success or otherwise of their application at least 8 weeks before the conference. Successful applicants will be required to pay an amount equivalent to the deposit payable for the conference, such amount being repaid on the submission to the HBA Treasurer of a copy of their report on the conference.

ARE APPLICANTS' NAMES PUBLISHED? – HBA would prefer to be able to publicise the names of those in receipt of the bursary. We do, however, understand that applicants may be sensitive about this information being released. You can, therefore, request that your name remain confidential by ticking the appropriate box on the application form. We will, however, be obliged to release your name to the Charity Commission if they ask for it after reviewing our Annual Report and Accounts, even if you ask for it to remain confidential.

PLEASE NOTE – The decision of the Conference Bursary Subcommittee is final and no correspondence will be entered into. If it is deemed that all the applicants are inappropriate, the award may not be given. The attendance, as paying delegates, of other volunteers from the same HBA member will not affect an application, except that we are unable to make awards to young persons under the age of 18 who are attending conference unaccompanied by an adult.

If you require further information or have any queries about the bursary, please contact the HBA Treasurer by telephone on 0870 321 6004, or by e-mail at finance@hbauk.com.

HBA - supporting Hospital Broadcasting in the UK

For more information see www.hbauk.com, e-mail info@hbauk.com, or call 0870 321 6017.

HBA is the trading name of the National Association of Hospital Broadcasting Organisations.
Registered in England and Wales as a company limited by guarantee (No. 2750147) and a charity (No. 1015501).
Registered Office: Mariners House, 24 Nelsons Gardens, Hedge End, Southampton, SO30 2NE



Conference Bursary Application Form

Completed form to be sent to Julie Cox,
HBA Treasurer, 37 Alford Street, Grantham,
Lincolnshire, NG31 8BX

Section 1 To be completed by the applicant.

Name:

Address:

E-mail: Telephone:

I would like to apply for the HBA Conference bursary for the HBA conference because:

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(explain why you should be considered and how you/your station would benefit in 200 words or less)

In addition to the Full Weekend delegate's fee, I would like to apply for travel costs of approximately to be reimbursed.

I undertake to provide a report on the conference, including ideas from the weekend that the Hospital Broadcasting Organisation of which I am a member should consider implementing.

I have read and accept the HBA Conference terms and conditions.

I wish my application to be kept confidential: Yes ☐ No ☐

Signed:

Section 2 To be completed by the Chairman, Secretary or other appropriate member of the governing body of an HBA Full Member.

Name:

Position:

Hospital Broadcasting Organisation:

HBA Membership Number:

I confirm that the applicant named above is a member of this organisation.

I fully endorse his/her application for the bursary.

Signed:

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you may photocopy this form



HBA Grants

The HBA Grants programme was introduced in 2006 following the Executive Committee's suggestion to PPL that a proportion of their donations to the Association in 2004 and 2005 be allocated for grants to member stations.

WHO IS ELIGIBLE? – Applications are restricted to Full Members of the HBA.

THE PURPOSE – The grants are intended to enable hospital broadcasting organisations to purchase equipment or other materials required by them which they are unable to afford to purchase from their own funds.

HOW DO I APPLY? – Applicants should identify the equipment or other materials that meet(s) their needs and should obtain a quotation (ideally more than one) for the supply. They should then complete the application form and send it, together with copies of the quotation(s), their constitution (or other governing document) and their latest annual report & accounts, to Dave Nicholson, HBA Vice President, East Cottage, Milbourne Hall, Milbourne, Newcastle upon Tyne, NE20 0EB.

WHAT HAPPENS NEXT? – Applications will be acknowledged on receipt. The subcommittee will meet bi-monthly to consider applications. As soon as possible after consideration, applicants will be informed as to the success or otherwise of their application. Successful applicants should expect to receive a cheque within 28 days of their application being granted. Copies of invoices confirming purchase of the equipment/materials should be forwarded to HBA within 6 months of the grant cheque being issued. Failure to provide such evidence of purchase may result in full repayment of the grant being requested.

Applications are judged on merit by the HBA's Grants Subcommittee, which consists of Dave Nicholson, John Harper, Dave Lockyer and a representative from PPL. If a conflict of interest arises between a member of the subcommittee and an application, the conflicted member will withdraw from discussions surrounding the particular application and, if necessary, further temporary members will be co-opted to the subcommittee. The full terms of reference of the subcommittee can be found on the members-only section of the HBA website, or are available on request.

ARE DETAILS OF SUCCESSFUL APPLICATIONS PUBLISHED? – HBA would like to maximise the publicity obtained, both local to the recipient of the grant and nationally, and would expect successful applicants to work closely with the HBA's Public Relations Manager to achieve this.

HBA would anticipate providing details of all grants made in its Annual Report and Accounts.

PLEASE NOTE – The decision of the Grants Subcommittee is final and no correspondence will be entered into. The subcommittee may, at its sole discretion, provide unsuccessful applicants with an indication as to why their application failed - for instance, applicants can expect to be informed if they failed to provide all necessary supporting paperwork, or their application was deemed ineligible in other ways. However, applicants should understand that the funds available are limited and not all applications that meet all the required criteria are likely to be funded.

If you require further information or have any queries about the bursary, please contact Dave Nicholson by telephone on 0870 321 6016, or by e-mail at vicepresident@hbauk.com.

HBA - supporting Hospital Broadcasting in the UK

For more information see www.hbauk.com, e-mail info@hbauk.com, or call 0870 321 6017.

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Registered Office: Mariners House, 24 Nelsons Gardens, Hedge End, Southampton, SO30 2NE



HBA Grant Application Form

To be completed by a member of the governing body of an HBA Full Member, with the full knowledge and approval of the governing body.

Name:

Position:

Hospital Broadcasting Organisation:

HBA Membership Number:

Address:

E-mail: Telephone:

On behalf of the above-named hospital broadcasting organisation, I would like to apply for an HBA Grant to cover the purchase of:

The justification for this application is:

(explain why your station needs the equipment/materials and how its purchase would benefit the station and/or its listeners in 200 words or less)













I have attached the following documentation in support of my application:

- ☐ Details of the equipment/materials to be purchased
- ☐ Quotation(s) for supply of the equipment/materials
- ☐ Copy of our station's constitution (or other governing document)
- ☐ Copy of our station's latest Annual Report and Accounts

I understand that any grant awarded is restricted to be applied for the purchase of the above-mentioned equipment/materials. I agree to supply HBA with proof of purchase within 6 months of a successful application, and I agree, on behalf of the above-named organisation, to reimburse HBA the full amount granted if the equipment/materials have not been purchased within this period.

Signed:

Regional Reps details

REGION	REP	ADDRESS	PHONE	E-MAIL
Regional Manager	 Dave Lockyer	54 School Lane Higham Rochester Kent ME3 7JF	0870 321 6005	regions@hbauk.com
Anglia	 Julie Cox	37 Alford Street Grantham NG31 8BX	0870 765 9601	anglia@hbauk.com
Home	 Donald McFarlane	99 Hughenden Road High Wycombe Bucks HP13 5HT	0870 765 9602	homecounties@hbauk.com
London	 Ben Hart	20 Church Avenue Pinner Middx HA5 5JQ	0870 765 9603	london@hbauk.com
Midlands	 David Tysoe	51 Woodway Erdington Birmingham B24 OAH	0870 765 9604	midlands@hbauk.com
North	 Tony Swinhoe	9 St Marks Court Shiremoor Tyne & Wear NE27 OPR	0870 765 9605	north@hbauk.com
Northern Ireland	 Davey Downes	19 Collingbridge Drive Glengormley Newtonabbey BT36 7SX	0870 765 9606	nireland@hbauk.com
North West	 David McGealy	40 Saffron Drive Moorside Oldham OL4 2PU	0870 765 9607	northwest@hbauk.com
Scotland	 Bill Kilgour	27 Carroll Crescent Richmond Grove Motherwell Lanarkshire ML1 5AT	0870 765 9608	scotland@hbauk.com
South	 Neil Ogden	63 Franklin Avenue Tadley Hampshire RG26 4EZ	0870 765 9609	south@hbauk.com
South East	 Dave Abrey	14 Park Drive Ingatestone Essex CM4 9DT	0870 765 9611	southeast@hbauk.com
Wales & West	 Steve Allen	12 Heol Poyston Caerau Cardiff CF5 5LKX	0870 765 9613	waleswest@hbauk.com
Yorkshire	Iain Lee	37 The Meadows Messingham Scunthorpe DN17 3UD	0870 765 9614	yorkshire@hbauk.com

Who to Contact on the Executive Committee



Chief Executive Paul Sysum
19 Holland Close, Pewsham,
Chippenham, Wiltshire SN15 3TR
Tel: **0870 321 6000**
e-mail: chief@hbauk.com
Main contact with statutory bodies.
Ambassadors



Deputy Chief Executive Phil Moon
82 Greenleaf Gardens, Polegate,
E Sussex BN26 6PH
Tel: **0870 321 6014**
e-mail: deputychief@hbauk.com
Sub committee chairman.
Special projects



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