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**Introduction: What is a Public File?**

*The purpose of the Public File is to provide a snapshot of localness and musical output and acts as a signpost to features and characteristics of a station.*

Each local commercial station in the UK has obligations with regards to its programmes, including its music and local content. These obligations are set out in the station format which forms part of this station's Public File.

The Public File is also available in hard copy by post upon request by any member of the public, and serves as one indicator of each station's output.

Comment on its contents should be made to the station or to the industry regulator Ofcom.

You will have heard about the Mansfield 103.2 Public File from the station's presenters.

It is important to us, and Ofcom, that the listeners understand how the radio station works and what output we promise to provide.

## SECTION 1: STATION FORMAT

### 1.1 Format Outline

Station Name	Mansfield 103.2 / Radio Mansfield
Licence Area	The Districts Of Mansfield, Ashfield and Bolsover
Frequency	103.2 MHz
Hours of Broadcast	24 hours a day, 7 days a week (all locally made save the occasional syndicated programme)

### 1.2 Definitions

Speech	Excludes advertising, trails, sponsor credits and the like and will be calculated over the period specified
Music	Percentages are calculated as a percentage of the local tracks broadcast in the specified period
Peak time(s)	Refers to weekday breakfast and afternoon drive output, and weekend late breakfast
Daytime	0600 to 1900 weekdays and 0800 to 1400 weekends
Locally made	Refers to output produced and presented from within the licence area and must include peak time where required

### 1.3 Character of Service

"A MUSIC AND INFORMATION STATION FOR 25 - 54 YEAR OLDS IN THE MANSFIELD AREA, HIGHLY FOCUSED ON LOCAL ISSUES."

*Office of Communications, March 2006*

## SECTION 2: PROGRAMMING

### 2.1 Programming Schedule

#### Monday

Time	Title	Description	Status
0000 - 0700	Non Stop Music through the night	Mansfield 103.2 Music	Automated
0700 - 1000	Breakfast	Local / Presenter led - commercial breakfast programme - local news updates - Traffic & Travel	Live
1000 - 1400	Mid Morning	Music / Voice Track Inserts	Automated
1400 - 1800	Afternoon/ Drive	Local	Live
1800 - 2100	Evening	Music / Voice Track Inserts	Automated
2100 - 0000	Late Evening - Non Stop Music	Mansfield 103.2 Music	Automated

#### Tuesday

Time	Title	Description	Status
0000 - 0700	Non Stop Music through the night	Mansfield 103.2 Music	Automated
0700 - 1000	Breakfast	Local / Presenter led - commercial breakfast programme - local news updates - Traffic & Travel	Live
1000 - 1400	Mid Morning	Music / Voice Track Inserts	Automated
1400 - 1800	Afternoon/ Drive	Local	Live
1800 - 2100	Evening	Music / Voice Track Inserts	Automated
2100 - 0000	Late Evening - Non Stop Music	Mansfield 103.2 Music	Automated

#### Wednesday

Time	Title	Description	Status
0000 - 0700	Non Stop Music Through The Night	Mansfield 103.2 Music	Automated
0700 - 1000	Breakfast	Local / Presenter led - commercial breakfast programme - local news updates - Traffic & Travel	Live
1000 - 1400	Mid Morning	Music / Voice Track Inserts	Automated
14:00 - 18:00	Afternoon/ Drive	Local	Live
18:00 - 21:00	Evening	Music / Voice Track Inserts	Automated
21:00 - 00:00	Late Evening - Non Stop Music	Mansfield 103.2 Music	Automated

**Thursday**

Time	Title	Description	Status
00:00 - 07:00	Non Stop Music Through The Night	Mansfield 103.2 Music	Automated
07:00 - 10:00	Breakfast	Local / Presenter led - commercial breakfast programme - local news updates - Traffic & Travel	Live
10:00 - 14:00	Mid Morning	Music / Voice Track Inserts	Automated
14:00 - 18:00	Afternoon/ Drive	Local	Live
18:00 - 21:00	Evening	Music / Voice Track Inserts	Automated
21:00 - 00:00	Late Evening - Non Stop Music	Mansfield 103.2 Music	Automated

**Friday**

Time	Title	Description	Status
00:00 - 07:00	Non Stop Music Through The Night	Mansfield 103.2 Music	Automated
07:00 - 10:00	Breakfast	Local / Presenter led - commercial breakfast programme - local news updates - Traffic & Travel	Live
10:00 - 14:00	Mid Morning	Music / Voice Track Inserts	Automated
14:00 - 18:00	Afternoon/ Drive	Local	Live
18:00 - 21:00	Evening	Music / Voice Track Inserts	Automated
21:00 - 00:00	Late Evening - Non Stop Music	Mansfield 103.2 Music	Automated

**Saturday**

Time	Title	Description	Status
00:00 - 07:00	Non Stop Music Through The Night	Mansfield 103.2 Music	Automated
07:00 - 10:00	Breakfast	Local / Presenter led - commercial breakfast programme - local news updates	Live
10:00 - 14:00	Saturday	Local Chart - Music / Voice Track Inserts	Automated
14:00 - 18:00	Afternoon/ Sport	Local Content - Sporting information & Music	Live
18:00 - 00:00	Saturday Evening - Non Stop Music	Mansfield 103.2 Music	Automated

## Sunday

Time	Title	Description	Status
00:00 - 08:00	Non Stop Music Through The Night	Mansfield 103.2 Music	Automated
08:00 - 11:00	Sunday Breakfast	Local / Presenter led – commercial breakfast programme – local news updates	Live
11:00 - 14:00	Sunday Midmorning	Local – Music & Voice Track	Automated
14:00 - 17:00	Afternoon	Music & Voice Track	Automated
17:00 - 00:00	Non Stop Music	Mansfield 103.2 Music	Automated

*Note : This is the minimum programme schedule meaning Mansfield 103.2 often provides more live local shows & recorded local output than specified in our 'promise of performance' – for full details of Mansfield 103.2's current 'full' schedule visit our website : <http://www.mansfield103.co.uk/MansRadWeb/Schedule/PopupSchedule.aspx>*

## 2.2 Mansfield 103.2 Automated/Live Hours

Mansfield 103.2 will provide a minimum of 54% live and locally produced programming during weekday day time hours. Mansfield 103.2's Ofcom format outline for daytime hours is 06:00 to 19:00. Therefore 54 % of output during those times will be live and locally produced through out the week.

On Saturdays Mansfield 103.2 will provide a minimum of 33 % worth of live and locally produced programming. Ofcom's day time hours for weekends are from 08:00 – 14:00. During that time period on Saturday 64% of the programming could potentially be automated.

On Sundays Mansfield 103.2 provides 50% live and locally produced programming during specified day time hours.

## 2.3 Local Programming

Mansfield 103.2 broadcasts locally produced programmes 24 hours a day – save the occasional syndicated programme – for example we were one of many stations that took part in Radio Aid. A charity event set up to help people who were effected by the Asian Tsunami.

2.4 For recent examples of some of Mansfield 103.2's on air programming visit our website – [www.mansfield103.co.uk](http://www.mansfield103.co.uk).

Note: Full programmes can not be placed on the website for legal reasons.

## Section 3 : Mansfield 103.2 News

### 3.1 News Schedule

The following tables show the minimum news coverage Mansfield 103.2 offers to the listener across Mansfield, Ashfield and Bolsover.

#### Weekday

Time	News Content	Duration
7 am	Independent Radio News	3 mins
8 am	Local News/Sport - including weather	3 mins
9 am	Local News/Sport - including weather	3 mins
10 am	Local News/Sport - including weather	3 mins
11 am	IRN	3 mins
12 pm	IRN	3 mins
1 pm	IRN	3 mins
2 pm	IRN	3 mins
3 pm	IRN	3 mins
4 pm	Local News/Sport - including weather	3 mins
5 pm	Local News/Sport - including weather	3 mins
6 pm	IRN	3 mins

#### Weekend

Time	News Content	Duration
8 am	Local News/Sport - including weather	3 mins
9 am	Local News/Sport - including weather	3 mins
10 am	Local News/Sport - including weather	3 mins
11 am	Local News/Sport - including weather	3 mins
12 pm	IRN	3 mins
1 pm	IRN	3 mins

Note : Automated Programming - Play Out System can not currently take news feed during automated hours.

### 3.2 News Content

For recent examples of local stories covered by the Mansfield 103.2 news team please visit our website's news archive page.

Mansfield 103.2 is currently part of the Independent Radio News Network and is licensed to use news material provided by the service and also run national news bulletins provided by IRN via satellite feed.

### 3.3 The News Team

#### 2 Broadcast Journalists

A number of staff at Mansfield 103.2 are trained to produce and read the news bulletins also.

Contact us by either phoning the news desk : 01623 666020 faxing : 01623 666023 or emailing : [news@mansfield103.co.uk](mailto:news@mansfield103.co.uk)

To find what the news team are currently working on visit the Mansfield 103.2 website and click on the news icon - [www.mansfield103.co.uk](http://www.mansfield103.co.uk)

#### Section 4 : Mansfield 103.2 Music/Playlist

The music that Mansfield 103.2 plays is subject to the original license agreement. The format details suggests that,

*'the music is mainly a spread of ex-top 40 hits from the 60s to the present day. Current and re-current tracks will never make up more than 60% of the music output. During non daytime – specialist shows may feature genres of music which complement the main music mix'. Ofcom (March 2006)*

Sample hour of play listed music from 2pm – 3pm May 1<sup>st</sup> 2006

The Stranglers	Golden Brown
The Pet Shop Boys	I'm With Stupid
Music Positioner	Mansfield 103.2 Music Examples
U2	Beautiful Day
ADVERTS	
Elton John	Healing Hands
The Four Tops	It's The Same Old Song
ADVERTS	
Pink	Stupid Girls
Genesis	Mama
The Stereophonic	Have A Nice Day
ADVERTS	
Sheryl Crow and Sting	Always On Your Side
Bryan Adams	Straight From The Heart
ADVERTS	
Roxy Music	Oh Yeah (On The Radio)
George Michael & Mary J Blige	As

Currently Mansfield 103.2 has between **1000 to 1500** songs on our music jukebox (computer play out system hard drive) with approx **800** of those currently on rotation through out the week.

New music is put into our play list using A, B and C lists.

C list playing once an evening, B list (12 songs) 1 per hour there each song playing twice a day and the A list (9 songs) playing over a 4 hour rotation.

These are constantly updated.

We do provide requests shows through out the week and also at the weekends - but we don't take requests at any others times. See our schedule for more details.

## **Section 5: Events & Charity Support**

Mansfield 103.2 plays its part in the local community by helping out where it can.

The station provides a free guide slot on its airwaves through out the week to publicise up and coming local events – including charities.

We also help to publicise local events and charities by running stories in our news bulletins.

The station also plays a big part in raising money for local organisations and needy causes. This has been done by doing live on air auctions that have proved extremely successful and popular thanks to our generous listeners.

Mansfield 103.2 prides itself on taking an active part in bringing local communities together and is often seen backing big events. For example Christmas Lights Switch Ons across our transmission area and Mansfield's annual Summer In The Streets festival.

## **Section 6 : How To Complain**

If you are a listener and you are unhappy with any part of our broadcasting you can make a formal complaint by either contacting the station direct or going through OFCOM.

### *6:1 To The Radio Station*

The best way to make a formal complaint directly to the radio station is to do so in writing to Mansfield 103.2's Managing Director.

If you are upset about a particular presenter, programme (or part of a programme) or a news story please make it clear what time and date you were listening so we can also check back and listen to the output.

If you are concerned we are not meeting the conditions of our licence make sure you outline in which area.

Make sure your grievance/grievances are clear and concise.

Always provide your contact details so we can get back in touch with you.

Please be assured we will treat all complaints very seriously.

We will endeavour to answer all written complaints with in two weeks with our findings.

Our contact details can be found at the bottom of the public file, on our website or you can call us during office hours on (01623) 646666

If you would like to make a verbal complaint you can phone our office number and ask to speak to the Managing Director or Managing Editor.

### *6.2 To The Office Of Communications (Ofcom)*

Ofcom is the independent regulator and competition authority for the UK communications industries, with responsibilities across television, radio, telecommunications and wireless communications services.

If you want to complain about any part of Mansfield 103.2's output or running you can also do it through Ofcom.

To read more about the industry regulator and how to complain to them you can visit their website on [www.ofcom.org.uk](http://www.ofcom.org.uk)

or write to their head office:

Ofcom  
Riverside House  
2a Southwark Bridge Road  
London  
SE1 9HA

or phone their switchboard on 020 7981 3000.

### **Mansfield 103.2 Contact Details**

Mansfield 103.2  
Unit 4 Brunts Business Centre  
Samuel Brunts Way  
Mansfield  
Notts  
NG18 4AH

Phone: Office Line (01623) 646666

Fax : (01623) 660606

Email : [info@mansfield103.co.uk](mailto:info@mansfield103.co.uk)

Website : [www.mansfield103.co.uk](http://www.mansfield103.co.uk)