

Arrangements to Promote Training and Equal Opportunities

At Channel 4 we understand that the success of our organisation depends upon recruiting, retaining and developing people to be the best that they can be. During 2011 we looked at every aspect of our learning and development programme to ensure that our portfolio of development was not only linked to what our business needed but also responded to the thoughts and needs of our people. These improvements led to three times as many of our people attending a workshop during 2011 than in 2010.

We support personal and team development through a range of activities including formal and informal learning, bite size sessions, coaching / mentoring schemes, half and full day training courses, lunchtime and evening events.

We pride ourselves on the wide range of passionate and talented people we employ. Not only does this reflect our audience more accurately, it also promotes a variety of creative thinking both on and off screen. By attracting people from all backgrounds and walks of life, we have created an environment in which everyone feels free to be who they are at work. Diversity of thought and opinion helps us innovate, be distinctive and encourage people to think in different ways.

Production Trainee Scheme

Channel 4 is celebrating the 10th anniversary of its ground-breaking diversity scheme. Channel 4 has successfully been supporting the Production Trainee Scheme since 2003 with the aim of improving the diversity of the creative industries and creating opportunities for talented individuals who wouldn't necessarily find the media a natural career path.

Each year 12 trainees have worked in placements as researchers, production co-ordinators, junior developers and assistant editors. With the assistance of the companies involved, the scheme provides a paid placement for up to one year, a comprehensive support system of mentoring, training at Channel 4 and the opportunity for participants to network and make connections in the industry. Our 2011 Scheme also targeted disabled candidates specifically for six 12 month placements. We plan to do this again this year.

In 2012 we plan to work with Production Companies in England, Wales, Scotland and Northern Ireland. We are also hoping to recruit using video and social media, taking away the barrier of a full application form.

Investigative Journalism Scheme

This scheme is UK wide. We understand that the success of investigative television journalism depends on breaking down barriers and developing people to be the best that they can be. The Channel 4 Investigative Journalism Training Scheme offers bespoke training to 20 people on a 6 to 12 month contract over a two year period, to help nurture the next generation of television journalists.

This scheme increases our pool of talent to ensure greater diversity of supply to provide fresh new ideas, angles and stories for our award winning our award winning investigative current affairs programme Dispatches. The 20 people are placed in production companies based in London, Manchester and Glasgow.

Internships

Our interns work in one particular business area, getting involved in all aspects of that department's work, finding out what makes it tick and understanding the part it plays in Channel 4 as a whole. We offer a mixture of office and production based internships to suit all media ambitions. So far in 2012 we have offered internships in Sales, Human Resources, People Development, Film 4 and Box TV (production). During the recruitment process we look for passion and enthusiasm above qualifications. Our interns are paid £20,000 and spend 12 months here at Channel 4 in London.

Apprenticeships

At Channel 4, we've always liked doing things a bit differently and our apprenticeship programme reflects this. Creativity and innovation have got us where we are after all. When it comes to helping people break into our industry, we like to take a fresh approach too. We encourage new voices and fresh perspectives. We like to recognise and nurture potential, whatever that person's background, age and qualifications. It's about passion and determination to explore what you could achieve and build your future in this exciting and evolving industry. Our apprenticeships are entry level positions so we don't require any special qualifications. Our apprenticeships are an excellent way of gaining both a NVQ Level 2 and/or Level 3 qualification and 12 months' workplace experience while getting paid.

Applications for Employment

Between January and the end of December 2011 we received 14,820 applications for employment.

Age

The largest age banding that applied for Channel 4 vacancies during this period was 21-30 year olds representing 72.90% of all applicants. This was followed by 15.02% that were 31-40, 6.25% who were under 21, 4.38% that were 41-50, 1.39% that were 51-60 and both 61-65's and the over 65's at 0.03% respectively.

Race/ethnicity

White applicants were the largest ethnic group; representing 70% of the total applications and 28% were of ethnic minority origin. 2% of applicants preferred not to say.

Gender

With regards to gender, 45.94% of applicants were male, 54.01% were female.

Disability

4% of applicants had a disability.

Sexual Orientation

86.89% of applicants have declared themselves as heterosexual, 0.77% Lesbian, 4.57% Gay and 1.64% Bi-sexual. 6.13% of applicants preferred not to declare.

Gender Reassignment

With regards to those any applicants that may have undergone gender reassignment, these individuals have chosen not to disclose this information and have the option to 'rather not say' for the purpose of employment monitoring.

All Inclusive 4 Network

The All Inclusive 4 Network is an internal advisory group made up of Channel 4 people across departments, a wide and inclusive body, of over 50 people, with at its heart a core number of 10 to 12 people. The Network plays a valuable role in allowing Channel 4 to take forward its on-going proactive work around equality, diversity and inclusion. The scope of the network's remit for

discussion and dialogue ranges across the recognised spectrum of the UK diversity agenda, age, faith, ethnicity and race, gender, sexuality and sexual orientation (LGBT), ability and disability, and work life issues.

During Diversity Week, the All Inclusive 4 Network hosted an evening event at Channel 4 HQ for individuals who bring a fresh, diverse and unique voice that are considering an entry level break in the off-screen side of the media industry. Over 100 guests got the chance to talk to 25 Channel 4 people from different areas of the business.

Diversity Week

This annual event is a chance for Channel 4 to raise the awareness, profile and celebrate diversity and our all-inclusive environment. As part of Diversity Week Channel 4 we run talks, workshops and screenings. Some of these sessions are run by Channel 4 people with the audience made up of not only our people but our audience or future employees.

In March 2011 over 320 people attended sessions which covered five strands of diversity age, disability, gender, LGBT and race. 35% of those who attended were Channel 4 people with 65% being our audience / future employees.

Diversity of Channel 4 People

Of those who declared their employment monitoring information in 2011, 1.17% of staff declared themselves with a disability. This represents a 67% increase on 2010 figures.

In terms of staff ethnicity 78.8% of staff declared their ethnicity as white with 13.9% declaring that they were from an ethnic minority. 7.3% chose not to declare their ethnic origin.

In relation to gender, women represented 58% of the workforce, and men 42%.

The most representative age banding was 31-40 years at 43.9% of the workforce, followed by 21-30's at 29.6%. Those aged 41-50 years represented 18.6% of staff, with 51-60's at 6.3%, under 21's at 0.9% and over 60's at 0.1%.

With regard to sexual orientation, 58.98% stated they were heterosexual, 1.52% chose not to declare, 3.05% declared gay/lesbian/homosexual, 0.54% as bisexual and we do not hold data for 35.91%

Channel 4 Disability Confidence Programme

In May 2011 we ran an event at Channel 4 inviting 40 industry leaders (banking, financial services, media) to talk openly about disability in the workplace. 'Confidence' was a word that came up again and again. Sessions were rolled out called 'Becoming Disability Confident' and bite-size recruitment training for Channel 4 people to both raise awareness and ensure that hiring managers have the necessary skills in relation to diversity and recruitment. To help us design these sessions we built a solid relationship with the Employers Forum on Disability.

Since 2011 we have run a number of sessions / workshops which focus on disability. These have included; Deaf Awareness & Sign Language, Blind Awareness and Sighted Guiding, as well as a number of networking events including Disabled Emerging Leaders and a Talent Boutique. These events were ring-fenced for disabled talent, both as 'emerging leaders' and new entrant job-seekers. The purpose of these Talent Boutiques was to broaden the diverse talent pool and raise awareness of career opportunities at Channel 4.

Outcome Driven Mentoring

Retaining and recruiting top talent is important to us. In 2011 we ran Outcome Driven Mentoring for 12 Channel 4 people. These 12 individuals were picked as they had been identified as high potential people. The programme focused on mentoring the selected people to help them become more efficient and effective in their roles, with defined areas of improvement. Each person was given an external lead mentor and up to three specialist mentors.

Professional Study

Channel 4 is committed to investing in its people and encouraging them to develop their knowledge and skills wherever possible. In addition to providing opportunities for internal and external job specific learning and development, we encourage people to broaden their horizons by completing courses of further education/training in their own time and as part of their career development. Financial support is available if the study is job related, and is a recognised professional qualification.

Financial Professional Study

We think it's important to encourage people working in financial roles to obtain relevant professional qualifications that will help to develop their careers where such training is aligned to the operational needs of Channel 4 and we will fully fund those who wish to commit to a relevant course of professional study.

Applications for training and those who received training 2011

Between January and the end of December 2011 there were 1,934 individual staff bookings on Channel 4 workshops and courses. 82% attended bespoke training sessions tailored around specific needs, 12% attended courses offered through an outsourced training provider and 6% attended specific training on Information Systems.

In addition to this, staff also attend external specialist courses related to their role. Internal development was also offered through coaching, mentoring and work shadowing, as well as internal seminars and briefing sessions.

In response to the implementation of the Equality Act 2010, in 2011 the Channel 4 Human Resources ("HR") team, in conjunction with the Channel 4 Legal and Compliance team and Reed Smith LLP, designed a training session for Channel 4 Commissioning staff. This course was rolled out to all those responsible for commissioning programmes.

In addition, the HR team, in conjunction with Lewis Silkin LLP, designed and delivered a 'HR for Non-HR' course which outlined current employment legislation, including the Equality Act. This is a continuing Channel 4 training programme, with all managers attending.

3 April 2012