



Diversity, Equality and Inclusion Policy

1. Context

- 1.1 True North acknowledges that the television industry has not adequately represented the diverse composition of the UK, both in front of and behind the camera. This has resulted in a less rich creative environment and contributed to ongoing societal inequalities.
- 1.2 True North is committed to driving inclusive and equitable hiring, casting, and talent development to increase diversity within our company and ensure that there is no discrimination in our hiring and working practices.
- 1.3 We will build on the work we have already done to ensure that our company represents all sections of society and in which every employee, freelancer and contributor feels respected and where they can do their best work in a supportive and equitable environment.
- 1.4 We have devised this policy with expert support and with a cross-section of our colleagues to provide a clear framework of equity and fairness.

2. Introduction

- 2.1 This policy covers how we treat everybody who works for us. It also sets out standards of conduct that we expect from you.
- 2.2 This policy applies to employed and freelance staff, apprentices, consultants, officers, contractors, interns, volunteers, job applicants, agency workers, casual workers and people working on and off-screen, and all are obliged to treat others in accordance with this policy.
- 2.3 This policy covers recruitment, pay and conditions of employment, training and continuing professional development promotion, appraisals, grievances and disciplinary matters, ending employment, giving references, how visitors clients, suppliers and any other business contact or associates are treated.
- 2.4 If you have any concerns regarding your treatment or that of others or have questions about acceptable conduct, please contact your line manager or HR for assistance.
- 2.5 This policy does not form part of your employment contract with us. We reserve the right to amend or remove this policy.

3. What is equality, diversity and inclusion?

- 3.1 Equality is providing equal opportunities, rights and fairness for all employees, workers and job applicants and eliminating unlawful discrimination.
- 3.2 Diversity is recognising, respecting and valuing the differences in our people's protected characteristics, backgrounds, skills and experience and encouraging

gender diversity, age diversity, ethnic diversity, diverse physical ability and neurodiversity in our workforce.

- 3.3 Inclusion is ensuring that our culture is fair and safe, where differences are valued and enables each person to be themselves, achieve their potential and thrive at work.

4. **Our Commitments**

- 4.1 We oppose all forms of unlawful and unfair discrimination. This policy expresses our commitment not to discriminate based on age, disability, sex, gender reassignment, marital or civil partnership status, pregnancy and maternity, race, ethnic origin, colour, nationality, national origin, religion, belief, and sexual orientation (the protected characteristics).

- 4.2 Under our Diversity, Equality and Inclusion Policy, we make the following commitments:

- 4.2.1 All freelancers and employees, whether part-time, full-time or temporary, will be treated fairly and respectfully.
- 4.2.2 We will provide employees and freelancers with a work environment that promotes dignity and respect, free of unlawful discrimination, victimisation and harassment.
- 4.2.3 We will not tolerate discrimination or harassment, and we will never victimise anyone who makes a legitimate complaint to us about discrimination, or anyone who supports a colleague in their complaint.
- 4.2.4 To protect staff wherever possible from being victimised or treated less fairly if they make or support a complaint in good faith under this policy.
- 4.2.5 To ensure that all staff understand their rights and responsibilities under this policy – if you are not sure what we consider acceptable and unacceptable, you should check with your line manager.
- 4.2.6 Selection for employment, promotion, access to opportunities, training and other selection exercises, whether as a staff member or freelance, will be based on aptitude, performance and ability using criteria and processes that avoid discrimination.
- 4.2.7 All employees will be encouraged to develop their full potential, and the workforce's talents and resources will be fully utilised to maximise the company's creativity and success.
- 4.2.8 To recruit, develop and retain the most talented people from a diverse candidate pool.

4.3 This is how we will achieve our commitments:

- 4.3.1 Senior management leads our Diversity and Inclusion Working Group, which ensures our Diversity and Inclusion Strategy aims are accomplished, and D&I remains a top priority for our company. Everyone is welcome to attend this Working Group and invitations to join are regularly extended.
- 4.3.2 Alongside our Talent Executive, we actively seek to increase the number of people we work with from groups and communities that are underrepresented in the television industry. Additionally, although it is not a protected characteristic, we will actively seek to increase the number of people we work with from economically diverse backgrounds.
- 4.3.3 Continually review all our formal and informal employment and hiring practices and procedures to ensure they are fair and help us identify the best talent.
- 4.3.4 Identify and take opportunities to increase the diversity of casting decisions.
- 4.3.5 Ensure reasonable adjustments are made to enable disabled people to work in or with our company on and off-screen.
- 4.3.6 Actively seek to increase the diversity of our talent networks.
- 4.3.7 Create an environment in which individual differences and the contributions of all our staff and freelancers are recognised and valued.
- 4.3.8 Ensure training, development and progression opportunities are available to all staff.

5. Responsibilities and Duties

- 5.1 Everyone in our organisation has a legal responsibility to comply with this policy and any of us can be personally liable for unlawful discrimination if we breach the terms of this policy.
- 5.2 Everyone at a senior level is expected to act in full accordance with this policy, lead by example and behave appropriately within the teams they manage.
- 5.3 Everyone should embrace and fully cooperate with this policy so that the ethos and standards of this policy can be achieved and maintained.

- 5.4 It is important that you understand you have a legal responsibility to comply. If you breach this policy, we may be liable for your actions and those liable, including you, may have to pay compensation.
- 5.5 You should take personal responsibility for following this policy and draw any breaches to our attention.

6. Types of Discrimination

- 6.1 Discrimination is unfair treatment based on an actual or perceived characteristic. It takes several forms that are legally protected including:
 - 6.1.1 **Direct Discrimination:** when somebody is treated less favourably because of a protected characteristic (or, in the case of pregnancy and maternity, unfavourably), than somebody else has been, or would have been, in the same circumstances.
 - 6.1.2 **Direct Discrimination by association:** treating someone less favourably because they are associated with someone who has a protected characteristic
 - 6.1.3 **Direct discrimination by perception:** treating someone less favourably because they are perceived to have a protected characteristic, even if they do not.
 - 6.1.4 **Indirect Discrimination:** a group of people with a protected characteristic are disadvantaged by a provision, criterion or practice applied to all staff, unless that treatment is justified for a good business reason.
 - 6.1.5 **Harassment:** unwanted conduct relating to a protected characteristic which creates an intimidating, hostile, degrading, humiliating or offensive environment. Harassment may also be of a sexual nature. More information on what can constitute harassment is set out further in our harassment and bullying policy.
 - 6.1.6 **Victimisation:** treating someone less favourably because they have alleged discrimination or asserted their right not to be discriminated against because of a protected characteristic.
 - 6.1.7 **Discrimination arising from disability:** unfavourable treatment of a disabled person because of something arising out of their disability, unless the treatment is justified.
 - 6.1.8 **Failure to make reasonable adjustments:** failure to minimise disadvantages suffered by a disabled employee or job applicant.

7. Our Diversity and Inclusion Strategy

- 7.1 We have identified our commitment to increasing Diversity and promoting Inclusion as a priority KPI for the company.
- 7.2 We have a committed Diversity and Inclusion Working Group made up of individuals working at all levels across the company. We regularly seek feedback from staff to ensure our D&I initiatives are dynamic, informed, and relevant.
- 7.3 We have identified five key priorities. These are:
 - 7.3.1 **Monitoring.** We commit to regularly monitoring our workforce and using the data to inform our Diversity, Equality and Inclusion Policy. This includes our commitment as a Disability Confident Employer.
 - 7.3.2 **Communication.** External and internal company communications are essential, and good communication can create a sense of belonging and inclusion among all employees. We believe that inclusion is a vital complement to diversity and fostering a workplace culture where all individuals are equally valued, and their differences are respected is crucial for enhancing diversity.
 - 7.3.3 **Work Experience.** We are committed to improving access to the industry for underrepresented groups through paid work experience and are creating new partnerships and opportunities to achieve this objective.
 - 7.3.4 **Senior and permanent recruitment.** We believe that creativity and diversity go hand in hand, and we are committed to constantly reviewing our networking, positive action and recruitment processes to ensure we build the most creative team possible.
 - 7.3.5 **Working Groups.** We have a Diversity and Inclusion Working Group, which help us ensure that a range of voices are contributing to our Diversity, Equality and Inclusion Policy. We are committed to making our D&I initiatives transparent, tangible, and accountable.
- 7.4 We will review this policy annually to ensure that it is successful and effective.
- 7.5 Norma Wisnevitcz, CEO, is responsible for ensuring this action plan is implemented.
- 7.6 True North's senior management team fully supports this policy.

8. **Enforcing This Policy**

- 8.1 Breaches of the policy may be regarded as misconduct and could lead to disciplinary proceedings. Harassment or discrimination may amount to gross misconduct, in which case we may dismiss you without notice.
- 8.2 We will investigate any complaint or allegation raised regarding a potential breach of this policy. If you believe you have been harassed or discriminated against you should contact your line manager as soon as possible.
- 8.3 If you want to take formal action against a potential breach of this policy, you should follow our Grievance Procedure or Anti-Harassment and Bullying Policy.