



The High-end TV Levy Fund

**Developing a world-class
UK TV drama workforce**



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What is the High-end TV Levy Fund?

The High-End Television Levy was created in 2013 following the introduction of UK tax relief for high-end TV drama. It was agreed those utilising the tax credit would contribute to a skills levy managed by Creative Skillset.

The key purpose of the levy is to fund skills and training to develop freelancers and talent working at all levels in HETV, to advance careers as well as bring new entrants into the industry. This activity increases and upskills the drama workforce in the UK.

Since 2013, Creative Skillset has collected and invested more than £9 million in skills and training for the HETV industry. Productions pay 0.5% of the production budget spent in the UK. The levy is capped at just over £40,000 per production.

More than 350 productions have paid into the levy to date, including *The Crown*, *The Virtues*, *Peaky Blinders*, *Outlander*, *Victoria*, *Game of Thrones* and *Kiri*. The five major UK broadcasters support the levy on both in-house and commissioned productions, along with US companies such as **Netflix**, **Fox** and **ABC**.



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Industry working groups

Decisions on how the levy funds are spent are made by HETV industry-led working groups, which are made up of more than 60 industry leaders from across the UK. These include broadcasters, heads of production from independents and representatives of industry bodies and trade unions, who use their industry experience and the most up-to-date research to determine the most effective use of funds.

The working groups are:

- Make a Move
- Trainee Finder
- Craft and Tech Grades
- Production Grades
- Post-Production and VFX
- Writers
- Directors
- Producers
- Regions

In addition, the HETV team manages bespoke inclusivity activity and bursaries for training courses.

If you have relevant expertise and are interested in learning more about how to join a working group, please email Kaye Elliott, Director of HETV, on kaye@creativeskillset.org

How can we help you?

We offer access to a range of skills support and funding for training:

- For **production companies** to help develop their workforces
- For **individuals** to begin, grow or advance their careers in High End TV

Training and support programmes are delivered both in-house and externally by industry-recognised training providers.

The following pages outline the current programmes available in 2018/19.



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Make a Move

On-the-job training for crew identified by productions as ready to move up into a more senior role with a little support.

Funding is available to subsidise the cost of employing and training individuals into higher grades, with the aim that at the end of the training the individual will be already in or able to apply for their next job at the next grade up.

Examples of potential 'move ups' could be a location assistant moving up to unit manager, make-up artist to make-up supervisor, or production secretary to production coordinator.

The scheme covers all departments on a production.

- Individuals on Make a Move are not trainees, but part of a scheme to encourage and promote professional development
- Those put forward for the scheme need to be a professional who is deemed ready to move up to their next career grade
- They can be a completely new person to the team and department, or an individual that has already worked with the team

How much funding is available?

Levy-paying productions can apply for up to £15,000 per production.

We also have a **limited additional fund** to step up individuals into **production coordinator and production manager** roles, offering an additional £5,000 per production.

We can also offer another additional £5,000 per production to support on the job training for individuals wishing to train as **focus pullers** and gain practical experience in this role whilst in other camera roles on a production.

What can Make a Move fund?

The funding is flexible and can be used to cover:

- Salaries
- Travel and accommodation expenses
- Mentoring
- Shadowing
- Attending short courses

Funding can be used to support one or more people on the production across any department.

What doesn't Make a Move fund?

- We are unable to fund retrospective claims. Apply in good time to allow us to process the associated paperwork
- We are unable to fund individuals who are already working within the grade they are about to move up to, unless there is a robust case that the 'moving up' will mean they are working differently
- Individuals who have previously been supported through Make a Move or a similar stepping up scheme in Scotland, Wales and Northern Ireland can only be put forward every two years to be moved up to their next role
- Individuals can only participate in Make a Move after being put forward by their employer

How to apply

Please contact Patrizia Berardi on PatriziaB@creativeskillset.org to discuss your application.

High-end TV Trainee Finder

Trainee Finder is an entry-level placement scheme which places trainees on UK TV drama productions. Trainees will become part of an industry-recognised group of trainees, receiving exclusive access to training placements on high-end TV dramas being shot in the UK.

Since its launch, Trainee Finder has helped place trainees on numerous high-end TV drama productions across the UK, including *Peaky Blinders*, *Poldark*, *Game of Thrones*, *Outlander*, *Call the Midwife*, *McMafia*, *Hard Sun*, *Bancroft* and *Dr Foster*.

We have 80 trainees from across the UK who are available to work on levy-paying HETV drama productions over 2018/19 within the following grades:

- Art department
- Camera
- Costume
- Edit
- Floor runner
- Hair and make-up
- Locations
- Production office runner

How does it work?

- Please contact us in the first instance to talk about your requirements
- We will send you details of available trainees
- We are able to support **three trainees per production** from the above list up
- Placements per trainee should be between four and 16 weeks
- We prefer productions to offer three trainees x 16 weeks per trainee per production, however do let us know if you require more flexibility e.g. two trainees at 24 weeks

- No subsidy for grades outside these departments is available. If we are unable to offer a trainee from the pool due to them being on other placements, we are happy to discuss potential new trainees who could join the scheme subject to interview
- Creative Skillset will reimburse 50% of the training allowance subsidy for each trainee
- The maximum training allowance is £450 per week
- Whilst on production, the trainee must be supported by a supervisor within the department
- Each of the trainees has been interviewed by an industry professional working in the chosen department and will have taken part in an induction before their placement begins
- Every trainee will also take part in the HETV Trainee Finder pastoral care programme, which will include valuable additional training including health and safety on set, supporting a carbon neutral production and finance for freelancers

We ask that productions release trainees for training days.

How to apply

For more details and to apply for a trainee, please contact our Trainee Finder Manager Patrizia Berardi on trainees@creativeskillset.org or give her a call on 020 7713 9889.

High-end TV Bursaries

We provide bursaries to support freelance skills training, which are open for applications from **individuals** who are working in HETV as **freelancers**.

What can we support?

The following in-demand departments are currently being prioritised:

- Accounts
- Assistant directors
- Camera
- Lighting
- Locations
- Production, including producers
- Post and VFX

We also have bursaries available as part of our Skills Passport Programme (further details in the Skills Passport section below).

Who can apply?

Individuals can apply for a HETV bursary if:

- You can demonstrate **proven professional working experience** in the UK screen industries
- You have been **accepted** onto an eligible training course
- You can demonstrate that the training will benefit your career progression within the **high-end TV industry**

How much funding is available?

Up to £1,000 is available per individual to contribute towards course fees, travel, accommodation and childcare costs (where applicable).

How to apply

Please visit creativeskillset.org/high_end_tv/bursaries for our full bursary guidelines, or contact HETV@creativeskillset.org.

High-end TV Drama New Producer Programme

The HETV Drama New Producer Programme aims to **increase and energise the HETV producers talent pool** across the UK, while at the same time benefiting the whole UK drama industry. The programme offers investment support to step-up the next wave of HoDs into producing drama.

This is a production-based placement programme for high-end TV drama with **agreed on-screen credit** of at least co-producer for those taking part. The placement experience should cover all aspects of production. Placements are part-funded by Creative Skillset,

Production companies wishing to apply must interview a **minimum of three candidates per placement** and details of the candidates should be presented as part of the application process. Eligible candidates must have ten years' minimum industry experience and a minimum of three consistent credits in a senior role.

The 2018 New Producers Programme is currently under review, and will reopen in due course. For more details about the previous producers scheme, please visit our website at creativeskillset.org/high_end_tv/new_producer_programme



The Skills Passport

HETV Skills Passport is a new online resource tool that launched in the spring of 2018. It is designed to encourage professionals working in HETV to upskill and progress.

The Skills Passport is a comprehensive short course database, searchable by skill and job level, to create a centralised, organised resource for TV drama professionals looking to fill their skills gaps and find training which is relevant to them. In 2018 there will be bursaries available to support the cost of the courses.

The Digital Pass Badge

When a professional completes a course listed on Skills Passport, they will be offered a digital pass badge which can be kept on a phone and/or the online profile page. This will help professionals to build up a tangible training history which they can show future employers and demonstrate their acquired skills.

What grades does it support?

Skills Passport will initially focus on **production office grades plus some craft and tech grades working in the high-end TV drama sector**. Additionally, it will include training relevant to everyone working in drama in the 'Skills for All' section, which will include leadership and management, health and safety and carbon literacy.

Will future employers recognise the Skills Passport?

We will be actively marketing the programme directly to production companies and heads of department in order to encourage working professionals to view Skills Passport as a useful tool for upskilling and as a mark of achievement in relevant training for those they are hiring in the future.

Is there funding available to support the training?

Creative Skillset has bursaries available for those who want to take a course listed on Skills Passport and need help with some of the costs of the course and/or travel costs.

We have up to £1,000 available per individual.

How do I access the Skills Passport?

Please visit hive.co.uk/skills-passport.



Leadership and management training

We will be launching a series of free management training for heads of departments and key staff in pre-production on levy-paying productions.

The training will cover:

- Essentials of people management
- Decision making and crewing up
- Natural bias and its impact

Those attending will also be given information to take away on HR essentials in relation to dealing with bullying and harassment at work and terminating freelance staff contracts legally.

Who can attend?

This bespoke half-day training is open for production companies to provide their teams with the essential skills to be an effective manager of people on a production. It is down to each production to choose the individuals who would benefit the most from the training.

How do I sign my production up for leadership and management training?

The programme is open to productions taking place from April 2018. If you are a production company and would like to book a half-day session in 2018/19, please contact HETV@creativeskillset.org.

Externally delivered programmes – examples from 2017/18

We commission a host of training programmes annually delivered by external training providers. For the most up-to-date details on programmes running at any time, please visit the HETV pages of the Creative Skillset website.

Mastering programmes for broadcast, from Digital Production Partnership

Training for heads of production and post-production professionals to understand the impact of broadcasters' requirements for commissioning and programme deliverables.

RED camera workshops, from Guild of British Camera Technicians

Introduces participants to the RED WEAPON 8K S35 (which has the new HELIUM sensor), its set-up, use and workflow. Consists of a series of demonstrations, discussions and practical shooting exercises.

Production Accounting training, from Production Guild

An intensive five-day course to help those working as assistant production accountants move up to the post of production accountant.

Return to Work for TV freelancers, with Media Parents

For production freelancers in high-end TV drama and children's TV wishing to return to work after a break.

Shadow Writers Scheme, with Big Light Productions

Enables intermediate TV writers the chance to gain more experience in writing for long-running TV series and to build collaboration skills with other writers.

Grips Training

Includes Touchstone Trainee placements and a masterclass series.

Director Stepping Up scheme for TV Drama, with NFTS

Ten month programme which started in February 2018.

Line Producer Training, with TRC Media

For Production Managers, 1st ADs and Production Accountants covering the essential training required to become a Line Producer.

Advanced Writing for Drama, with MediaXchange

Designed to build the professional writing skills and collaborative principles necessary for writers to succeed at the highest level in the competitive genre of primetime TV drama.

High-End Drama Directors Career Development

Programme with Directors UK aiming to progress and diversify the directing talent in high-end TV drama.

HETV Connect, with thecallsheet.co.uk

Development and profile-raising programme for 50 individual drama professionals from around the UK.

Stepping Up Programmes delivered locally in Northern Ireland, Scotland and Wales

Bespoke support for crew in the Nations with a focus on providing step up opportunities to advance careers.

The TCN Incubator, with Triforce Creative Network

A hands-on writer's initiative to hone writers' talents and develop professional practice. Aims to change the usual routes of access and mitigate the concept of 'risk' that is so prevalent in our industry when engaging with new talent.

Please note: some of these training programmes have now concluded.



Contact us

To keep up to date with our opportunities or to apply for funding, please get in touch.

For Trainee Finder and Make a Move contact:

PatriziaB@creativeskillset.org

For information about all other programmes contact:

HETV@creativeskillset.org

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020 7713 9800

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You can also sign up to receive our monthly HETV newsletter at
creativeskillset.org/newsletter

