

Diversity, Inclusion and Anti-Oppression Advisory Committee

Report

6th Meeting of the Diversity, Inclusion & Anti-Oppression Advisory Committee
May 17, 2018
Committee Room #4

Attendance PRESENT: R. Hussain (Chair), A. Hamza, S. Lewkowitz, M. Mlotha, L. Osbourne, M. Prefontaine, and I. Silver and H. Lysynski (Acting Secretary)

ALSO PRESENT: M. Elmadhoon, K. Husain, S. Khan, M. Morris, M. Sereda, J. Tansley and T. Tomchick-Condon

REGRETS: F. Cassar, Z. Hashmi, A-M. Sanchez and S. Sharma

The meeting was called to order at 12:00 PM.

1. Call to Order

1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

2. Opening Ceremonies

2.1 Acknowledgement of Indigenous Lands

That it BE NOTED that the meeting was opened with an Acknowledgement of Indigenous Lands by R. Husain.

2.2 Traditional Opening

That it BE NOTED that no traditional opening was received.

3. Scheduled Items

3.1 Complete Streets Update

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee received the attached presentation from M. Morris, Engineer-In-Training, with respect to a Complete Streets update.

3.2 Access to Services Without Fear

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee received the attached presentation from J. Tansley, Manager, Strategic Programs and Partnership, with respect to accessing services without fear.

4. Consent

4.1 5th Report of the Diversity, Inclusion & Anti-Oppression Advisory Committee

That it BE NOTED that the 5th Report of the Diversity, Inclusion and Anti-Oppression Advisory Committee, from its meeting held on April 19, 2018, was received.

4.2 Champion of Diversity Award

That it BE NOTED that the communication dated March, 2018, from L. Albanese, Minister of Citizenship and Immigration, with respect to the Champion of Diversity Award, was received.

4.3 Lincoln M. Alexander Award

That it BE NOTED that the communication dated April 6, 2018 from L. Albanese, Minister of Citizenship and Immigration, with respect to the Lincoln M. Alexander Award, was received.

5. Sub-Committees and Working Groups

5.1 Education & Awareness Sub-Committee

That, the following actions be taken with respect to the Planning and Policy Sub-Committee meeting held on April 26, 2018:

a) the attached Education & Awareness Sub-Committee minutes from its meeting held on April 26, 2018 BE RECEIVED;

b) the following actions BE TAKEN with respect to the proposed Diversity, Inclusion and Anti-Oppression Advisory Committee (DIAAC) brochure; it being noted that the term for the existing DIAAC ends in February, 2019 and the DIAAC has a degree of urgency to reach out to community organizations and individuals in London about the DIAAC's existence prior to the next Advisory Committee appointment cycle to ensure diverse recruitment and future collaboration opportunities:

i) the City Clerk be requested to create an e-mail account for the DIAAC, DIAAC@london.ca, directed to the DIAAC Secretary and the DIAAC Chair's e-mail addresses, respectively; and,

ii) the City Clerk be requested to create a "smart" URL for the DIAAC page on London.ca, created here: <http://www.london.ca/city-hall/committees/advisory-committees/Pages/LDRRAC.aspx>;

c) the expenditure of \$55 US BE APPROVED for the purchase of the diversity tree licence from www.123rf.com for the proposed DIAAC brochure and for future use on promotional materials and community outreach, keeping in alignment with established past practices; it being noted that the DIAAC has sufficient funds in its 2018 budget for this expenditure;

d) the Municipal Council BE REQUESTED to approve the attached proposed DIAAC information brochure; and,

e) the proposed Education & Awareness Sub-Committee Work Plan BE REFERRED back to the Education & Awareness Sub-Committee to reduce the proposed budget.

5.2 Policy & Planning Sub-Committee

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee heard a verbal presentation from A. Hamza, Chair, Policy & Planning Sub-Committee, with respect to the activities of the Policy & Planning Sub-Committee.

5.3 Award & Recognitions Sub-Committee

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee heard verbal presentations from I. Silver and K. Husain, Members, Awards & Recognition Sub-Committee, with respect to the activities of the Awards & Recognition Sub-Committee.

6. Items for Discussion

None.

7. Deferred Matters/Additional Business

7.1 (ADDED) DIAAC Members Appointed to Community Organizations

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee received an enquiry from M. Mlotha relating to the status of her appointment as the Diversity, Inclusion and Anti-Oppression representative on the Black History Committee.

7.2 (ADDED) Potential Future Agenda Items

That it BE NOTED that the communication from L. Osbourne, with respect to proposed future agenda items, was received.

7.3 (ADDED) Reported Racial Incidents

That a representative(s) from the London Police Services Board BE INVITED to attend a future Diversity, Inclusion and Anti-Oppression Advisory Committee meeting to discuss and advise of the next steps that may be taken with respect to the May, 2018 The London Free Press article relating to reported racial incidents in London in 2017.

8. Adjournment

The meeting adjourned at 1:37 PM.



Review of the Forthcoming City of London Complete Streets Design Manual

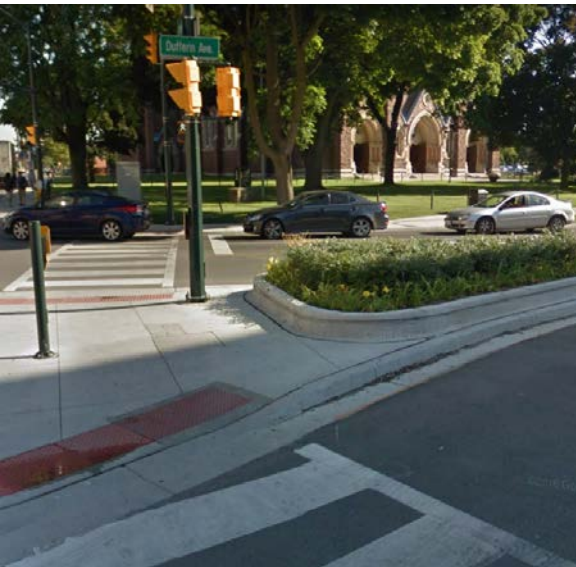
Presentation to the Diversity, Inclusion and Anti-
Oppression Advisory Committee
May 17, 2018



Introduction - What are Complete Streets?

“A complete street is one that is designed to accommodate the mobility needs of **all ages, abilities, and modes of travel**. Safe and comfortable access for **pedestrians, bicycles, transit users, and the mobility challenged** are not design after-thoughts, but are **integral to the planning of the street** from the start.”

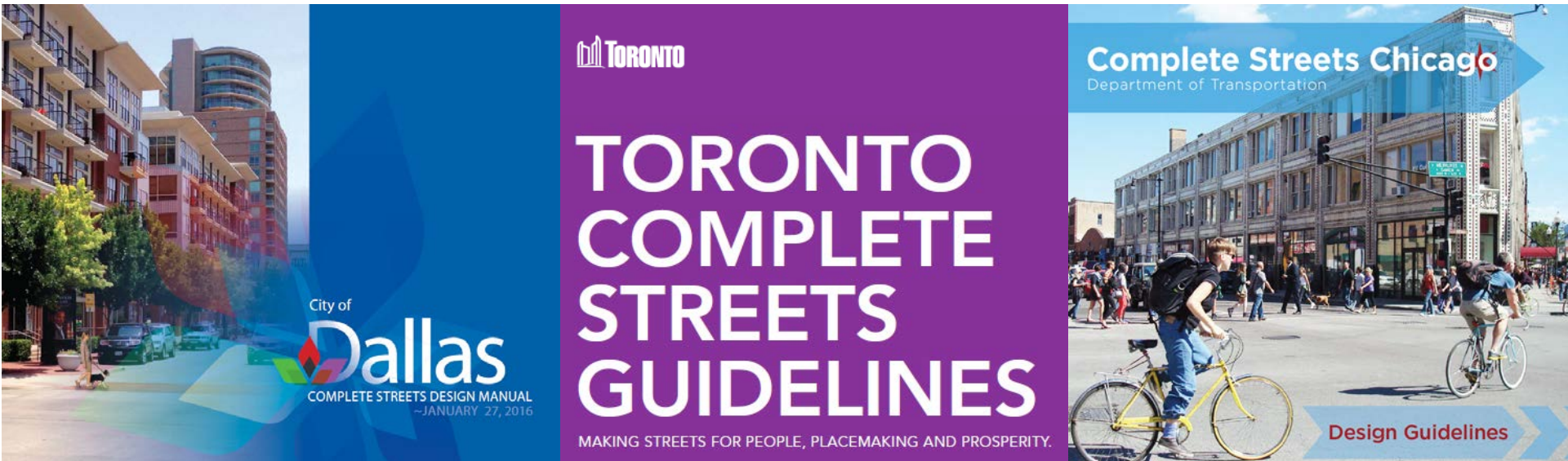
- London Transportation Master Plan





Introduction – Complete Streets Manuals

Complete Streets Guides & Manuals have been developed by **many cities around the world** to help **direct and coordinate** street planning/design towards more balanced mobility options





Background

The 2016 City of London Official Plan introduced a group of **Street Classifications**, which set the stage for more **context sensitive city building policies** and **redefining mobility** for Londoners

Classifications Include:

- Rapid Transit Boulevards
- Urban Thoroughfares
- Civic Boulevards
- Main Streets
- Neighbourhood Connectors
- Neighbourhood Streets
- Rural Thoroughfares
- Rural Connectors



THE LONDON PLAN

EXCITING. EXCEPTIONAL. CONNECTED.



Background

Each **Street Classifications** was accompanied with policies to guide future planning and design towards a an **intended character and function**, while progressing towards **overall mobility goals**

DESIGN FEATURES	STREET CLASSIFICATION		
	Rapid Transit Boulevard	Urban Thoroughfare	Civic Boulevard
Planned Street Width (Width of Right-of-Way)	50m	45m	36m
VEHICLE ZONE			
Divided and/or Separated	*		
On-street Parking (Additional to Through Lanes)	*	*	*
On-street Parking (In Through Lanes)	*	*	*
Cycle Facility	*	*	*
Left Turn Lanes	*	*	*
Right Turn Lanes		*	*
Planted Medians	*	*	*
Curb Extensions			
PEDESTRIAN ZONE			
Hard Surface (From Curb to Building Face)	*		
Standard Sidewalk (1.5m wide, Both Sides)	*	*	*
Coordinated Utilities	*	*	*
Street Trees	*	*	*
Street Furniture	*		
Pedestrian-scaled Lighting	*		
Landscape Planters	*	*	*
Grass Boulevard	*	*	*
Enhanced Cross-walk Treatments	*		
Low Impact Development	*	*	*



Background

Many stakeholders were included in consultation efforts for the development of the Complete Streets Design Manual and attended a **Stakeholder Workshop**, held on June 2nd, 2017. These groups included:

- Accessibility Advisory Committee
- Can-Bike
- Hyde Park Business Association
- Bell
- London Middlesex Road Safety Committee
- Middlesex Health Unit
- Start Communications
- Cycling Advisory Committee
- London Fire
- London Development Institute (LDI)
- Downtown London BIA
- London Hydro
- London Transit
- Union Gas
- Tree and Forests Advisory Committee
- Argyle BIA
- City of London Water
- London Environmental Network
- City of London Development Services



Goals

The City of London Official Plan suggested the preparation of a Complete Streets Manual to establish:

- Overall cross-sections for the street classifications
- Design parameters for the public realm



**THE
LONDON
PLAN**

EXCITING. EXCEPTIONAL. CONNECTED.



London
CANADA





London Complete Street Manual - Content

Chapter 1: Complete Streets: Vision and Principles

- Complete Streets concepts and policy support

Chapter 2: Elements of Complete Streets

- Complete Streets features

Chapter 3: Undertaking Complete Streets Design

- Processes for balancing the needs of current and future users

Chapter 4: Street Design for Roadways

- Street characteristics/priorities and conceptual cross sections, by street classification

Chapter 5: Street Design for Intersections

- Intersection treatments that provide Complete Streets elements for specific combinations of street classifications

Chapter 6: Moving Forward with Complete Streets

- Progress indicators for Complete Streets outcomes



Contents:

1. What are Complete Streets?
2. Who is This Guide For?
3. Review of Complete Streets Policies in London
4. Core Principles for Complete Streets

CHAPTER

1

COMPLETE STREETS: VISION AND PRINCIPLES



Local Policy Support

“ At the local level, policy support for complete streets is found in a number of documents, including the:

- Strategic Plan
- The London Plan
- Downtown Plan
- Design Specifications and Requirements Manual
- Cycling Master Plan
- London Rapid Transit
- London Road Safety Strategy
- London 2030 Transportation Master Plan ”



THE LONDON PLAN

EXCITING. EXCEPTIONAL. CONNECTED.



**COMPLETE
STREETS: VISION
AND PRINCIPLES**



Local Policy Support

“Municipal Council adopted the following Vision Zero Principles:

- No loss of life is acceptable
- Traffic fatalities and serious injuries are preventable
- We all make mistakes
- We are all physically vulnerable when involved in motor vehicle collisions
- Eliminating fatalities and serious injuries is a shared responsibility between road users and those who design and maintain our roadways”



**COMPLETE
STREETS: VISION
AND PRINCIPLES**



Core Principles



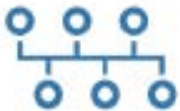
Prioritize Safe and Accessible Options for People



Embed Sustainability



Emphasize Vitality



Prioritize Connectivity



Ensure Context Sensitivity

**COMPLETE
STREETS: VISION
AND PRINCIPLES**



Core Principles



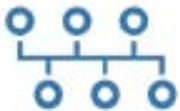
Prioritize Safe and Accessible Options for People

“The safety and mobility needs of all users is a priority in any street design exercise.”



Emphasize Vitality

“Streets that attract pedestrians enhance urban vitality in London.”



**COMPLETE
STREETS: VISION
AND PRINCIPLES**



Accessibility

The Manual defines what a pedestrian is, describes the central role of walking and mobility device travel within London and outlines how the City will support pedestrians through Complete Streets.

Key considerations:

- Tactile walking surface indicators
- Separation of pedestrians and cyclists where practical
- Consideration of user needs and land uses in prioritizing street elements such as sidewalk width
- Design processes that emphasize consultation with stakeholder groups
- Pedestrian crossing refuge islands
- Accessible transit stop design

**COMPLETE
STREETS: VISION
AND PRINCIPLES**



Contents:

General Considerations and Tools for:

1. Pedestrian Facility Design
2. Cycling Facility Design
3. Transit Facility Design
4. Motor Vehicles
5. Green Infrastructure
6. Utilities and Municipal Services

CHAPTER

2

**ELEMENTS OF
COMPLETE
STREETS**



Pedestrian Facility Considerations



An AODA compliant push button



Buffered bicycle lane in London.

Cycling Facilities Considerations

ELEMENTS OF COMPLETE STREETS



“Provide connectivity:
As the slowest mode of transportation, pedestrians have the greatest sensitivity to route directness.”



Buffered bicycle lane in London.

“Prioritize vulnerable users:
Cyclists are more vulnerable than transit riders and motorists in a collision because they are not protected within a vehicle.”



An AODA compliant push button

ELEMENTS OF COMPLETE STREETS



Design For Accessibility

“Pedestrians include those who are using a walker, crutches, a wheelchair or an electrically powered mobility device as well as individuals with a visual impairment. Design features should be used to accommodate all of London’s pedestrians, such as:

- appropriately wide pedestrian clearways;
- audible pedestrian signals;
- tactile walking surface indicators (TWSIs);
- visually contrasting surface treatments; and
- amenities such as seating



**ELEMENTS OF
COMPLETE
STREETS**



Contents: (under development with City input)

1. Process Overview
2. Planning
3. Conceptualizing
4. Designing
5. Implementing

CHAPTER

3

**UNDERTAKING
COMPLETE
STREETS
DESIGN**



Contents:

1. Street Typologies

2. Design Guidance for:

- Rapid Transit Boulevards
- Urban Thoroughfares
- Civic Boulevards
- Main Streets
- Neighbourhood Connectors
- Neighbourhood Streets
- Rural Thoroughfares
- Rural Connectors

CHAPTER

4

STREET DESIGN FOR ROADWAYS



Example
**Civic
 Boulevard**



- C Communications
- G Gas
- SA Sanitary Sewer
- SL Street Lights
- SW Stormwater Sewer
- WM Watermain

**STREET DESIGN
 FOR ROADWAYS**



“ Physically separated and continuous cycling facilities are preferred. ”

Example
**Civic
Boulevard**

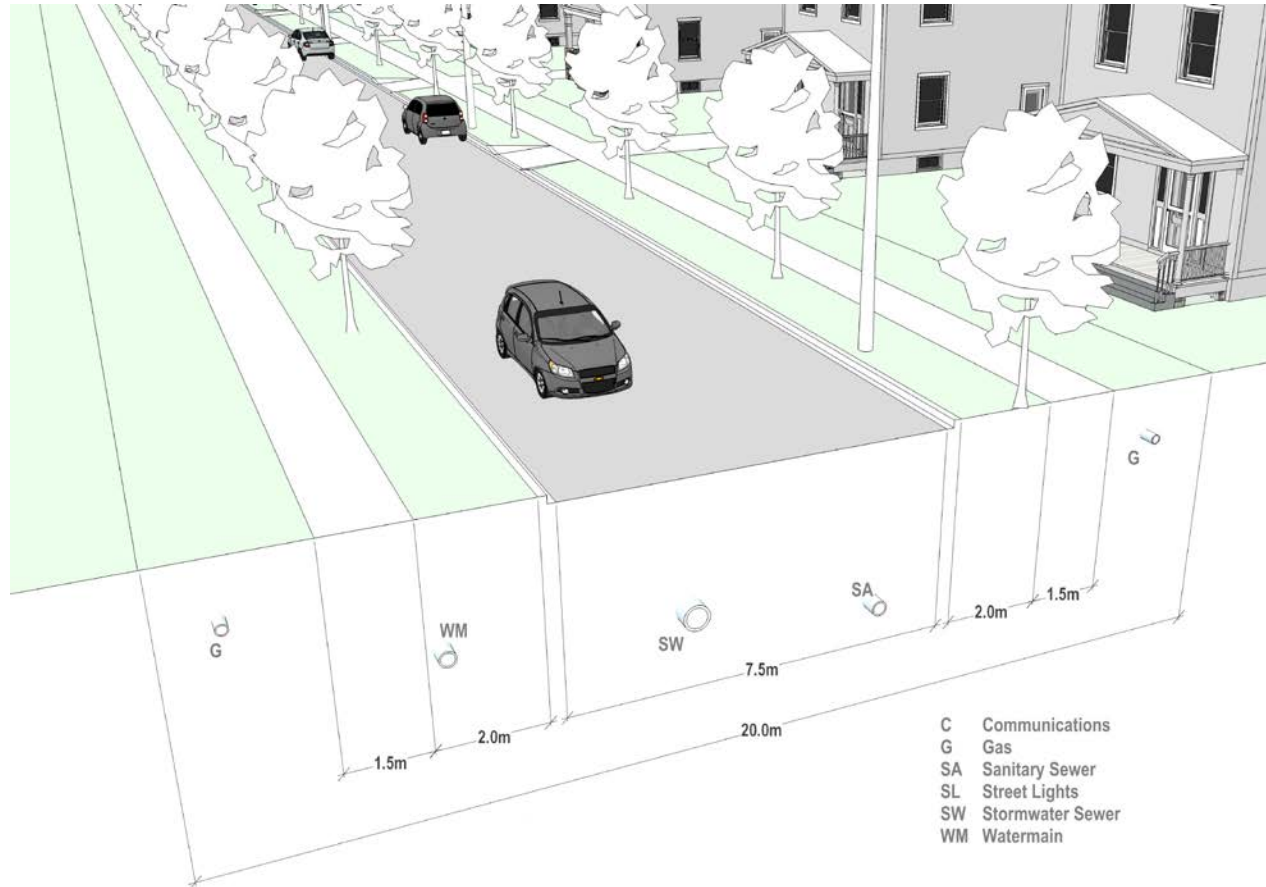


“ Civic Boulevards provide multi-modal connections between different neighbourhoods across the City including downtown. ”

“ The variety of destinations along these corridors can generate significant volumes of walking trips ”



Example
Neighbourhood Street



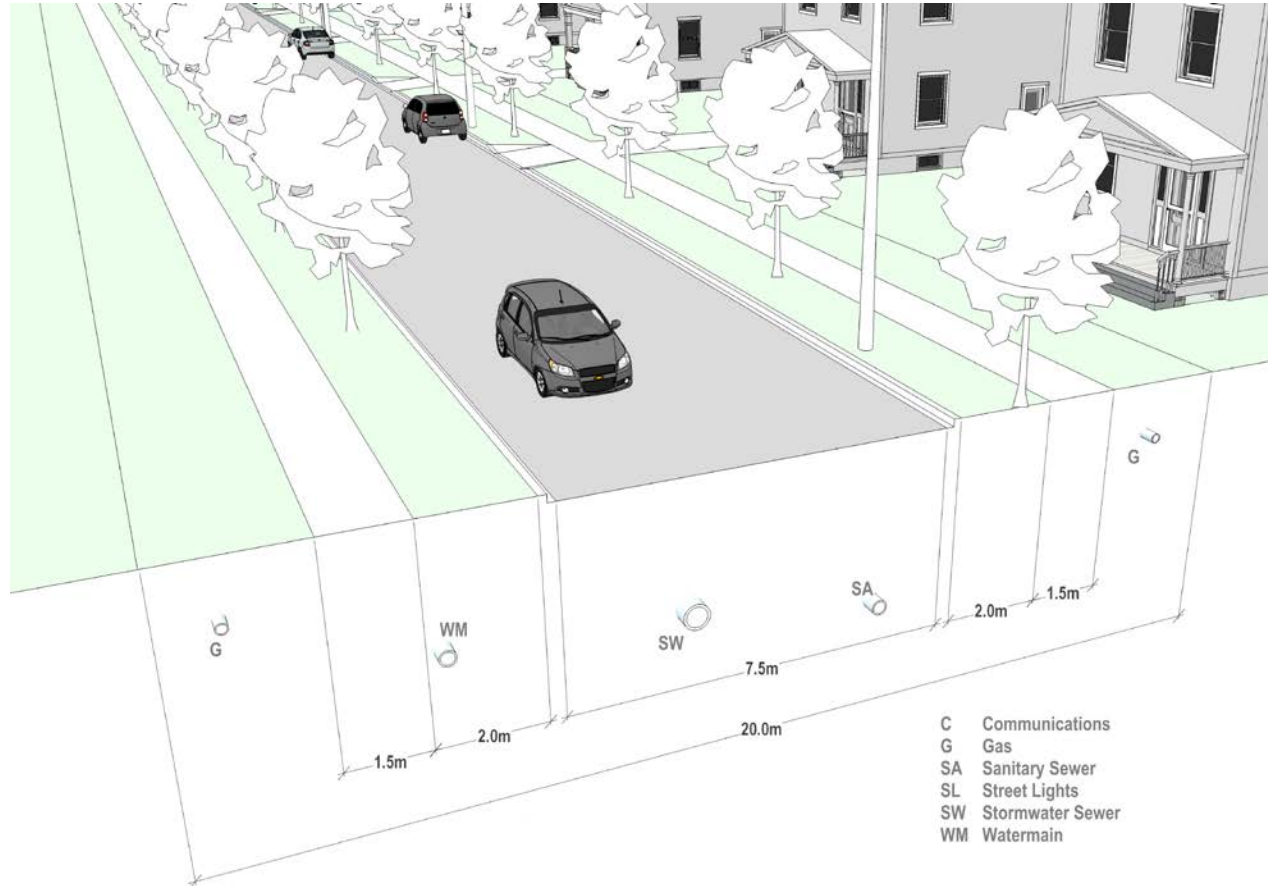
**STREET DESIGN
 FOR ROADWAYS**



Example Neighbourhood Street

“Neighbourhood Streets are where most Londoners, including many families, live; enhancing the livability, sense of community, and the ability to age-in-place are important considerations.”

london.ca



“Benches and newspaper boxes are typically provided at corners with other major streets.”

**STREET DESIGN
FOR ROADWAYS**



Contents:

1. Intersection Design Principles

2. Design Guidance for:

- Rapid Transit Boulevard Intersecting a Main Street
- Urban Thoroughfare intersecting a Civic Boulevard (Signalized)
- Urban Thoroughfare Intersecting a Civic Boulevard (Roundabout)
- Urban Thoroughfare Intersecting a Neighbourhood Connector
- Civic Boulevard Intersecting a Neighbourhood Street

CHAPTER

5

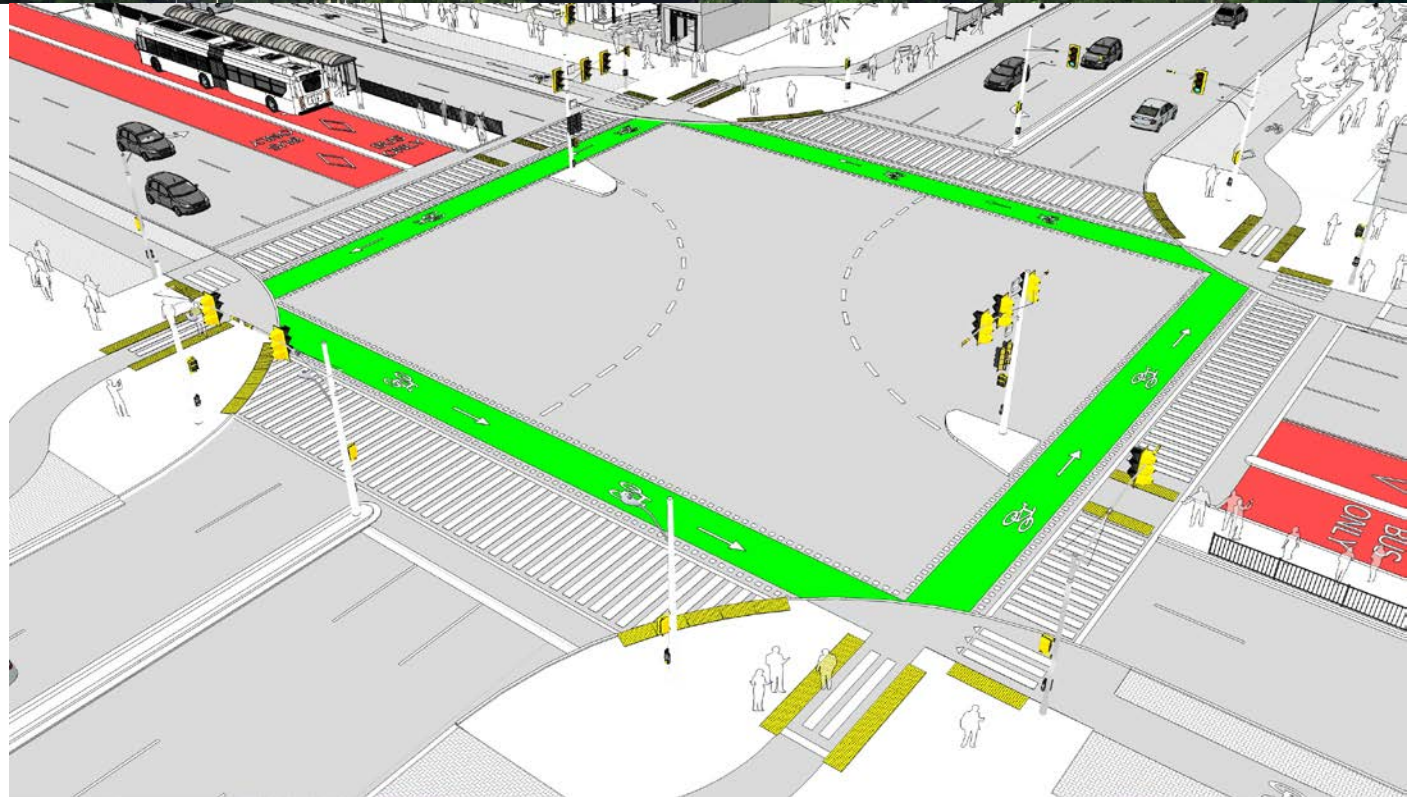
STREET DESIGN FOR INTERSECTIONS



London
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Example
**Rapid Transit
Boulevard
Intersecting a
Main Street**

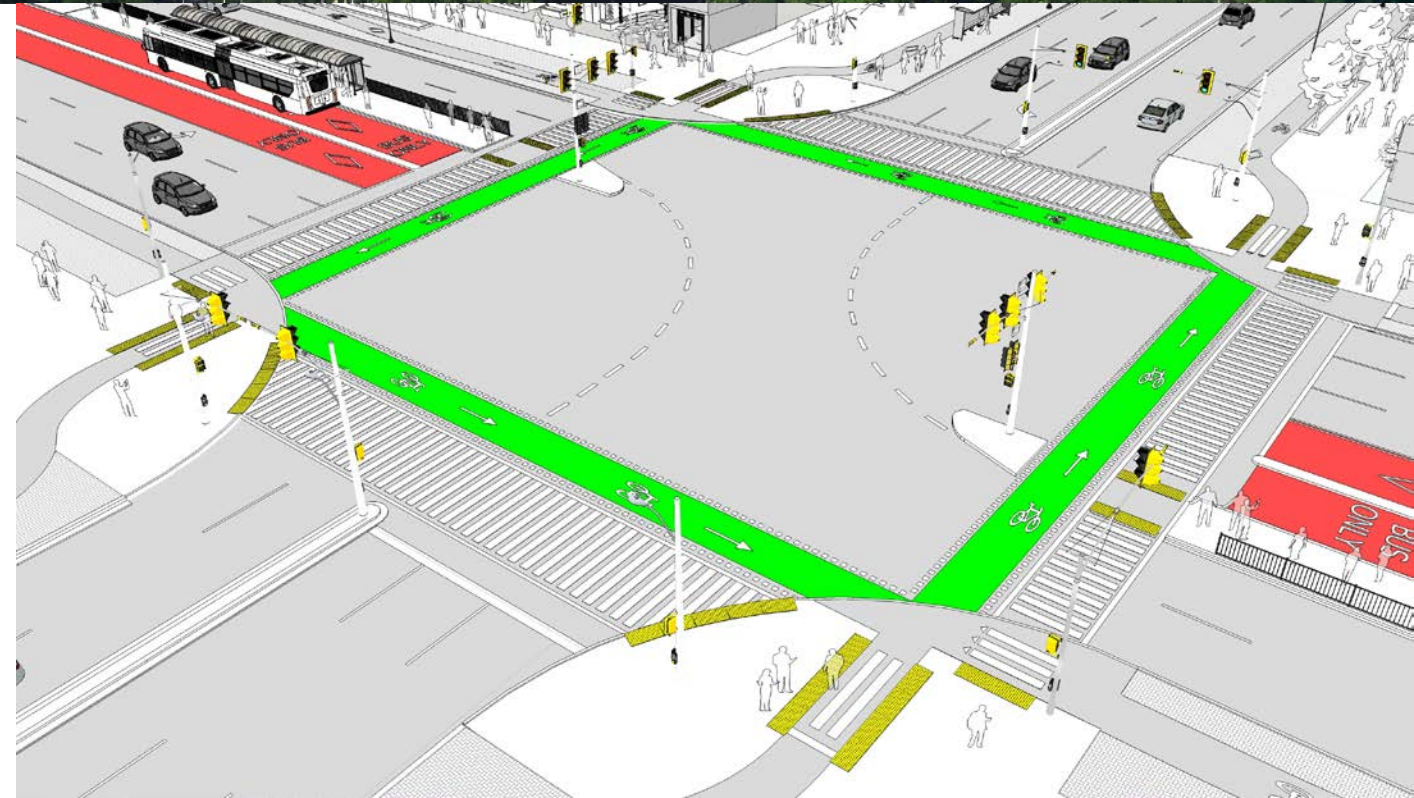


**STREET
DESIGN FOR
INTERSECTIONS**



Example Rapid Transit Boulevard Intersecting a Main Street

“The pedestrian clearway widens as the planter boxes and trees are discontinued, providing for greater ease of pedestrian movement and queuing.”



“Centre median design requires dedicated transit signals which use the same phasing as the through motor vehicle movement.”

**STREET
DESIGN FOR
INTERSECTIONS**



Contents:
(under development with City input)

1. Principles of Performance Metrics
2. Options for Measuring Complete Streets Performance

CHAPTER

6

**MOVING
FORWARD WITH
COMPLETE
STREETS**



Next Steps

- Share Draft with Stakeholders and Finalize late summer 2018
- Education campaign
- Move towards a network of Complete Streets



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CANADA



Questions



Sanctuary City/Access to Services without Fear

Presentation to DIIAC, May 17, 2018

Jill Tansley, Manager, Strategic Programs & Partnerships

london.ca

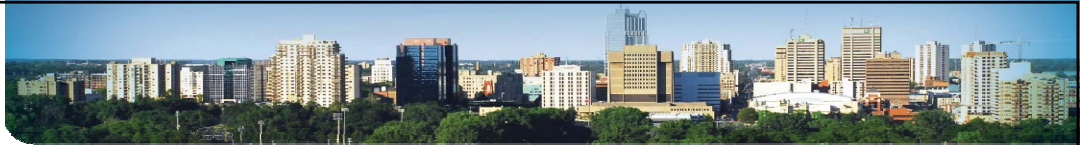


Status update

- Review of work to date
- Consultant's report
- Report to committee, March 26, 2018
- Discussion with DIIAC, May 17, 2018
- Consideration of approaches
- Next Steps

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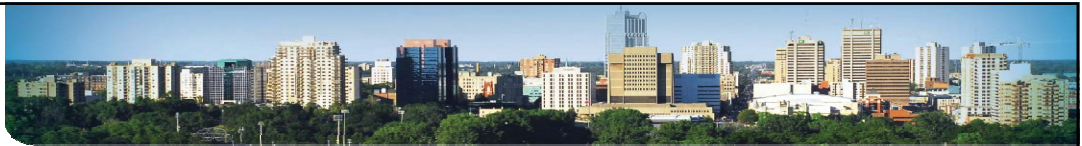


Approach 1 – Information sharing and understanding

Activity	Desired Outcome
Creation of Inventory of existing municipal services	Awareness of services and increased access to services
Promotion of services	Increased use of services

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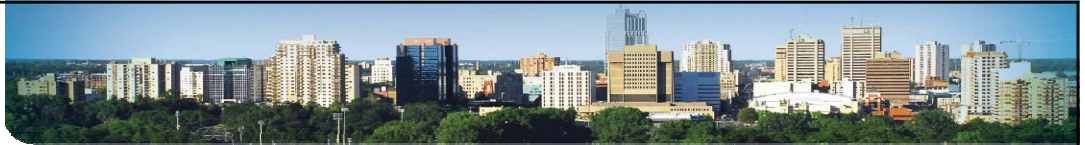


Approach 2: Strengthen City’s capacity to provide services

Activity	Desired Outcome
Create Working Group	City divisions are aligned and working together to serve non-status/uncertain status individuals.
Develop policy	Clear directives of City staff interaction with residents who are non-status/uncertain status; access services free of fear.
Encourage selected boards to develop policy	Clear directives of boards’ interaction with residents who are non-status/uncertain status; access services free of fear.
Develop data collection mechanisms	Better information on numbers and needs.
Staff guidelines, training, and resources	Staff understand that they are only to ask about immigration status when required to access a specific service.
Public awareness communication plan	The public is aware of the rights of non-status individuals/individuals with uncertain status.

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4



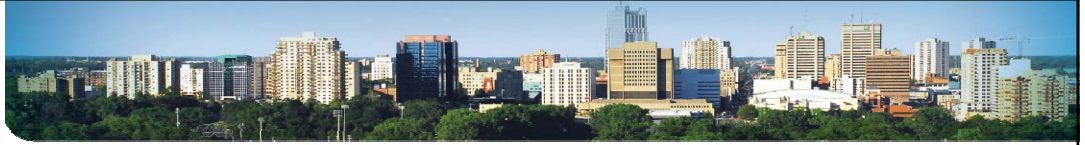
Approach 2: Strengthen City's capacity to provide services

Activity	Desired Outcome
Staff guidelines, training, and resources	Non-status/uncertain status individuals are more willing to access municipal services
Public awareness communication plan	Non-status individuals/uncertain status individuals are aware of and access services; Londoners develop better understanding of issue
Information line for enquiries	Non-status/uncertain status individuals receive information/clarification on which services they may access without fear that their immigration status will be requested



Potential titles for initiative

- Access to City Services without Fear for Londoners
- Access to London: Services for All
- Access to London Services
- Services Free of Fear (City or Initiative)
- Open Access Services
- Sanctuary City



Contact information

Jill Tansley
Manager, Strategic Programs & Partnerships
Housing, Social Services & Dearness Home
City of London
jtansley@London.ca
Tel: 519 661-2489 x 7377

london.ca

7

Diversity, Inclusion and Anti-Oppression Advisory Committee

Report

5th Meeting of the Diversity, Inclusion & Anti-Oppression Advisory Committee
April 19, 2018
Committee Room #4

Attendance PRESENT: R. Hussain (Chair), A. Hamza, Z. Hashmi, S. Lewkowitz, M. Mlotha, L. Osbourne, M. Prefontaine and I. Silver and H. Lysynski (Acting Secretary)

ABSENT: F. Cassar, A-M. Sanchez and S. Sharma

ALSO PRESENT: T. Allott, F. Andrighetti, K. Husain, S. Khan, M. Sereda, A. Thorne and T. Wall

The meeting was called to order at 12:01 PM.

1. Call to Order

1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

2. Opening Ceremonies

2.1 Acknowledgement of Indigenous Lands

That it BE NOTED that the meeting was opened with an Acknowledgement of Indigenous Lands by R. Hussain.

2.2 Traditional Opening

That it BE NOTED that no traditional opening was received.

3. Scheduled Items

3.1 City of London Diversity Plan

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee received the attached presentation from S. Khan, Organization Development Specialist, with respect to the City of London Diversity Plan.

4. Consent

4.1 4th Report of the Diversity, Inclusion and Anti-Oppression Advisory Committee

That it BE NOTED that the 4th Report of the Diversity, Inclusion and Anti-Oppression Advisory Committee, from its meeting held on March 15, 2018 was received.

5. Sub-Committees and Working Groups

5.1 Education & Awareness Sub-Committee

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee heard a verbal presentation from L. Osbourne, Chair, Education and Awareness Sub-Committee, with respect to the activities of the Education and Awareness Sub-Committee.

5.2 Policy & Planning Sub-Committee

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee reviewed and received the attached Minutes and heard a verbal presentation from A. Hamza, Chair, Policy and Planning Sub-Committee, with respect to the Policy and Planning Sub-Committee meeting held on April 5, 2018.

5.3 Award & Recognitions Sub-Committee

That it BE NOTED that no report was received from the Awards and Recognitions Sub-Committee.

6. Items for Discussion

None.

7. Deferred Matters/Additional Business

7.1 (ADDED) Mayor's New Year's Honour List

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee (DIAAC) held a general discussion with respect to an article in The London Free Press relating to the Accessibility Advisory Committee requesting an amendment to the Mayor's New Year's Honours List and the amendment not being undertaken.

7.2 (ADDED) Events

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee held a general discussion with respect to current community events and celebrations.

8. Adjournment

The meeting adjourned at 1:08 PM.

Ministry of Citizenship and
Immigration

Minister
6th Floor
400 University Avenue
Toronto ON M7A 2R9

Tel.: (416) 325-6200
Fax: (416) 325-6195

Ministère des Affaires civiques et
de l'Immigration

Ministre
6^e étage
400, avenue University
Toronto ON M7A 2R9

Tél.: (416) 325-6200
Télééc.: (416) 325-6195



March 2018

Dear Friends,

Throughout the year, Ontarians from all walks of life play a vital role in championing diversity and the richness it brings to the province.

Today, I am writing to encourage you to submit a nomination for the **Champion of Diversity Award** so that outstanding individuals, groups and employers receive the recognition they deserve for actively promoting diversity and inclusion and immigrant economic success in Ontario. You can submit a nomination under the following award categories:

- Inclusion and Diversity
- Cross-Cultural Understanding
- Business Leadership in Immigrant Employment

To submit a nomination for this award:

- a) Visit ontario.ca/honoursandawards.
- b) Select the **Inclusion** category.
- c) Click on **Champion of Diversity Award**.
- d) Download the PDF form.
- e) Read the eligibility criteria and instructions carefully.
- f) Fill out the form, then submit it **no later than May 15, 2018**. Instructions for submitting your nomination package can be found on the website.

If you have any questions please call 416-314-7526, toll free 1-877-832-8622 or TTY 416-327-2391, or email ontariohonoursandawards@ontario.ca.

Thank you for your support of this important recognition program.

Sincerely,

A handwritten signature in black ink that reads 'Laura Albanese'.

Laura Albanese
Minister

Ministry of Citizenship
and Immigration

Minister
6th Floor
400 University Avenue
Toronto ON M7A 2R9

Tel.: (416) 325-6200
Fax: (416) 325-6195

Ministère des Affaires civiques et
de l'Immigration

Ministre
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400, avenue University
Toronto ON M7A 2R9

Tél.: (416) 325-6200
Télééc.: (416) 325-6195



APR 06 2018

Dear Friends,

Every year since 1993, the Government of Ontario has presented the **Lincoln M. Alexander Award** to honour up to three young Ontarians who have demonstrated exemplary leadership in contributing to the elimination of racial discrimination in Ontario.

Today, I am writing to encourage you to submit a nomination for a young person whom you believe to be deserving of recognition for the **Lincoln M. Alexander Award**. Recipients will be recognized at a special ceremony and receive a cash prize of \$5,000 and a framed certificate. The nominations can be submitted under the following two categories:

- Community
- Student

To submit a nomination for this award:

1. Visit ontario.ca/honoursandawards.
2. Select the **Inclusion** category.
3. Click on **Lincoln M. Alexander Award**.
4. Download the PDF form.
5. Read the eligibility criteria and instructions carefully.
6. Fill out the form and submit it **no later than May 31, 2018**. Instructions for submitting your nomination package can be found on the website.

If you have any questions, please call 416-314-7526, toll free 1-877-832-8622 or TTY 416-327-2391, or email ontariohonoursandawards@ontario.ca.

Thank you for your support of this important recognition program.

Sincerely,

A handwritten signature in black ink that reads "Laura Albanese".

Laura Albanese
Minister

Meeting minutes

Meeting: DIAAC Education & Awareness Sub-Committee

Date: April 26, 2018

Time: 12:00pm - 1:30 pm

Location: Committee room #5

Attendees: Leroy Osbourne(Chair), Zeba Hasmi, Thomas Wall, Marilynn Prefontaine, Mphatso Mlotha*, Ian Silver*

* - denotes regrets

Item	Discussion	Action Item/ Responsible Party
Work Plan	<p>Revised each section of the work plan realigning priorities to take on over the next several months and condensing or eliminating others.</p> <p>Work Plan will be circulated via email to group for final review before submission to DIAAC for May meeting.</p>	Leroy
Review of promotional material	<p>Discussed use of an image identifier for DIAAC and the use of CofL Logos.</p> <p>DIAAC's former moniker was LDDRAC and had the image identifier of 'people of different colours'. This was used in association with the City logo. A diversity tree was implemented on notepads, pens, brochures and keychain flashlights in another incarnation.</p> <p>The updated diversity tree will replace the people and will be used in proximity with the City logo therefore keeping with policy and past practice.</p> <p>The committee reviewed the different options of diversity trees to update the brochure. Finalized tree will be updated on the brochure.</p>	

DIAAC brochure	<p>Presented edits requested by DIAAC. Had discussion around adding additional images to ensure more inclusivity in the brochure.</p> <p>Additional images will be proposed to add to brochure.</p> <p>Motions to come before DIAAC for brochure - approve brochure to send on to standing committee, create email address- DIAAC@London.ca, short URL - london.ca/DIAAC, payment for licence for diversity tree.</p> <p>This version of the brochure is targeted to organization in the city.</p>	<p>Zeba & Marilynn</p> <p>Leroy</p>
DIAAC database	<p>A number of contacts have been compiled from the various organizations in the City of London that would overlap DIAAC's mandate. The current database will be circulated for the rest of the committee to assist in updating.</p>	ALL
Gender & Intersectionality Workshop	<p>Scheduled for Oct</p> <p>Workshop will be aimed at policy and decision makers, HR personnel in the profit and non for profit sectors within London.</p> <p>Meetings will resume once we have a venue finalized on the proposed dates.</p> <p>Suggestion was made around adding gender within a religious context on the workshop agenda.</p>	
Proposed meeting schedule	<p>Wednesday, May 23rd</p> <p>Wednesday, June 27th</p> <p>Wednesday, July 25th</p>	

A) That the following actions be taken with respect to the proposed DIAAC brochure:

WHEREAS the mandate of this particular DIAAC committee comes to an end in February 2019. DIAAC has a degree of urgency to reach out to community organizations and individuals in London about DIAAC's existence prior to the next advisory committee appointment cycle to ensure diverse recruitment and future collaboration opportunities.

In turn, DIAAC requests The Civic Administration BE DIRECTED to complete the following requests by mid-June 2018:

- 1) Create an email alias for the committee, DIAAC@london.ca, directed to the committee secretary and DIAAC chair's email address.
 - 2) Create a short URL, London.ca/DIAAC, that points to the DIAAC description:
<http://www.london.ca/city-hall/committees/advisory-committees/Pages/LDRRAC.aspx>
- B)** The Education & Awareness Sub-committee seeks approval for the purchase of the diversity tree license from www.123rf.com for the proposed DIAAC brochure and for future use on promotional materials and community outreach, keeping in alignment with established past practices.
- C)** The Education & Awareness Sub-committee seeks approval of the updated DIAAC brochure for final approval by Council.

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Diversity, Inclusion & Anti-Oppression Advisory Committee



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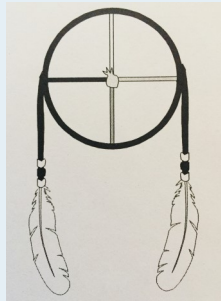


London
CANADA

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**London Diversity & Race
Relations Advisory Committee**



**London Diversity
& Race Relations
Advisory Committee**

DIAAC- Education & Awareness Sub-committee

Work Plan 2018

Purpose:

- to identify, develop and facilitate educational opportunities for DIAAC, Civic Administration, Council and the larger community
- to identify and implement opportunities that raise the profile of DIAAC in the community
- to share the common responsibility of research and bringing forth recommendations to DIAAC to achieve its mandate

Objective	Implementation	Budget	Partnerships/ Responsibility	Status/ Timeline
1. Develop & facilitate educational opportunities	1.1 Facilitate a community awareness event 1.1.1 Theme: Gender & Intersectionality 1.1.2 Identify partnerships in the community for collaborative events. 1.1.3 Plan for International Day for the Elimination of Racial Discrimination. 1.1.4 Identify promotional opportunities and strategies for community events.	\$1000-\$2500 \$300	Education subcommittee Ed'n subcommittee & DIAAC Ed'n subcommittee Ed'n subcommittee Communication	October Ongoing January Ongoing

Objective	Implementation	Budget	Partnerships/ Responsibility	Status/ Timeline
2. Educate new members of DIAAC	2.1 Collaborate with P&P to create new and revised content to enhance the DIAAC new member's orientation package	Nil	Education & P&P subcommittee	Ongoing
	2.1.1 Propose & provide supplemental orientation content to P&P: <ul style="list-style-type: none"> -org chart illustrating DIAAC in relation to Council & City Councillors. -list of commonly used operational definitions within CofL context. Eg. recommendation verbiage -provide document outlining pre-approved list of budget item. -write up of sub-committee mandates. -list of common staff contacts. -suggestions/guidelines of AC work projects. -policy on speakers/delegates -flow chart from DIAAC recommendation to staff implementation. -member attendance policy suggestions -budget submission process 		Ed'n subcommittee	Ongoing
	2.2 Assist P&P in revision of TOR for DIAAC.	Nil	Ed'n & P&P subcommittee	Ongoing

Objective	Implementation	Budget	Partnerships/ Responsibility	Status/ Timeline
3. Educate committee members	3.1 Invite speakers to present to DIAAC.	\$400	Ed'n subcommittee	Ongoing
	3.2 Work with Civic Administration to further identify and clarify existing Cof L resources, processes and initiatives that support or can assist DIAAC in its mandate. Eg. Communications, Mayor's Office etc.	Nil	Civic Administration	Ongoing
	3.3 Identify ideas, issues or initiatives taking place in other municipalities, provinces and countries that overlap the mandate of DIAAC. Bring findings to DIAAC for discussion and possible recommendations to Council.	Nil	Ed'n subcommittee w/ P&P subcommittee	Ongoing
	3.4 Invite to DIAAC, members of the public who have recent or past lived experiences concerning discrimination & anti-oppression in London.	Minimal(cost of parking pass/bus tickets)	Ed'n subcommittee & DIAAC	Ongoing
	3.5 Highlight a pressing issue or incident that has taken place in London that would be of interest to DIAAC.			
	3.6 Keep apprised of recent events in London via news media & other sources pertaining to	Nil	Ed'n subcommittee	Ongoing

	discrimination in London to report to DIAAC. Bring to DIAAC's attention.			
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Objective	Implementation	Budget	Partnerships/ Responsibility	Status/ Timeline
4. Raise profile of DIAAC in community	4.1 Provide to P&P subcommittee suggestions regarding DIAAC's web page on London.ca	Nil	Education & P&P subcommittee	Ongoing
	4.2 Propose name tags for interested DIAAC members for use at city-wide DIAAC events & related events. 4.2.1 Provide to Chair, Vice-Chair and Subcommittee Chairs as minimum	\$200-\$400	Ed'n subcommittee	Ongoing
	4.3 Collaborate/piggyback on smaller projects/events with other organizations that overlap DIAAC's mandate.	TBD	Cross Cultural Learner Centre, London Immigration Partnership, LUSO, NECC	Ongoing
	4.4 Compile database of contacts for faith centres, neighborhood associations, ethno-cultural organizations and other organizations for DIAAC and other subcommittees use for outreach	Nil		Ongoing

	<p>purposes.</p> <p>4.4.1 Connect with Civic Administration for access to current database</p>			
4. Raise profile of DIAAC in community (con't)	<p>4.5 Initiate mail out and personal outreach campaign to new and current contacts compiled from DIAAC's community database.</p> <p>4.5.1 Attend AGMs & Gala events</p> <p>4.5.2 Promote DIAAC in newsletters of other organizations</p>	\$400	Education & DIAAC	TBD
	<p>4.6 Develop promotional material for DIAAC</p> <p>4.6.1 Small banner</p> <p>4.6.2 Collect photos of DIAAC events</p> <p>4.6.3 including members of DIAAC</p> <p>4.6.4 Order new swag</p> <p>4.6.5 Design template powerpoint highlighting DIAAC. Use at public events where applicable</p>	\$100	Ed'n subcommittee Civic Administration Communications	November
	<p>4.7 Revise broaden 'Open House' strategy approach. Focusing on both general community outreach and professional industry outreach. Have material on hand to provide at Open Houses.</p>	Nil	Ed'n committee	September

Objective	Implementation	Budget	Partnerships/ Responsibility	Status/ Timeline
5. Share in role of research, knowledge attainment and providing recommendations to achieve mandate	5.1 Combined efforts of keeping apprised of best practices in other geographic areas and identifying issues happening within the CofL.	Nil	P&P & Ed'n & Awareness	Ongoing

Meeting minutes

Meeting: DIAAC Education & Awareness Sub-Committee

Date: April 26, 2018

Time: 12:00pm - 1:30 pm

Location: Committee room #5

Attendees: Leroy Osbourne(Chair), Zeba Hasmi, Thomas Wall, Marilynn Prefontaine, Mphatso Mlotha*, Ian Silver*

* - denotes regrets

Item	Discussion	Action Item/ Responsible Party
Work Plan	<p>Revised each section of the work plan realigning priorities to take on over the next several months and condensing or eliminating others.</p> <p>Work Plan will be circulated via email to group for final review before submission to DIAAC for May meeting.</p>	Leroy
Review of promotional material	<p>Discussed use of an image identifier for DIAAC and the use of CofL Logos.</p> <p>DIAAC's former moniker was LDDRAC and had the image identifier of 'people of different colours'. This was used in association with the City logo. A diversity tree was implemented on notepads, pens, brochures and keychain flashlights in another incarnation.</p> <p>The updated diversity tree will replace the people and will be used in proximity with the City logo therefore keeping with policy and past practice.</p> <p>The committee reviewed the different options of diversity trees to update the brochure. Finalized tree will be updated on the brochure.</p>	

5.1 a

DIAAC brochure	<p>Presented edits requested by DIAAC. Had discussion around adding additional images to ensure more inclusivity in the brochure.</p> <p>Additional images will be proposed to add to brochure.</p> <p>Motions to come before DIAAC for brochure - approve brochure to send on to standing committee, create email address- DIAAC@London.ca, short URL - london.ca/DIAAC, payment for licence for diversity tree.</p> <p>This version of the brochure is targeted to organization in the city.</p>	<p>Zeba & Marilyn</p> <p>Leroy</p>
DIAAC database	<p>A number of contacts have been compiled from the various organizations in the City of London that would overlap DIAAC's mandate. The current database will be circulated for the rest of the committee to assist in updating.</p>	ALL
Gender & Intersectionality Workshop	<p>Scheduled for Oct</p> <p>Workshop will be aimed at policy and decision makers, HR personnel in the profit and non for profit sectors within London.</p> <p>Meetings will resume once we have a venue finalized on the proposed dates.</p> <p>Suggestion was made around adding gender within a religious context on the workshop agenda.</p>	
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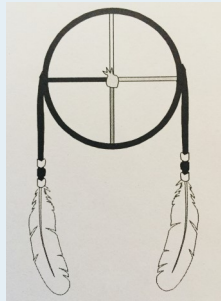


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Following a P&P meeting, Aden and I had a discussion about aspects of the Ed'n & Awareness workplan that overlapped P&P. Based on Aden's suggestion we wanted to propose a header in the meeting agenda that would be all encompassing to cover issues that take place in London and/or around the world that would be of interest to DIAAC. If this heading proposal is appropriate practice, we would like to bring this addition to DIAAC.

To give context, it transpired from the E&A sub-committee's workplan.

3.3 Identify ideas, issues or initiatives taking place in other municipalities, provinces and countries that overlap the mandate of DIAAC. Bring findings to DIAAC for discussion and possible recommendations to Council.

3.5 Highlight a pressing issue or incident that has taken place in London that would be of interest to DIAAC

Any suggestions for an appropriate header are sought for further discussion at this coming DIAAC meeting.

Thanks, Leroy