



<b>TO:</b>	<b>CHAIR AND MEMBERS COMMUNITY AND PROTECTIVE SERVICES COMMITTEE MEETING ON MAY 25, 2016</b>
<b>FROM:</b>	<b>CATHY SAUNDERS CITY CLERK</b>
<b>SUBJECT:</b>	<b>COUNCIL POLICY 1(10) – DIVERSITY, RACE RELATIONS AND INCLUSIVITY AWARD</b>

**RECOMMENDATION**

That, on the recommendation of the City Clerk the following actions be taken with respect to the Diversity, Race Relations and Inclusivity Award:

- a) the attached proposed by-law (Appendix “C”) BE INTRODUCED at the Municipal Council meeting on May 31, 2016 to repeal and replace Council Policy 1(10) Diversity, Race Relations and Inclusivity Award to:
  - i) update the terminology to reflect the name of the Advisory Committee being the “London Diversity and Race Relations Advisory Committee;
  - ii) remove the “institutions (public and private)” and “education and training” categories;
  - iii) delete the term “Nomination Sub-Committee” and replace it with the term “Awards and Recognition Subcommittee”;
  - iv) add a new category of “Social/Community Services Not-for-Profit (50 or more employees/members)”;
  - v) add a requirement of less than 26 years of age to the Youth/Young Adult category; and,
- b) subject to the approval of a) above, the attached revised Diversity, Race Relations and Inclusivity Award Nomination Form (Appendix “B”) BE APPROVED.

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

2nd Report of the London Diversity and Race Relations Advisory Committee – Jan. 15, 2015  
 2nd Report of the Community and Protective Services Committee – clause 10a)ii) – Jan. 27, 2015  
 4th Report of the Community and Protective Services Committee clause 14 – March 24, 2015

**BACKGROUND**

Municipal Council, at its meeting of January 22, 2015, resolved as follows with respect to the 7th Report of the London Diversity and Race Relations Advisory Committee (LDRRAC):

- “8b) the following actions be taken with respect to the Awards and Recognition Sub-Committee:
  - i) the following matters BE REFERRED to the City Clerk to review and report back at a future meeting of the Community and Protective Services Committee with a recommendation with respect to the proposed changes being recommended by the London Diversity and Race Relations Advisory Committee to Council Policy 1(10) Diversity, Race Relations and Inclusivity Award:
    - A) the Civic Administration BE DIRECTED to bring forward a by-law to enact the attached revised Council Policy 1(10), with respect to the “Diversity, Race Relations and Inclusivity Award”; and,



B) the ~~attached~~ revised Diversity and Race Relations and Inclusivity Award Nomination Form BE APPROVED:"

Attached as Appendix "A" to this report is the "strikethrough" version of the current Council Policy 1(10) noting the changes being proposed by LDRRAC.

Attached as Appendix "B" to this report is the LDRRAC's proposed revised Award Nomination Form.

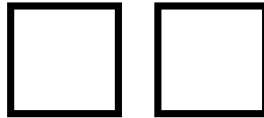
Attached as Appendix "C" to this report is the proposed by-law and staff recommended revised Council Policy 1(10).

**DISCUSSION**

The following chart summarizes the changes being proposed by the LDRRAC and the Civic Administration's comments regarding those proposed changes:

Current Wording	Proposed Wording	Civic Administration Comment
Term "anti-racism"	Replace with term "race relations"	No concerns
"small business and small labour" under "Purpose"	Proposed removal of term "small business and small labour" under "Purpose" however the category is proposed to remain under "Nomination Criteria"	Recommend that the words "small business and small labour" remain under "Purpose" to be consistent with the "Nomination Criteria"
"youth/young adult groups or organization for their achievements in promoting awareness and encouraging ongoing initiatives on diversity" under "Purpose"	Replace with words "Encourage youth from all walks of life to represent the future aspirations of this Committee" under "Purpose"	Recommend that the word remain as currently contained in the Policy.
"institutions (public and private)" as an eligible category	Remove "institutions (public and private)" as an eligible category	No concerns
"education and training" as an eligible category	Remove "education and training" as an eligible category	No concerns
	Add to "Eligibility Criteria" the following sentence: "This includes submissions from previous years, if applicable".	No concerns
"Nomination Sub-Committee"	"Awards and Recognition Sub-Committee"	No concerns
	Add an additional eligible category of "Social/Community Services Not-for-Profits (50 or more employees/members)"	No concerns
	Add a requirement of "<26 years of age" to the Youth/Young Adult category	No concerns
Selection Process	Removal of Selection Process	No concerns

<b>PREPARED AND RECOMMENDED BY:</b>
<b>CATHY SAUNDERS CITY CLERK</b>



APPENDIX "A"

**1(10) Diversity, Race Relations and Inclusivity Award**

Commencing in 2013, Diversity, Race Relations and Inclusivity Award shall be presented each year at the Council Meeting as close to December 10, Human Rights Day, as possible.

Purpose:

The purpose of the Award is to:

1. Promote public awareness of and encourage ongoing initiatives on diversity, ~~anti-racism,~~ **race relations**, inclusivity and human rights and to promote/advance London as a welcoming city.
2. Recognize ~~small business and small labour;~~ **Encourage youth from all walks of life to represent the future aspirations of this Committee**, ~~as well as~~ and ~~corporations, large business and large labour; institutions (public and private);~~ **and** social/community services **not for profits who promote awareness of diversity** (including ~~not-for-profits~~), ~~education and training;~~ and ~~youth/young adult groups or organizations for their achievements in promoting awareness and encouraging ongoing initiatives on diversity, anti-racism,~~ **race relations** inclusivity and human rights and promoting/advancing London as a welcoming city.

**Recipients will be presented with the Award by the Mayor, on behalf of the Municipal Council, at the closest possible meeting date to December 10 - Human Rights Day. There will be a maximum of five Awards presented in any one year, with no more than one Award being awarded in each of the five categories noted in section 3.2. The deadline for submissions is September 30th of each year. Your nominations are invited!**

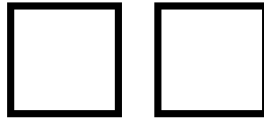
**Londoners are invited to submit their nominations using the form available on the City's website or obtained through the City Clerk's Office, 3rd Floor, City Hall, 300 Dufferin Avenue. September 30 is the deadline for sending award nominations to the Committee Secretary of the London Diversity & Race Relations Advisory Committee. Below is the criterion for award eligibility and award nomination as well as information on the selection process.**

Eligibility Criteria:

To be eligible, a nominee must:

1. represent one of the following categories: small business and small labour; corporations, large business and large labour; ~~institutions (public and private);~~ social/community services (including not-for-profits), ~~education and training;~~ or youth/young adult groups or organizations;
2. have been operating in London continuously during the past 12 months, at a minimum;
3. have made their qualifying contribution in the City of London within the past 12 months; and
4. consent to the nomination;

noting that previous years' recipients would remain eligible for nomination in future years on the condition that any subsequent nomination is not based upon the same achievement or initiative for which they have already received an Award. **This includes submissions from previous years if applicable.**



Nomination Criteria:

1. Nominations can be made by any individual who works or resides in the City of London. The nominators must be familiar with the activities of the nominee, and may be called upon for an interview by the **Awards and Recognition Nominations** Sub-Committee of the London Diversity and Race Relations Advisory Committee.
2. Nominations will be received from within the following categories, but awards may not necessarily be presented in each category, each year:
  - Small Business and Small Labour (49 or fewer employees/members);
  - Corporations, Large Business and Large Labour (50 or more employees/members);
  - ~~Institutions (including both public and private);~~
  - **Social/Community Services Not-for-Profits (49 or fewer employees/members);**
  - **Social/Community Services Not-for-Profits (50 or more employees/members);**
  - ~~Education and Training; and,~~
  - Youth/Young Adult (< 26 years of age) Groups or Organizations.
3. Nomination submissions must include:
  - category
  - profile of nominee
  - consent of nominee
  - information about the nominator (i.e. name, address, etc.)
  - brief description of the nominee and initiative, including the reasons for nomination
  - responses to the following four questions:
    - i) How has the initiative contributed to the promotion of diversity, anti-racism, inclusivity and human rights in London and promoting London as a welcoming city?
    - ii) What short or long-term impact has/will the initiative have on the promotion of diversity, anti-racism, inclusivity and human rights in London and promoting London as a welcoming city?
    - iii) What is the potential for expansion and/or inspiration for replication of the initiative?
    - iv) How can receiving this Award be used to further promote diversity, anti-racism, **race relations**, inclusivity and human rights in London and to further promote London as a welcoming city?

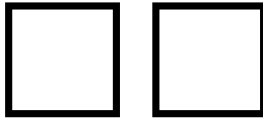
Submission of Nominations:

- ~~1. The deadline for submissions is September 30th of each year.~~
- ~~2. Nomination forms can be obtained from the Secretary of the London Diversity and Race Relations Advisory Committee (LDRRAC) by calling 519-661-2500, Ext. xxxx. The nomination form will also be available on the City of London's website.~~
- ~~3. Completed nominations should be returned to:~~

~~\_\_\_\_\_ Secretary, London Diversity and Race Relations Advisory Committee  
\_\_\_\_\_ City Clerk's Office, Room 308  
\_\_\_\_\_ 300 Dufferin Avenue  
\_\_\_\_\_ P O Box 5035  
\_\_\_\_\_ London, ON N6A 4L9~~

~~\_\_\_\_\_ Fax: 519-661-4892  
\_\_\_\_\_ E-mail: [xxxxxxxx@london.ca](mailto:xxxxxxxx@london.ca)~~

~~\_\_\_\_\_ by the deadline mentioned above.~~



~~Selection Process:~~

~~The Award selection process will be as follows:~~

- ~~1. Nominees will be evaluated by the Nominations Sub-Committee of the London Diversity and Race Relations Advisory Committee.~~
- ~~2. Based on the information provided in the nomination form, each member of the Nominations Sub-Committee will evaluate each nominee using the following rating system:~~

- ~~4 - excellent~~
- ~~3 - very good~~
- ~~2 - good~~
- ~~1 - fair~~
- ~~0 - not appropriate~~

- ~~3. The nominee with the highest rating in each category will be recommended for an Award.~~

~~The Award recommendations will be presented to the London Diversity and Race Relations Advisory Committee for approval and recommendation to the Community and Protective Services Committee, for consideration and subsequent recommendation to the Municipal Council.~~

~~The Award:~~

- ~~1. The Award recipients will be recognized and presented with the Award by the Mayor, on behalf of the Municipal Council, at a Municipal Council meeting to be held as close to December 10, Human Rights Day, as possible.~~
- ~~2. There will be a maximum of five Awards presented in any one year, with no more than one Award being awarded in each of the five categories noted above.~~

All nominators will be advised of the status of their nomination prior to the presentation of the Award.



APPENDIX "B"



## Diversity, Race Relations and Inclusivity Award Nomination Form

**NOMINEE INFORMATION**

Name of organization:	
Business Address:	
City:	Postal code:
Name(s) of contact people (including position titles):	
Business Telephone:	Business Fax:
Business E-mail:	
Category: (check one)	
<input type="checkbox"/> Small business/small labour (49 or fewer employees/members)	
<input type="checkbox"/> Large business/large labour (50 or more employees/members)	
<input type="checkbox"/> Social/community services (including Not-for-Profits) (49 or fewer employees/members)	
<input type="checkbox"/> Social/community services (including Not-for-Profits) (50 or more employees/members)	
<input type="checkbox"/> Youth/young adult groups or organizations (<26 years of age)	

**INITIATIVE INFORMATION** (attach additional sheets or supporting material as required)

Program initiative:
Date of implementation:
Key department(s) or committees involved:
Key people involved:
Description of initiative:
How has the initiative contributed to the promotion of diversity, race relations, inclusivity and human rights in London and promoting London as a welcoming city?



<p>What short or long-term impact has/will the initiative have on the promotion of diversity, race relations, inclusivity and human rights in London and promoting London as a welcoming city?</p>
<p>What is the potential for expansion and/or inspiration for replication of the initiative?</p>
<p>How can receiving this Award be used to further promote diversity, race relations, inclusivity and human rights in London and to further promote London as a welcoming city?</p>

**NOMINATOR INFORMATION**

Name:	
Address:	
City:	Postal code:
Telephone:	Fax:
E-mail:	Signature:
Date:	
<p><b>Note: By signing this form you are hereby confirming that the Nominee has consented to the nomination.</b></p>	

**Submissions must be received by September 30 to:**

London Diversity and Race Relations Advisory Committee  
 c/o Committee Secretary, City Clerk’s Office  
 City of London  
 300 Dufferin Avenue, PO Box 5035  
 London, ON N6A 4L9

Phone: 519-661-2500 Ext. 5417  
 Fax: 519-661-4892  
 E-mail: [jmartin@london.ca](mailto:jmartin@london.ca)

***NOTICE OF COLLECTION OF PERSONAL INFORMATION***

Please be advised that all nominations submitted for the Diversity, Race Relations and Inclusivity Award become part of the public record. The nominations will be published on a public agenda and made available electronically through the City of London public internet website. The personal information collected on this form is collected under the authority of the Municipal Act 2001, as amended, and will be used to administer the Diversity, Race Relations and Inclusivity Award program. Questions about this collection should be addressed to the City Clerk at 300 Dufferin Avenue, London, Ontario N6A 4L9 Tel: 661-2500 Ext. 4937



**APPENDIX “C”**

Bill No.  
2016

By-law No.

A by-law to repeal and replace Council Policy 1(10) entitled “Diversity, Race Relations and Inclusivity Award”

WHEREAS section 5(3) of the *Municipal Act, 2001* S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS the Municipal Council of The Corporation of the City of London wishes to take the necessary steps to repeal and replace Council Policy 1(10) entitled “Diversity, Race Relations and Inclusivity Award” to clarify and update the Policy;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. Council Policy 1(10) is hereby repealed and replaced with a new Council Policy 1(10) entitled “Diversity, Race Relations and Inclusivity Award” attached as Schedule “A” to this by-law.
2. This by-law shall come into force and effect on the day it is passed.

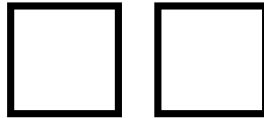
PASSED in Open Council , 2016.

Matt Brown  
Mayor

Catharine Saunders  
City Clerk

First reading –  
Second reading –  
Third reading –





## SCHEDULE "A"

### **Diversity, Race Relations and Inclusivity Award**

#### Purpose:

The purpose of the Award is to:

1. Promote public awareness of and encourage ongoing initiatives on diversity, race relations, inclusivity and human rights and to promote/advance London as a welcoming city.
2. Recognize and encourage small businesses/small labour (49 or fewer employees/members); large businesses/large labour (50 or greater employees/members); social/community service not-for-profits (49 or fewer employees/members); social/community service not-for-profits (50 or greater employees/members) youth and young adult groups (less than 26 years of age) or organizations, that promote awareness of diversity, race relations, inclusivity and human rights and promote/advance London as a welcoming city.

Recipients will be presented with the Award by the Mayor, on behalf of the Municipal Council, at the closest possible meeting date to December 10 - Human Rights Day. There will be a maximum of five Awards presented in any one year, with no more than one Award being awarded in each of the five categories noted in section 2 above.

All Londoners are invited to submit their nominations using the Nomination Form available on the City's website or obtained through the City Clerk's Office, 3rd Floor, City Hall, 300 Dufferin Avenue.

September 30 is the deadline for sending award nominations to the Committee Secretary of the London Diversity and Race Relations Advisory Committee. Below is the criteria for award eligibility and details of the award nomination process.

#### Eligibility Criteria:

To be eligible, a nominee must:

1. represent one of the following categories:
  - small businesses/small labour (49 or fewer employees/members);
  - large businesses/large labour (50 or greater employees/members);
  - social/community service not-for-profits (49 or fewer employees/members);
  - social/community service not-for-profits (50 or greater employees/members);
  - youth and young adult (less than 26 years of age) groups or organizations;
2. have been operating in London continuously during the past 12 months, at a minimum;
3. have made their qualifying contribution in the City of London within the past 12 months; and,
4. consent to the nomination;

noting that previous years' recipients would remain eligible for nomination in future years on the condition that any subsequent nomination is not based upon the same achievement or initiative for which they have already received an Award or for which they have previously been nominated.

#### Nomination Criteria

1. Nominations can be made by any individual who works or resides in the City of London. The nominators must be familiar with the activities of the nominee, and may be called upon for an interview by the Awards and Recognition Sub-Committee of the London Diversity and Race Relations Advisory Committee.



2. Nominations will be received for each of the following categories, but awards may not necessarily be presented in each category, each year:
  - small businesses/small labour (49 or fewer employees/members);
  - large businesses/large labour (50 or greater employees/members);
  - social/community service not-for-profits (49 or fewer employees/members);
  - social/community service not-for-profits (50 or greater employees/members);
  - youth and young adult (less than 26 years of age) groups or organizations.
  
3. Nomination submissions must include:
  - category
  - profile of nominee
  - consent of nominee
  - information about the nominator (i.e., name, address, etc.)
  - brief description of the nominee and initiative, including the reasons for nomination
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    - a) How has the initiative contributed to the promotion of diversity, race relations, inclusivity and human rights in London and promoting London as a welcoming city?
    - b) What short or long-term impact has/will the initiative have on the promotion of diversity, race relations, inclusivity and human rights in London and promoting London as a welcoming city?
    - c) What is the potential for expansion and/or inspiration for replication of the initiative?
    - d) How can receiving this Award be used to further promote diversity, race relations, inclusivity and human rights in London and to further promote London as a welcoming city?

All nominators and nominees will be advised of the status of their nomination prior to the presentation of the Award.