

## London Diversity and Race Relations Advisory Committee Work Plan – 2016

Date, February 18, 2016

Activity	Background	Responsibility	Proposed Timeline	Proposed Budget	Strategic Plan Alignment
Develop a recommendation to Council for a name change of LDRRAC (Consultation in process)	<ul style="list-style-type: none"> <li>• Explore process for providing a fulsome report on the recommendation to Council</li> <li>• Research rationale and best practice</li> <li>• Develop report/ recommendation</li> <li>• This will be developed from consultation process (details to come)</li> <li>• Survey to community on name change</li> </ul>	Chad Callander	<p>On-going Target resolution of Fall 2016</p> <p>Survey for late winter/ early spring</p>	\$200 for engagement and materials	Leading in Public Service – Make community engagement a priority. Make the public a partner who has access to our information and helps make decisions with Council
Facilitate the development of annual work plans for LDRRAC; monitor and measure subsequent activities	<ul style="list-style-type: none"> <li>• Review draft sub-committee work plans</li> <li>• Consolidate into an aligned document</li> <li>• Develop monitoring and measurement protocols</li> </ul>	Policy & Planning sub-committee	On-going	Nil	Collaborative Engaged Leadership – Continue to build strong working relationships between City Council, Civic Administration, the City’s agencies, boards and commissions, and community partners
Provide recommendations and supplemental materials to enhance the LDRRAC new member orientation	<ul style="list-style-type: none"> <li>• Collaborate with Clerk's Office on recommendations submitted via proposed new member orientation checklist.</li> <li>• Facilitate development of LDRRAC document to be completed by Education sub-committee</li> <li>• Develop the following documents:               <ul style="list-style-type: none"> <li>○ Established meeting practices</li> </ul> </li> </ul>	<p>Policy and Planning sub-committee</p> <p>Education sub-committee</p> <p>All sub-committees</p>	<p>Fall 2016</p> <p>Acronym List completed Feb 2016</p>	Nil	Innovative and supportive organizational practices – Use innovative and best practices in all organizational and management activities.

	<ul style="list-style-type: none"> <li>○ Roles and Responsibilities</li> <li>○ Acronym List</li> </ul>				
Establish positive relationships with Council	<ul style="list-style-type: none"> <li>• Explore opportunities to work with Council members</li> </ul>	Policy & Planning Sub Committee	Ongoing	Nil	Collaborative Engaged Leadership – Continue to build strong working relationships between City Council, Civic Administration, the City’s agencies, boards and commissions, and community partners
Provide input into the Community Diversity & Inclusion Plan	<ul style="list-style-type: none"> <li>• Offer resources and information that may be pertinent for the D&amp;I plan</li> <li>• Providing ongoing consultation &amp; review</li> </ul>	Policy & Planning Sub-committee	Ongoing as the Plan is developed	Nil	Strengthening our community – Diverse, inclusive and welcoming community. Support all Londoners to feel engaged and involved in our community
Explore relationships within the Corporation of the City of London whose work is impacted by diversity and inclusion; offering LDRRAC as a resource	<ul style="list-style-type: none"> <li>• Reach out to contact people in the following areas of the Corporation, inviting them to a P&amp;P sub-committee meeting to learn about the work they do and possible interfacing with LDRRAC: Intergovernmental Liaison, Communications, Culture &amp; Municipal Policies, Community Development &amp; Funding, Homelessness, Human Resources, Emergency Measures, Planning, Parks &amp; Recreation, Housing, Social Services &amp; Dearness. Develop introductory messaging and prioritization of outreach</li> </ul>	Policy & Planning Sub-committee	On-going	Nil	Collaborative Engaged Leadership – Continue to build strong working relationships between City Council, Civic Administration, the City’s agencies, boards and commissions, and community partners

<p>Provide input to Civic Administration for updates to the LDRRAC web page on London.ca</p>	<ul style="list-style-type: none"> <li>• Possible creation of new email</li> <li>• Meet with communications representative to determine parameters for web content</li> <li>• Collect input from LDRRAC members for web page revisions</li> <li>• Develop recommendations and share with communications</li> </ul>	<p>Education and Awareness sub-committee</p>	<p>On-going</p>	<p>Nil</p>	<p>Leading in Public Service – Excellent Service Delivery</p>
<p>Liaise with community organizations to help promote their activities and LDRRAC to the broader community</p>	<ul style="list-style-type: none"> <li>• Invite community organizations to speak about current issues in diversity and inclusion</li> <li>• Inventory current information sources for organizations connected to community, diversity and inclusion</li> <li>• Brainstorm methods of coordinating information sharing and promotion</li> </ul>	<p>Education and Awareness sub-committee</p>	<p>On-going</p>	<p>\$400 for events and resource development</p>	<p>Strengthening our community – Diverse, inclusive and welcoming community. Support all Londoners to feel engaged and involved in our community</p>
<p>Plan LDRRI Award ceremony</p>		<p>LDRRI Award Sub-committee</p>	<p>Ongoing</p>	<p><b>\$1600</b></p> <ul style="list-style-type: none"> <li>• Plaques \$600</li> <li>• Food &amp; Drink 70 ppl @\$10 = \$700</li> <li>• Calendar – all nominees \$300</li> </ul> <p><b>\$400</b></p> <ul style="list-style-type: none"> <li>• Education &amp; Research - travel, meetings and presentations</li> </ul> <p><b>Total \$2000</b></p>	<p>Strengthening our community – Diverse, inclusive and welcoming community. Support all Londoners to feel engaged and involved in our community Leading in Public Service</p>

<p>Collaborate with Civic Administration on review of processes for the LDRRI Awards and Mayor's New Year's Honours List selection</p>	<ul style="list-style-type: none"> <li>• Follow-up with Clerks regarding action of the May 24th, 2014 Council resolution to review and comment on LDRRAC's request for Civic Administration to provide leadership responsibility for the LDRRI Award</li> <li>• Work collaboratively with Civic Administration to review current processes and provide suggestions for improvement based on LDRRI Award recipient feedback</li> <li>• Review LDRRAC/sub-committee involvement with identification and recommendation of recipients for the Mayor's New Year's Honours List</li> </ul>	<p>LDRRI Award Sub-committee</p>		<p>Nil</p>	<p>Strengthening our community – Diverse, inclusive and welcoming community. Support all Londoners to feel engaged and involved in our community</p>
<p>Research and recommend additional forms of awards and recognition to LDRRAC</p>	<ul style="list-style-type: none"> <li>• Investigate other City Advisory Committees and collaborate (Ottawa, Peel, Hamilton regions) on awards and recognition practices</li> </ul>	<p>I Silver Awards and Recognition Sub-committee</p>	<p>In progress</p>	<p>Nil</p>	<p>Strengthening our community – Diverse, inclusive and welcoming community. Support all Londoners to feel engaged and involved in our community</p>
<p>Increase awareness and participation while coordinating the Annual Rewards and Recognition program</p>	<ul style="list-style-type: none"> <li>• Develop an inventory of all nominators and nominees including contact information and invite participation of the annual event</li> <li>• Assess the benefits and nature of incentives to increase nominee participation, ie bio's of nominees on website</li> <li>• Schedule information session with Rogers Cable (Andrew Rossiter)</li> </ul>	<p>Awards and Recognition Sub-committee</p>	<p>In progress</p>	<p>Nil</p>	<p>Strengthening our community – Diverse, inclusive and welcoming community. Support all Londoners to feel engaged and involved in our community</p> <p>Leading in Public Service – Collaborative Engaged Leadership – Continue to build strong working relationships</p>

	<ul style="list-style-type: none"> <li>• Develop template to provide Councillors with information relative to events to assist with promotion and recognition</li> <li>• Invite MP and MPP's (D. Matthews, I. Matheson) to awards celebration to increase recognition and awareness (in Parliament)</li> </ul>				between City Council, Civic Administration the City's agencies, boards and commissions and community partners.
Promote Awards & Recognition Winners	<ul style="list-style-type: none"> <li>• Provide Councillors with information of winners within their areas and encourage recognition</li> <li>• Provide Education Committee with names of winners and request presentation at LDRRAC meeting</li> </ul>	D. Hamou Z. Hasmi  Awards and Recognition Sub-committee	On-going	Nil	<p>Strengthening our community – Diverse, inclusive and welcoming community. Support all Londoners to feel engaged and involved in our community</p> <p>Leading in Public Service – Collaborative Engaged Leadership – Continue to build strong working relationships between City Council, Civic Administration the City's agencies, boards and commissions and community partners.</p>
Educate Committee members	<ul style="list-style-type: none"> <li>• Identify alternate ways to increase knowledge of diversity, race relations and inclusivity activities in the city</li> <li>• Provide Education Committee with names of all nominations and request participation at LDRRAC meetings</li> </ul>	Awards and Recognition Sub-committee	On-going		<p>Strengthening our community – Diverse, inclusive and welcoming community. Support all Londoners to feel engaged and involved in our community</p> <p>Innovative and supportive organizational practices – use</p>

					innovative and best practices in all organizational and management activities
Collaborate with City on Awards and Recognition Process	<ul style="list-style-type: none"> <li>Follow up with City to confirm internal contact to liaise with the Awards and Recognition Sub-committee to support activities</li> <li>Determine interest of the City's Marketing or Communications team to meet to collaborate on the City's annual Communication Plan</li> </ul>	Awards and Recognition Sub-committee	TBD	Nil	Leading in Public Service – Collaborative Engaged Leadership – Continue to build strong working relationships between City Council, Civic Administration the City's agencies, boards and commissions and community partners.
Orient new LDRRAC members on Awards and Recognition	<ul style="list-style-type: none"> <li>Provide summary of relevant Awards to be included in the Orientation Package for new LDRRAC members</li> </ul>	Awards and Recognition sub-committee  K. Husain	Ongoing	Nil	Strengthening our community – Diverse, inclusive and welcoming community. Support all Londoners to feel engaged and involved in our community
Arrange community speakers (local and regional) to speak to LDRRAC	<ul style="list-style-type: none"> <li>Develop schedule for voting committee members to present a brief bio of themselves</li> <li>Coordinate LDRRI Award recipients to present</li> <li>Invite the London Police Services LDRRAC representative to present</li> <li>Invite members of the public who experience discrimination or abuse in London to speak at LDRRAC meeting.</li> <li>Invite other experts and community members to speak to LDRRAC (could be</li> </ul>	Education and Awareness sub-committee	On-going (ever other month)	\$1000 total for travel expenses for regional resources (no more than \$200 per person). (e.g LDRRAC had Eternity Marais the author of	Strengthening our community – Diverse, inclusive and welcoming community. Support all Londoners to feel engaged and involved in our community

	diversity 'experts' or community agency reps).			the Vice article on Racism in London, in to speak about her experiences . We paid for travel from Toronto).	
Identify opportunities to partner with Civic Administration to coordinate community awareness events	Brainstorm proposed, existing or new events related to different dimensions of diversity. May want to consider community forum on racism given recent issues in the community.	Education and Awareness sub-committee	Ongoing	\$500 for refreshments & possible honorariums for speakers	Strengthening our community – Diverse, inclusive and welcoming community. Support all Londoners to feel engaged and involved in our community
Work collaboratively with Civic Administration to promote the activities of LDRRAC	<ul style="list-style-type: none"> <li>• Seek assistance from Communications on the development of a communications plan to promote the activities of LDRRAC</li> <li>• Collect input from LDRRAC members on communications plan and specific proposed content (e.g revision of the LDDRAC brochure, posters)</li> </ul>	Education and Awareness sub-committee	Fall 2016	Nil	<p>Leading in Public Service – Make community engagement a priority. Make the public a partner who has access to our information and helps make decisions with Council.</p> <p>Strengthening our community – Diverse, inclusive and welcoming community. Support all Londoners to feel engaged and involved in our community</p>

Open each LDRRAC meeting with a statement acknowledging that we are on traditional First Nations Land	<ul style="list-style-type: none"> <li>Honour the Indigenous people and traditional lands</li> <li>Fulfill an aspect of the Truth and Reconciliation Commission recommendations</li> </ul>	Suzanne Morrison and Jessica Hill	March 2016 and ongoing	Nil	Diverse, inclusive, and welcoming community
Invite inter-faith leaders to open our LDRRAC meetings	<ul style="list-style-type: none"> <li>Develop relationships and learn from a variety of faith leaders in our community</li> </ul>	Education and Awareness sub-committee Suzanne Morrison	10x per year	\$100 honorarium to elder x 10 meeting = \$1000	Diverse, inclusive, and welcoming community
Ongoing advisement to Council on issues where diversity, race relations and inclusion may need to be addressed.	There will be issues that come before Council or the community that need the advisement of LDRRAC. We will offer up recommendations via the Community and Protective Services Committee (CPSC), for Council consideration on an ongoing basis	Chair - Shawna Lewkowitz	On-going	nil	Diverse, inclusive, and welcoming community  Leading in Public Service – Collaborative Engaged Leadership – Continue to build strong working relationships between City Council, Civic Administration the City's agencies, boards and commissions and community partners.
			<b>Total</b>	<b>\$5100</b>	