

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE AUGUST 29, 2017
FROM:	KATE GRAHAM DIRECTOR, COMMUNITY & ECONOMIC INNOVATION
SUBJECT:	FCM DIVERSE VOICES FOR CHANGE INITIATIVE

RECOMMENDATION

That, on the recommendation of the Director, Community & Economic Innovation, and based on recommendations of the Diverse Voices for Change (DV4C) Working Group, the following actions be taken in effort to increase the participation of women from diverse communities in municipal decision making processes:

- a) the report entitled “FCM Diverse Voice for Change Initiative”, dated August 29, 2017, including the findings of the diversity census, attached as Appendix “A”, and focus groups, attached as Appendix “B”, **BE RECEIVED** for information;
- b) the City Clerk **BE DIRECTED** to review and report back on the potential implementation of recommendations identified in the report, including information with respect to required resources and budget for the implementation; and
- c) the Mayor and the City Clerk **BE AUTHORIZED** to enter into the Financial Contribution Agreement, attached as Appendix “C”, with the Federation of Canadian Municipalities (FCM) to receive funding for the Diverse Voice for Change (DV4C) initiative.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
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- o “FCM – Women in Local Government – Diverse Voices for Change Initiative,” Corporate Services Committee, November 3, 2015
- o “FCM Diverse Voices for Change Initiative,” Corporate Services Committee, December 13, 2016

BACKGROUND

Women continue to be underrepresented in local government, including in elected and appointed roles. The Federation of Canadian Municipalities (FCM) has been a longstanding champion for increasing the participation of women in local government. Many municipalities have been partners in this work, including the City of London. Diversity and inclusion are identified as priorities in Council’s *2015-2019 Strategic Plan*, and many efforts have been made to advance equity over the past number of years.

In 2015, FCM launched a new program called Diverse Voices for Change (DV4C), aimed to “*increase the number of women across diverse communities who are actively informed by and engaged in municipal decision making processes.*” This program followed the previous FCM Head Start Program, which the City of London participated in and led to the production of the 25% documentary. With Council direction (November 2015), the City of London applied to be a part of the three-year DV4C program (2016-2018). Interviews were conducted in early 2016, and the City of London was announced as one of five selected municipalities on International Women’s Day in March 2016.

During 2016, a number of preliminary steps were taken related to DV4C, as reported to Council in December 2016: an environmental scan was conducted, a Working Group was established, and work was done to identify a London-specific DV4C goal “*to increase the representation of women, particularly women from diverse backgrounds, on City of London advisory committees and the governance bodies of City of London agencies, boards and commissions.*” This goal was approved by Council in December 2016. This report provides an update on activities which have taken place since this time, and recommends a number of next steps to advance this goal.

DV4C PROGRESS UPDATE

The DV4C Working Group has continued to meet on a regular basis during 2017 to guide all DV4C related activities. Three main activities, as outlined in the December 2016 report, have now been completed.

1. Diversity Census

The Working Group identified a need to better understand the current landscape of women’s participation in advisory committees and the governance bodies of the City’s agencies, boards and commissions. To obtain baseline data, a survey was administered to current members of these groups. The survey was administered with the support of an independent provider.

The summary report capturing the findings of the census are attached as [Appendix A](#). A total of 148 individuals participated, on a voluntary and confidential basis. The response rate to the survey was less than hoped for, so the data may or may not present a complete picture – but it is still an informative starting point for future data collection.

The data identifies that women are underrepresented on the governance bodies of the City’s agencies, boards and commission – but are not underrepresented on advisory committees (which may be a result of a concerted effort by the Striking Committee to achieve gender parity). **However, women from diverse backgrounds are underrepresented on both groups. Only 2% of survey respondents from City of London advisory committees and governance bodies are women from diverse backgrounds, compared to more than 8% in the overall London population.** The census also offers other interesting findings on the degree to which these groups more generally reflect the London community. Key findings include:

- No survey respondents on either City of London advisory committees or governance bodies identified as Indigenous;
- Respondents from both advisory committees or governance bodies reported significantly higher levels of education (University Graduate or Post Graduate/ Professional Designation) relative to the overall London population;
- Nearly half of the respondents who identify as female on City of London governance bodies (45%) are sixty to sixty four (60-64) years of age, which is considerably higher than the 5.8% of Londoners in this age bracket;
- Female respondents from City of London advisory committees have the highest representation of Canadian born members (93.4%);
- Few of the ethnicities in the London community are represented by the respondents from City of London advisory committees or governance bodies;
- Seventy percent (70%) of both women and men on the governance bodies of City of London boards and commissions identified as being Christian; and
- All female respondents from governance bodies of City of London boards and commissions identified as being heterosexual.

Based on this data, the Working Group concludes that the City of London's advisory committees, and the governance bodies of the City's agencies, boards and commissions do not adequately represent the London community. The limited diversity of these groups limits opportunities for women from diverse backgrounds to obtain experience which can lead to other forms of participation in local government.

2. Focus Groups

In order to understand barriers faced by women to get involved in local government decision making processes, a series of focus groups were held between February to April 2017. Shawna Lewkowitz, a member of the Working Group and founder of Women & Politics, was engaged to administer the focus groups, with a goal to (1) understand current barriers experienced by women from diverse backgrounds for participating in advisory committees and other governance bodies, of the City's agencies, boards and commissions, and (2) identify recommended actions which could increase the participation of women from diverse backgrounds on these groups. The focus groups targeted insights from women in the following groups: (1) youth, particularly those already engaged in some form of leadership, (2) First Nations and Indigenous, (3) newcomers, (4) racialized women, and (5) women from diverse background currently participating in advisory committees and governance bodies, as well as (6) Councillors and Striking Committee members. The final report, capturing learnings from the focus groups, is attached as [Appendix B](#). The report makes a number of recommendations, based on input from focus group participants:

Outreach and the Application Process

- Use existing meetings and events at the City to promote governance bodies
- Do outreach/presentations to existing diverse groups in the city
- Ensure presentation and communication materials reflect diversity
- Hold open houses
- Provide more description of what each Advisory Committee, Board and Commission does on website and when doing presentations and outreach
- Provide alternative to online application form
- Include specific requirements/qualifications on application form
- Voluntary self-disclosure on application form
- Include lived experience as acceptable experience
- Use plain language on all forms
- Allow people on First Nation reserves to be appointed to governance bodies
- Inform people when they aren't appointed and why

Systemic Issues

- Diversity training for all appointed citizens and members
- Mentorship for new members
- Child Minding and/or Childcare reimbursement
- Flexible meeting times
- Create an Indigenous Relations Office

Internal Barriers

- Do outreach into community spaces
- Create community champions by doing train-the-trainers so diverse community members can share with their own communities, information on local government and how to get involved
- Increase opportunities for ways that diverse community members can interact positively with local government

The Working Group reviewed these recommendations, in the context of the other work outlined in this report. This report recommends directing the City Clerk to report back to Council on how the recommendations in this report can be implemented.

3. Workshops

In May 2017, workshops were hosted at City Hall for women interested in becoming more involved in local government. These workshops were facilitated by FCM, and hosted by the DV4C Working Group, Women & Politics, and the City of London. The first day (May 25) was called “Diverse Voices Count” and focused on learning about how government works, City services, and how to engage in the political process. The second day (May 26) aimed to “Ignite the Spark” by supporting women to get to know their strengths, and to support them as they consider getting engaged or running for office. Nearly 30 women participated in the workshops, and the feedback was overwhelmingly positive.

Some of the qualitative feedback received included:

- When asked about the primary reason participants chose to attend the workshops, common responses included wanting to get more involved in local government, learning about local politics, and to network with other likeminded women. Some participants shared their interest in better connecting members of their communities to local government. In the words of one participant. “I am a woman of colour [and] a religious minority who is very involved in the community but not at the government or politics level. I’m very interested in politics and having women like to do more. [...] I want to help more racialized and newcomer women to be represented [and] actively engaged.”
- When asked what key learnings participants were taking away from the workshop, responses included:
 - I can make a difference
 - Connections and inspiration
 - A better sense of my strengths
 - Get involved!
 - Building confidence and self-esteem to participate at the municipal level
 - Overall it was so helpful and informative and very motivating- thank you again and! I met so many wonderful women. Thank you to the facilitators and organizers.

FCM has made the workshop materials available for others to use. The City could offer these workshops on a periodic basis, ideally using a train-the-trainer model which would empower women from diverse backgrounds to deliver training within communities and neighbourhoods. This may be particularly beneficial when there are multiple opportunities for women to apply, such as at the beginning of the next Council term when the advisory committee recruitment process begins.

DV4C BUDGET

As a selected participant the City of London receives twelve thousand dollars (\$12,000) in funding from the Federation of Canadian Municipalities (FCM) for 2017 and 2018 to support costs associated with the DV4C initiative. A Financial Contribution Agreement, attached in [Appendix C](#), was sent to the City from FCM in July 2017, and requires authorization before funds can be dispersed. The Agreement has been reviewed by Civic Administration. This report recommends entering into the Agreement.

WORKING GROUP RECOMMENDATIONS & NEXT STEPS

Should Council endorse the recommendations of this report, the DV4C Working Group will continue to meet throughout the remainder of the program to oversee implementation, and is prepared to work with the City Clerk’s Office to implement the recommendations identified through the focus groups. Government and External Relations will continue to support this project. Regular updates will also be provided to FCM, and will continue to the completion of the program in 2018.

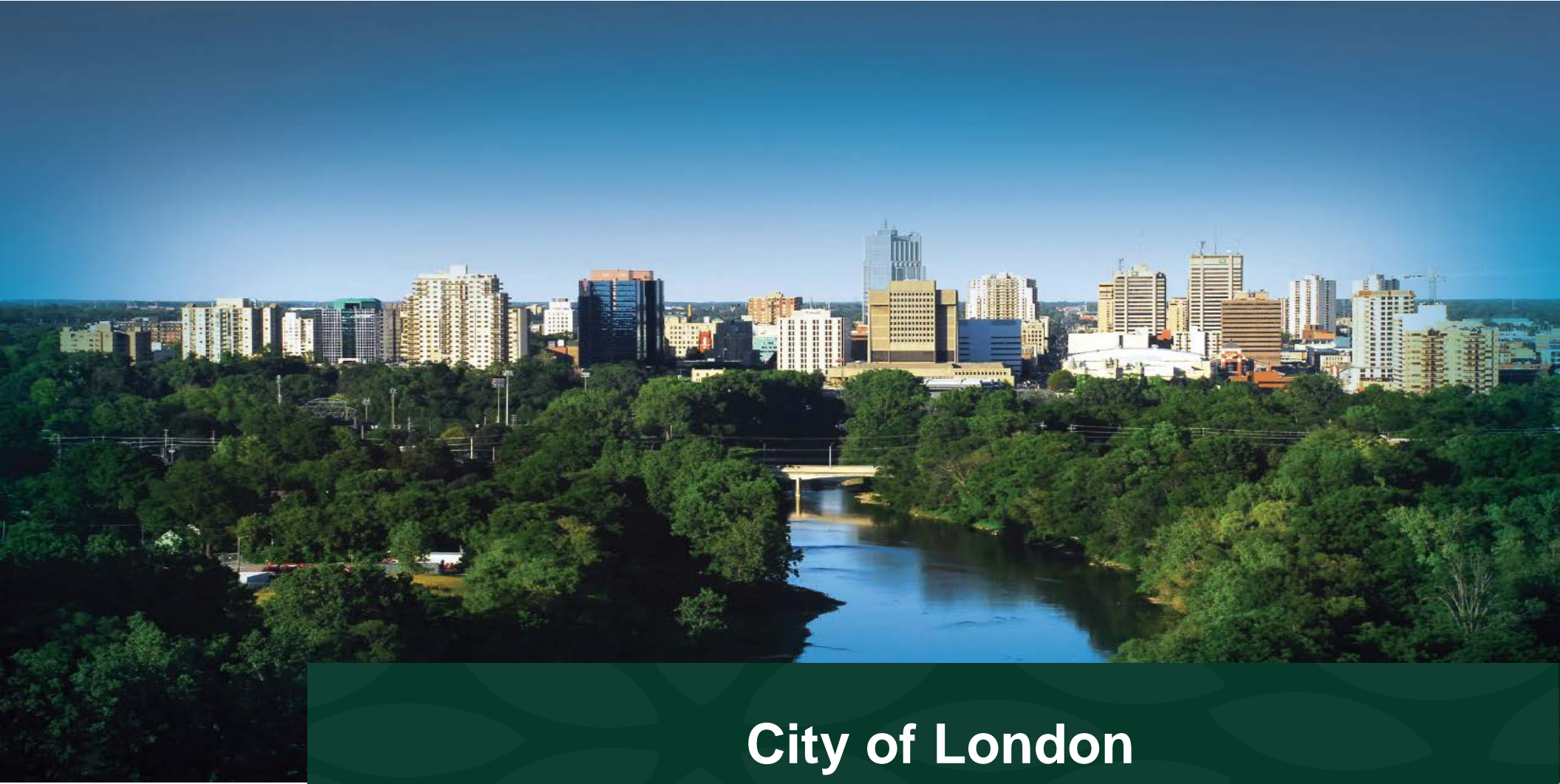
CONCLUSION

Women make up 51% of Canada's population but remain underrepresented in local government decision making processes. FCM's Diverse Voices for Change initiative marks an opportunity to work with other communities in a shared interest to increase the engagement of women from diverse backgrounds in local government. Through participation in this program, the City of London also takes another step to "*support all Londoners to feel engaged and involved in our community.*" London strives to continuously become a more welcoming and inclusive community, and this program marks another step forward.

Acknowledgement with appreciation is extended to the following individuals for their role in the DV4C program: Steering Committee members Councillor Maureen Cassidy, Councillor Harold Usher, Shawna Lewkowitz, Dharshi Lacey, Mary Alikakos, Vanessa Ambtman-Smith and Yenny Medina; all speakers at the DV4C Workshops including Mayor Matt Brown and Councillors Tanya Park, Virginia Ridley and Anna Hopkins; and all members of City of London advisory committees, boards and commissions for their support and participation in the DV4C census. The progress to date on this program would not have been possible without their contributions.

PREPARED BY:	RECOMMENDED BY:
KINGA KOLTUN GOVERNMENT & EXTERNAL RELATIONS OFFICER	KATE GRAHAM DIRECTOR, COMMUNITY & ECONOMIC INNOVATION

cc. Diversity, Inclusion and Anti-Oppression Advisory Committee
DV4C Working Group
Federation of Canadian Municipalities
Senior Leadership Team



City of London
Diverse Voices for Change (DV4C)
Diversity Census Results

Table of Contents

Objectives	2
Methodology	3
Key Findings	4
London Statistics	7
Detailed Findings	11
Highest Level of Education.....	12
Age	13
Immigration Status & Year of Immigration.....	14
Disabilities	15
Race/Ethnicity	16
Faith/Religion	17
Sexual Orientation.....	18
Conclusions	19
Appendices	21
Appendix A: Disability Types	22
Appendix B: Race/Ethnicity	23

Objectives

Diverse Voices for Change (DV4C) Objective

To increase the representation of women, particularly women from diverse backgrounds, on City of London advisory committees and the governance bodies of City of London agencies, boards and commissions.

DV4C Diversity Census Objective

We are pleased to present you with the results of the 2017 Diverse Voices for Change (DV4C) Diversity Census results.

This Census was conducted in order to:

- Gain a baseline understanding of the composition of all City of London Advisory Committees, Boards & Commissions;
- Gain an understanding of how the composition of City of London Advisory Committees, Boards & Commissions compares to the overall population of London, and;
- Determine whether there are any gaps that should be addressed through the future selection process.

Methodology

- The survey was conducted through a variety of means, including paper and online. The data collection was conducted and maintained by a third party, Turner Consulting Group.
- Participation in the survey was voluntary, participants could opt out from participating in the survey or answer all or some of the questions.
- A total of 148 surveys were completed across all City of London Advisory Committees, Boards & Commissions. This includes¹:
 - o Ninety one (91) respondents from City of London Advisory Committees;
 - o Fifty two (52) respondents from City of London Boards & Commissions, and;
 - o Five (5) respondents who did not identify with an Advisory Committee, Board or Commission. *** ***This group is not included in data presented.***
 - o The response rate amongst City of London Advisory Committees was 42.5% and 26.7% amongst City of London Boards & Commissions. **NOTE:** Some Councillors or community members may sit on multiple City of London Advisory Committees and/or Boards & Commissions. As a result, participants were asked to complete only one survey. Thus the response rate may have been higher in the case where some individuals completed multiple surveys.
- Thirteen (13) City of London Advisory Committees and eighteen (18) City of London Boards & Commissions were provided with the DV4C Diversity Census.
- In the case of City of London Boards & Commissions, only those with Council appointed citizens were surveyed.
- For the purpose of the overall goals of the Diverse Voices for Change (DV4C) initiative the data is presented in comparison: women vs. men.
 - o Sixty-one (61) women from City of London Advisory Committees and twenty (20) women from City of London Boards & Commissions completed the Diversity Census. **NOTE:** The sample of women on City of London Advisory Committees is over triple the sample of women on City of London Boards & Commissions.
 - o Thirty (30) men from City of London Advisory Committees and thirty two (32) men from City of London Boards & Commissions completed the Diversity Census.
- The data on the population of London used in this report is from the 2011 National Census, noting that some demographic data is unavailable for London. It is also recognized that the 2016 National Census data will be released in the fall of this year. Additional analysis can be conducted once this data becomes available.
- This is the first time such a survey was conducted, thus no comparison to previously gathered data can be made.

¹ City of London Advisory Committees have a total of 161 voting and 53 non-voting members and City of London Boards & Commissions have a total number of 195 members including citizens and Councillors.

Key Findings

Key Findings

Highest Level of Education

- Members of both Advisory Committees and Boards & Commissions have a significantly higher level of education (University Graduate or Post Graduate/Professional Designation) compared to the overall population of London.
- Men on City of London Boards & Commissions are the largest group with Post Graduate or Professional Designation (53%).
- Only women on City of London Boards & Commissions have High School or equivalent diplomas.

Age

- Nearly half of women on City of London Boards & Commissions (45%) are sixty to sixty four (60-64) years of age compared to the 5.8% of Londoners in the same age bracket.
- The representation of women on City of London Advisory Committees aged thirty to thirty four (14.8% v. 6.51%) and forty to forty four (14.8% v. 6.62%) is over double the population of London.
- Only women on City of London Advisory Committees (1.6%) and men on City of London Boards & Commissions (7%) have members aged twenty to twenty four.

Immigration Status & Year of Immigration

- Women on City of London Advisory Committees have the highest representation of Canadian born members (93.4%).
- Men on City of London Boards & Commissions have the highest representation of foreign born members (22%), however they all immigrated to Canada before 2000.
- There are no members on City of London Advisory Committees or Boards & Commissions who immigrated to Canada between 2006 and 2010.

Disabilities

- Largely both women and men on City of London Advisory Committees and Boards & Commissions do not have a disability.
- Women on City of London Boards & Commissions is the group with the highest percentage of members with disabilities (14.8%).
- There is not a disability type that is present across all groups.

Key Findings (Continued)

Race/Ethnicity

- Nearly all women on City of London Advisory Committees and Boards & Commissions identified as being White (95%).
- Only three women across both City of London Advisory Committees and Boards & Commissions identified as being non-white.
- Only half of races/ethnicities present within London are represented by the members of City of London Advisory Committees and Boards & Commissions.

Faith/Religion

- Seventy percent (70%) of both women and men on City of London Boards & Commissions identified as being Christian.
- Other than Christian, Jewish and Muslim faiths are represented on City of London Advisory Committees and Boards & Commissions.
- No religious affiliation was the second most common response amongst all surveyed members.

Sexual Orientation

- All women on City of London Boards & Commissions identified as being heterosexual.
- 13% of men on City of London Boards & Commissions identified as being gay.
- 4.9% of women on City of London Advisory Committees and 6% of men on City of London Boards & Commissions identified as being bisexual.

London Statistics

Highest Level of Education

London

Elementary School	No current data
Some High School	No current data
High School graduate or equivalent	23%
Some College or Technical school	No current data
College graduate/ Technical training program	24%
Some University	No current data
University graduate	14%
Post graduate or Professional Designation	8%

Age

London

19 and under	6.75%
20 to 24	7.9%
25 to 29	7.37%
30 to 34	6.51%
35 to 39	6.15%
40 to 44	6.62%
45 to 49	7.78%
50 to 54	7.6%
55 to 59	6.63%
60 to 64	5.8%
65 and over	15%

Immigration Status

London

Canadian Born	76%
Foreign Born	21%
London	
2016 to 2017	No current data
2011 to 2015	No current data
2006 to 2010	15%
2001 to 2005	13%
Before 2000	72%

Disabilities

London

Yes	No current data
No	No current data
London	
Learning	No current data
Physical & Health Condition	No current data
Mental Health	No current data
Other	

Race/Ethnicity

London

Aboriginal/Indigenous	1.9%
Arab	2.6%
Black/African	2.4%
East Asian	2.9%
Latin & South American	2.7%
South Asian/East Indian	2.2%
Southeast Asian	1%
West Asian	0.8%
White	82%
Person of Mixed Origin	0.3%

Faith/Religion
London

Aboriginal/Indigenous Spirituality	0.1%
Buddhist	0.8%
Christian	62.8%
Hindu	0.8%
Jewish	0.5%
Muslim	4.4%
Sikh	0.2%
No religious affiliation	29.9%
Other	0.6%

Gender
London

Female	51.5%
Gender Non-conforming	No current data
Male	48.5%
Transgender (female-to-male)	No current data
Transgender (male-to-female)	No current data

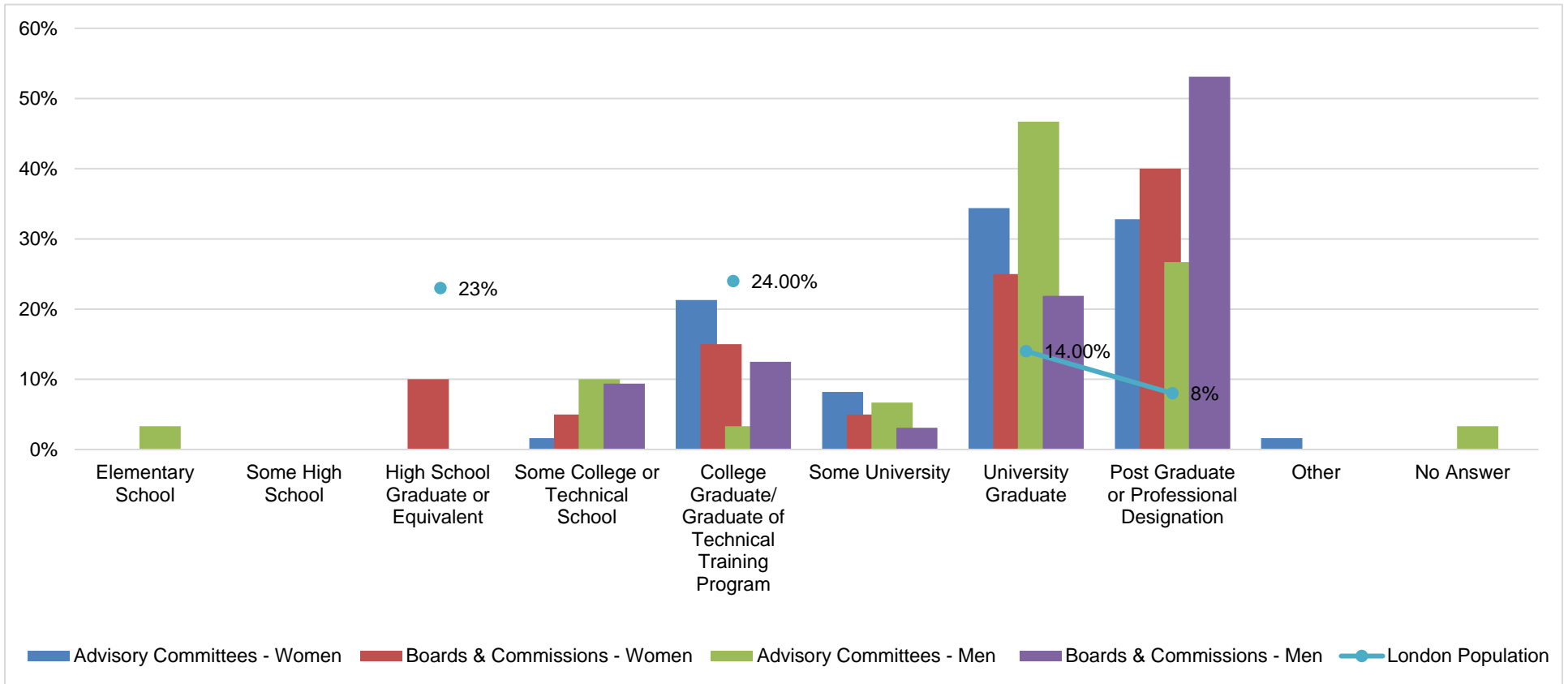
Sexual Orientation
London

Bisexual	No current data
Gay	No current data
Heterosexual	No current data
Lesbian	No current data
Pansexual	No current data

Detailed Findings

Highest Level of Education

Both women and men on City of London Advisory Committees and Boards & Commissions are more likely to have a University Degree or a Post Graduate or Professional Designation compared to the overall population of London. Whereas it is less likely for the members to be High School, College or Technical School graduates.



Women (n = 81)

Women on Advisory Committees (n = 61)

Women on Boards & Commissions (n = 20)

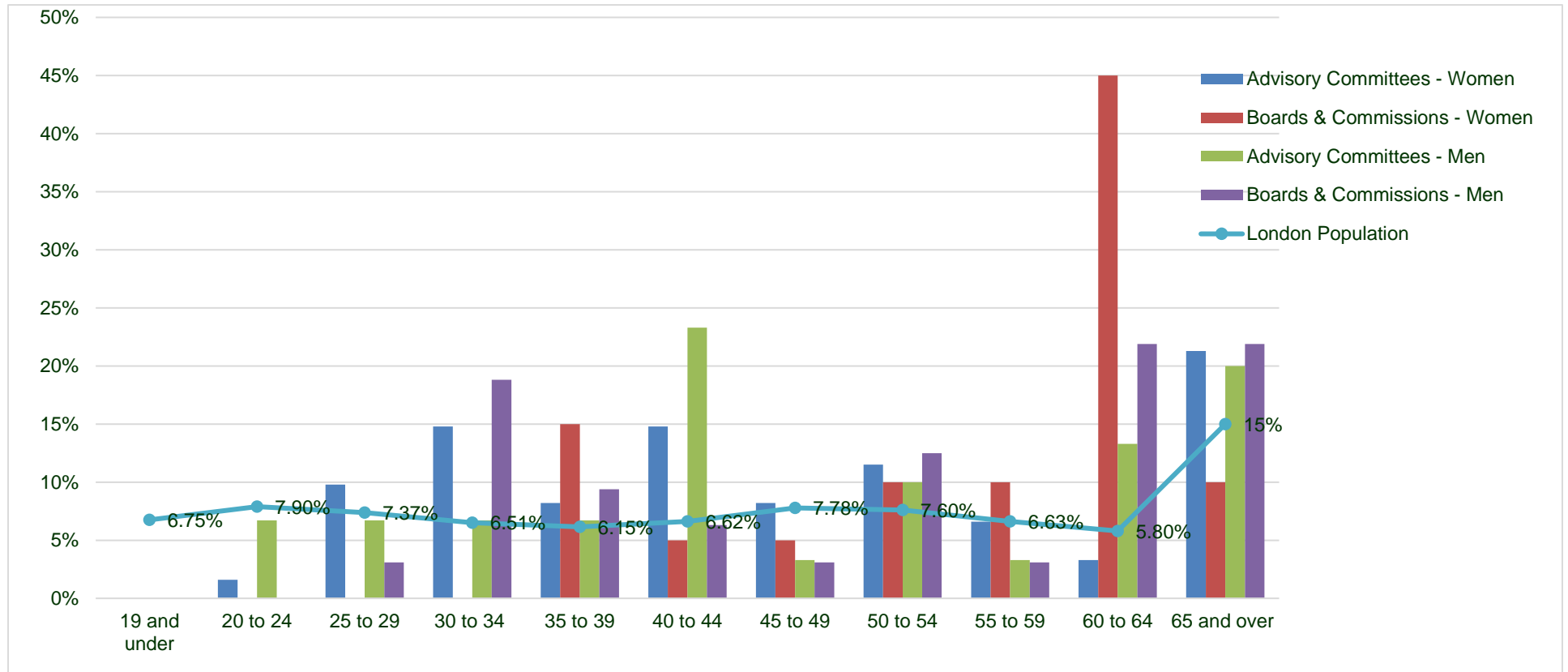
Men (n = 62)

Men on Advisory Committees (n = 30)

Men on Boards & Commissions (n = 32)

Age

An overwhelming majority of City of London Advisory Committees, Boards & Commissions members are between the ages of sixty and sixty four and over sixty five. This is largely due to the fact that these individuals have a much more flexible and predictable schedule as opposed to younger adults and those with family and work obligations.



Women (n = 81)

Women on Advisory Committees (n = 61)

Women on Boards & Commissions (n = 20)

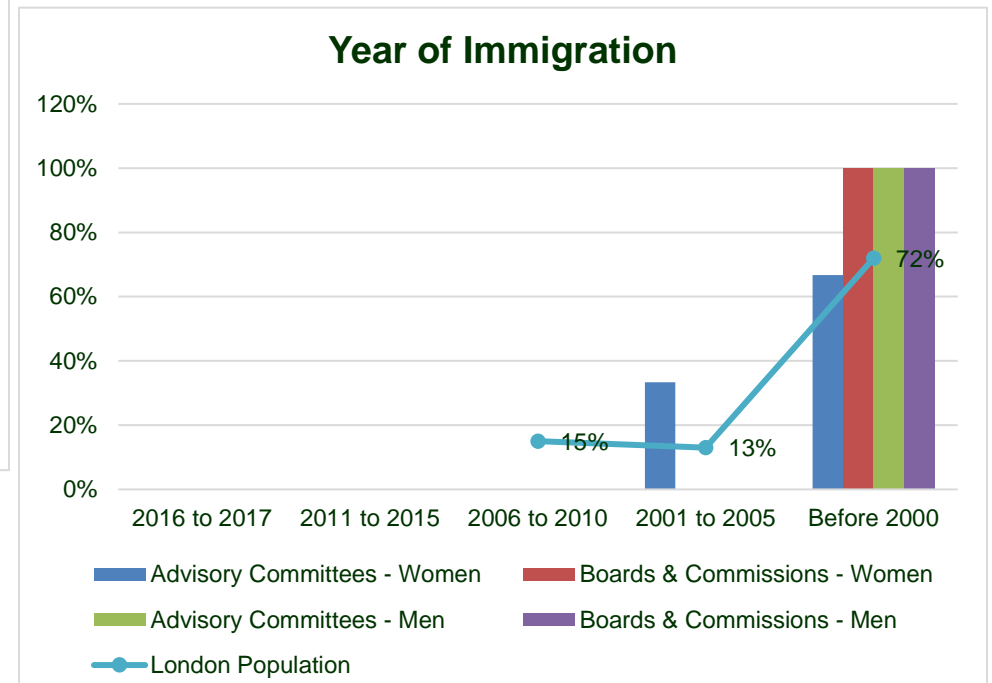
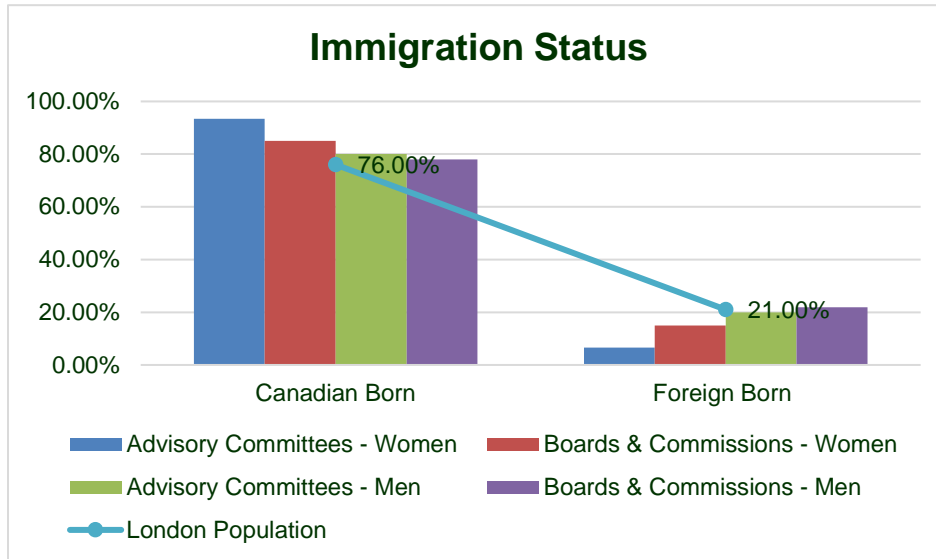
Men (n = 62)

Men on Advisory Committees (n = 30)

Men on Boards & Commissions (n = 32)

Immigration Status & Year of Immigration

Majority of members on City of London Advisory Committees and Boards & Commissions identified as being Canadian born. Both women and men on City of London Advisory Committees and Boards & Commissions represent more than 76% of Canadian born Londoners. Only men on City of London Boards and Commissions exceed the 21% of foreign born Londoners, however they all immigrated before year 2000. Whereas, only women on City of London Advisory Committees immigrated to Canada later than year 2000.



Women (n = 81)

Women on Advisory Committees (n = 61)

Women on Boards & Commissions (n = 20)

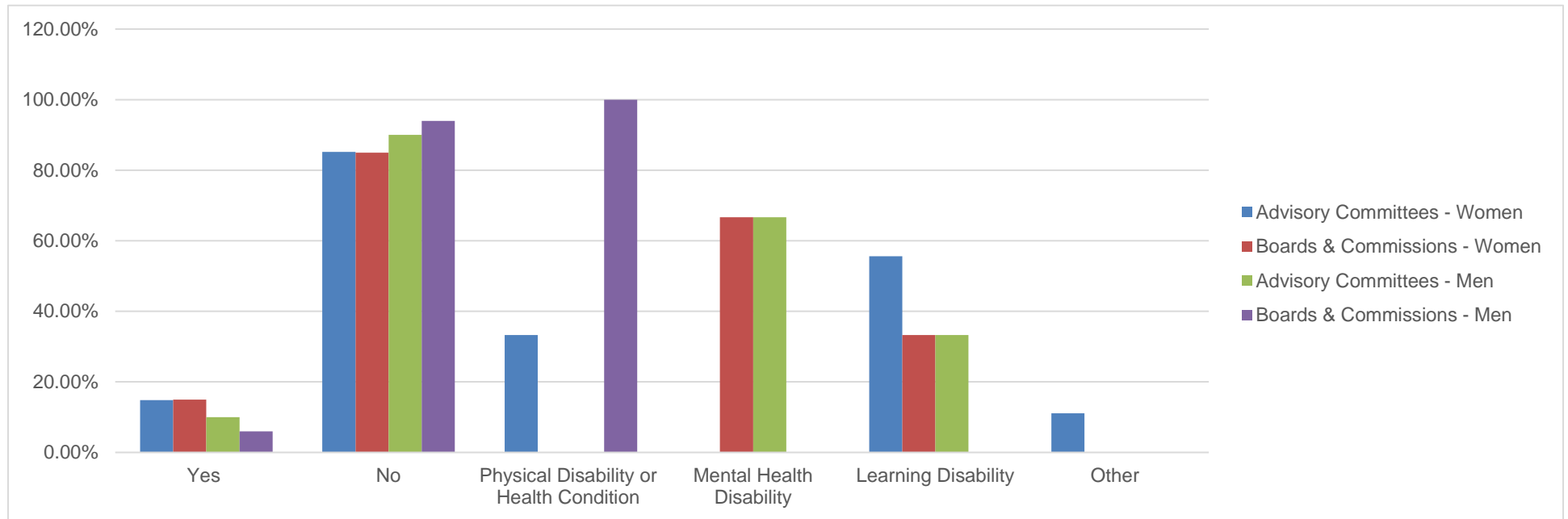
Men (n = 62)

Men on Advisory Committees (n = 30)

Men on Boards & Commissions (n = 32)

Disabilities

No current data is available on persons with disabilities in London. Predominantly members of City of London Advisory Committees and Boards & Commissions identified as not having a disability. The highest percentage of persons with disabilities (15%) is amongst women on City of London Boards & Commissions, and the highest number of members without disabilities (94%) is amongst men on City of London Boards & Commissions. The most common disabilities are learning disabilities, they are present amongst three out of four groups.



***** Examples of each disability type are provided in APPENDIX A.**

Women (n = 81)

Women on Advisory Committees (n = 61)

Women on Boards & Commissions (n = 20)

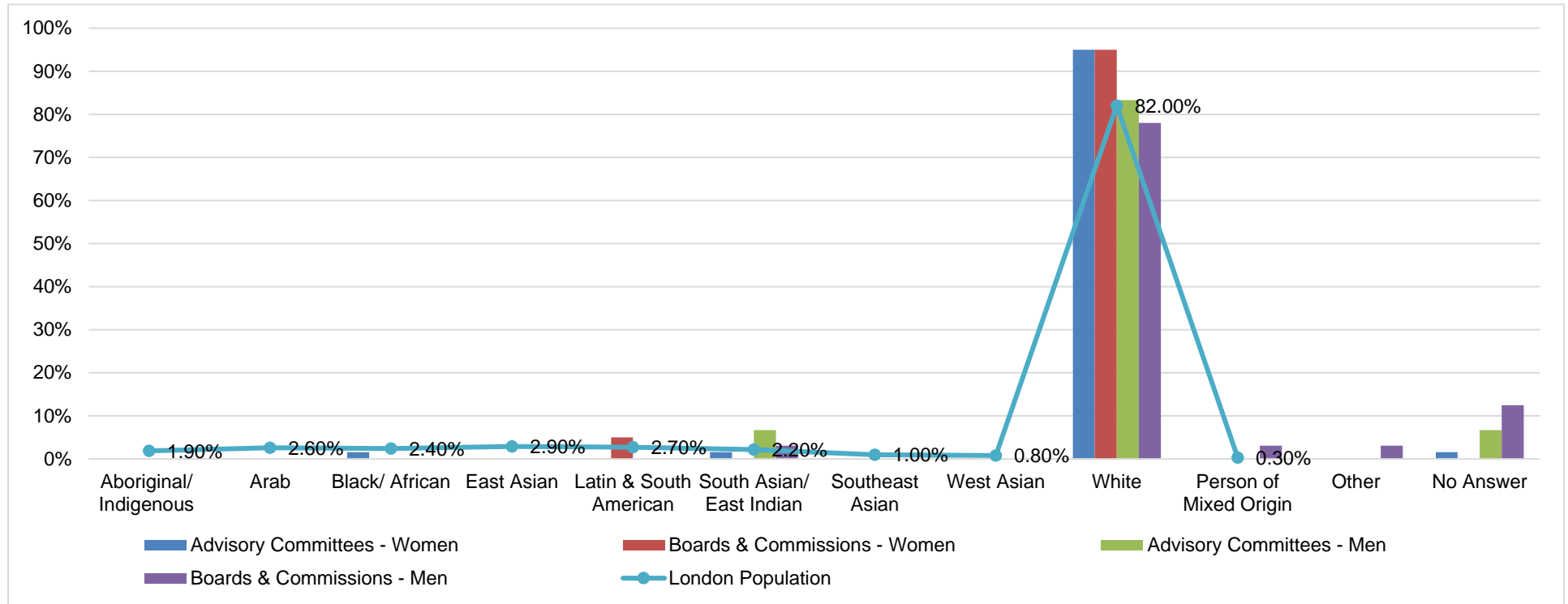
Men (n = 62)

Men on Advisory Committees (n = 30)

Men on Boards & Commissions (n = 32)

Race/Ethnicity

The majority of members identified as being White, this is most common amongst women on City of London Advisory Committees as well as Boards & Commissions. There are only three women (n = 81) who identified as being non-white. The most diverse group are men on City of London Boards & Commissions. In this category the members identified with three additional groups other than white.



***** Examples of each race/ethnicity are provided in APPENDIX B.**

Women (n = 81)

Women on Advisory Committees (n = 61)

Women on Boards & Commissions (n = 20)

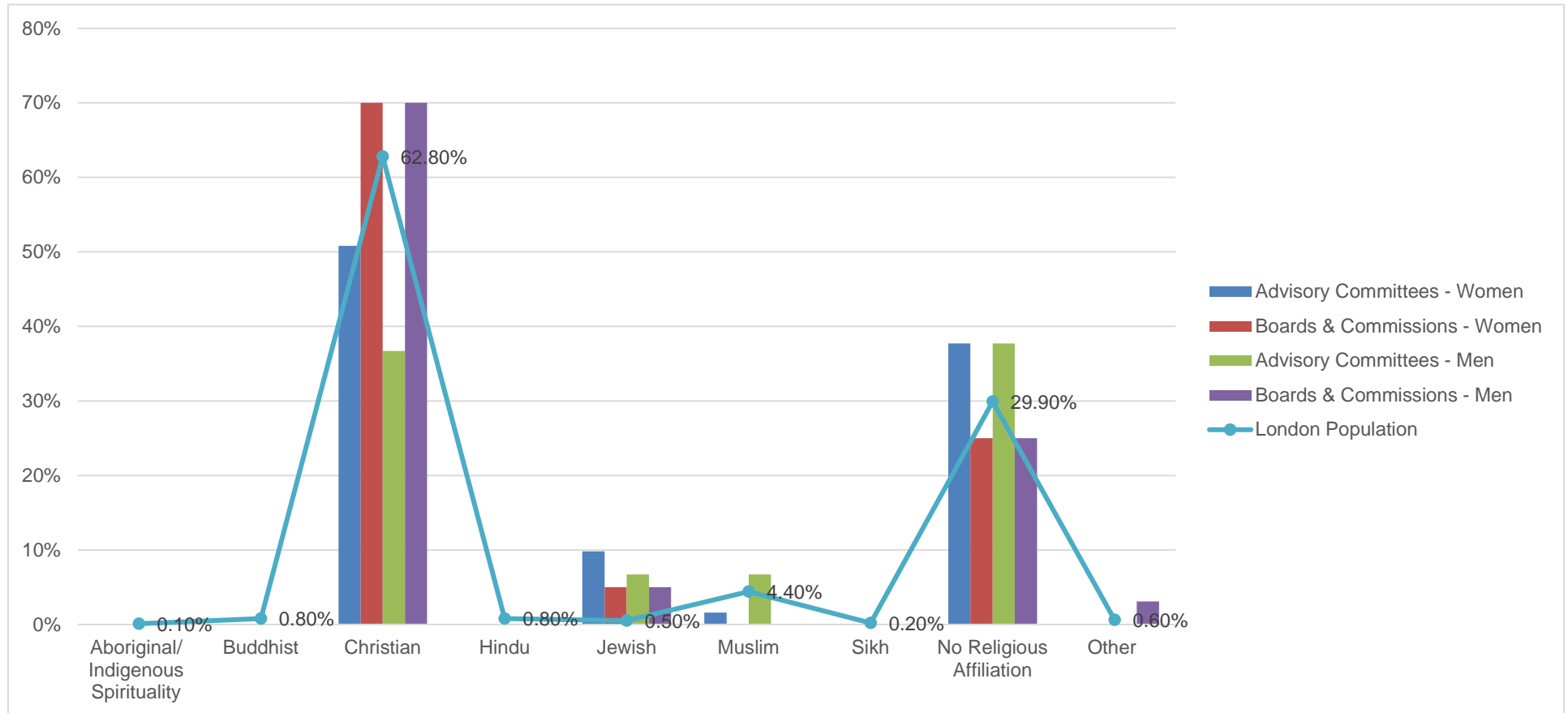
Men (n = 62)

Men on Advisory Committees (n = 30)

Men on Boards & Commissions (n = 32)

Faith/Religion

Majority of members on City of London Advisory Committees and Boards & Commissions identified as either being Christian or not having a religious affiliation. Jewish was the second most represented religion across all groups, followed by Muslim. Only women and men on City of London Advisory Committees identified as being Muslim.



Women (n = 81)

Women on Advisory Committees (n = 61)

Women on Boards & Commissions (n = 20)

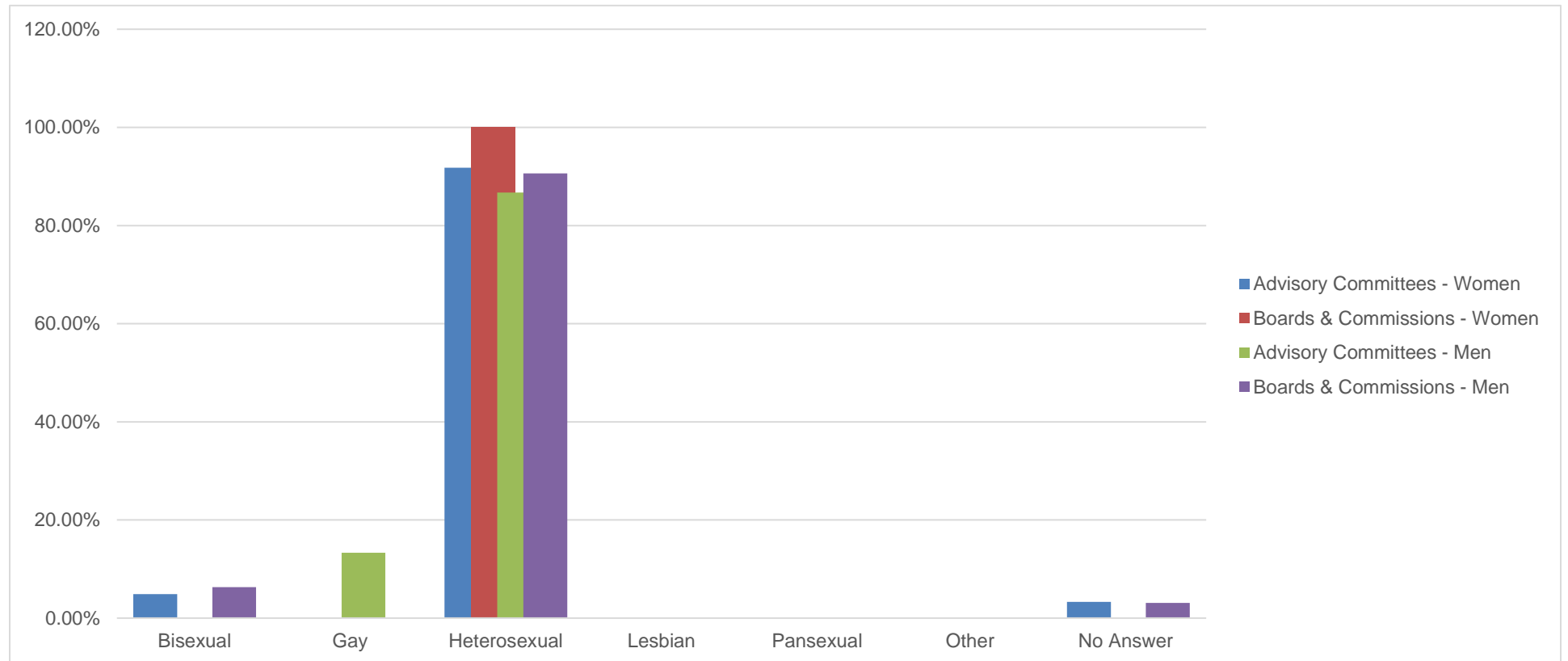
Men (n = 62)

Men on Advisory Committees (n = 30)

Men on Boards & Commissions (n = 32)

Sexual Orientation

There is no current data available on sexual orientation of London residents. Nearly all of the members on City of London Advisory Committees and Boards & Commissions identified as being heterosexual. This is more common amongst women as opposed to men. Whereas more men identified as being either bisexual or gay.



Women (n = 81)

Women on Advisory Committees (n = 61)

Women on Boards & Commissions (n = 20)

Men (n = 62)

Men on Advisory Committees (n = 30)

Men on Boards & Commissions (n = 32)

Conclusions

Conclusions

- Women are not underrepresented on City of London Advisory Committees.
- Women are underrepresented on City of London Boards & Commissions.
- There are no members on either City of London Advisory Committees or Boards & Commissions that identified as being Indigenous.
- Only 2% of members on City of London Advisory Committees or Boards & Commissions identified as being women from diverse backgrounds.
- 6.8% of members of City of London Advisory Committees or Boards & Commissions identified as being immigrant women.
- Also, out of the total 148 members surveyed:
 - o 0.6% are women aged 20 to 24;
 - o 4% are women aged 25 to 29;
 - o 1.4% of women have a high school diploma;
 - o 10.8% of women have a college or technical school diploma;
 - o 8% of women have disabilities;
 - o 5.4% of women are a religious minority, and;
 - o 2% of women identified as being LGBT2QI+.
- On both City of London Advisory Committees and Boards & Commissions there is an underrepresentation of:
 - o Young women;
 - o Indigenous women;
 - o Women with lower level education such as: high school, college or technical training;
 - o Immigrant women, particularly recent immigrant (from 2010 on);
 - o Women with disabilities;
 - o Ethnic minority women, from all backgrounds surveyed;
 - o Religious minority women, and;
 - o LGBT2QI+ women.

Appendices

Appendix A: Disability Types

- **Physical disability or mental condition** (e.g. visual impairment, hearing impairment, require the use of wheelchair or guide dog or other support animal)
- **Learning disability** (e.g. dyslexia, attention deficit disorder)
- **Mental health disability** (e.g. depression, bipolar, anxiety)
- Any **other** disability affecting your ability to work, such as epilepsy, amputation, etc.

Appendix B: Race/Ethnicity

- **Aboriginal/Indigenous** (e.g. member of First Nations, Métis, or Inuit)
- **Arab** (e.g. Iraqi, Lebanese, including those born in Canada and other countries)
- **Black/African** (e.g. African origin including those born in Canada and other countries such as Jamaica, Trinidad, Somalia, Nigeria, Italy, etc.)
- **East Asian** (e.g. Chinese, Japanese, Korean, including those born in Canada and other countries)
- **Latin and South American** (e.g. Mexican, Cuban, including those born in Canada and other countries)
- **South Asian/ East Indian** (e.g. Indian, Bangladeshi, Pakistani, Nepalese, Tamil, including those born in Canada and other countries such as Guyana, Trinidad, East Africa, etc.)
- **Southeast Asian** (e.g. Burmese, Cambodian, Filipino, Laotian, Thai, Vietnamese, including those born in Canada and other countries)
- **West Asian** (e.g. Afghan, Iranian, including those born in Canada and other countries)
- **White / Caucasian** (e.g. English, French, Russian, Polish, Italian, Irish, Portuguese, German, etc., including those born in Canada and other countries)
- **Mixed origin** (with parents in multiple groups listed above, including those born in Canada and other countries)

Report: Diverse Voices for Change Focus Groups

Prepared by: Shawna Lewkowitz

Date: April 28th, 2017

Overview:

In 2015, the Federation of Canadian Municipalities launched the Diverse Voices for Change Initiative (DV4C) and selected the City of London as a Municipal Partner. DV4C's aim is to increase the number of women across diverse communities who are actively informed by and engaged in municipal decision making processes. Specifically women from racialized, newcomer and Indigenous groups.

The Local Working Group focused on these two specific objectives in London:

- 1) Understand current barriers experienced by women from diverse backgrounds for participating in City of London advisory committees and other governance bodies, and
- 2) Identify recommended actions which could increase the participation of women from diverse backgrounds participating in City of London advisory committees and other governance bodies,

In order to better understand the current barriers faced by diverse women, we hosted 5 small focus groups with;

1. Racialized and Newcomer Women
2. Indigenous Women
3. City Councillors, Staff and Striking Committee Members
4. Young women from diverse communities
5. The City of London's Diversity, Inclusion and Anti-Oppression Advisory Committee

Focus Groups Conducted:

Below is a summary of each Focus Group's participant make-up and details on where and when they were held.

Racialized & Newcomer Women, February 8th, 2017

Location: Innovation Works

Total Number of Participants: 12

Self-identification of Participants

	Immigrant Women	Immigrant and Racialized	Racialized	Indigenous
Number of Participants	3 women	6 women	3 women	0
Years in Canada	40 years 12 years 6 years	25 years 1 year 2.5 years 12 years 2 unknown	n/a	n/a

City Councillors, Staff and Striking Committee Members, February 16th, 2017

Location: City Hall

Total Number of Participants: 8 Participants

Self-identification of Participants

	Gender	Racialized	Immigrant	Immigrant & Racialized	Indigenous
Number of Participants	4 men 4 women	1 man	0	0	0

Indigenous Women, February 28th, 2107

Location: Innovation Works

Number of Participants: 4

Self-identification of Participants

	Gender	Racialized	Immigrant	Immigrant & Racialized	Indigenous
Number of Participants	4 women	0	0	0	4

Young Women, March 1st, 2017

Location: Innovation Works

Number of Participants: 5

Self-identification of Participants

	Immigrant Women	Immigrant and Racialized	Racialized	Indigenous
Number of Participants	0 women	2 women	3 women	0
Years in Canada	n/a	unknown	n/a	n/a

Diversity, Inclusion and Anti-Oppression Advisory Committee, April 20, 2017

Location: City Hall

Number of Participants: 13 people

	Gender	Racialized	Immigrant	Immigrant & Racialized	Indigenous
Number of Participants	11 women 2 men	7 women 2 men	none identified	none identified	1 woman

* Note that it wasn't asked whether any members of DIAAC identified as immigrants

Barriers:

There were three themes that all focus groups identified as barriers to women from diverse groups engaging in local government and City of London advisory committees and governance bodies. The themes were:

1. Recruitment and application process,
2. Systemic issues with government and;
3. Internal community barriers

The most common barrier, and this one was acknowledged by all focus groups in some way or another, was that people didn't know about City of London advisory committees and governance bodies and if they did, they didn't know the process to apply. There was a lack of awareness about these bodies and it was consistently expressed that the City could do better at communicating the following:

- What City of London advisory committees and governance bodies exist;
- What their purpose is and what they actually do;
- How people can apply or participate in advisory committees and governance bodies.

Systemic issues and strained relationships with government were regularly identified as barriers. Historical relationships of oppression and policies that negatively impact marginalized voices were cited as common reasons why women from diverse communities may not want to participate in any City committee or activity.

The final theme has to do with internal community barriers and the issues within communities that prevent women from being involved. Some of these had to do with perceptions of government and others had to do with the patterns of how these communities get involved in their cities.

Outreach and the Application Process

There were some specific concerns around the process of applying to be on City of London advisory committees and governance bodies. Some of these concerns had to do with the actual application form, while others were about the process.

Issues with the application form:

- The online application is difficult to find and many people do not like to do applications in an online format

- There is no place to self-identify diversity, so perception is that diversity isn't a priority and diversity isn't taken into account when making appointments
- The first two questions on the application are about education and work experience, which is intimidating at the start of the application
- Questions such as "What past contributions have you made on a similar committee?", discount international experience and other types of lived experience
- The application times out online, this could create anxiety for applicants

Barriers due to the process

The large intake of applicants near the beginning of a Council's term discourages people from applying later on. Particularly after an election, people may not be paying attention to municipal government and understand that they can apply.

The application process feels competitive and some communities do not value competition and may find this aspect a deterrent to participating. There is also the perception that there are cliques in London that are mostly white, and that you must know these people to be appointed to an advisory committee or governance body. It was also expressed the 4 year term is a barrier as it is too long of a commitment, particularly for those who have additional systemic barriers.

Women from the Indigenous community expressed that the formal process of applying and even the way in which the City of London advisory committees and governance bodies are structured, is not their process and doesn't reflect the way they make decisions. There is also the issue that on-reserve people cannot apply because of the requirement to be a City of London resident. Many Indigenous people move back and forth from neighbouring reserves to the City and vice versa.

Systemic Issues

Many identified barriers were systemic in nature and spoke to the way the system prevents people from participating.

Practical concerns such as the timing of meetings (during the day, or close to dinner), lack of childcare and transportation issues with getting to City Hall were mentioned. Many women worked and were responsible for domestic and

childcare responsibilities at home, leaving little time for extra volunteer work. Young women who were students pointed out that their schedules change semester to semester and year to year, so a four year commitment isn't realistic for them.

Poverty was cited as a large barrier, particularly by people in the Indigenous community but lack of access to stable jobs was also an issue for newcomers and racialized women as well. Lack of a stable job means many women are working more than one job, their income is limited and they cannot make a commitment as their schedule is in flux. They are also focused on the day to day task of making ends meet. For newcomer women who have only been in the community a short time, they may lack networks and be focused on settlement issues.

All three groups of women expressed a distrust of government. They pointed to years of oppression where government policies and decisions have not been favourable to them as a reason they would not want to participate in local government in any way. Indigenous women spoke about ongoing trauma due to colonialism and that it is too early the healing and reconciliation process for their communities to get involved. They are still focused on healing.

Lastly tokenism was discussed and how women are often asked to participate in order to check off a box labeled diversity, as opposed to being wanted because of providing meaningful contributions. Even when invited to the table, the conversations and processes don't change to reflect the realities of diverse groups, the status quo and dominant ways are maintained. Without seeing themselves represented in the current make-up of City of London advisory committees and governance bodies, it is difficult to perceive that they have a place at the table or that the table will change to reflect their needs and perspectives.

Internal Community Barriers

All three groups of women expressed internal barriers in their own communities that prevent them from participating in local government. Not having many examples of people engaging or participating in local government means that there aren't role models or footsteps to follow-in. Some women expressed that volunteering outside of their own communities or participating in government is

not common and some went so far as to say they had been actively discouraged. That discouragement stems from some of the systemic issues cited above but also because a mentality of “this is the way things have always been done”. Some communities are socialized to be quieter, and to avoid being outspoken or sharing opinions on issues such as politics. It was noted that this is particularly true of newcomer women from countries where governments have had a history of being oppressive.

In Indigenous communities, a long history of colonialism has left members distrustful of government and there is an internal judgment about participating in anything related to the municipality. In addition, for some Indigenous communities, people are not considered full adults until the age of 30 so they enter into community participation much later in life and this limits the number of people who would choose to be involved. It was also stated that local First Nations may not do enough outreach to urban Indigenous people, therefore not giving them the support they would need to participate.

Overcoming Barriers

The suggestions for how to overcome the above barriers fall into the same three themes as above. There are changes that could be made to the outreach and application process; systemic changes to get at the some of the deeper rooted barriers; and a few ideas for changes communities could make.

Outreach and the Application Process

It was unanimous among all focus groups that broader outreach to diverse communities was needed by the City. Ideas included using existing City participation meetings and open houses as a forum. A specific example would be that if the City was in the community talking about a cycling plan, that it also talk about the Cycling Advisory Committee. Committing to ongoing communications about the City of London advisory committees and governance bodies, and not just in the original recruitment phase, is an important way of reaching more people and connecting people to the issues that local government and their bodies address.

Outreach into diverse communities was also mentioned, perhaps going into faith centres, neighbourhood resource centres, community association meetings, and cultural events to speak about local government. There is a lot of value in having champions within those communities who are familiar with local government and the City of London advisory committees and governance bodies and therefore can speak to these opportunities within their own communities. Also encouraging people to ask others to apply because personal outreach is very important and people respond well to a direct ask.

More specific information on the process for applying and what these government bodies do, was identified as an important step. Connecting what the City of London advisory committees and governance bodies do to what people care about — e.g. healthy communities, opportunities for all, good ways to move around our city etc, is a way to speak to why people may get involved. Using more practical language makes local government more accessible to more people. Beyond having clear descriptions of what the governance bodies do, it was also said that using plain language to outline the specific requirements for being appointed, and what the expectations are if one is appointed, would be very important. Having a voluntary self-disclosure form to identify diversity would assist in ensuring representation on various city bodies. It was also suggested that people be given feedback on why they weren't chosen, so that they have more information should they choose to reapply in the future.

A practical consideration would be to allow people within surrounding communities, particularly First Nations, to sit on City of London advisory committees and governance bodies. As mentioned earlier, many Indigenous people move back and forth between surrounding reserves and the City, depending on work and other situations. Allowing people outside of London to apply would address this issue.

Systemic Issues

There are several things that could be done to get at systemic barriers that were identified by the focus groups. Providing diversity training to all members of City of London advisory committees and governance bodies was noted as a way to create a more welcoming and open environment for all members, particularly those from diverse communities. It would also be a way to address some of the underlying assumptions, biases and practices that get in the way of diverse communities fully participating once they are appointed.

Providing mentorship for all new members was suggested as way to help ease the transition for people new to the committees and boards to help to shift the current culture to be more inclusive of everyone. Providing specific spots or having quotas for certain communities could also be an initial way to increase diversity and enable diverse communities to have role models.

Providing child minding or even a child care reimbursement would allow women who have domestic responsibilities to participate without enduring a financial penalty. Having some flexibility in when City of London advisory committees and governance bodies meet and allowing appointed members to have input into scheduling, would address the timing issues that are a barrier to many. Making sure the structure and timing meets the needs of volunteer citizens, as well as the needs of the City, is very important in addressing systemic issues.

Having an Indigenous Relations Office at the City of London was recommended as way to embed Indigenous ways of knowing and relationship building into the municipality. Relationship building and respect were acknowledged as two key prerequisites to getting to reconciliation with Indigenous people.

Internal Community Barriers

These barriers are more difficult for the City to influence as they relate to issues that are taking place within communities. Providing support, information and capacity to people within communities would be a way to alleviate some of the discouragement that comes internally. Train-the-Trainer models that position community members as the experts on local government, would be one model to share information and create opportunities for engagement within diverse communities.

Programs and Local Examples

When asked about specific models or programs in the community that do a good job of engaging diverse women, several organizations were mentioned including:

- United Way Young Leaders Program
- King's and the City of London's women's mentorship program
- Cross-Cultural Learners Centre

- Pillar Nonprofit Network's Diversity On-Board Program
- Muslim Resource Centre
- LUSO
- London Abused Women's Centre
- My Sister's Place
- Sexual Assault Centre (now Anova)
- London Middlesex Local Immigration Partnership
- London Youth Advisory Council
- Women & Politics
- Northeast Community Conversations
- Police Community Working Group

Specific Examples of What Worked:

Below are some examples of organizations or initiatives that focus group participants described in more detail in terms of what they did and why they serve diverse women well. There are many more that could be detailed, these are just the ones that were well documented in the data collected from focus group participants.

Northeast Community Conversations (NECC)

NECC hosts community conversations on a variety of topics that are relevant to the community. This grassroots initiative was named several times as a good example of a non-hierarchical model of engagement that deals with civic issues, but meets people in their own communities. NECC has a large steering committee made up various members of the community, who form smaller sub-topic groups on areas of interest. The smaller groups organize community events on these specific topics and invite experts and community members as speakers. By using a non-hierarchical model, diverse voices are honoured, the workload is kept manageable and people are able to participate in meaningful and structured ways that they decide upon.

Cross-Cultural Learners Centre (CCLC)

CCLC is a multi-service support network for newcomers in the community and runs several women specific programs. Three factors that contribute to its success in supporting diverse women are:

1. Providing transportation for its programs and engagement opportunities in the form of bus tickets, paid taxis and volunteer drivers

2. Programs and services have flexibility in their hours to accommodate the needs of various populations.
3. Invitations and opportunities to sit in on meetings to get more familiar with the structure and to demonstrate there is flexibility in the meetings.

Women & Politics

This is a grassroots organization that engages women with politics in a variety of ways. It was noted that having a diverse Board as well as engaging local speakers from a variety of communities, were helpful in terms of encouraging racialized women to want to attend events and participate in programs.

London Middlesex Local Immigration Partnership (LMLIP)

A collaborative community initiative to help integrate newcomers into the London community. LMLIP has several resources that provide great value to newcomer women and have been developed in collaboration with agencies, workers, community members and newcomers. One specific example is their civic engagement handbook, that introduces newcomers to how to engage and understand government in their community and beyond.

<http://immigration.london.ca/LMLIP/Newcomer-Resources/Pages/default.aspx>

Diversity OnBoard Pillar Nonprofit

This program offers Board matching as well as governance training to ensure that qualified candidates from racialized communities are included on local Boards. A targeted approach that acknowledges the under-representation of certain groups and that also provides training for Boards and candidates, are strengths of this program.

Conclusion

The challenges and barriers for women participating in local government and specifically the City of London's advisory committees and governance bodies are varied and complex. There was a lot of consistency in comments from the focus groups and reoccurring themes that came up that should guide any interventions that are implemented to address the barriers. Revising the outreach and application process for is a good first step and would be a way to get at some of most obvious barriers. This alone will likely not solve all the issues, as many of the barriers are more systemic in nature and will take the full participation of women from these communities to resolve. Building capacity within diverse

communities, creating community champions and providing ongoing direct opportunities for diverse women to fully participate in local government, will help shift the current situation and perhaps build trust within communities so that they encourage other members to participate.

Appendix:

List of Recommendations

Outreach and the Application Process

- Use existing meetings and events at the City to promote governance bodies
- Do outreach/presentations to existing diverse groups in the city
- Ensure presentation and communication materials reflect diversity
- Hold open houses
- Provide more description of what each Advisory Committee, Board and Commission does on website and when doing presentations and outreach
- Provide alternative to online application form
- Include specific requirements/qualifications on application form
- Voluntary self-disclosure on application form
- Include lived experience as acceptable experience
- Use plain language on all forms
- Allow people on First Nation reserves to be appointed to governance bodies
- Inform people when they aren't appointed and why

Systemic Issues

- Diversity training for all appointed citizens and members
- Mentorship for new members
- Child Minding and/or Childcare reimbursement
- Flexible meeting times
- Create an Indigenous Relations Office

Internal Barriers

- Do outreach into community spaces
- Create community champions by doing train-the-trainers so diverse community members can share with their own communities, information on local government and how to get involved
- Increase opportunities for ways that diverse community members can interact positively with local government



FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

FINANCIAL CONTRIBUTION AGREEMENT

BETWEEN: **The Corporation of the City of London**, a legal person under public law with its main address at:

300 Dufferin Ave., P.O Box 5035, London ON N6A 4L9

Hereinafter called the "CITY"

AND : **The FEDERATION OF CANADIAN MUNICIPALITIES**, a duly constituted legal entity, headquartered at 24 Clarence Street, Ottawa, Ontario, K1N 5P3, acting and represented by Jacques Carrière duly authorized for the present purposes.

Hereinafter called the "FCM"

WHEREAS the FCM wishes to promote favorable conditions for greater involvement of women from various backgrounds through political mentorship of women wishing to take part in political life through training and networking activities that will occur as part of the Diverse Voices for Change Program (hereinafter called the "Program");

WHEREAS the FCM's financial contribution is likewise an element of its Diverse Voices for Change Program (hereinafter called the "Program"), aimed at increasing the number of women from various communities taking part in local government decision-making processes;

WHEREAS the CITY and the FCM wish to join forces to promote the involvement of women from diversity in the municipal decision-making process, specifically through the Diverse Voices for Change Program.

THEREFORE, THE PARTIES AGREE AS FOLLOWS:

ARTICLE 1

OBJECT OF THE AGREEMENT

The purpose of this agreement is to set out the terms and conditions of the payment of the FCM's financial contribution to the CITY so that it might carry out the *Diverse Voices for Change Program*.

ARTICLE 2

DURATION

This agreement shall take effect on March 15, 2016, by both parties and shall end on May thirtieth (30), two thousand and eighteen (2018).

ARTICLE 3

TERMINATION

3.1 Notwithstanding Article 2, either party to this agreement may terminate it by sending thirty (30) days written notice to the other party by registered mail.

In that case, the CITY may not allocate any further money to carrying out the Project and must return the unused portion of the financial contribution received from the FCM, along with vouchers attesting to the allocation of the portion used, to the FCM within five (5) days of receiving written notice to that effect.

3.2 Each party waives all claims or actions of any kind against the other party if the agreement is terminated in accordance with this article, except for the refund, if appropriate, of the unused portion of the FCM's financial contribution.

ARTICLE 4

OBLIGATIONS OF THE FCM

4.1 Financial contribution

As consideration for carrying out the Program that is to take place on the last day of the CITY's Event, the FCM agrees to make a financial contribution to the CITY of no more than twelve thousand dollars (\$12,000), including all applicable taxes, if any.

The CITY agrees to provide a financial report to the FCM for each payment, including original receipts, detailing expenses, including in-kind costs (that is, participating community members, venues, etc) related to the project. Expenses must conform to the guidelines of the Government of Canada's Treasury Board and the FCM's description of permissible costs, as listed in Appendix A of this Agreement.

4.2 Payment

This amount is payable as follows:

- a first (1st) payment no later than September, two thousand and seventeen (2017) for year 1, conditional on submission of invoices;
- a second (2nd) payment representing the total financial contribution of \$12,000 less the first payment no later than March thirty-first (31), two thousand and eighteen (2018) for year 2, conditional on submission of invoices.

4.3 Cancellation

The FCM may demand that the CITY return any amounts not used in carrying out the Program. Moreover, the FCM may reduce the amount of the financial contribution if carrying out the Program no longer requires the maximum amount.

4.4 No interest

In no case may the CITY demand that the FCM pay interest on late payments.

ARTICLE 5

OBLIGATIONS OF THE CITY

In consideration of the money paid by the FCM, the CITY agrees to:

5.1 Carrying out of the Project

Use the FCM's contribution solely for the purpose of carrying out the Program no later than March 31, 2018.

5.2 Community partners

Cooperate with partner communities and competent consulting bodies concerning the carrying out of the Program.

5.3 Separate accounting

Maintain accounts separate from those related to the CITY's Diverse Voices for Change Program for amounts paid by the FCM for the purposes of this agreement, reporting on the purposes for which this money was used.

The CITY must maintain appropriate and detailed registers and statements of account, including receipts, vouchers and all other documents related to the costs of work performed for at least seven years following the conferral of the grant for verification of those records and statements by the FCM at any reasonable time.

5.4 Report

Prepare an evaluation report on lessons learned during the execution of the Program and submit it to the FCM.

ARTICLE 6

PARTIES' REPRESENTATIVES

- 6.1 The CITY names Matt Brown and Catharine Saunders as its representative.
- 6.2 The FCM names the signer of this agreement as its representative.
- 6.3 Either party may name another representative in writing at any time for purposes of applying this agreement.

ARTICLE 7

GENERAL PROVISIONS

7.1 Election of domicile

For the purposes of this agreement, each party elects as its domicile the address indicated on the first page of the agreement or any other address of which it advises the other party in advance, in accordance with article 7.3 of this agreement..

7.2 Changes

This agreement may only be changed with the written agreement of both parties.

7.3 Notices

Any notice one party gives to the other party under this agreement must be sent by registered mail as follows:

FOR THE CITY:

Matt Brown, Mayor; and
Catharine Saunders, City Clerk
300 Dufferin Ave.,
P.O Box 5035,
London ON N6A 4L9

FOR THE FCM:

Jacques Carrière
Director, FCM Programs
24 Clarence Street
Ottawa, ON K1N 5P3

However, one party may notify the other party of another address to which any subsequent notices are to be sent.

IN WITNESS OF WHICH THE PARTIES HAVE SIGNED IN TWO (2) COPIES, IN LONDON and OTTAWA, ON THE DATE INDICATED NEXT TO THEIR RESPECTIVE SIGNATURES.

Corporation of the City of London

By: _____
Matt Brown
Mayor

Date: _____, 2017

By: _____
Catharine Saunders
City clerk

Date: _____, 2017

FEDERATION OF CANADIAN MUNICIPALITIES

By: 
Jacques Carrière
Director, FCM Programs

Date: Aug. 16, 2017

Appendix A

Permissible expenses

1. These funds are available to facilitate access by women to the program and all program activities, including sponsorship, etc., during the program period. These funds will be provided to cover costs such as daycare, local travel by participants, space rental, meals and refreshments, local resources and materials, advertising, local transportation and translation (English/French). All expenses are subject to the rules and regulations of the Government of Canada's Travel Directive.

NON-permissible expense

1. This money may not be used to pay for municipal employees or overhead and administrative costs.