

**Diversity, Inclusion and Anti-Opression Advisory Committee
2017 Workplan**

Project/Initiative	Background	Lead	Proposed Timeline	Proposed Budget	Strategic Plan Alignment
Review Terms of Reference and membership structure of DIAAC		Policy & Planning Sub committee	Summer 2017	Nil	Organizational Practices
Facilitate the development of annual work plans for DIAAC; monitor and measure subsequent activities	<ul style="list-style-type: none"> ● Review draft sub-committee work plans ● Consolidate into an aligned document ● Develop monitoring and measurement protocols 	Policy & Planning Sub committee	On-going	Nil	Collaborative Engaged Leadership- Continue to build strong working relationships between City Council, A Civic Administration, the City's agencies, boards and commissions, and community partners.
Provide recommendations and supplemental materials to enhance the DIAAC new member orientation	<ul style="list-style-type: none"> ● Collaborate with Clerk's Office on recommendations submitted via proposed new member orientation checklist. ● Facilitate development of DIAAC document to be completed by Education sub-committee ● Develop the following documents: <ul style="list-style-type: none"> ○ Established meeting practices ○ Roles and Responsibilities ○ Acronym List 	Policy and Planning Sub committee Education sub-committee All sub-committees	Summer 2017	Nil	Innovative and supportive organizational practices -Use innovative and best practices in all organizational and management activities.

Establish positive relationships with Council	<ul style="list-style-type: none"> • Explore opportunities to work with Council members 	Policy & Planning Sub committee	Ongoing	Nil	Collaborative Engaged Leadership- Continue to build strong working relationships between City Council, A 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"> • Offer resources and information that may be pertinent for the D&I plan • Providing ongoing consultation & review • Monitor and provide support of strategies that are to be implemented at municipal level. 	Policy & Planning Sub committee	Ongoing	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 DIAAC as a resource	<ul style="list-style-type: none"> • Reach out to contact people in the following areas of the Corporation, inviting them to a P&P sub-committee meeting to learn about the work they do and possible interfacing with DIAAC: Intergovernmental Liaison Communications, Culture & Municipal Policies, Community Development & Funding, Homelessness, Human Resources, Emergency Measures, Planning, Parks & Recreation, Housing, 	Policy & Planning Sub committee	On-going	Nil	Collaborative Engaged Leadership- Continue to build strong working relationships between City Council, A Civic Administration, the City's agencies, boards and commissions, and community partners.

	Social Services & Dearness Develop introductory messaging and prioritization of outreach				
Monitor implementation of Truth and Reconciliation Commission	Request regular updates from staff to ensure TRC recommendations are being implemented at municipal level	Policy & Planning Sub committee			Collaborative Engaged Leadership- Continue to build strong working relationships between City Council, A Civic Administration, the City's agencies, boards and commissions, and community partners.
Encourage greater diversity in all advisory committees	Develop standard statements that encourage greater diversity for the Terms of Reference of other City advisory committees	Policy & Planning Sub committee	Summer/Fall 2017		Engaged Leadership- Continue to build strong working relationships between City Council, A Civic Administration, the City's agencies, boards and commissions, and community partners.
Immigration Strategy	Offer support and monitor progress of immigration strategy	Policy & Planning Sub committee	Fall 2017		Engaged Leadership- Continue to build strong working relationships between City Council, A Civic Administration, the City's agencies, boards and commissions, and community partners.

<p>Liaise with community organizations to help promote their activities and DIAAC to the broader community</p>	<ul style="list-style-type: none"> • Invite community organizations to speak about current issues in diversity and inclusion • Inventory current information sources for organizations connected to community, diversity and inclusion • Brainstorm methods of coordinating information sharing and promotion 	<p>Awards & Recognition Sub committee</p>	<p>Ongoing</p>	<p>\$400 for education events, research 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 DRRI Award ceremony</p>	<ul style="list-style-type: none"> • City of London Administered Award celebrating Diversity, Race Relations and Inclusivity 	<p>Awards & Recognition Sub committee</p>	<p>Ongoing</p>	<p>\$1600</p> <ul style="list-style-type: none"> • Plaques \$600 • Food & Drink 70 ppl @\$10 = \$700 • Calendar – all nominees \$300 • s 	<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 DRRI Awards and Mayor's New Year's Honours List selection</p>	<ul style="list-style-type: none"> • Follow-up with Clerks regarding action of the May 24th, 2014 Council resolution to review and comment on DIAAC's request for Civic Administration to provide leadership responsibility for the DRRI Award • Work collaboratively with Civic Administration to review current processes and provide suggestions for improvement based on 	<p>Awards & Recognition Sub committee</p>	<p>Ongoing</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>DRRI Award recipient feedback</p> <ul style="list-style-type: none"> Review DIAAC/sub-committee involvement with identification and recommendation of recipients for the Mayor's New Year's Honours List 				
Research and recommend additional forms of awards and recognition to DIAAC	<ul style="list-style-type: none"> Investigate other City Advisory Committees and collaborate (Ottawa, Peel, Hamilton regions) on awards and recognition practices 	Awards & Recognition Sub committee	Ongoing	Nil	Strengthening our community – Diverse, inclusive and welcoming community. Support all Londoners to feel engaged and involved in our community
Increase awareness and participation while coordinating the Annual Rewards and Recognition program	<ul style="list-style-type: none"> Develop an inventory of all nominators and nominees including contact information and invite participation of the annual event Assess the benefits and nature of incentives to increase nominee participation, ie bio's of nominees on website Schedule information session with Rogers Cable Develop template to provide Councillors with information relative to events to assist with promotion and recognition Invite MP and MPP's (to awards celebration to 	Awards & Recognition Sub committee	Ongoing	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</p>

	increase recognition and awareness (in Parliament)				Administration the City's agencies, boards and commissions and community partners.
Promote Awards & Recognition Winners	<ul style="list-style-type: none"> • Provide Councillors with information of winners within their areas and encourage recognition • Provide Education Committee with names of winners and request presentation at DIAAC meeting 	Awards & 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"> • Identify alternate ways to increase knowledge of diversity, race relations and inclusivity activities in the city 	Awards & Recognition Sub committee	On-going		Strengthening our community – Diverse, inclusive and welcoming community. Support

	<ul style="list-style-type: none"> • Provide Education Committee with names of all nominations and request participation at DIAAC meetings 				<p>all Londoners to feel engaged and involved in our community</p> <p>Innovative and supportive organizational practices – use innovative and best practices in all organizational and management activities</p>
Collaborate with City on Awards and Recognition Process	<ul style="list-style-type: none"> • Follow up with City to confirm internal contact to liaise with the Awards and Recognition Sub-committee to support activities • Determine interest of the City's Marketing or Communications team to meet to collaborate on the City's annual Communication Plan 	Awards & Recognition Sub committee	Ongoing	Nil	<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>
Orient new DIAAC members on Awards and Recognition	<ul style="list-style-type: none"> • Provide summary of relevant Awards to be included in the Orientation Package for new DIAAC members 	Awards & Recognition Sub committee	Ongoing	Nil	<p>Strengthening our community – Diverse, inclusive and welcoming community. Support all Londoners to feel</p>

					engaged and involved in our community
Arrange Community speakers (local and regional) to speak to DIAAC	<ul style="list-style-type: none"> Develop schedule for voting committee members to present a brief bio of themselves Coordinate DIAAC Award recipients present Invite the London Police Services DIAAC rep to present Invite members of the public who experience discrimination or abuse in London to speak at DIAAC meeting Invite other experts and community members to speak to DIAAC 	Education and Awareness sub-committee	On-going (Every other month)	\$1000	Strengthening our community – Diverse, inclusive and welcoming community. Support all Londoners to feel engaged and involved in our community
Develop & facilitate educational opportunities	<p>Facilitate a community awareness event</p> <ul style="list-style-type: none"> Theme: Gender/The Meaning of Gender Identify partnerships in the community for event Plan for International Day for the Elimination of Racial Discrimination Identify promotional opportunities and strategies for community events 	<p>Ed'n subcommittee & DIAAC</p> <p>Ed'n subcommittee</p> <p>Ed'n subcommittee</p> <p>Communication</p>	<p>November /January</p> <p>June-July</p> <p>January</p> <p>July</p>	<p>\$700-\$1000</p> <p>\$200</p>	
Educate new members of DIAAC	Collaborate with P&P to create new and revised content to enhance the DIAAC new member's orientation package	Education & P&P subcommittee	Ongoing	Nil	

	<ul style="list-style-type: none"> Provide recommendations and feedback to P&P on the following: <ul style="list-style-type: none"> -org chart illustrating DIAAC in relation to Council -list of commonly used operational definitions within CofL context -provide document outlining pre-approved list of budget item 	Ed'n subcommittee	Ongoing		
	Assist P&P in revision of TOR for DIAAC.	Ed'n & P&P subcommittee	Ongoing		
Educate committee members	<ul style="list-style-type: none"> Invite faith leaders to open DIAAC meetings Invite speakers to present to DIAAC Invite Civic Administration to speak with DIAAC regarding processes and implement initiatives that support diversity, inclusion and anti-oppression Implement I³, identify innovations, ideas and initiatives taking place in other municipalities, provinces and countries that overlap the mandate of DIAAC. Bring findings to DIAAC for discussion and possible recommendations to Council Invite to DIAAC, members of the public who have lived experiences concerning discrimination in London Encourage DIAAC 	Ed'n subcommittee	TBD	\$1000	
		Ed'n subcommittee	Ongoing	\$200	
		Civic Administration	Ongoing	Nil	
		Ed'n subcommittee	Ongoing	Nil	
		Ed'n subcommittee & DIAAC	Ongoing	Minimal(cost of parking pass/bus tickets)	
		DIAAC	Ongoing	Nil	

	members to volunteer and provide introductions of themselves at each meeting				
Raise profile of DIAAC in community	<ul style="list-style-type: none"> • Provide to P&P subcommittee suggestions regarding DIAAC's web page on London.ca • Collaborate/piggyback on smaller projects/events with other organizations that overlap DIAAC's mandate • Compile database of contacts from churches, neighborhood associations, ethno-cultural organizations, etc. for DIAAC and other subcommittees use for outreach purposes • Connect with Civic Administration for access to current database • Initiate mail out and personal outreach campaign to new and current contacts compiled from database • Develop promotional material for DIAAC <ul style="list-style-type: none"> ○ New brochure design ○ Collect photos of DIAAC events including members of DIAAC ○ Design a template powerpoint highlighting DIAAC. Use at public 	Education & P&P subcommittee Cross Cultural Learner Centre, London Immigration Partnership, LUSO, NECC Education subcommittee Civic Admin Communic	July Ongoing Ongoing Ongoing October	Nil TBD Nil	

	<p>events where applicable</p> <ul style="list-style-type: none"> • Revise 'OpenHouse' strategy approach. Focusing more general community outreach over professional industry outreach 		September		
Share in role of research, knowledge attainment and providing recommendations to achieve mandate	<ul style="list-style-type: none"> • Identify partnership opportunity with Fanshawe College to develop a work pool to accomplish small projects. • Identify partnerships with surrounding high schools to establish volunteer opportunities for student to assist DIAAC in accomplishing its mandate • Work with Civic Administration to further identify and clarify existing resources that can assist DIAAC in its mandate • Assess partnership benefits with Western in establishing a Community Engagement Learning between Western students and DIAAC. This to be considered in tandem with objective 5.1 	<p>Ed'n subcommittee</p> <p>Local high schools. Eg. Central H.S., Beal.</p> <p>Civic Administration</p> <p>Ed'n subcommittee & Western - Community Psychology dep't</p>	<p>November</p> <p>September</p> <p>September</p> <p>September</p>	<p>Nil</p> <p>Nil</p> <p>Nil</p> <p>Nil</p>	