

<b>TO:</b>	<b>CHAIR AND MEMBERS OF CORPORATE SERVICES COMMITTEE MEETING ON FEBRUARY 20, 2018</b>
<b>FROM:</b>	<b>WILLIAM C. COXHEAD MANAGING DIRECTOR, CORPORATE SERVICES AND CHIEF HUMAN RESOURCES OFFICER</b>
<b>SUBJECT:</b>	<b>UPDATE: EQUITY AND INCLUSION LENS FOR DEVELOPMENT OF POLICIES, PROCEDURES AND PROGRAMS</b>

<b>RECOMMENDATION</b>
-----------------------

That, on the recommendation of the Managing Director, Corporate Services and Chief Human Resources Officer, the following actions **BE TAKEN** with respect to the review and development of City of London policies, procedures and programs:

- a) A new Equity and Inclusion Lens **BE DEVELOPED** building on the Gender Equity Lens which is already in place having regard for the City of Ottawa’s 2015 Equity and Inclusion Lens Handbook; *it being noted that the new Equity and Inclusion Lens will include the dimensions associated with gender and accessibility;* and,
- b) Training **BE PROVIDED** to all applicable City of London employees and Council Members involved in the review and development of City of London policies, procedures and programs in order to provide them with the necessary knowledge and tools required to apply the Equity and Inclusion Lens during their review and development of policies, procedures and programs.

<b>PREVIOUS REPORTS PERTINENT TO THIS MATTER</b>
--

Various updates regarding Workplace Diversity and Inclusion initiatives and metrics including:

- November 7, 2017 – Equity and Inclusion Lens for the Development of Policies, Procedures and Programs
- May 9, 2017 – “Workplace Diversity and Inclusion

<b>BACKGROUND</b>
-------------------

In accordance with the City of London’s Strategic Plan, Civic Administration developed a Gender Equity Lens tool and completed training for all employees involved in the development and execution of new policies. The Gender Equity Lens tool incorporates the intersectional nature of personal and individual identities. The focus of the Lens was on gender aspects of individuals, however, it also connected with aspects of race, socio-economic status, gender identity and gender expression, sexual orientation, disabilities and creed. A conscious effort was made to acknowledge all the human rights grounds under the Ontario Human Rights Code.

In May of 2017, Municipal Council requested the Administration to report back on the feasibility and implications of implementing the following application of an “Equity and Inclusion Lens” and an “Accessibility Lens” when reviewing policies and procedures in addition to the “Gender Equity Lens” that is already being applied.

In November 2017, Civic Administration advised that a new Equity and Inclusion Lens was feasible and there would be no discernable implications to its development by November of 2018. Civic Administration recommended that a new Equity and Inclusion Lens be developed which would build on the Gender Equity Lens which is already in place. Municipal Council referred this back to Civic Administration to review and report back with respect to the City of Ottawa's Equity and Inclusion Lens Handbook and how that good work could be adopted, modified or adapted to meet our needs. This Report is submitted in response to the referral which read as follows:

At its meeting on November 14, 2017, Municipal Council resolved that:

*clause 9 of the 29th Report of the Corporate Services Committee BE REFERRED back to the Managing Director, Corporate Services and Chief Human Resources Officer to review and report back with respect to the City of Ottawa's Equity and Inclusion Lens Handbook. Clause 9 read as follows:*

*That, on the recommendation of the Managing Director, Corporate Services & Chief Human Resources Officer, the following actions be taken with respect to the review and development of City of London policies, procedures and programs:*

- a) a new Equity and Inclusion Lens BE DEVELOPED building on the Gender Equity Lens which is already in place;;*
- b) training BE PROVIDED to all applicable City of London employees and Council Members involved in the review and development of City of London policies, procedures and programs in order to provide them with the necessary knowledge and tools required to apply the Equity and Inclusion Lens during their review and development of policies, procedures and programs. (9/29/CSC) (AS AMENDED)*

### **City of Ottawa Equity and Inclusion Lens Handbook**

Civic Administration has reviewed the City of Ottawa's Equity and Inclusion Lens Handbook which was created in the year 2008-2010 and revised in 2015. This Lens uses specific City of Ottawa municipal programs and services as the framework for development and analysis and cannot be adopted straight up. A link to this document can be found at <http://www.cawivtf.org/sites/default/files/publications/ei-lens-community-agencies-2015-en.pdf>.

The Ottawa Handbook has proven to be an effective tool for the City of Ottawa and offers valuable content and format considerations for the development of the City of London's Equity and Inclusion Lens.

Civic Administration is recommending that we develop London's Equity and Inclusion Lens, using Ottawa's lens as a guide and to also have regard for lenses from other organizations with similar tools such as cities of Edmonton and Calgary. Doing this will help to:

- Maintain and update similar language as our existing Gender Equity Lens tool;
- incorporate learnings from the development and rollout of the Gender Equity Lens tool;
- respond to the specific and unique nature of our demographics and organization; and,
- incorporate valuable input from our various advisory groups namely Diversity, Inclusion and Anti-Oppression Advisory Committee, and the Accessibility Advisory Committee.

## **CONCLUSION**

Civic Administration recommends that an Equity and Inclusion Lens be developed, using the City of Ottawa Equity and Inclusion Lens Handbook as a starting point. It also recommends that in its development, Civic Administration consider the tools from other similar organizations and consult with the various City of London's advisory groups.

By using the City of Ottawa's Equity and Inclusion Lens Handbook as the starting point in the development of the City of London's Equity and Inclusion Lens, Civic Administration believes that the City of London Equity and Inclusion Lens could be developed and applicable employees could be trained well in advance of the initial timeline provided. It is anticipated that the City of London's Equity and Inclusion Lens could be developed by the fall of 2018, with training to ensue after.

<b>PREPARED BY:</b>	<b>PREPARED BY:</b>
<b>SALEHA KHAN ORGANIZATIONAL DEVELOPMENT SPECIALIST – DIVERSITY &amp; INCLUSION, HUMAN RESOURCES</b>	<b>GARY BRIDGE MANAGER, HUMAN RESOURCES AND CORPORATE SERVICES</b>
<b>RECOMMENDED BY:</b>	
<b>WILLIAM C. COXHEAD MANAGING DIRECTOR, CORPORATE SERVICES AND CHIEF HUMAN RESOURCES OFFICER</b>	