

Diversity, Inclusion and Anti-Oppression Advisory Committee

Report

13th Diversity, Inclusion and Anti-Oppression Advisory Committee
November 15, 2018

Attendance

PRESENT: R. Hussain (Chair), F. Cassar, A. Hamza, Z. Hashmi, L. Osbourne, I. Silver and P. Shack (Secretary)

ALSO PRESENT: T. Allott, F. Andrighetti, K. Husain, M. Sereda and A. Thorne

REGRETS: S. Lewkowitz, M. Prefontaine, A. Sanchez and S. Sharma

The meeting was called to order at 12:07 PM.

1. Call to Order

1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

2. Opening Ceremonies

2.1 Acknowledgement of Indigenous Lands

That it BE NOTED that the meeting was opened with an Acknowledgement of Indigenous Lands by R. Hussain.

2.2 Traditional Opening

That it BE NOTED that no traditional opening was received.

3. Scheduled Items

3.1 Community Diversity and Inclusion Strategy Report Update

That it BE NOTED that the Community Diversity and Inclusion Strategy Report Update presentation by R. Wilcox, Director Community and Economic Innovation was not heard, as R. Wilcox was unable to attend the meeting.

a. Municipal Council Resolution with respect to an update on the Community Diversity and Inclusion Strategy (CDIS)

That it BE NOTED that the Municipal Council Resolution adopted at its meeting held on October 16, 2018, with respect to an update on the Community Diversity and Inclusion Strategy, was received.

4. Consent

4.1 8th, 9th, 10th, 11th and 12th Reports of the Diversity, Inclusion and Anti-Oppression Advisory Committee

That it BE NOTED that the 8th, 9th, 10, 11th, and 12th Reports of the Diversity Inclusion and Anti-Oppression Advisory Committee, from its meetings held on July 19, 2018, September 20, 2018, October 3, 2018, October 18, 2018 and November 1, 2018, respectively, were received.

4.2 ReThink Zoning Draft Terms of Reference

That it BE NOTED that the Diversity, Inclusion, Anti-Oppression Advisory Committee reviewed the ReThink Zoning Draft Terms of Reference and provided comments as indicated below:

- a) at what stage will the engagement process take place?;
- b) does not identify diverse groups;
- c) language needs to be more simplified;
- d) social equity inclusions lens, would it be part of this by-law?

4.3 Municipal Council Resolution with respect to the 9th and 10th Reports of the Diversity, Inclusion and Anti-Oppression Advisory Committee

That it BE NOTED that the Municipal Council resolution from its meeting held on October 16, 2018, with respect to the 9th and 10th Reports of the Diversity, Inclusion and Anti-Oppression Advisory Committee, was received.

5. Sub-Committees and Working Groups

5.1 Education & Awareness Sub-Committee

That it BE NOTED that no report was received from the Education and Awareness Sub Committee.

5.2 Policy & Planning Sub-Committee

That, the following actions be taken with respect to the Policy and Planning Sub-Committee:

- a) that the City Clerk BE REQUESTED to amend the Terms of Reference to add an Indigenous Relations Officer to the Diversity, Inclusion and Anti-Oppression Advisory Committee as a non-voting resource member; and,
- b) compensation regarding child-minding for advisory committees BE DEFERRED to a future meeting.

5.3 Award & Recognitions Sub-Committee

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee heard a verbal update from F. Cassar, Chair, Awards & Recognitions Sub-Committee, with respect to the upcoming London Diversity, Race Relations and Inclusivity Awards on November 20, 2018.

6. Items for Discussion

6.1 2018 Work Plan

That the revised attached 2018 Work Plan for the Diversity, Inclusion and Anti-Oppression Advisory Committee BE FORWARDED to Municipal Council for consideration.

6.2 Terms of Reference

That the City Clerk BE REQUESTED to amend the Terms of Reference to add an Indigenous member to the Diversity, Inclusion and Anti-Oppression Advisory Committee (DIAAC) as a voting member.

7. Deferred Matters/Additional Business

7.1 New Diversity Officer

That it BE NOTED that Bory Sreng, Diversity Officer, London Police Services will be replacing Theresa Allott effective January 5, 2019.

7.2 Committee Term

That it BE NOTED that the Committee Secretary provided a verbal update with respect to the Committee term.

7.3 December Meeting

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee set December 13th, 2018 at 12:00 PM as its next meeting.

8. Adjournment

The meeting adjourned at 1:05 PM.

DIAAC Sub-committee Work Plans 2018

DRIA Award and Recognition (A & R) Sub-Committee Work Plan 2018				
Goal	Activities	Budget	Status	Responsibility
1. Plan and Execute an Annual Awards and Recognition Event in collaboration with the City	<p>1.1 Maintain the Project Plan and complete tasks on scheduled dates</p> <p>1.2 Develop budget for approval by DIAAC and keep costs within budget.</p>	\$1200	<p>1.1 Ongoing</p> <p>1.2 Budget drafted (\$1,200 recommended for 2018)</p>	F. Cassar with assistance by Awards Sub-Committee members and support from CoL: Diversity Officer, Administration and Communication
2. Increase awareness and participation of the Annual Rewards and Recognition program	<p>2.1 Maintain an inventory of all nominators/ nominees including contact information and invite participation of the annual event</p> <p>2.2 Assess the benefits and nature of incentives to increase nominee participation</p> <p>2.3 Scheduled information session with Rogers Cable</p> <p>2.4 Update and distribute template to provide Councilors with information relative to events to assist with promotion and recognition</p> <p>2.5 Work with CoL Communications to increase awareness and engagement in annual nominations process</p> <p>2.6 Leverage United Nations Theme of International Human Rights Day</p>		<p>2.1 Ongoing;</p> <p>2.2 Will assess CoL swag</p> <p>2.3 CoL Communications to coordinate Rogers Community News update;</p> <p>2.4 Ongoing;</p> <p>2.5 Ongoing as required;</p> <p>2.6 campaign website</p>	All Sub-Committee members CoL Communications And Administration
3. Promote A+R Winners	3.1 Provide Councilors with information of winners within their areas and encourage recognition		3.1 Ongoing	Awards Sub-Committee and CoL Administration

<p>4. Educate and Engage DIAAC Committee members</p>	<p>4.1 Invite DIAAC Committee members to participate in site visits of nominees to learn about the organization and support a potential nomination of the annual Awards program. 4.2 Provide education at DIAAC Committee meetings or other forums as available.</p>		<p>4.1 Ongoing 4.2 Ongoing</p>	<p>DIAAC and Awards Sub-Committee members</p>
<p>5. Maintain Awards and Recognition By-Laws and Policy</p>	<p>5.1 Annually review DRIA policy and Bylaw A.7012-284 to ensure it is up to date. 5.2 Review By-Law related to Mayor's New Year's Honours List.</p>		<p>5.1 On hold, pending DIAAC updates (2018). Policy reviewed in March, 2017. By-laws modified in 2016. 5.2: In Progress: Will review Mayor's Award By-Law Change action plan to recommend linkage and promotion of A&R program with the Mayor's Award in Community.</p>	<p>Awards Sub-Committee members in partnership with DIAAC</p>
DIAAC- Education & Awareness Sub-committee Work Plan 2018				
Goal	Implementation	Budget	Status	Responsibility
<p>1. Develop & facilitate educational opportunities</p>	<p>1.1 Facilitate a community awareness event 1.1.1 Theme: Gender & Intersectionality 1.1.2 Identify partnerships in the community for collaborative events. 1.1.3 Plan for International Day for the</p>	<p>\$1500 \$200</p>	<p>October Ongoing January</p>	<p>Education subcommittee Ed'n subcommittee & DIAAC Ed'n subcommittee</p>

Ed'n subcommittee Communication	Ongoing		
Education and Policy & Planning subcommittee	Ongoing	Nil	
Education subcommittee	Ongoing		<p>Elimination of Racial Discrimination/Black History Month.</p> <p>1.1.4 Identify promotional opportunities and strategies for community events.</p> <p>2.1 Collaborate with P&P to create new and revised content to enhance the DIAAC new member's orientation package</p> <p>2.1.1 Propose & provide supplemental orientation content to P&P:</p> <ul style="list-style-type: none"> -org chart illustrating DIAAC in relation to Council & City Councillors. -list of commonly used operational definitions within CofL context. Eg. recommendation verbiage -provide document outlining pre-approved list of budget item. -write up of sub-committee mandates. -list of common staff contacts. -suggestions/guidelines of AC initiatives. -policy on speakers/delegates -flow chart from DIAAC recommendation to staff implementation. -member attendance policy suggestions -budget submission process

	-City Councillor Contact List	Nil	Ongoing	Education and Policy & Planning subcommittee
3. Educate committee members	<p>2.2 Assist P&P in revision of TOR for DIAAC.</p> <p>3.1 Invite speakers to present to DIAAC.</p> <p>3.2 Work with Civic Administration to further identify and clarify existing CofL resources, processes and initiatives that support or can assist DIAAC in its mandate. Eg. Communications, Mayor's Office etc.</p> <p>3.3 Identify ideas, issues or 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.</p> <p>3.4 Invite to DIAAC, members of the public who have recent or past lived experiences concerning discrimination & anti-oppression in London.</p> <p>3.5 Highlight a pressing issue or incident that has taken place in London that would be of interest to DIAAC.</p> <p>3.6 Keep apprised of recent events in London via news media & other sources pertaining to discrimination in London to report to DIAAC. Bring to DIAAC's attention.</p>	<p>\$200</p> <p>Nil</p> <p>Nil</p> <p>Minimal (cost of parking pass/bus tickets)</p> <p>Nil</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Education subcommittee Civic Administration</p> <p>Education subcommittee and Policy & Planning subcommittee</p> <p>Education subcommittee & DIAAC</p> <p>Education subcommittee</p>
4. Raise profile of DIAAC in community	<p>4.1 Provide to P&P subcommittee suggestions regarding DIAAC's web page on London.ca</p> <p>4.2 Propose name tags for interested DIAAC members for use at city-wide DIAAC events & related events.</p> <p>4.2.1 Provide to Chair, Vice-Chair and Subcommittee Chairs as minimum</p> <p>4.3 Collaborate/piggyback on smaller</p>	<p>Nil</p> <p>\$200</p> <p>TBD</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Education and Policy & Planning subcommittee</p> <p>Education and Policy & Planning subcommittee</p> <p>Cross Cultural Learner Centre,</p>

	<p>projects/events with other organizations that overlap DIAAC's mandate.</p> <p>4.4 Compile database of contacts for faith centres, neighborhood associations, ethno-cultural organizations and other organizations for DIAAC and other subcommittees use for outreach purposes.</p> <p>4.4.1 Connect with Civic Administration for access to current database</p>	Nil	Ongoing	London Immigration Partnership, LUSO, NECC
<p>5. Share in role of research, knowledge attainment and providing recommendations to achieve mandate</p>	<p>5.1 Combined efforts of keeping apprised of best practices in other geographic areas and identifying issues happening within the CofL.</p>	Nil	Education, Policy & Planning and Awareness subcommittee	Ongoing

DIAAC – Policy & Planning Sub-committee Work Plan 2018

6.1

Goal	Implementation	Budget	Status	Responsibility
<p>1. Review of policies at CofL related to Diversity and Inclusion</p>	<p>1.1 Monitor development and implementation of the Diverse Voices 4 Change recommendations. Including voluntary disclosure for all appointments</p> <p>1.1.1. Diverse Voices 4 Change submitted their recommendations to Council following their research program. DIAAC has requested to be updated as recommendations are implemented/finalized by Staff.</p> <p>1.2 Provide input into the Community Diversity & Inclusion Plan and monitor implementation of plan.</p> <p>1.2.1. Offer resources and information that may be pertinent for the Diversity & Inclusion plan.</p>	Nil	<p>September - Aden has requested Rosanna Wilcox and City Clerk attend September Policy & Planning subcommittee meeting for update.</p> <p>Ongoing</p>	Policy & Planning
		Nil	Ongoing	Policy & Planning

	<p>1.2.2. Providing ongoing consultation & review</p> <p>1.2.3. Monitor and provide support of strategies that are to be implemented at municipal level.</p> <p>1.3 Monitor implementation of Truth and Reconciliation Commission</p> <p>1.3.1. Request process to be updated on TRC implementation</p> <p>1.4 Offer support and monitor progress of immigration strategy</p> <p>1.5 Review the following polices when they are up for review by City of London:</p> <p>1.1.1 CofL policies will be assigned to be reviewed on biannual basis. We will request to be notified when policies specifically relating to Diversity & Inclusion, Accommodations and Indigenous affairs, the P&P committee be earmarked to also review.</p>	<p>Nil</p> <p>Nil</p>	<p>September</p> <p>- Aden has requested Rosanna Wilcox to present re: progress of TRC recommendations</p> <p>Ongoing</p> <p>- Once submitted, the final copy will be sent to P&P prior to going to Council</p>	<p>Policy & Planning</p> <p>Policy & Planning</p>
<p>2. Encourage greater diversity in all advisory committees</p>	<p>2.1 Develop standard statements that encourage greater diversity for the Terms of Reference of other City advisory committees</p> <p>2.2 Promote appointments process to diverse communities in city of London.</p>	<p>Nil</p> <p>TBD</p>	<p>Ongoing</p> <p>Ongoing</p>	<p>Policy & Planning</p> <p>Policy & Planning</p>

	<p>2.2.1. In keeping with transparency and inclusivity, DIAAC has discussed that the appointments process may require further promotion among community members, to ensure a broad and diverse pool of candidates for appointment to committees.</p>		<p>- Discuss opportunities with City Clerk at September meeting.</p>	
<p>3. Support the development of DIAAC's structure</p>	<p>3.1 Review Terms of Reference and membership structure of DIAAC</p> <p>3.2 Facilitate the development of annual work plans for DIAAC; monitor and measure subsequent activities</p> <p>3.2.1.Review draft sub- committee work plans</p> <p>3.2.2.Consolidate into an aligned document</p> <p>3.2.3.Develop monitoring and measurement protocols</p> <p>3.3. Provide recommendations and supplemental materials to enhance the DIAAC new member orientation</p> <p>3.3.1.Collaborate with Clerk's Office on recommendations submitted via proposed new member orientation checklist.</p> <p>3.3.2.Facilitate development of DIAAC document to be completed by Education sub-committee</p> <p>- Put together materials to be reviewed by Policy & Planning, contribute to creation of DIAAC specific orientation.</p>	<p>Nil</p> <p>Nil</p> <p>Nil</p> <p>Nil</p>	<p>Complete</p> <p>- Finalized and sent to Pat.</p> <p>July 2018</p> <p>August 2018</p> <p>Ongoing</p> <p>Summer 2017 – Completed. Discussed w/ Saleha Khan re: incorporating Gender & Equity Lens into new members orientation</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Policy & Planning</p> <p>DIAAC</p> <p>Policy & Planning</p> <p>Policy & Planning</p> <p>Policy & Planning</p> <p>Policy & Planning</p> <p>Education and Policy & Planning subcommittee</p> <p>All subcommittees</p>

	<p>- Consider diverse ways of distributing orientation materials</p> <p>3.3.3.Develop the following documents: Established meeting practices, Roles and Responsibilities & Acronym List</p>		Ongoing	
<p>4. Developing relationships with City of London</p>	<p>4.1 Establish positive relationships with Council</p> <p>4.1.1. Explore opportunities to work with Council members</p> <p>4.1.1.1. Propose that all new council members meet w/ DIAAC.</p> <p>4.2 Explore relationships within the Corporation of the City of London whose work is impacted by diversity and inclusion; offering DIAAC as a resource</p> <p>4.2.1. 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, Social Services & Deerness, Transportation and Engineering</p> <p>4.2.2. Develop introductory message and prioritization of outreach.</p>	<p>Nil</p> <p>Nil</p>	<p>Ongoing</p> <p>- Review once Equity & Inclusion lens is complete (Fall 2018)</p> <p>May 2018-2019</p>	<p>Policy & Planning</p> <p>Policy & Planning</p>
<p>5. Educate new members of DIAAC</p>	<p>5.1 Collaborate with Education subcommittee to create new and revised content to enhance the DIAAC new member's orientation package</p> <p>5.1.1. Contribute to creation of orientation</p>	<p>Nil</p>	<p>To be discussed at September DIAAC meeting</p> <p>Ongoing – to be completed prior to start of new term</p>	<p>Policy & Planning and Education subcommittee</p>

	materials and provide recommendations/feedback as requested by Education subcommittee.			
6. Raise profile of DIAAC in community	6.1 Assist Education subcommittee with suggestions regarding DIAAC's web page on London.ca	Nil	June 2018 - Suggestions presented and approved in 2018	Education and Policy & Planning subcommittee