

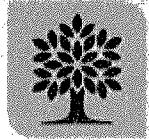


Update: Workplace Diversity Statement and Plan November 16, 2011

**Presented by: Pat Shanahan
Vice – Chair, London Diversity &
Race Relations Advisory
Committee**

**Veronica McAlea Major
Chief Human Resources Officer**

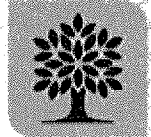
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Need for a Workplace Diversity Statement and Plan

- City of London employees identified and ranked building a more Supportive Workplace as the number one Workplace Strategic Priority
- Civic Administration developed a Strategic Objective of attracting, engaging, developing and celebrating exceptional people in public service and a Strategic Initiative of building a talented and diverse workforce that is representative of our community
- Also identified the need for a workplace Diversity Statement – to affirm the Corporation values diversity and inclusiveness AND a Plan to support the Statement and provide a framework for moving forward



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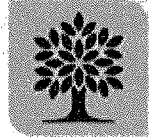
Our Partners

- The development of the City's Workplace Diversity Statement and Plan began in 2006 when Civic Administration began working closely with the London Diversity and Race Relations Advisory Committee (LDRRAC) to review workplace policies, procedures, and training programs which dealt with diversity
 - Review resulted in the development of a two day Diversity training module "Moving Toward a More Supportive Workplace" as part of the Ivey/City London Management Foundations Program
 - Day one included cases dealing with changing workplace cultures, what does workplace diversity and inclusion mean (could my attitude be perceived as non-inclusive?), as well as cases code of conduct and harassment issues
 - Day two featured presentation by LDRRAC, private sector organizations, and the Great Places to Work Institute and a series of facilitated roundtable discussions
 - Feedback from the facilitated discussions identified a need for a formalized diversity statement and a plan for future diversity initiatives



Development of the Workplace Diversity Statement and Plan (WDSP)

- When developing the WDSP, Civic Administration in partnership with LDRRAC also referenced:
 - Feedback received from our employees at facilitated discussions from the 2007 Employee Appreciation Week
 - Labour market trends, organizational best practices, the existing Diversity Policy for the City of London, as well as existing workplace policies and training programs



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City of London Workplace Diversity Statement

A workforce environment that is truly diverse draws upon and respects the unique characteristics, skills, and experiences of all employees. Diversity encompasses many individual attributes such as: gender, race, ancestry, language, age, sexual orientation, religion, socio-economic status, disability, thinking styles, opinions and life experiences. We believe that by further increasing the wide array of perspectives resulting from diversity our organization becomes more creative, flexible and productive as we increase our service capacity.

Diversity benefits individuals, the corporation and our community. We recognize that each employee brings their own unique capabilities, experiences and characteristics to their work. We value such diversity at all levels in the organization and in all the services that we provide as these enrich the organization and the workplace.



Workplace Diversity Plan

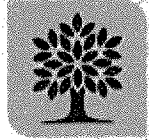
- Supports the Workplace Diversity Statement
- Outlines initiatives that will increase workplace diversity and continue to move the organization towards a more supportive workplace
- Anticipates the development of future initiatives as the Plan is implemented and evolves



Workplace Diversity Plan Initiatives

Attracting

- These initiatives will allow us to increase the size and diversity of our applicant pool and draw upon the many talents, backgrounds and experiences of those in our community:
 - Reviewed recruitment and selection processes to ensure they are transparent and supportive to applicants and free from barriers that might impede equal participation among applicants
 - Implemented HireDesk
 - Included diversity statement in all advertisements
 - Recruitment/Selection Training Program for Managers
 - Recruitment Brochure
 - Expand community outreach
 - Increase placement coops for high school, college and university students
 - City of London Career Opportunities Website
 - Mentorships for Newcomer Success Program
 - New policy for hiring temporary employees

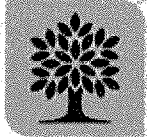


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Workplace Diversity Plan Initiatives

Engaging and Developing

- These initiatives will build a more supportive workplace where employees are engaged and we are investing in our people to build the specific skills and experience necessary to ensure the right person in in the right job at the right time
 - Development of various training programs for employees
 - Development of “Standing Together: Employees Caring for Employees” program
 - Development of Employee Orientation Program
 - Seeking Employee Feedback



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Workplace Diversity Plan Initiatives

Celebrating

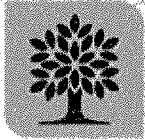
- These initiatives are intended to celebrate the diversity and inclusiveness of our supportive workplace
 - Multi faith observance calendar
 - Celebrations of international days/months
 - Take our Kids to Work day
 - Outreach/presentations



Broadening Our Partnerships

Diversity Task Force

- Includes representatives from our agencies, boards and commissions
- Forum to share initiatives and discuss best practices with respect to diversity
- Civic Administration has been approached by representatives from external organizations asking to participate on the Diversity Task Force
 - Civic Administration is recommending that the Terms of Reference for the Diversity Task Force be amended to allow for participation by external organizations.



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Evaluating Our Progress

Employee Census

- will include questions pertaining to gender, age, place of origin, length of employment, education, sexual orientation, ethnic origin, languages spoken, religious affiliation, and disabilities (as defined under the Ontario Human Rights Code)
- voluntary and individual answers will remain private
- will be mailed to homes and available online next week
- will provide valuable demographic information about our workforce
- help to identify future initiatives needed to support the WDSP and our commitment to building a more supportive workplace
- establish a benchmark
- information will be analyzed in early 2012



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Future Diversity Initiatives

As the City of London moves forward with the initiatives outlined in the WDSP, we will continue to consult our employees, community and private sector partners, utilize existing employee feedback, reference organization best practices, monitor workforce trends and participate in conferences and training opportunities to expand our understanding and work in the diversity area.

- Work Internship Program
- Employee surveys
- "It Begins With Me"