



Burlington Inclusivity Advisory Committee

2017 Annual Report and 2018 Work Plan

BIAC's 2017 annual report and 2018 work plan both reflect the pivotal monitoring and measuring roles that the committee plays in helping the City of Burlington apply an inclusion lens to its policies, services and programs. On the one hand, BIAC reaches out to the community at large to gather relevant data and to spread the message of inclusion to our citizens and stakeholders. Then, in its advisory capacity, BIAC takes the data and information that it has collected and examined and presents it to the city with concrete suggestions on how it can make our community more inclusive.

2017 annual report:

Internal consultation

- staff from the city's Mobility Hubs team provided a presentation and gathered feedback from BIAC in June.
- staff in the city's community development office provided a presentation and gathered feedback from BIAC in September.
- staff participating in the Mohawk Future Ready Leadership Program met with BIAC twice to seek feedback into an internal facing inclusivity framework for the city. BIAC members also reviewed and provided feedback on the team's staff survey.
- BIAC surveyed front line customer service staff working in various city facilities (city hall, recreation centers, etc.) regarding their experiences with inclusivity.
- BIAC surveyed members of council regarding their experiences with inclusivity.
- BIAC met with staff from the special events office to discuss the creation of the Guide to Planning Inclusive Festivals and Events.
- BIAC provided city hall staff with a lunch and learn event during Customer Service Week on the topic of unconscious bias.

External/Partner consultation

- Halton Poverty Roundtable provided a presentation and gathered feedback from BIAC in September.
- BIAC members attend the Halton Diversity and Equity Roundtable annual conference.

- BIAC members set up an information booth at the annual Ward 6 Love My Hood event in June.
- Positive Space Network provided a presentation and gathered feedback from BIAC in November.

Other

- created a Guide to Planning Inclusive Festivals and Events.
- researched top languages spoken in Burlington.
- drafted a resource list to provide to senior staff at the city to assist them in incorporating inclusivity and diversity training, information, activities into their semi-annual meetings with staff.

2018 Work Plan:

BIAC formed three sub-committees and will undertake the following initiatives:

Inclusion Lens:

- review the tools developed by the City of Ottawa and make recommendations to assist city staff in implementing the City of Burlington Inclusion Lens document created by BIAC in 2012.

Communications & Public Awareness:

- continue with "We Are Burlington" theme with attendance at events.
- develop a program to highlight diversity in the community.
- encourage organizations to sponsor food and play events or BIAC to co-sponsor events with a diversity theme.
- promote more awareness of BIAC in the community.
- develop a community video strategy.
- create a repository of resources, research and videos.

City of Burlington Staff Training:

- undertake lunch and learn sessions for city staff.

BIAC will also:

- invite a guest/presentation at each committee meeting.
- continue to attend relevant inclusion/diversity events and report back to the committee.
- provide advice to city council and city staff on policies, services and programs related to inclusivity/diversity, as requested.
- be a stakeholder on the City's Anti-Bullying Task Force.