

Date: 2024-02-07

Subject: **Women’s Advisory Committee (RM 61/2022)**

Contact: Vincent Rodo, Director, Organizational Performance & Equity,
Diversity and Inclusion

Report Number: Corporate Support Services-2024-141

Recommendations:

1. That the report from Vincent Rodo, Director, Organizational Performance & Equity Diversity and Inclusion to the Committee of Council meeting of February 21, 2024 re: **Women’s Advisory Committee (RM 61/2022)** be received; and
2. That the draft Terms of Reference to establish the Women’s Advisory Committee (Appendix 1) be approved; and
3. That Councillor Navjit Kaur Brar and Councillor Rowena Santos be appointed to the Women’s Advisory Committee; and
4. That the Women’s Advisory Committee be deemed constituted for an expeditious inaugural meeting.

Overview:

- **The City of Brampton is committed to nurturing equity, diversity, and inclusion to achieve meaningful participation of individuals that self-identify as women across our organization.**
- **Staff fulfilled resolutions C068-2023 and CW099-2023, Council directed Council:**
 - **Develop Terms of Reference for a Women’s Advisory Committee**
 - **Establish and support a Women’s Employee Resource Group**
 - **Implement mandatory Gender-based Analysis Plus (GBA+) e-learning training for senior leaders in the administration and for City Council**

Background:

Gender equality is enshrined in Canada's legislation, the *Canadian Charter of Rights and Freedoms*, the Constitution, the *Canada Labour Code Part II*, the *Canadian Gender Budgeting Act*, and the *Employment Equity Act*. Gender equality means that diverse groups of women, men, and gender-diverse people can participate fully in all spheres of Canadian life, contributing to an inclusive and democratic society.

Women represent more than 50% of the Canadian population and Brampton, yet, according to Statistics Canada, women hold 35.6% of management positions and 30.9% of senior-level positions in the workforce. Gender parity at all levels of an organization ignites vibrant communities and active economies. The City of Brampton is committed to equity, diversity, and inclusion to achieve meaningful participation of women throughout our organization. The City recognizes the importance of gender parity by celebrating the achievements of women on International Women's Day, and Gender Equality Week.

City Council, at its meeting on March 8, 2023, approved resolutions C068-2023 and CW099-2023, whereby staff was directed to:

- Implement mandatory Gender-based Analysis Plus (GBA+) e-learning training for senior leaders in the administration and City Council by March 8, 2024, and that this training utilize the federal government's e-learning tool;
- Develop Terms of Reference for a Women's Advisory Committee with an inaugural committee established no later than March 8, 2024;
- Officially establish and support a Women's Employee Resources Group through the Equity Office with support from Human Resources.
- Reference examples and practices in Edmonton, Alberta and Halifax, Nova Scotia

Current Situation:

Women's Advisory Committee Terms of Reference

The City has drafted a Terms of Reference for Brampton's Women's Advisory Committee that will include members of Council and appointed citizens modeled after examples from Edmonton and Halifax. This Committee supports the City's commitment to be a gender-inclusive municipality and will provide advice to Council on matters relevant to the municipal mandate. Refer to Appendix 1 for the Terms of Reference document.

With Council's approval of the Terms of Reference (see Appendix 1):

- The Committee will be deemed constituted and the inaugural meeting will be scheduled in short order; and

- Citizen member position vacancies be posted and applicants be considered by the Citizen Appointments Committee (including a report to Council with Committee recommendations for individual appointments); and
- An orientation session will be held for the Committee at the first meeting.

Gender-based Analysis Plus Training (GBA+)

GBA+ is an analytical process used to assess how diverse groups of women, men and non-binary people may experience policies, programs and initiatives. The “plus” in GBA+ acknowledges that GBA goes beyond biological (sex) and socio-cultural (gender) differences. We all have multiple identity factors that intersect to make us who we are; GBA+ also considers many other identity factors, like race, ethnicity, religion, age, or a mental or physical disability.

The City launched the GBA+ training (e-learning) for all people leaders, senior leaders, and City Council in the Fall of 2023 to help combat systemic inequalities and demonstrate our commitment to gender equity. This critical training aligns with federal government practices and leading municipalities like Edmonton and Halifax. Prioritizing GBA+ in our leadership promotes equal participation at all levels of decision-making processes. Last year, people leaders were advised that the GBA+ training is essential and mandatory. The completion deadline is March 8th, 2024, and the training completion rate (at the time of this report) is as depicted below:

GBA+ Training Overall Data

Departmental Information				
Department	Number of staff assigned to required training/learning	Completed	In Progress	Not Started
Community Services	163	119 (73%)	11 (7%)	33 (20%)
Corporate Support Services	74	41 (55%)	1 (1%)	32 (43%)
Fire & Emergency Services	111	66 (59%)	15 (14%)	30 (27%)
Legislative Services	38	29 (76%)	2 (5%)	7 (18%)
Office of the CAO	30	21 (70%)	5 (17%)	4 (13%)
Planning, Building &	44	8 (18%)	3 (7%)	33 (75%)

Growth Management				
Public Works & Engineering	91	61 (67%)	9 (10%)	21 (23%)
Brampton Transit	35	26 (74%)	2 (6%)	7 (20%)
Total:	586	371 (63%)	48 (8%)	167 (28%)

On December 6, 2023, Council passed motion C300-2023 that extended the GBA+ training to all staff and members of council-related committees. Effective February 9, 2024, the training is available to all employees with encouragement and strong recommendations to complete the training. As requested by Council, council-related committee members may also take the training.

Publishing GBA+ Data on the Equity Office Website

Further to motion C300-2023, the percentage of completed GBA+ training for each Department (including “Members of Council Offices”), as well as members of citizen-based advisory committees, adjudicative tribunals, and committees, locals’ boards, and organizations affiliated with the City will be shared on the City’s Equity and Inclusion Office webpage. The Equity Office website is under review, and the data for the GBA+ training will be published in the second quarter of 2024 and on an ongoing basis as they become available.

Women Empowerment Group (WEN)

Employee Resource Groups (ERGs) offer employees a community, camaraderie, and connections to the organization, giving them a sense of belonging. They provide employees with shared lived experiences and a safe space for dialogue and sharing ideas. Additionally, ERGs introduce new and current employees to the organizational culture to help build and maintain employee engagement and satisfaction. The Equity Office has researched best practices and strategies for establishing employee resource groups to ensure the effective implementation and operation of the City’s employee resources and the Employee Resource Group Strategy has been developed for the operation of ERGs at the City.

In June 2023, the Women Empowerment Group (WEN) was pre-launched to the City for all interested employees. The Equity Office has provided leadership and guidance to WEN to establish a governance structure, and to successfully launch the group to the entire corporation by March 8, 2024.

Accomplishments:

- Steering Committee and members have been operating based on the draft Term of Reference and established structures for meetings.
- Draft Terms of Reference pending CLT review on February 29, 2024

- Women's Self-Defense Class in partnership with Cupid's Sting
- December Potluck included connecting, networking, and celebrating 2023 accomplishments.
- Planned celebration for International Women’s Day (IWD) 2024
 - IWD 2024 theme – Inspire Inclusion
 - WEN Network Meeting - Tuesday, March 5, 2024, from 9:30 am -10:30 am in the Conservatory
 - Virtual speaker for all staff on Friday, March 8, 2024

Corporate Implications:

At this time, there are no financial implications. Citizen advisory committee members act on a volunteer basis and are not compensated, except for mileage and incidental expenses when required.

Strategic Focus Area:

- **Culture & Diversity:** Focusing on cultural diversity, cross-cultural understanding, and supporting artistic expression and production.
- **Government & Leadership:** Focusing on service excellence with equity, innovation, efficiency, effectiveness, accountability, and transparency.

Conclusion:

With the approval of the Terms of Reference for the Women’s Advisory Committee, the process to recruit citizens (per the *Citizen-based Advisory Committee Guideline and Appointments Procedure*) will begin and the inaugural meeting will take place in short order.

Authored by:

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Attachments:

- Appendix 1 - Brampton Women's Advisory Committee (WAC) Term of Reference