

# City of Fort Saskatchewan: Diversity and Inclusion Action Plan



Objective	Action	Anticipated Outcomes	Outcome Measurement
Development of Staff Committee	<ul style="list-style-type: none"> <li>-With the support of the Inclusion Lead, conduct an organizational inclusion audit</li> <li>-With the support of the Inclusion Lead, conduct an accessibility audit</li> <li>-Organize data received from the inclusion audit and suggest actions</li> <li>-Present relevant education for all levels of the organization</li> </ul>	<ul style="list-style-type: none"> <li>-Development of a baseline for diversity and inclusion within the organization</li> <li>-Identify barriers for access within the organization</li> <li>-Provide recommendations for organizational concerns related to diversity and inclusion</li> </ul>	<ul style="list-style-type: none"> <li>-Committee developed</li> <li>-Audit complete and data interpreted</li> </ul>
Education and Training	<ul style="list-style-type: none"> <li>- Formal diversity and Inclusion training for staff and leadership</li> <li>- Develop communication plan for the implementation of inclusion strategies</li> </ul>	<ul style="list-style-type: none"> <li>-Staff demonstrate an awareness of inclusion</li> <li>-Staff demonstrate an understanding of the organization’s philosophy on inclusion</li> </ul>	<ul style="list-style-type: none"> <li>-Staff report an increased awareness of inclusion</li> <li>-Staff report an understanding of the organization’s philosophy on inclusion</li> </ul>
Audit of policies, procedures and operations	<ul style="list-style-type: none"> <li>-Work with departments to audit current guiding documents and operations</li> </ul>	<ul style="list-style-type: none"> <li>- Policies, procedures and operations reflect the organization’s commitment to diversity and inclusion</li> </ul>	<ul style="list-style-type: none"> <li>Eight departments engage in department inclusion audit per year</li> </ul>
Development of guiding framework	<ul style="list-style-type: none"> <li>-Develop inclusion tool to be used by departments</li> </ul>	<ul style="list-style-type: none"> <li>-Build capacity within departments to consider inclusion at the development stage</li> </ul>	<ul style="list-style-type: none"> <li>-Increased capacity within departments to use inclusion strategies</li> </ul>
Support departments with inclusion when developing new	<ul style="list-style-type: none"> <li>-Join department meetings focused on inclusion</li> <li>-Communicate inclusion tools and strategies in department meetings</li> </ul>	<ul style="list-style-type: none"> <li>-Build capacity within departments to consider inclusion at the development stage</li> </ul>	<ul style="list-style-type: none"> <li>-Staff report increased support with strategy implementation</li> <li>-Staff report an increased awareness of inclusion</li> </ul>

policies, procedures and services		-Understand department struggles with inclusion	
Collaborate with community partners on diversity and inclusion initiatives	-Liaise with the Building Bridges Coalition to understand community initiatives and opportunities for collaboration	-Increased collaboration -Strengthen messages of diversity and inclusion throughout the community	-Building Bridges reports increased collaboration regarding inclusion -Messages of diversity and inclusion visible in the community
Support businesses to work towards inclusive operations	-Liaise with Economic Development to understand the business community's relationship with inclusion	-Provide support, education and awareness in the business community	-Businesses have increased awareness of inclusion strategies
Measure/evaluate projected outcomes	-Conduct formal evaluation annually -Ongoing qualitative evaluation	-Increased understanding of the needs of the organization in regards to inclusion -Increased ability to implement inclusion strategies across the organization	-Positive outcomes reported in formal and informal evaluations