

# REPORT

## Oakville Public Library Board

**Meeting Date: December 8, 2022**

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**FROM:** Oakville Public Library

**DATE:** November 29, 2022

**SUBJECT: Diversity, Equity and Inclusion (DEI) Strategic Framework –  
December 8, 2022**

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### **RECOMMENDATION:**

That the Diversity, Equity and Inclusion Strategic Framework be received for feedback.

### **KEY FACTS:**

The following are key points for consideration with respect to this report:

- Oakville Public Library (OPL) is committed to promoting a culture of inclusion by providing equitable and inclusive library services, programs and spaces for residents and staff.
- OPL, in partnership with the Town of Oakville conducted its first survey on inclusion, diversity, and equity from January 27 to February 18, 2022 by CCDI. The survey had two components: a demographic census and an inclusion and belonging questionnaire.
- Key findings of the survey were presented to the Board at the September 22 Board Meeting.
- The results of the survey were used to draft the attached Diversity, Equity and Inclusion Strategic Framework.
- There is a strong connection between the Diversity, Equity and Inclusion Strategic Framework and the Talent Management Strategic Framework, also included in the December 8 board package. The two will work in tandem to make OPL an inclusive employer of choice in Halton.

## **BACKGROUND:**

Diversity and Inclusion is a core tenet of public libraries in Canada. The past three years saw OPL focus on developing programs and services that reflect, respect and serve the diverse Oakville community.

The introduction of OPL's Inclusion policy in 2021 marked a shift to creating clear commitments to diversity and inclusion. With the Inclusion policy in place, OPL is working towards implementing a policy evaluation framework to assess the current state of the seven commitments as well as OPL as a whole. The survey on inclusion, diversity and equity conducted earlier this year helped OPL understand its current state and set clear and achievable targets for the future.

The survey provided OPL with key data on how to increase and improve DEI related experiences and services for OPL staff. The information provided through the survey, staff town hall, Staff Development day feedback and the Town of Oakville's Inclusion, Diversity, Equity and Accessibility Multi-Year Plan (in process) was used to help draft the DEI Strategic Framework to guide OPL's DEI focus in 2023.

The Town of Oakville is in the process of developing its first Inclusion, Diversity, Equity and Accessibility Multi-Year Plan. Representatives from OPL participate on the following two Town teams: DEI Strategy Development Committee (OPL CEO and Manager, Community Development & Engagement) and the Employee Inclusion Group (OPL Customer Experience supervisor).

## **COMMENT/OPTIONS:**

OPL has made significant strides in creating diverse and inclusive spaces, services and programs in past few years. However, an organization can only truly be inclusive, equitable and diverse if that work and effort is reflected throughout all levels of the organization. The DEI Strategic Framework is designed to address issues related to OPL's workforce and workplace. The Strategic Framework will focus on the following three goals:

- 1. Workforce diversity** – recruit from a diverse, qualified group of candidates to increase diversity of thinking and perspective.
- 2. Workplace inclusion** – foster a culture that encourages collaboration, flexibility and fairness to enable all employees to contribute to their potential and increase retention.
- 3. Sustainability and accountability** – identify and breakdown systemic barriers to full inclusion by embedding diversity and inclusion in policies and practices and equipping leaders with the ability to manage diversity and be accountable for the results.

Each of the three goals has actions and corresponding evaluation targets attached to be realized in 2023. The execution of the DEI Strategic Framework will be included as one of the CEO Goals for 2023. It is expected that additional actions could be added to the three identified goals as needed throughout the year. For example, following the establishment of the Employee Resource Group(s), additional actions may be identified. The full DEI Strategic Framework can be viewed in Appendix A.

**APPENDICES:**

Appendix A – Diversity, Equity and Inclusion Strategic Framework

Prepared and submitted by:  
Tara Wong, CEO