



## STAFF REPORT INFORMATION ONLY

### Inclusion of an Equity Analysis using the Equity Lens in Reports to City Council

<b>Date:</b>	September 14, 2009
<b>To:</b>	Executive Committee
<b>From:</b>	Joseph P. Pennachetti, City Manager
<b>Wards:</b>	All
<b>Reference Number:</b>	

#### **SUMMARY**

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This report advises on staff experience using the Equity Lens and how it will be applied on an on-going basis. Application of the Equity Lens is being expanded from an Equity Impact Statement to include an equity analysis in significant policy and program reports to Council. This analysis will identify the equity issues that were considered and a summary of the analysis that was undertaken.

Training and presentations on how to use the Equity Lens will continue along with its application during program reviews. In addition, City Divisions will continue to include information on their equity initiatives during the review of the 2010 Operating Budget process.

#### **Financial Impact**

There are no financial implications arising from the adoption of this report.

#### **Equity Impact Statement**

Using the Equity Lens in the analysis of City's policies and programs identifies and assists with the removal and prevention of barriers faced by residents in Toronto's diverse communities. Inclusion of an equity analysis in reports to Council requires that City staff take into consideration access and equity issues that impact Toronto's diverse residents.

## DECISION HISTORY

In 2006, City Council approved the City Manager's report regarding recommendations from the Roundtable on Access Equity and Human rights to undertake a pilot project to use an Equity Lens for the purpose of including an equity impact statement in the City Manager's reports to Council.

<http://www.toronto.ca/legdocs/2006/agendas/council/cc060925/pof7rpt/cl004.pdf>

In December 2008, the City Manager advised Council that a report on the results of the pilot project would be provided in the fall 2009.

<http://www.toronto.ca/legdocs/mmis/2008/ex/bgrd/backgroundfile-16633.pdf>

In June 2009, during the presentation on the results of 2008 Access Equity and Human Rights achievements, the City Manager advised the Executive Committee that the Equity Lens would be applied to significant policy and program reports from all City Divisions. Status Report - 2008 Access, Equity and Human Rights (AEHR) Achievements

(<http://www.toronto.ca/legdocs/mmis/2009/ex/bgrd/backgroundfile-21485.pdf>)

Appendix 1: Cover Page

(<http://www.toronto.ca/legdocs/mmis/2009/ex/bgrd/backgroundfile-21486.pdf>)

Appendix 1 - Indicators - Summary of 2008 AEHR Achievements

(<http://www.toronto.ca/legdocs/mmis/2009/ex/bgrd/backgroundfile-21487.pdf>)

Appendix 2 - Details of 2008 AEHR Achievements

(<http://www.toronto.ca/legdocs/mmis/2009/ex/bgrd/backgroundfile-21488.pdf>)

## ISSUE BACKGROUND

The Equity Lens was developed in 2005 and 2006 by the Roundtable on Access, Equity and Human Rights, in collaboration with City staff from across the corporation.

The Equity Lens has four functions: Diagnosis, Measurement, Evaluation, and Identifying and Celebrating accomplishments:

- Diagnosis: For a new policy or program, the equity lens helps to detect the impact on diverse individuals and groups, and identify barriers and appropriate accommodation to address barrier elimination;
- Measurement: For an existing policy and program, it helps to measure whether it eliminates barriers and benefits equitably diverse individuals and groups;
- Evaluation: It identifies strengths and areas for improvement and helps to find equitable solutions;
- Identifying and celebrating accomplishments: It identifies "best practices" and "milestones" that can be replicated to build upon original successes.

The Equity Lens was field tested by five divisions:

- (1) Emergency Medical Services (EMS): Study on customer complaints to the Professional Standards Unit;
- (2) Human Resources (HR): Summer student recruitment excluding Recreation, Culture and Tourism positions;
- (3) Municipal Licensing and Standards (MLS): Accessible taxicab owner/driver courses;
- (4) Parks, Forestry and Recreation (PFR): Community consultations; and
- (5) Public Health (PH): Local health committees.

The Roundtable reported the test results to City Council who directed that the tool be implemented as a pilot project focussing upon reports submitted by the City Manager.

## **COMMENTS**

### (a) Implementation of the Equity Lens pilot project

Implementation of the Equity Lens pilot project since its launch in 2006 has included the following components:

- an equity impact statement has been included in reports signed by the City Manager, including reports prepared by operating Divisions for signature by the City Manager;
- Equity Lens courses have been offered through the corporate learning program since 2007;
- Presentations have been made to City divisions and to the Policy Co-ordinating Team;
- Reports on divisional action plans on Access, Equity and Human Rights indicated that several Divisions have used the Equity Lens to plan and review policies and programs.

### (b) Survey on use of the Equity Lens and Equity Impact Statement

A survey was conducted with the staff who applied the Equity Lens during the pilot project. With respect to the impact of using the Equity Lens, staff noted the following:

- The Equity Lens helped to ensure that the principles of equity and fairness were integrated into policy analysis, for example in the report which established the City's Ombudsman function. In this case, knowledge of access, equity and human rights and the exercise of fair, objective and equitable decision-making were also integrated in the job call and description;
- It was used as a check list to prepare the public appointments report on regarding the ABCCS and Extension of the Public Appointments diversity objectives to advisory bodies.

With respect to ongoing application of the lens, staff indicated that:

- Application of the Equity Lens is not necessary in all reports;
- Training and orientation should continue to be provided to assist staff with using the Equity Lens as a 'thinking' tool to advance equity goals;
- The Equity Lens needs to be integrated into the whole report and address all the work that the report is describing;
- Using the lens is important to ensure that issues are addressed, but if it is only used to prepare an Equity Impact Statement, it will have little meaning;
- The issues identified in the Equity Lens should be included in the report template format that staff use to prepare reports;
- Application of an Equity Lens to policy development and report preparation in general is more meaningful (and sound practice) than an Equity Impact Statement. Using the Equity Lens solely for preparing an Equity Impact Statement alone runs the risk of having these issues treated as an afterthought.
- Awareness, analysis and mitigation (where appropriate) of any differential impact needs to be an integral part of the policy/program development process and policy/ program evaluation process. It is important to describe these differences in reports.

(c) Summary of feedback

Staff who used the Equity Lens during the pilot project found that it was a useful tool for guiding the preparation of reports. For the most part the result of this application was limited to an Equity Impact Statement which did not canvass the findings of any analysis which might have been undertaken. Staff also found that reports which were transactional or procedural did not benefit from an equity analysis.

(d) On-going implementation of the Equity Lens

City-wide implementation of the Equity Lens is being rolled out as reports are brought forward this fall. Application of the Equity Lens will apply to all significant policy and program reports and its use will be expanded from an Equity Impact Statement to include an equity analysis. This analysis will identify the equity issues that were considered and a summary of the analysis that was undertaken. This direction has been given to the Deputy City Managers and Division Heads.

In addition, two Equity Lens courses will continue to be offered to City employees through the corporate learning program. Additional presentations on the Equity Lens will be made to City Divisions and policy staff. The Equity Lens will continue to be applied to program reviews and City Divisions will include information on their access and equity initiatives during the review process for the 2010 operating budget.

**CONTACT**

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**SIGNATURE**

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City Manager