



INCLUSION, DIVERSITY, EQUITY, AND ACCESS (IDEA) ACTION PLAN

GOAL 1

IDENTIFY AND ADDRESS SYSTEMIC BARRIERS AFFECTING FULL PARTICIPATION AT TO LIVE

OBJECTIVE

Identify and address barriers to providing and accessing programs to support diversity and inclusivity.

Develop and implement IDEA best practices guidelines and tools to help employees identify and address barriers.

Review hiring, recruitment, and staff advancement policies and practices.

Audit communication channels, survey best practices and develop a style guide to support inclusive communications.

OBJECTIVE

Educate Staff on identifying and addressing systemic barriers.

Offer ongoing professional development opportunities to address issues related to race and culture, gender and sexuality, accessibility, mental health, allyship and unconscious bias.

Regularly update all employees on action items and progress. Include IDEA as a standing item agenda for town hall meetings.

Undertake surveys to better understand and obtain feedback on barriers and other issues related to IDEA.

Offer leadership training to support IDEA (e.g. unconscious bias in hiring, allyship, etc.)

GOAL 2

ENSURE OUR POLICIES AND PROCEDURES MEET OUR EMPLOYEES' NEEDS AND THAT EMPLOYEES FEEL SAFE AND A SENSE OF BELONGING.

OBJECTIVE

Strengthen policies and procedures by applying an IDEA lens.

Review policies, procedures, contracts and related documents.

Review use of security and policing at TO Live venues and events.

Develop guidelines for resolving conflicts that may not fall under TO Live's existing policies.

OBJECTIVE

Develop platforms for employees where they can feel a sense of belonging.

Facilitate Safe Talk and Listening sessions for equity-seeking groups and allies at all staff levels.

Launch regular "open door" sessions with Clyde as a forum for all staff to share ideas and raise concerns.

Review staff onboarding practices and create a buddy system for new employees.

Facilitate sessions on psychological safety to foster and build trust. Consider exploring partnerships with mental health delivery organizations.

GOAL 3

BUILD A MORE DIVERSE ORGANIZATION THROUGH RECRUITMENT, RETENTION AND ADVANCEMENT INITIATIVES.

OBJECTIVE

Measure, monitor, and address IDEA issues.

Initiate Employee Resource Groups (ERG), Staff Affinity groups, and/or fellowship programs.

Undertake IDEA data collection through a self-identification survey.

Educate staff on existing policies and procedures through ongoing communication and education.

OBJECTIVE

Recruit and retain skilled employees that reflect the diversity of our city.

Establish process and guidelines for ongoing review of job descriptions and postings to align with IDEA principles.

Develop interview guidelines and recruitment questions for all Hiring Managers to reduce hiring bias and ensure interviews are conducted with an equity lens.

OBJECTIVE

Aspire to become an Employer of Choice.

Promote IDEA as core to TO Live's brand, sharing our successes and stories. Endeavour to lead by example in the industry.

Resource senior management to advocate and champion IDEA across all areas of the organization.

GOAL 3

BUILD A MORE DIVERSE ORGANIZATION THROUGH RECRUITMENT, RETENTION AND ADVANCEMENT INITIATIVES.

OBJECTIVE

Expand recruitment efforts to reach diverse applicants.

Diversify the pool of applicants by increasing referrals and word of mouth promotion for job openings. Build a track record of IDEA and communicate this story to reach new job seekers who can see themselves reflected in the organization.

Develop relationships with employment services and community partners to expand recruitment reach.

OBJECTIVE

Offer professional development opportunities to support diversity.

Develop opportunities for career development programs within all departments for both internal and external candidates.

Dedicate funding and resources for mentorship, sponsorship, and fellowship programs via grants or internal budgeting.