ADMINISTRATIVE REPORT

Title: 2019 Annual Diversity Report

Critical Path: Human Rights Committee of Council – Executive Policy Committee – Council

AUTHORIZATION

Author	Department Head	CFO	CAO
S. Baluk	A. Cusson	N/A	M. Ruta, Interim CAO

EXECUTIVE SUMMARY

Council approved the creation of a Diversity Report which allows the Public Service to create a mechanism for annual reporting and share the City of Winnipeg's progress on workplace diversity statistics. It also allows the City to report to Council, and to our Community and Stakeholder Groups, on our progress toward improving the diversification of our workforce and employment equity statistics.

The four protected Employment Equity groups are: Women, Indigenous Persons, Visible Minorities, and Persons with Disability.

City of Winnipeg staff has been separated in to three major employee categories, due to the similar nature of work performed. A total of 10,575 staff was employed by the City in 2019 and have been separated in to these three categories, as each group is different and will have different challenges attracting and retaining employees due to the nature of work they complete.

Emergency Services (3480 employees)
Transportation & Utilities (4236 employees)
All other City Services (2859 employees)

Overall across the City, for the 2019 year our representation is as follows:

1. Women represent 30.00% of the workforce. The statistics have been relatively stable the past few years with a 0.10% increase from 2018, and looking to trend upward for 2020.
2. Indigenous people represent 10.24% of the workforce. The statistics have been relatively stable, trending up for the last two years, with a 0.53% increase from 2018.
3. Visibility minority people represent 15.86% of our workforce. There has been a steady increase the last few years and it continues to trend upward for 2020, with a 0.88% increase from 2018.
4. Persons with disabilities represent 2.87% of our workforce. There has been a smaller but steady increase in this area over the past few years, with a 0.11% increase from 2018.

Employment Equity self-declaration is voluntary, and therefore it is possible that captured statistics do not accurately reflect the actual workforce. Internal improvements are being made

to assist with this. Human Resource (HR) Services, and specifically the PeopleSoft team is in the process of configuring the system to allow internal applicants to self-declare as part of internal recruitment, and an active annual offer to self-declare is also being sent out to employees in 2020.

RECOMMENDATIONS

1. That this report, and the attached Diversity Report Card inclusive of 2019 statistics, be received as information.

2. That the proper officers of the City be authorized to do all things necessary to implement the ongoing annual Diversity Report and relevant statistics.

REASON FOR THE REPORT

On February 27, 2020 Council concurred in the recommendation of the Public Service and directed the Public Service to report back annually with a Diversity Report Card by March of each year to the Human Rights Committee of Council. The annual report will be used to track changes and progress from year to year, that the information be used to develop Diversity and Inclusion program priorities; and to ensure we are making progress toward the City of Winnipeg workforce being reflective of the demographics of the community and populations we serve.

IMPLICATIONS OF THE RECOMMENDATIONS

There are no implications to the recommendations of the report as it is to be received as information.

HISTORY/DISCUSSION

On September 26, 2019 Council approved the creation of an Annual Diversity Report.

City of Winnipeg employees have been separated in to three major employee categories, due to the similar nature of the work performed. A total of 10,575 staff was employed by the City in 2019.

Emergency Services	(3480 employees)
Transportation & Utilities	(4236 employees)
All other City Services	(2859 employees)

It is important to note the following:

- In the City of Winnipeg, Employment Equity self-declaration is voluntary, and therefore it is possible that captured statistics do not accurately reflect the workforce.
- Rates of pay for unionized positions are primarily established through collective bargaining. Approximately 90% of City of Winnipeg staff are unionized which reduces opportunities for pay inequities.
- As of March 10, 2020, Employment Equity is now a consideration in external recruitments. Top rated candidates whose final scores are within a 5% range and who have voluntarily self-declared as a member of any of the four (4) designated employment

equity groups (Woman, Indigenous Person, Visible Minority, Person with a Disability), are considered to be relatively equal and employment equity may be used as the determining factor for final selection.

- Employment Equity is important for all positions. We will be attempting to negotiate language consistent with this in to future collective agreement negotiations.
- The City is actively recruiting an Equity, Diversity & Inclusion Program Coordinator who will be tasked with creating an Equity, Diversity & Inclusion strategy and employment based program for the City of Winnipeg which will aim to increase representation of the 4 employment equity groups across City departments.
- The PeopleSoft HR team is working to introduce the ability to self-declare for internal applicants (current city staff) when they apply for positions.
- An email encouraging self-declaration and an active offer to all staff to complete the self-declaration form will be sent out city-wide annually through the Diversity team.
- Diversity programs and focused committees geared at understanding the issues that may be impacting the attraction and retention of people that fall under employment equity groups will begin in 2020.
- The first committee, Women At Work, was announced in March 2020 through the CAO Office. This is the first diversity project. This committee will partner Human Resources, Indigenous Relations, and Community Services with staff from across departments in understanding issues impacting women in the workplace, and supporting education and training as part of this initial project. Other diversity initiatives will follow.

The following is a breakdown of the current statistics for the City of Winnipeg workforce as it relates to Employment Equity and Diversity. All data is based on reporting as of December 31, 2019. This data includes employees who are; actively employed (A); on a paid leave of absence (P); on leave without pay (L); and laid off (S).

1. Women represent 30.00% of the workforce with a 0.10% increase from 2018. Women comprise:
   - 8.40% of the workforce in Emergency Services,
   - 7.45% of the workforce in Transportation and Utilities,
   - 14.15% of the workforce in all other City Services,
   - and 20.66% hold a permanent employment status, 6.71% hold a part-time or casual status and 2.62% of women fall under other employment statuses.
   - Women hold a median annual income of $55,168.

2. Indigenous people represent 10.24% of the workforce with a 0.53% increase from 2018. Indigenous people comprise:
   - 3.63% of the workforce in Emergency Services,
   - 4.32% of the workforce in Transportation and Utilities,
   - 2.30% of the workforce in all other City services,
   - and 7.31% hold a permanent employment status, 1.22% hold a part-time or casual status and 1.71% of indigenous people fall under other employment statuses.
   - The annual median income for persons who have declared as Indigenous is $55,263.

3. Persons declaring as Visible Minority comprise 15.68% of the workforce with a 0.88% increase from 2018. Visible Minorities comprise:
   - 2.42% of the workforce in Emergency Services,
   - 8.18% of the workforce in Transportation and Utilities,
   - 5.26% of the workforce in all other City services,

- and 11.69% hold a permanent employment status, 2.51% hold a part-time or casual status and 1.66% of visible minorities fall under other employment statuses.
- The annual median income for persons who have declared as a Visible Minority person is $53,284.

4. Persons with a disability represent 2.87% of the workforce with a 0.11% increase from 2018. Persons with a disability comprise:
   - 0.29% of the workforce in Emergency Services,
   - 1.38% of the workforce in Transportation and Utilities,
   - 1.19% of the workforce in all other City Services,
   - and 1.95% hold a permanent employment status, 0.45% hold a part-time or casual status and 0.46% of persons with a disability fall under other employment statuses.
   - The annual median annual income of $51,377.

There is no distinct salary classification/grade assigned to management levels or systems in place to track position levelling and therefore a reliable statistic could not be generated to meet this request.

The Equity, Diversity and Inclusion program is intended to provide the focused leadership needed to create and move forward the initial priorities of a developing employment-based program and helping the City of Winnipeg to ensure our workforce is similarly represented to the population of our City.

City of Winnipeg - City Economist identified that the current demographics of the City of Winnipeg available Labour market population in 2019 was:

Winnipeg Available Labour Market		**2019 City of Winnipeg Workforce**	**Difference**
Women	51.2%	30.0%	21.2%
Person with Disability	17.0%	2.87%	14.13%
Visible Minorities	28.0%	15.86%	12.14%
Indigenous Persons	12.2%	10.24%	1.96%

The Equity, Diversity & Inclusion Program Coordinator position will continually assess current state and monitor activities, including improvement of workforce demographics. They will identify and create programming that focuses on recruitment, education, and work experience placements. This position will create partnerships with community groups, build working relationships with educational institutions, and work closely with other City departments to cooperatively move employment equity programming forward across the City.

The City does have some Special Programs with respect to hiring that aim to remove barriers to employment with the City and to encourage a more diverse workforce. Specifically, the City's 2005 Action Plan for Creating a Dynamic and Diverse Workforce outlines goals of creating a more diverse workforce, and proposes activities and desired outcomes within specific timeframes. The Action Plan refers to "designated groups", those groups being women, visible minorities, Indigenous persons, and persons with disabilities. That language has been updated to reflect "employment equity" terminology.

At the direction of the Director of Human Resources, the City of Winnipeg is undertaking the following activities to enhance the activities of the 2005 Action Plan, and to help ensure we are

working towards ensuring as much as possible our workforce matches the communities we serve. We will strive to be a more inclusive employer with the following actions:

- Recruitment of an Equity, Diversity & Inclusion Program Coordinator for 2020, as approved by Council. This position will work in partnership with, but not limited to, Indigenous Relations Division and the Community Services Department, which facilitated the creation of the City's New Comer Welcome and Inclusion Policy, to understand the current status of our organization and cooperatively improve and create programming that moves forward diversity initiatives at the City of Winnipeg.
- The new position will examine intersectionality that exists within the designated groups and how recruitment/retention efforts may need to be tailored to address this (ie: what are the distinct challenges an Indigenous woman with a disability faces when applying for a position with the City of Winnipeg and how could this affect her earning potential, career progression, etc.) and more.
- Creation of a Diversity and Inclusion Employment program focused on the workforce.
- Production of an annual report, which will include but not limited to, all relevant statistics, activities, new programs, and recommendations for future improvement.

FINANCIAL IMPACT

Financial Impact Statement

Date: August 11, 2020

Project Name:

2019 Annual Diversity Report

COMMENTS:

There is no financial impact associated with receiving this report as information.

Electronically signed by C. Aquiatan on behalf of T. Yanchishyn

Chelie Aquiatan, CPA
Acting Manager of Finance (Campus)
Corporate Finance Department

CONSULTATION

This Report has been prepared in consultation with:

- Corporate Communications
- Community Services
- Indigenous Relations
- Office of the CAO

OURWINNIPEG POLICY ALIGNMENT

Page 49. 01-3 Prosperity. Direction 1:
Support a competent, productive and healthy workforce through strategic human resource planning that promotes flexible human resource systems, invests in human resource development and is based on values of equity, diversity, innovation and accountability.

Page 50. 01-3 Prosperity. Direction 4:
Engage higher education institutions and community agencies in research, service, teaching and capacity development.

Page 51. 01-3 Prosperity. Direction 6:
Generate more opportunities to retain existing, experienced employees in the workforce.

Page 73. 03-1 Opportunity:
International newcomers are Winnipeg's largest source of population growth. International immigration to Winnipeg is steadily increasing, and newcomers now comprise about 18 percent of the city's total population. As Winnipeg enters a period of growth and change, the cultural diversity of our city is expected to increase. In order to grow sustainably, the City and its community partners will need to respond effectively to an increasingly diverse community, including recognizing the needs of people who come to Winnipeg having experienced war, genocide, colonization and displacement. As a collaborator, the City will seek to support community led initiatives aimed at fostering equity and inclusion or opposing discrimination.

Page 75. 03-1 Opportunity. Direction 03:
Work with community partner to foster an inclusive and equitable community.

- Support social inclusion and equitability in the general community and in City programs, services and activities. Support community-led initiatives aimed at fostering equity and inclusion or at opposing discrimination.

Page 77. 03-1 Opportunity. Direction 6:
Foster opportunities for Aboriginal Winnipeggers, particularly youth, to obtain meaningful employment by building on current civic practices, processes and community partnerships.

- Provide pre-employment and employment development opportunities within the civic system.
- Support community-based organizations that provide employment-based programs and supports for Aboriginal youth.
- Collaborate with Aboriginal community-based organizations to develop a continuum of employment-based services to Aboriginal youth.
- Develop and implement mentorship and retention strategies to ensure Aboriginal youth stay engaged within our civic system through programs, services and employment.

- Work collaboratively with partners to provide training and professional development

WINNIPEG CLIMATE ACTION PLAN ALIGNMENT

N/A

SUBMITTED BY

Department: Human Resource Services
Division: Recruitment & Diversity Services
Prepared by: Angie Cusson
Date: August 17, 2020
File No:

Attachments:

Appendix 1 – 2019 Diversity Report Card

2019 Diversity Report Card - City of