



# Halton Equity and Diversity Roundtable (HEDR)

## Inclusion Policy

### **Purpose:**

The Roundtable wants to encourage the participation of all groups and individuals who represent all aspects of diversity including but not limited to race, culture, socio-economic status, ethnicity, nationality, age, language, sexual orientation, skin colour, gender, physical or mental abilities.

Each member of the Roundtable, and its working groups, shares the responsibility to create an inclusive environment for all members.

Specifically, this policy is meant to facilitate the participation of those who experience barriers participating in Roundtable meetings and activities. Their input, ideas and contributions are valued, and are an important component for the success of the Roundtable.

### **1. Responsibility to ensure inclusion:**

- a. Awareness of Inclusion Policy
  - i. The Coordinating Committee will include brief reminders of the Inclusion policy every year, and when new members are added.
  - ii. Each new member of the Roundtable will receive a copy of the Inclusion Policy.

### **2. Meeting Times:**

- a. The Coordinating Committee will consider alternating meeting times to best facilitate participation of all members.

### **3. Meeting Locations:**

- a. The Coordinating Committee will consider alternating meeting locations to best facilitate participation of all members.
- b. The Coordinating Committee will explore new and creative ideas to accommodate members who are unable to attend a meeting location (e.g. skype, telephone conference call).
- c. Parking – Meetings will be organized so that free parking is available.
- d. Public Transit – Meeting locations will be easily accessible by public transit, where possible.

### **4. Barrier-Free Meetings:**

- a. If a member self-identifies a barrier to participating in the Roundtable, the Coordinating Committee will make every effort to provide accommodations and this information will be kept confidential by all members of the Roundtable.