



City of Richmond

Report to Committee

To: Planning Committee

To Planning - Jan. 16, 2007  
Date: December 18, 2006

From: Terry Crowe  
Manager, Policy Planning

File: 01-010-20-RC5A1-01

Re: Richmond Community Services Advisory Committee  
2006 Annual Report, 2007 Work Program and Budget

Staff Recommendation

That, as per the Manager, Policy Planning report dated December 18, 2006, entitled "Richmond Community Services Advisory Committee 2006 Annual Report, 2007 Work Program and Budget", the Richmond Community Services Advisory Committee 2007 Work Program (Attachment 1) be approved.

Terry Crowe  
Manager, Policy Planning

Att. 1

FOR ORIGINATING DEPARTMENT USE ONLY		
CONCURRENCE OF GENERAL MANAGER		
REVIEWED BY TAG	YES <input checked="" type="checkbox"/> 65	NO <input type="checkbox"/>
REVIEWED BY CAO (ACTING)	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

## Staff Report

### Origin

This report presents the Richmond Community Services Advisory Committee (RCSAC) Annual Report to Council, describing RCSAC activities and accomplishments for the year 2006 as well as the proposed RCSAC 2007 Work Program and Budget.

### Findings Of Fact

#### 1. RCSAC 2006 Annual Report

The highlights of RCSAC 2006 activities are described in **Attachment 1**.

The RCSAC hosted two all-candidates meetings for the federal elections, hosted a forum with the three Richmond MLAs, and revised their Charter based on March 21, 2006 Planning Committee suggestions (see separate report). The RCSAC also restructured their meetings to incorporate a member presentation at each one, and added a Calendar of Events to their website.

#### 2. RCSAC 2007 Work Program and Budget

The RCSAC 2007 Work Program and Budget are described in **Attachment 1**.

A key RCSAC undertaking for 2007 will be to provide advice to Council regarding planning for community services in the implementation of the City Centre Area Plan.

### Analysis

The RCSAC continues to strengthen the social and community service sector in Richmond through its structure and activities, and provides a resource for Council seeking advice on social and related issues.

The need to plan ahead for the provision of community services will be critical as the City Centre densifies. The RCSAC will assist the City to plan effectively for growth.

### Financial Impact

None.

The RCSAC annual operating grant of \$9,2000.00 is in the City's 2007 operating base budget.

### Conclusion

As Richmond continues to grow, the RCSAC will play a key role in helping Richmond to become the most appealing, livable, and well-managed community in Canada.

December 18, 2006

- 3 -

Staff recommend that the Richmond Community Services Advisory Committee 2007 Work Program be approved.

A handwritten signature in cursive script that reads "Lesley Sherlock".

Lesley Sherlock  
Social Planner  
(4220)

LS:cas



**RCSAC** | Richmond Community Services  
Advisory Committee

**2006 Annual Report  
2007 Workplan and Budget**

## Richmond Community Services Advisory Council

### 2006 Annual Report/2007 Workplan and Budget

## Executive Committee

The Steering Committee was dissolved and the Executive Committee was formed in January, on the adoption of the new RCSAC Charter.

### Membership:

Belinda Boyd, Vancouver Coastal Health Services	Co-Chair
Councillor Derek Dang	City Council Staff Liaison
Michael McCoy, Touchstone Family Association	Co-Chair
James Musgrave, Family Services of Greater Vancouver	Member-at-Large
Lesley Sherlock	City of Richmond Staff Liaison
Elizabeth Specht, Volunteer Richmond Information Services	Treasurer
Brian Wardley, Heart of Richmond AIDS Society	Member-at-Large

James Musgrave resigned from the Executive Committee on his departure from Family Services of Greater Vancouver in May, 2006.

Brian Wardley stepped down as Co-Chair on completion of his term of office, and the Committee welcomed Belinda Boyd as their new Co-Chair. Mr. Wardley continued as a member-at-large.

We very much appreciate the advice and assistance of Councillor Derek Dang and Ms. Lesley Sherlock, Social Planner, Planning and Development Department.

The principal activities of the Executive Committee in 2006 were:

- Setting the format for the MLA Forum held January 20, 2006 and December 8, 2006.
- Meeting with Mr. Terry Crowe to discuss Council's suggestions to clarify the Charter and future Work Programs; and the role of the RCSAC.
- The Co-Chairs met with the Planning Committee to discuss how resignations from Advisory Committees might be handled in future.

## RCSAC Projects, Events and Meetings

In January, the RCSAC collaborated with the Richmond Committee on Disability, Richmond Seniors Advisory Committee and Richmond Society for Community Living to host two all-candidates meetings held before the federal elections. One meeting was held at the Richmond Cultural Centre for the Richmond Riding and the other at Steveston Community Centre for the Delta-Richmond East Riding. The meetings were very well attended, and very successful. We were pleased at the alacrity with which the candidates accepted their invitations, and see this as a reflection of the reputation we have built, along with our collaborating agencies, based on previous all-candidates meetings for the Provincial and Municipal elections.

## **Richmond Community Services Advisory Council**

### **2006 Annual Report/2007 Workplan and Budget**

On January 20, 2006, and again on December 8, 2006, the three Richmond MLAs met with RCSAC members and members of their respective Boards. The meetings took the form of a round-table dialogue, and both the MLAs and RCSAC members appreciated the opportunity to exchange information. Housing and Child Care were major topics of discussion.

### **RCSAC Charter**

The changes to the RCSAC Charter suggested by the Planning Committee were presented to the Annual General Meeting in November, 2006. The amended Charter will be sent to Council for ratification.

### **RCSAC General meetings**

General meetings were held in March, April, May, June, October, and November (AGM).

At the regular March meeting, physicians and staff from the Cook Road Family Practice Network made a presentation on Richmond Health Services Primary Health Care initiatives and strategies and the operations of the Cook Road Family Practice Network.

Meetings have now been restructured so that, in addition to sharing information on new initiatives, forthcoming events and other activities, each meeting also includes a presentation by one of the members. During recent meetings, members have heard presentations from Elizabeth Specht on Volunteer Richmond Information Services, and from Vince Battistelli, on RICAS. Future presentations are planned from the Richmond Poverty Response Committee and Touchstone Family Association. The RCSAC thus remains an important venue for representatives from various Richmond agencies to keep in touch and exchange information.

### **RCSAC Website**

A Calendar of Events was introduced on the RCSAC website as a service to members, to enable them to post their fundraisers and other special events, both to publicize them, and to assist in avoiding conflicting dates. In July, the website domain was changed to [www.rcsac.ca](http://www.rcsac.ca)

### **RCSAC Participation in Other Committees**

The RCSAC continues its involvement on the Children's First Committee and its work on child development issues in Richmond.

The RCSAC continues to be represented on the Richmond Substance Abuse Task Force and the Richmond Intercultural Advisory Committee.

**Richmond Community Services Advisory Council**  
**2006 Annual Report/2007 Workplan and Budget**

**Membership**

Organization	Representative
Big Brothers of BC Lower Mainland	Elissa Ponte
Big Sisters of BC Lower Mainland	Irene Leung
Cdn Mental Health Association (Richmond Branch)	Dave MacDonald
Chimo Crisis Services	Stephen LeBlanc
City Appointee	David Reay
City Liaison	Lesley Sherlock
Council Liaison	Derek Dang
Family Services of Greater Vancouver	Judith Kerr
Heart of Richmond Aids Society	Brian Wardley
Individual Member	Jennifer Larsen
Ministry of Children & Family Development	David Phillips
Richmond Addictions Services Society	Vince Battistelli
Richmond City Centre Community Association	Kuo Wong
Richmond Committee on Disability (RDC)	Arlen Johnson
Richmond Family Court Committee	John Abelseth
Richmond Family Place Society	Kim Winchell
Richmond Food Bank Society	Margaret Hewlett
Richmond Health Services	Belinda Boyd, Co-Chair
Richmond Mental Health Team	Susan Rechel
Richmond Multicultural Concerns Society	Parm Grewal
Richmond Poverty Response Committee	Linda Brummit
Richmond Seniors Advisory Committee	Gail Thompson
Richmond Society for Community Living	Janice Barr
Richmond Therapeutic Equestrian Society	Frances Clark
Richmond Women's Resource Centre	Linda McNab
Richmond Youth Service Agency	Marshall Thompson
Society of Richmond Children's Centres	Nicola Byres
S.U.C.C.E.S.S.	Francis Li
Touchstone Family Association	Michael McCoy, Co-Chair
Turning Point Recovery Society	Viki Engdahl
United Way of the Lower Mainland	Linda Western
Volunteer Richmond Information Services	Elizabeth Specht

**Richmond Community Services Advisory Council**

**2006 Annual Report/2007 Workplan and Budget**

**RCSAC Interim Financial Statement 2006**

As at October 31, 2006

	<b>2006 BUDGET</b>	<b>2006 ACTUALS</b>
Balance Brought Forward		<b>7752.34</b>
<b>Revenue</b>		
City of Richmond	9200.00	9200.00
Membership Dues	600.00	615.00
Bank Interest	15.00	14.35
<b>Total Revenue</b>	<b>9815.00</b>	<b>9829.35</b>
<b>Expenses</b>		
Admin Assistant	5610.00	3031.25
Admin Expenses	600.00	139.10
Forums/Meetings	2755.00	487.76
Website	250.00	65.32
Volunteer Appreciation	600.00	00.00
<b>Total Expenses</b>		<b>3723.43</b>
	<b>9815.00</b>	
<b>Surplus/Loss</b>		<b>6105.92</b>
Balance Carried Forward		<b>\$13858.26</b>

Note:

- The RCSAC did not spend its entire budget in the period 2005-2006 and a significant surplus accumulated.
- We intend to earmark funds from this surplus for a workshop for RCSAC member agencies early next year.
- It is necessary to carry a fairly large balance forward at the end of each year, since the funding from the City is not usually received until well into the financial year.

**Richmond Community Services Advisory Council**

**2006 Annual Report/2007 Workplan and Budget**

**RCSAC Budget 2007**

	<b>2007 BUDGET</b>	<b>2007 ACTUALS</b>
Balance Brought Forward		
<b>Revenue</b>		
City of Richmond	9200.00	
Membership Dues	600.00	
Bank Interest	15.00	
<b>Total Revenue</b>	<b>9815.00</b>	
<b>Expenses</b>		
Admin Assistant	5610.00	
Admin Expenses	600.00	
Forums/Meetings	2500.00	
Website	250.00	
Volunteer Appreciation	600.00	
Miscellaneous	255.00	
<b>Total Expenses</b>	<b>9815.00</b>	

## Richmond Community Services Advisory Council

### 2006 Annual Report/2007 Workplan and Budget

#### RCSAC Workplan 2007

- Study the planned development within City Centre and extend advice and direction to council on implementation, based on the July 1993 report, *Preparing for a Liveable Future: Recommendations for the Richmond City Centre*, and current issues and needs as identified by members.
- Through focussed discussion and participation, raise awareness and educate on emerging service needs, as identified by the community, service providers and Council.
- Work with Council to maintain and enhance the role of the RCSAC in community service planning, and provide leadership, education and direction, on issues as they arise and the services available.
- Develop and maintain a working relationship with various Olympic initiatives and ensure that related social issues are being addressed in the planning process.
- Facilitate maintenance of the Social Services Inventory, *Social Services in Richmond* (June/July, 2003).

Respectfully submitted,  
Belinda Boyd  
Michael McCoy  
Co-Chairs