



**To:** Planning Committee **Date:** January 25, 2002  
**From:** Terry Crowe **File:** 4055-01  
Manager, Policy Planning  
**Re:** **Richmond Community Services Advisory Council 2001 Annual Report,  
2002 Work Plan and Proposed Budget**

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**Staff Recommendation**

That:

- (1) The Richmond Community Services Advisory Council 2001 Annual Report (attached to the report dated January 25, 2002, from the Manager, Policy Planning) be received for information; and
- (2) The Richmond Community Services Advisory Council 2002 Work Plan (attached to the report dated January 25, 2002, from the Manager, Policy Planning) be endorsed.

Terry Crowe  
Manager, Policy Planning

Att. 1

<b>FOR ORIGINATING DIVISION USE ONLY</b>
CONCURRENCE OF GENERAL MANAGER

## Staff Report

### Origin

The Richmond Community Services Advisory Council (RCSAC) is a community-based advisory committee to the City of Richmond. The RCSAC brings together a broad and diverse group of government, community and agency representatives concerned about community and social issues and the well being of the Richmond community.

The RCSAC is presenting its:

- Annual Report and Financial Statement for 2001;
- Proposed work plan and budget for 2002.

### Findings of Fact

- Objectives of the RCSAC are:
  - To advise the City of Richmond on social policies and community planning issues;
  - To identify and address emerging community issues by:
    - Creating awareness and educating appropriate organizations, government and the community about community issues and concerns;
    - Sharing information and provide networking opportunities for the members;
  - To advise other government bodies, both federal and provincial, and organizations as appropriate;
  - To support community-based local initiatives; and
  - To undertake such special tasks or projects as may be appropriate throughout the year.
- Membership in the RCSAC:
  - Is open to any social service agency or government body in Richmond;
  - Is open to any individuals wishing to join;
  - Includes two Council-appointed citizen representatives; and
  - Councillor Greenhill is the City Council liaison to the RCSAC.
- Please find attached the RCSAC 2001 Annual Report and 2002 proposed work plan and budget.

### Analysis

- The RCSAC undertakes a wide range of projects for the benefit of Richmond residents.
  - Significant 2001 undertakings include:
    - the Poverty Response initiative (see Report also submitted to February 5 Planning Committee);
    - the Child, Youth and Family Forum, held in September 2001, attended by over 70 representatives;
    - reception for Louise Hudson and T.N. Foo;
    - All-Candidates Meeting;
    - ongoing RCSAC General Meetings; and
    - production of the RCSAC Newsletter.

- The RCSAC proposed Work Plan for 2002 includes:
  - Three to six community meetings/forums
  - Response to provincial government cutbacks
  - Follow-up forum to the Group Home Task Force
  - Intercultural Awareness
  - Ongoing Poverty Response initiative
  - Follow-up to Child, Youth and Family forum
  - Strengthening community partnerships
  - Newsletter
  
- Provincial government 2002 cutbacks will impact on RCSAC member organizations (e.g., reductions in BC Benefits entitlements and tightened eligibility requirements will increase the demand on local services offering poverty/counselling/crisis interventions).

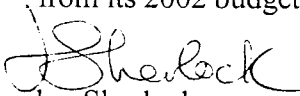
**Financial Impact**

- In 2001, the City provided the RCSAC with:
  - \$9,200 base operating grant; and
  - \$10,000 Casino funding to prepare recommendations on poverty.
  
- In 2002, the RCSAC is requesting:
  - A \$10,000 base grant; and
  - A further \$10,000 to supplement the United Way grant of \$15,000 to continue the Poverty Response initiative.

**Conclusion**

That:

- (1) The Richmond Community Services Advisory Council 2001 Annual Report be received for information;
- (2) The Richmond Community Services Advisory Council 2002 Work Plan be endorsed.
- (3) The Richmond Community Services Advisory Council base operating grant of \$6,097 for 2002 be provided;
- (4) Council consider providing an additional \$10,000 to the Richmond Community Services Advisory Council for preparing further poverty policy, program and service recommendations from its 2002 budget.

  
Lesley Sherlock  
Social Planner

LS:sk



**RCSAC** | RICHMOND COMMUNITY SERVICES  
ADVISORY COUNCIL

**ANNUAL REPORT 2001**

**ANNUAL REPORT 2001**  
**Richmond Community Services Advisory Council**

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# ANNUAL REPORT 2001

## Richmond Community Services Advisory Council

*The Richmond Community Services Advisory Council (RCSAC) brings together a broad and diverse group of government, community and agency representatives concerned about community and social issues and the well being of the Richmond community.*

### Steering Committee Report

Over the past 20 years, the Richmond Community Services Advisory Council (RCSAC) has played an active role as an advisory council to the City of Richmond. In 1999 the City of Richmond requested all City committees to examine their structure and responsibilities.

It soon became clear that the RCSAC needed to look at restructuring in order to continue as a viable part of the Richmond community. The year 2000 was committed to this restructuring process as a small group of RCSAC members, in consultation with City staff and the RCSAC membership, looked at the mandate and strengths of the RCSAC. In February 2001, the restructured RCSAC was approved by the RCSAC membership. The revised mandate broadened the scope of the membership and the role of the RCSAC. The RCSAC continues to advise the City of Richmond on social policies and community planning issues and will also advise other government bodies and organizations. The RCSAC continues to identify and address emerging community issues but will become more active in undertaking projects and tasks in response to these issues. The RCSAC will also support community-based local initiatives. The membership was expanded in order to gain a broader perspective and to renew the energy of the RCSAC. The membership once again has city appointees and now also includes community members. Task forces and committees also include non-members in order to benefit from the experience of the broader community.

In 2001, members of the RCSAC participated in several community processes as well as initiating two community projects. The RCSAC had two members, Brian Wardley and Brenda Reynolds, appointed to the City of Richmond's Group Home Task Force. The RCSAC also sent a representative to the City of Richmond's Homelessness Committee. As a result of the impact of **A Sense of Belonging: Poverty in Richmond**, published by the RCSAC in 2000, a Poverty Response Committee was established early in the year to address issues identified in the report. The RCSAC also set up a committee to research the number of committees serving the needs of children, youth and families in the community.

### Poverty Response Committee

The Poverty Response Committee is a sub-committee of the RCSAC that was formed in February 2001 as a result of the release of **A Sense of Belonging: Poverty in Richmond**. The RCSAC received a grant from the City of Richmond in the amount of \$ 10,000 to hire a co-ordinator to facilitate a process to address the issues identified in this report. The committee is inclusive and the membership consists of RCSAC members and community members.

The Connecting Committee is the organizing committee of the Poverty Response Committee, which meets regularly to administer and oversee the process. The seven to nine members of this committee represent the key interests related to poverty in Richmond. The five task forces that were established to work on the four main issues report to the Connecting Committee which in turn reports to the larger Poverty Response Committee. The five task forces are the Housing Task Force, the Advocacy Task Force, the Access to Recreation Task Force, the Strengthening Neighbourhoods Task Force and the Families Task Force.

One of the roles of the co-ordinator was to apply for additional funding to ensure that the work of the Poverty Response Committee continues. The RCSAC has now received funding for two projects to continue the work of the Committee. The Advocacy Task Force received \$5,000 from the Community Innovations Program of the United Way to research the need for advocacy services in Richmond. The Connecting Committee applied to the United Way Communities in Action Fund and received \$15,000 to hire a coordinator for the Committee.

### **The Child, Youth and Family Forum**

One of the problems encountered when initially looking at the restructuring of the RCSAC was the plethora of committee meetings staff and volunteers attend in the community. Early in the year an ad hoc committee was struck by the RCSAC to research the many committees working on child, youth and family issues and to look at efficiencies. This committee, a partnership between the RCSAC, Richmond Health Services and the Ministry of Children and Family Development researched over 80 committees in Richmond and reported their findings at a Forum in September attended by over 70 representatives from these committees. The Forum had several objectives:

- To provide an overview of all committees
- To identify gaps & issues not being addressed
- To link committees to facilitate the development of services & policies
- To discuss streamlining the work of committees with similar objectives and interests
- And, to provide an opportunity for networking and information-sharing

The recommendations at the end of the Forum were for all committee members to bring the information back to their respective committees; to research the feasibility of a website accessible to all committee members doing similar work; and to hold a follow-up Forum in 2002.

### **The Child, Youth and Family Issues Committee**

Upon completion of **A Sense of Belonging: Poverty in Richmond**, this very active committee took a hiatus. At a meeting held in the spring, the committee decided to wait until after the Child, Youth and Family Forum before looking at new issues. This committee will continue its mandate in 2002.

### **RCSAC Projects, Events and Meetings**

#### **Newsletter**

The **RCSAC Newsletter** was launched in April to inform the membership and the larger community on projects being undertaken by the RCSAC. This newsletter is widely distributed to politicians, government agencies, social service agencies and interested individuals.

## Reception for Louise Hudson and T.N. Foo

Over forty people attended a farewell reception for Louise Hudson and T.N. Foo hosted by the RCSAC at Richmond Family Place on Thursday, August 2<sup>nd</sup>. These two executive directors had worked in the community for many years and had both played integral roles in the RCSAC. MP Joe Peschisolido and Acting Mayor Bill McNulty congratulated Louise and T.N. and gave them gifts to acknowledge their contribution to the community.

## All-Candidates Meeting

On October 3<sup>rd</sup>, the RCSAC hosted an All-Candidates Meeting to a standing-room only crowd. The focus of the meeting was the role of civic government in creating liveable communities.

## RCSAC General Meetings

Under its new structure, the RCSAC holds three to four general RCSAC meetings a year, which are attended by 25–30 RCSAC members. Meetings rotate between morning and evening so as to offer an opportunity for all members to participate. These meetings are issue-based and also offer an opportunity for networking and information-sharing.

<b>RCSAC Membership</b>		
<b>Executive Committee</b>		
McKittrick, Annie	Co-Chair	Community Member
Davidson, Helen	Co-Chair	Richmond Family Place
Johnson, Arlen	Treasurer	Richmond Committee on Disability
Hudson, Louise		Community Member
McCoy, Michael		Touchstone Family Association
Reynolds, Brenda		Vancouver Coastal Health Authority
Sullivan, James		Richmond Centre for Disability
Sherlock, Lesley		Staff Liaison, City of Richmond
<b>General Membership</b>		
Community Member		Theresa Harding
Community Member		June Kaiser
City of Richmond Appointee		Karen Adamson
City of Richmond Appointee		Sam Lam
City of Richmond Council Liaison		Lyn Greehill
CHIMO Crisis Centre		Lynn Savoie
Family Services of Greater Vancouver		Cheryl Mixon
Heart of Richmond AIDS Society		Joanna Wardley
Ministry of Children & Family Development		Holden Chu
R.A.D.A.T.		Jim Kelly
Richmond Child Care & Referral Service		Maria Ressel
Richmond Family Court Committee		Maureen Sanderson (resigned), Chris Brodie
Richmond Food Bank		Margaret Hewlett
Richmond Hospice Society		Irene Evans
Richmond Multicultural Concerns Society		Zarina Mosaheb
Richmond School Board		Chak Au
Richmond Society for Community Living		Deb Pierce
Richmond Women's Resource Centre		Louise Hudson (resigned), Karen Martin
Richmond Youth Service Agency		Denise Woodley
S.U.C.C.E.S.S.		T.N. Foo (resigned), Francis Li
United Way of the Lower Mainland		Stuart Wulff
Volunteer Richmond		Elizabeth Duda



## RCSAC Financial Statements 2001

### Richmond Community Services Advisory Council Statement of Revenue and Expenses 2001

<b>REVENUE</b>	<b>RCSAC General</b>	<b>Poverty Project</b>	<b>Total 2001</b>
City of Richmond	9200.00		9200.00
Membership Dues	555.00		555.00
Grants		10000.00	10000.00
Interest	12.98	14.10	27.08
<b>TOTAL REVENUE</b>	<b>9767.98</b>	<b>10014.10</b>	<b>19782.08</b>
<b>EXPENSES</b>	<b>RCSAC General</b>	<b>Poverty Project</b>	<b>Total 2001</b>
Admin Support	6679.14	660.00	7339.14
Admin Expenses	576.14		576.14
Communication	658.21		658.21
Honoraria/Miscellaneous	246.06	139.31	385.37
Meeting Expenses	584.37		584.37
Volunteer Appreciation Coordinator	267.30		267.30
		7000.00	7000.00
<b>TOTAL EXPENSES</b>	<b>9011.22</b>	<b>7799.31</b>	<b>16810.53</b>
<b>Revenue Minus Expenses</b>	<b>756.76</b>	<b>2214.79</b>	<b>2971.55</b>

### Richmond Community Services Advisory Council Balance Sheet as of December 31, 2001

<b>ASSETS</b>	<b>RCSAC General</b>	<b>Poverty Project</b>	<b>Total 2001</b>
Current Assets	4464.84	5472.52	9937.36
<b>Total Assets</b>	<b>4464.84</b>	<b>5472.52</b>	<b>9937.36</b>
<b>LIABILITIES</b>			
Accounts Payable	545.45	3098.36	3643.81
<b>EQUITY</b>			
Opening Balance	3162.63	159.37	3322.00
Current Surplus	756.76	2214.79	2971.55
<b>Total Liability and Equity</b>	<b>4464.84</b>	<b>5472.36</b>	<b>9937.36</b>

## **Work Plan 2002**

Under the new structure, the RCSAC will hold three to six community meetings/forums a year, which will be theme-based or include a guest speaker. Presently planning is underway on several initiatives, some of which will result in forums.

### **Provincial Government Cutbacks**

Members of the RCSAC Steering Committee have initiated conversations with the three MLA's in Richmond in response to the emerging information about provincial changes that will affect our communities. The membership of the RCSAC has agreed that we will respond once the time is right and more is known about the actual impacts of the cutbacks.

### **Group Homes in Single Family Neighbourhoods**

A forum on group homes is planned later this year as a follow-up to the Group Home Task Force. The forum will focus on information and education.

### **Intercultural Awareness**

The RCSAC is interested in doing some work around intercultural awareness as nearly all members work with Richmond's multicultural population. The RCSAC is waiting to hear more about the City's Intercultural Committee before setting a specific agenda.

### **Poverty Steering Committee**

The RCSAC will be continuing work on this project that was initiated in 2001. Two grants have been received through the United Way for 2002 projects. The United Way Communities in Action Fund has given a \$ 15,000 grant to continue the community response to poverty. The United Way Community Innovations Fund has given a \$5,000 grant for research into legal advocacy. In light of the provincial government's recent announcements this project is presently under review.

### **Child, Youth and Family Forum**

The RCSAC will continue to work on the recommendations arising from the first Forum held in September 2001.

### **Strengthening Community Partnerships**

The RSCAC continues to build relationships within the community. This year the RCSAC will continue to strengthen its relationship with the Chamber of Commerce, government ministries and representatives, and community members who also respond to the social needs of Richmond residents.

### **Newsletter**

Further resources are needed to broaden the scope and publication of the RCSAC newsletter. The plan is to make the newsletter a quarterly publication, which would include information pertinent to the social service sector.

## Projected Budget 2002

### Richmond Community Services Advisory Council

#### Projected Budget: 2002

REVENUE	RCSAC	Poverty	Total 2001
	General	Project	
Balance Forward	4465	2215	6680
City of Richmond	6097	10000	16097
Membership Dues	700		700
Grants		20000	20000
<b>TOTAL FUNDING</b>	<b>11262</b>	<b>32215</b>	<b>43477</b>
EXPENSES	RCSAC	Poverty	Total 2001
	General	Project	
Admin Support	7920		7920
Admin Expenses	1364		1364
Telephone	678		678
Forums/Meeting Expenses	550		550
Honoraria/Miscellaneous	500		500
Volunteer Appreciation	250		250
Poverty Project		32215	32215
<b>TOTAL FUNDING</b>	<b>11262</b>	<b>32215</b>	<b>43477</b>