





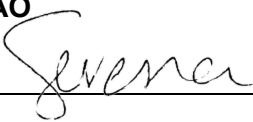
To: Planning Committee **Date:** January 3, 2024
From: Kim Somerville **File:** 07-3070-01/2023-Vol 01
 Director, Community Social Development
Re: **Child Care Development Advisory Committee 2023 Annual Report and 2024 Work Program**

Staff Recommendation

That the Child Care Development Advisory Committee’s 2023 Annual Report and 2024 Work Program, as outlined in the staff report titled, “Child Care Development Advisory Committee 2023 Annual Report and 2024 Work Program” dated January 3, 2024, from the Director, Community Social Development, be approved.


 Kim Somerville
 Director, Community Social Development
 (604-247-4671)

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
	
SENIOR STAFF REPORT REVIEW	INITIALS: 
APPROVED BY CAO	
	

Staff Report

Origin

The City of Richmond is a municipal leader in its commitment to child care. The City recognizes the importance of child care for Richmond residents and continues to promote and maintain a comprehensive child care system to meet the current and future needs of the community.

The Child Care Development Advisory Committee (CCDAC) was established to provide City Council with advice (e.g. information, options, analysis and recommendations) regarding the planning, development, support and promotion of a range of quality, affordable and accessible child care options in Richmond. As the City develops the next Richmond Child Care Needs Assessment and Strategy, the CCDAC will also serve an important role in helping to advance the Strategy for the next 10 years.

This report supports Council's Strategic Plan 2022–2026 Focus Area #6 A Vibrant, Resilient and Active Community:

Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.

This report supports the City's Social Development Strategy's Strategic Direction 4:

Help Richmond's Children, Youth and Families Thrive.

This report also supports the 2017–2022 Richmond Child Care Needs Assessment and Strategy:

Action 22 - Continue to support the work of the Child Care Development Advisory Committee with the view of building the capacity of the child care sector and parents understanding of child care options.

Analysis

The purpose of the Child Care Development Advisory Committee is to act as a resource and provide advice to City Council regarding the planning and development of quality, affordable and accessible child care in Richmond. The City supports the CCDAC by providing an annual operating budget, a Council liaison and a staff liaison.

2023 Annual Report

Below are activities undertaken by the CCDAC and described in the 2023 Annual Report (Attachment 1). Highlights of their accomplishments are as follows:

1. Planned and hosted events to celebrate Child Care Month in May, including a Symposium titled 'Supporting Richmond's Children' and a Children's Art Exhibition held in the Brighthouse Branch of the Richmond Public Library.

2. Monitored and discussed several changes to child care legislation and funding programs initiated by senior levels of government to support child care initiatives. These included updates to the ChildCareBC New Spaces funding program, Early Childhood Educator Wage Enhancement and the Fee Reduction Initiative.
3. Offered input to help inform the development of the new Richmond Child Care Strategy with particular emphasis on the engagement plan and identification of key child care needs in Richmond.
4. Reviewed and made recommendations to City Council on the City's 2024 Child Care Grants Program.

2024 Work Program

The proposed 2024 Work Program (Attachment 2) was approved at the CCDAC meeting held January 10, 2024. This year the CCDAC will give priority to:

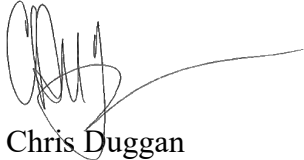
- Making recommendations to City Council regarding advocacy that could be undertaken with senior levels of government regarding the ongoing implementation of the Federal Multilateral Early Learning and Care Framework, the Provincial ChildCareBC plan, the new Richmond Child Care Strategy, and the 2021–2031 Richmond Child Care Action Plan;
- Liaising with the Acting Manager, Community Social Development (staff liaison) regarding issues that need further attention, action or clarification;
- Advising the City regarding the development of new City-owned child care centres and early childhood development hubs;
- Providing information to CCDAC members on community advocacy initiatives that impact children and families;
- Assisting and providing advice regarding the development of the new Richmond Child Care Strategy; and
- Proposing and implementing activities for Child Care Month in May 2024.

Financial Impact

There is provision in the department budget to support the activities of the CCDAC.

Conclusion

Child care continues to be an essential service for families in Richmond. The CCDAC plays an important role in supporting child care in Richmond. The Child Care Development Advisory Committee's 2023 Annual Report provides information on the activities undertaken by the CCDAC and the 2024 Work Program outlines the Committee's intention to monitor and address emerging issues affecting child care services throughout the year. It is recommended that the Child Care Development Advisory Committee's 2023 Annual Report and 2024 Work Program be approved.



Chris Duggan
Acting Manager, Community Social Development
(604-204-8621)

- Att. 1: City of Richmond Child Care Development Advisory Committee – 2023 Annual Report
- 2: City of Richmond Child Care Development Advisory Committee – 2024 Work Program

City of Richmond Child Care Development Advisory Committee 2023 Annual Report

Highlights of the Child Care Development Advisory Committee (CCDAC) meetings and events are outlined below:

1. ‘Supporting Richmond’s Children,’ a symposium for Early Childhood Educators, child care providers and parents celebrating Child Care Month, took place at Richmond City Hall on May 6, 2023. This event, which was planned by the CCDAC, featured presentations on ‘The Current State of Richmond’s Children,’ ‘Supporting Families: Response and Referral,’ ‘Nurturing in Nature’ and ‘Supporting Children’s Outdoor Play in the Early Years.’
2. A Children’s Art Exhibition to celebrate Child Care Month was held at the Brighthouse Branch of the Richmond Public Library from May 8–31, 2023. A total of thirteen child care programs participated. These programs created 22 pieces of artwork for display. The art was created by children, ranging in age from two to 12 years old.
3. The CCDAC reviewed and monitored several changes to child care legislation and funding programs initiated by senior levels of government to support child care initiatives. These included updates to the ChildCareBC New Spaces funding program, the Early Childhood Educator Wage Enhancement and the Fee Reduction Initiative.
4. CCDAC reviewed the Human Early Learning Partnership Early Development Instrument, Wave 8 data (2019–2022) and explored how CCDAC could potentially respond to key vulnerabilities in Richmond through the 2024 Child Care Grant Program.
5. The CCDAC offered input to help inform the development of the new Richmond Child Care Strategy with particular emphasis on the engagement plan and identification of key child care needs in Richmond.
6. The CCDAC reviewed the applications submitted for the City’s 2024 Child Care Grant Program and made recommendations to City Council on awarding the grants.

Members of the 2023 Child Care Development Advisory Committee

Voting

1. Chantelle Pereira (Chair)
2. Kevin Ching (Vice Chair)
3. Karen Jensen
4. Tania Lam
5. Joyce Lin
6. Diana Ma
7. Harinder Malhi
8. Rowena Raber
9. Vedrana Tomic
10. William Tsai
11. Zolzaya Tuguldar
12. Elana van Veen

External Organizations (Non-voting)

1. Jocelyn Wong (Richmond Child Care Resource and Referral)

Council Representative (Non-Voting)

1. Councillor Carol Day

School Board Liaison (Non-Voting)

1. Trustee Heather Larson

Staff Liaison (Non-Voting)

1. Chris Duggan, Acting Manager, Community Social Development

Recording Secretary (Non-voting)

1. Tiffany Mallen, Planner 1, Child Care

2023 CCDAC Budget

CCDAC received an operating budget of \$4,000.00 for 2023; \$3,000.00 of this was used in 2023.

Closing Comments

The CCDAC has continued to successfully deliver the activities identified in the 2023 Work Program and has maintained a strong commitment to continuity and connection. The CCDAC met predominantly in a virtual format and held two in-person meetings this year. The Committee successfully hosted an in-person Child Care Symposium, participated in the City's Child Care Grant Program process, and monitored child care related initiatives and activities at the municipal, provincial and federal levels. CCDAC members have continued to demonstrate flexibility and dedication to the Committee and its valuable work.

Committee members shared feedback on their experience as CCDAC members over the past year during the December meeting. All members present described their experience as positive. The following quotes are a sample of the overall comments about the role of the CCDAC and the members' involvement:

- “I truly value the work the Committee puts forth to the child care sector. I really like the interaction between families and the City through questionnaires and events put out throughout the year.”
- “A highlight for me was our in-person meetings and being able to discuss important topics including child care licensing regulations, the needs of parents and how to retain educators in the field.”
- “I am proud to be a part of a fun and supportive committee in providing feedback to our municipal government and promoting more support for our childcare sector in Richmond.”
- “Presentations such as the one we had on the 2022 Update to the Child Care Needs Assessment and Strategy showed how much has been done for child care in Richmond. It was great to see how many new spaces had been created.”
- “This committee provides a valuable volunteer opportunity for me, as a parent of two young children, to influence an essential service (child care) impacting the lives of my own family and others.”
- “I am proud that we are able to get important messages and ideas about child care to City Council.”
- “I was grateful to be able to participate in the Child Care Symposium both as a committee member and a presenter. The benefits that the Symposium brings to the child care community are invaluable and it was wonderful to have people gather in person this year.”

The CCDAC serves to provide input and insight into the child care system in Richmond. It consists of operators, parents who use and understand the needs and importance of child care services in Richmond, community members and service providers who support the provision of child care including staff from the Supported Child Development Program and the Richmond Child Care Resource and Referral Program. This broad representation, combined with the varied opinions of the members, leads to insightful discussions and an increased awareness of the resources and needs in the child care sector as we endeavor to find new ways to contribute to the growing child care sector and its needs in Richmond.

Chris Duggan, our staff liaison, effectively articulates key child care needs and priorities in our city. Chris is always available and is a tremendous support to this Committee. We appreciate her and her team for always being organized and ensuring that we have everything we need for our meetings. Chris genuinely cares about children and families, and understands what the needs are, and that is reflected in her work. With her support and hard work we had a wonderful Symposium in honour of Child Care Month and were able to connect and thank other educators in the field. Chris keeps all members regularly updated on developments and news releases and we benefit from her presentations. On behalf of all the members we thank you for your hard work and your continued support.

As we look ahead to the new year, we are excited for the development of the new 10-year Child Care Strategy. The City has just concluded an engagement period seeking input from Richmond residents, parents and guardians and child care providers to identify what the current and future needs for child care are in Richmond. We are looking forward to hearing what the collective voices of our community have to share. This will guide us as we find a path forward to serve the needs in our Community and as we build upon the achievements of the past years. It has been my pleasure to serve as the Chair of the Child Care Development Advisory Committee again this year alongside the Vice Chair, Kevin Ching and the other members who come together each month. I feel thankful to be able to have a voice and contribute, and thank City Council for the opportunity to serve in this way, for their support and for seeing the value in investing in child care in Richmond.

Prepared by:

Chantelle Pereira, Chair

Child Care Development Advisory Committee, December 2023

City of Richmond Child Care Development Advisory Committee 2024 Work Program

The proposed 2024 Work Program is consistent with the Child Care Development Advisory Committee's (CCDAC) mandate to act as a resource and provide advice to City Council regarding the planning, development, support and promotion of quality, affordable and accessible child care in Richmond.

The Work Program supports Council's Strategic Plan 2022–2026 Strategic Focus Area #6 A Vibrant, Resilient and Active Community:

Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.

The Work Program supports the City's Social Development Strategy's Strategic Direction 4:

Help Richmond's Children, Youth and Families Thrive.

The Work Program supports the 2017–2022 Richmond Child Care Needs Assessment and Strategy:

Strategic Direction - Collaboration and Partnership: Action 22. Continue to support the work of the Child Care Development Advisory Committee with the view of building the capacity of the child care sector and parents understanding of child care options.

The Work Program also supports the 2021–2031 Richmond Child Care Action Plan:

Sector Quality and Sustainability: Action 3.1 Ensure that the City continues to be well-informed about the latest trend, research and advocacy efforts concerning child care matters.

2024 CCDAC Work Program

The 2024 Work Program was approved at the CCDAC meeting held on January 10, 2024. This year the Committee will give priority to the initiatives outlined in the table below.

Advocacy	
Initiative #1	<ul style="list-style-type: none"> • Make recommendations to City Council regarding advocacy that could be undertaken with senior levels of government regarding the ongoing implementation of the Federal Multilateral Early Learning and Care Framework, the Provincial Child Care BC plan, the new Richmond Child Care Strategy, and the 2021–2031 Richmond Child Care Action Plan.
CCDAC Actions/Steps	<ul style="list-style-type: none"> • Monitor child care issues and emerging trends; • Monitor senior government announcements and changes regarding child care policy and funding for creating new child care spaces; • Discuss child care-related issues that come to the CCDAC’s attention, consider related roles and actions that could be taken or recommended; • Pass motions or resolutions; • Prepare letters and briefs; and • Submit advice to City Council through the staff liaison.
Expected Outcome	<ul style="list-style-type: none"> • Council will be informed about child care issues in the community that may be pursued with senior levels of government.
Indicator of Success	<ul style="list-style-type: none"> • Increased funding and improved funding processes.
Partners	<ul style="list-style-type: none"> • City Council • Child Care Licensing (Vancouver Coastal Health) • Provincial Government • Federal Government
Initiative #2	<ul style="list-style-type: none"> • Liaise with the Acting Manager, Community Social Development (staff liaison) regarding issues that need further attention, action or clarification.
CCDAC Actions/Steps	<ul style="list-style-type: none"> • At monthly meetings, provide the staff liaison with information and CCDAC’s perspective on key child care issues impacting Richmond operators, providers and families; • Participate in actions noted in the 2021–2031 Richmond Child Care Action Plan that are identified as needing CCDAC involvement; • Participate in the development of the new 10-year Richmond Child Care Strategy; • Provide advice on future City of Richmond child care initiatives; • Provide ideas for communication materials that will assist child care operators and parents; and • Respond to Council referrals through the staff liaison.
Expected Outcome	<ul style="list-style-type: none"> • The Acting Manager, Community Social Development, as the staff liaison to CCDAC, will be informed regarding CCDAC’s perspective on key child care issues.
Indicator of Success	<ul style="list-style-type: none"> • The staff liaison working with CCDAC’s advice and under City Council’s direction will address priority child care issues for Richmond.
Partners	<ul style="list-style-type: none"> • City Council • Key organizations and individuals • Child care providers and early childhood educators

Initiative #3	<ul style="list-style-type: none"> • Participate in City consultations related to child care.
CCDAC Actions/Steps	<ul style="list-style-type: none"> • Continue to participate in discussions related to child care to inform the new City's Social Development Strategy and the implementation of the 2021–2031 Richmond Child Care Action Plan; • Continue to provide input into the development of the new 10-year Richmond Child Care Strategy; and • Provide input into other City consultation processes as they relate to the CCDAC's mandate (e.g. City Child Care Budget).
Expected Outcome	<ul style="list-style-type: none"> • Implementation of actions with or related to child care in the City's Social Development Strategy and the 2021–2031 Richmond Child Care Action Plan incorporating the CCDAC's perspective; • The new Richmond Child Care Strategy includes relevant input from CCDAC members; and • CCDAC's advice is provided to City consultation processes that are relevant to its mandate.
Indicator of Success	<ul style="list-style-type: none"> • Plans for future growth of City services and amenities will address the need for quality, affordable child care.
Partners	<ul style="list-style-type: none"> • City Council • Key organizations and individuals • Child care providers and early childhood educators
Initiative #4	<ul style="list-style-type: none"> • Advise the City regarding the development of new City-owned child care centres and early childhood development hubs.
CCDAC Actions/Steps	<ul style="list-style-type: none"> • CCDAC to be consulted at the earliest point possible in the development process; and • Review proposals for City-owned child care facilities and early childhood development hubs.
Expected Outcome	<ul style="list-style-type: none"> • CCDAC is consulted regarding the planning and development of new City-owned child care facilities secured through rezoning processes.
Indicator of Success	<ul style="list-style-type: none"> • Child care facilities and early childhood development hubs are well designed and meet community needs regarding size, location and programs offered.
Partners	<ul style="list-style-type: none"> • City Council • City Planners • Developers • Key organizations and individuals • Child care operators
Initiative #5	<ul style="list-style-type: none"> • Identify and provide information to CCDAC members on community advocacy initiatives that impact children and families.
CCDAC Actions/Steps	<ul style="list-style-type: none"> • At monthly meetings, or as relevant, share information with CCDAC regarding key, related community advocacy initiatives impacting Richmond child care operators, providers and families.
Expected Outcome	<ul style="list-style-type: none"> • CCDAC will be informed about community advocacy issues related to children and families.
Indicator of Success	<ul style="list-style-type: none"> • CCDAC members have better access to information on advocacy initiatives related to child care, children and families.
Partners	<ul style="list-style-type: none"> • Key organizations and individuals

Child Care Grants	
Initiative	<ul style="list-style-type: none"> • Recommend Child Care Grant allocations.
CCDAC Actions/Steps	<ul style="list-style-type: none"> • Review City Child Care Grant applications; and • Make grant recommendations to Council.
Expected Outcome	<ul style="list-style-type: none"> • Council endorses grant recommendations and allocates grants to non-profit societies so these organizations will be able to undertake capital projects to improve the quality of their furnishings, equipment and physical space; and • Richmond's early childhood educators will receive training opportunities and resources as a result of the City's allocation of Professional and Program Development Grants.
Indicator of Success	<ul style="list-style-type: none"> • The quality and capacity of child care programs will be enhanced as a result of the City's Child Care Grants Program.
Partners	<ul style="list-style-type: none"> • City Council • Key organizations and individuals • Child care operators

Child Care Month	
Initiative	<ul style="list-style-type: none"> • Propose and implement activities for Child Care Month in May that are reflective of and compliant with current public health guidelines.
CCDAC Actions/Steps	<ul style="list-style-type: none"> • Plan for an annual event to occur in Richmond during Child Care Month (May) which will include professional development opportunities for Richmond child care providers and/or exhibitions to showcase the work of Richmond's child care providers.
Expected Outcome	<ul style="list-style-type: none"> • Richmond residents will learn about child care services in their community; • Richmond child care providers will have an opportunity to receive useful information for professional development; and • Richmond child care providers will be supported and celebrated for their work.
Indicator of Success	<ul style="list-style-type: none"> • Child Care Month (May) activities enhance the work of child care professionals in Richmond and support parents.
Partners	<ul style="list-style-type: none"> • Key organizations and individuals • Child care providers and early childhood educators

Development of New Richmond Child Care Strategy	
Initiative	<ul style="list-style-type: none"> • Assist with the development of the new Richmond Child Care Strategy.
CCDAC Actions/Steps	<ul style="list-style-type: none"> • Provide advice on other actions related to the development of the Strategy as requested by the Acting Manager, Community Social Development.
Expected Outcome	<ul style="list-style-type: none"> • A new 10-year Child Care Strategy is developed.
Indicator of Success	<ul style="list-style-type: none"> • Richmond families have better access to information on child care and other family-related resources; and • Richmond early childhood educators have more professional development opportunities and the quality of child care programs in Richmond is enhanced.
Partners	<ul style="list-style-type: none"> • Key organizations and individuals • Child care providers and early childhood educators

2021–2031 Richmond Child Care Action Plan – Implementation Actions	
Initiative	<ul style="list-style-type: none"> • Assist with the implementation of the actions noted in the City's 2021–2031 Richmond Child Care Action Plan.
CCDAC Actions/Steps	<ul style="list-style-type: none"> • Action 2.1 – Review and enhance current awareness and education strategies about the importance of child care; • Action 3.1 – Ensure that the City continues to be well informed about the latest trends, research and advocacy efforts concerning child care matters; and • Action 3.5 – Promote and assist with the improvement of consistent quality child care in Richmond through targeted City support and/or grant opportunities.
Expected Outcome	<ul style="list-style-type: none"> • Short-term actions noted in the 2021–2031 Richmond Child Care Action Plan are initiated and, dependent on identified timelines, completed; particularly those identified as involving the CCDAC.
Indicator of Success	<ul style="list-style-type: none"> • Increased child care spaces are available in Richmond. • Child care quality, accessibility and inclusiveness are enhanced.
Partners	<ul style="list-style-type: none"> • City Council • Public Partners (School District 38, Vancouver Coastal Health) • Key organizations and individuals • Child care operators, providers and early childhood educators

2024 CCDAC Budget

As an Advisory Committee to City Council, the CCDAC's activities are fully supported by the City's operating budget.

Child care is an essential service for families who live, work and study in Richmond. The 2024 CCDAC Work Program, which supports Council's Strategic Plan 2022–2026 and the City's Social Development Strategy (2013–2022), outlines the Committee's intention to monitor and address emerging issues affecting child care services throughout the year. Through its annual work program, the CCDAC continues to support the development and sustainability of a comprehensive child care system in Richmond.