



City of Richmond

Report to Committee

To: Planning Committee **Date:** January 12, 2017
From: Cathryn Volkering Carlile **File:** 07-3070-01/2017-Vol
01
Re: **Child Care Development Advisory Committee 2016 Annual Report and 2017 Work Program**

Staff Recommendation

That the Child Care Development Advisory Committee's 2016 Annual Report and 2017 Work Program, as outlined in the staff report titled, "Child Care Development Advisory Committee 2016 Annual Report and 2017 Work Program," from the General Manager, Community Services, be approved.

Cathryn Volkering Carlile
 General Manager, Community Services
 (604-276-4068)

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE 	INITIALS: DW
APPROVED BY CAO 	

Staff Report

Origin

The Child Care Development Advisory Committee (CCDAC) was established to provide 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 in the City of Richmond. In addition, the CCDAC responds to Council requests as they arise.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

2.2. Effective social service networks.

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

Help Richmond's Children, Youth and Families Thrive.

Analysis

The mandate of the CCDAC is to provide Council with advice regarding the 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.

Highlights of the CCDAC's 2016 Annual Report and 2017 Work Program are noted below.

2016 Annual Report

The CCDAC activities undertaken in the previous year are described in the 2016 Annual Report (Attachment 1). Highlights are as follows:

- Provided feedback throughout the year on new child care development proposals for future City-owned child care facilities;
- Provided input into the community engagement process for the Child Care Needs Assessment and offered advice about survey questions;
- Planned and hosted a May Child Care Month Event where nine child care facilities opened their doors to Richmond's early childhood educators to tour and learn about how different programs arranged their spaces and delivered their programs. This provided professional development training for 125 child care providers;
- Reviewed and offered comments on the final draft of "Creating Child Care Space in Richmond, May 2016" which describes municipal processes for those seeking to create child care services in Richmond;
- Expressed concerns through the staff liaison to the local MP Joe Peschisolido about abuse of temporary foreign workers being brought into Canada as early childhood educators. Some of the workers had reported to members of CCDAC about their experiences working in Richmond-based child care businesses (e.g. not being paid, having to

reimburse their employer for Labour Market Impact Assessment costs, not understanding their rights, lack of enforcement, etc.); and

- Reviewed and made recommendations on the 2017 Child Care Grants for inclusion in a staff report to the City's Planning Committee.

2017 Work Program

On December 9, 2016, the CCDAC approved the proposed 2017 work program (Attachment 2). This year the CCDAC will give priority to:

- Monitoring issues and emerging trends concerning child care (e.g. potential policy changes at the senior government level);
- Providing the Child Care Coordinator with information and CCDAC's perspective on new proposals for City-owned child care facilities and early childhood development hubs;
- Providing input into the City's updated Child Care Needs Assessment and Strategy and its implementation;
- Planning for an annual event to celebrate child care in Richmond (e.g. Children's Art Exhibition, speakers or workshops, etc.); and
- Reviewing and making recommendations concerning the 2018 child care grant applications for inclusion in a staff report to the City's General Purposes Committee.

Financial Impact

The 2017 CCDAC operating budget of \$5,000 reflects the existing funding plan, as budgeted.

Conclusion

The CCDAC 2017 Work Program is designed to reflect and address the emerging issues impacting the community. CCDAC is committed to improving the availability and accessibility of quality child care in Richmond. Staff recommend that the Child Care Development Advisory Committee's 2017 Work Program be approved.



Coralys Cuthbert
Child Care Coordinator
(604-204-8621)

CEC:cec

- Att. 1: Child Care Development Advisory Committee 2016 Annual Report
2: Child Care Development Advisory Committee 2017 Work Program

**CITY OF RICHMOND CHILD CARE DEVELOPMENT ADVISORY
COMMITTEE 2016 ANNUAL REPORT**

The Child Care Development Advisory Committee (CCDAC) had a busy and productive 2016. Highlights of the Committee's meetings and events are outlined below:

1. Oriented new members in January 2016. The orientation entailed providing new committee members with binders of past minutes and policy information. The Committee's terms of reference and meeting protocol were reviewed.
2. Reported to City's Planning Committee about the 2015 CCDAC Annual Report and 2016 Work Program.
3. Established three subcommittees: Advocacy, Child Care Month Event and Child Care Grants.
4. Provided feedback throughout the year on new child care development proposals for future City-owned child care facilities.
5. Offered input through the staff liaison to the Provincial Ministry of Health review of the BC Child Care Regulation.
6. Planned and hosted a May Child Care Month Event which entailed arranging tours of child care facilities located in various Richmond neighbourhoods. The tours were held for and by child care providers on Saturday, May 14, 2016. Registration and a reception breakfast were held at the CCDAC chair person's facility, Renaissance Kids. Attendees toured the facility and then proceeded in smaller groups to other facilities on the tour list. Each host at the child care facilities provided information on their child care program curriculums, facility setups, and the resources, equipment and materials that worked well in their programs. Nine centres participated and over 125 child care providers attended. The event was an opportunity for Richmond child care providers to earn professional development credits required in order to be in compliance with the BC Child Care Regulations.
7. Purchased a table for the annual Child Care Dinner, which several committee members attended along with the Mayor and some members of Council.
8. Monitored senior levels of government announcements regarding child care initiatives such as the Provincial major capital grants for creating new child care spaces.
9. Expressed concerns through the staff liaison to the local MP Joe Peschisolido about abuse of temporary foreign workers being brought into Canada as early childhood educators.

Some of the workers had reported to members of CCDAC about their experiences working in Richmond-based child care businesses (e.g. not being paid, having to reimburse their employer for Labour Market Impact Assessment costs, not understanding their rights, lack of enforcement, etc.). The complainants were too afraid to report this directly to the Federal authorities. The MP's staff took the information to share with the Standing Committee on Human Resources, Skills and Social Development and the Status of Persons with Disabilities who were in the process of reviewing and making recommendations for changes to the Temporary Foreign Workers Program.

10. Provided input into the community engagement process for the Child Care Needs Assessment and offered advice about survey questions.
11. Reviewed and made recommendations on the 2017 Child Care Grants for inclusion in a staff report to the City's Planning Committee.
12. Provided input on the City's new booklet, "Creating Child Care Space in Richmond".
13. Invited Sharon Gregson of the Coalition of Child Care Advocates of BC to do a presentation on the \$10 day initiative.

MEMBERS OF THE 2016 CHILD CARE DEVELOPMENT ADVISORY COMMITTEE

VOTING:

1. Linda Shirley (Chair)
2. Lori Mountain (Vice Chair)
3. Maryam Bawa
4. Kevin Cromie
5. Olha Fedorenko
6. Diana Ma
7. Heather Logan
8. Kathy Moncalieri
9. Shyrose Nurmohamed
10. Fatima Sheriff
11. Ofra Sixto
12. Gordon Surgeson

NON-VOTING:

1. Trustee Jonathan Ho (School Board)
2. Marcia MacKenzie (Richmond Child Care Resource and Referral)

COUNCIL REPRESENTATIVE

Councillor Alexa Loo

STAFF LIAISON:

Coralys Cuthbert

RECORDING SECRETARY:

Jodi Allesia

2016 CCDAC Budget

CCDAC received an operating budget of \$5,000 for 2016. The funds were spent as follows:

Item	Cost
Recording Secretary Salary	\$2,374
Meeting and Miscellaneous Expenses	\$1,876
Child Care Month Event*	\$ 300
Child Care Month Dinner	\$450
TOTAL	\$5,000

**Note: The amount previously anticipated for the Child Care Month Event expenses was less due to in-kind contributions from the Committee Chair for the Child Care Month event.*

CLOSING COMMENTS:

The Committee enjoyed the support of Councillor Alexa Loo and Trustee Jonathan Ho as the Council and School Board liaisons. Councillor Lou's comments and input from her perspective as an elected official, working professional and parent have been stimulating and informative. It has been a great benefit to the Committee to have regular updates from Trustee Ho particularly on school district public consultation processes. Our staff liaison, Coralys Cuthbert, has once again provided excellent support and insight. She continues to be well informed on a variety of subjects pertaining to child care both in the City and other jurisdictions. We welcome the many new initiatives she has helped oversee, including but not limited to, the development of a new booklet on Creating Child Care Space in Richmond and the community consultation on the Richmond Child Care Needs Assessment and Strategy. On a personal note, I would like to say that I found her support invaluable as 2016 brought with it a huge amount of personal and business stress for me which hampered my ability to be as effective as I would have liked in my role as Chair. She was always there to help pick up the slack and provide words of encouragement...which was very much appreciated.

Prepared by:

Linda Shirley, Chair, Child Care Development Advisory Committee, December 2016

2017 Child Care Development Advisory Committee’s 2017 Work Program

The proposed 2017 work program is consistent with the Child Care Development Advisory Committee’s mandate to provide 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 in Richmond.

It supports the following Council Term Goals (2014 – 2018):

Goal 2: A Vibrant, Active and Connected City – 2.2 Effective social service networks

- *CCDAC will assist where appropriate with the implementation of the Social Development Strategy. In particular, those actions related to Strategic Direction 4: Help children, youth and families thrive.*

2017 CCDAC Budget

CCDAC annually receives an operating budget of \$5,000. In 2017, funds will be used for the following:

Item	Cost
Recording Secretary Salary	\$2,400.00
Meeting and Miscellaneous Expenses	\$1,600.00
Child Care Month Event	\$500.00
Child Care Month Dinner	\$500.00
TOTAL	\$5,000.00

2017 Work Program

Initiative	CCDAC Action/Steps	Expected Outcome	Indicator of Success	Partners
Advocacy				
Make recommendations to Council regarding advocacy that could be undertaken with senior levels of government to address the funding, bureaucracy, changing policies, and licensing	<ul style="list-style-type: none"> • Monitor child care issues and emerging trends • Monitor senior government announcements and changes re: child care policy • Explore the \$10/day child care plan further • Discuss, consider roles, and summarize issues that come to the CCDAC’s attention • Pass motions or resolutions • Prepare letters and briefs • Submit advice to Council through Staff Liaison 	<ul style="list-style-type: none"> • Council will be informed about child care issues it may want to pursue with senior levels of government 	Improved funding, policy and child care licensing	<ul style="list-style-type: none"> • City Council • Child Care Licensing (VCH) • Federal Govt. • Provincial Govt.

Initiative	CCDAC Action/Steps	Expected Outcome	Indicator of Success	Partners
issues for child care providers				
Liaise with the Child Care Coordinator regarding issues that need further attention, action or clarification	<ul style="list-style-type: none"> At monthly meetings, provide the Child Care Coordinator with information and CCDAC's perspective on key child care issues Provide advice on the future City of Richmond Child Care Needs Assessment and Strategy in order to assist understanding of the existing child care landscape in Richmond and future demands for child care space Provide ideas for communication materials that will assist child care operators and parents Respond to Council referrals through the Child Care Coordinator 	<ul style="list-style-type: none"> The Child Care Coordinator, as the staff liaison to CCDAC, will be informed regarding CCDAC's perspective on key child care issues 	<p>The Child Care Coordinator working with CCDAC's advice and under Council's direction addresses priority child care issues for Richmond</p> <p>Liaison with CCDAC assists the Child Care Coordinator to successfully address the City's objectives</p>	<ul style="list-style-type: none"> City Council Stakeholders Caregivers
Participate in City consultations	<ul style="list-style-type: none"> Continue to participate in discussions about the implementation of the City's Social Development Strategy Provide input into other City consultation processes as they relate to the CCDAC's mandate (e.g. Affordable Housing Update) 	<ul style="list-style-type: none"> The implementation of the City's Social Development Strategy incorporates CCDAC's perspective CCDAC's advice is provided to City consultation processes that are relevant to its mandate 	Plans for future growth will address the need for quality, affordable childcare	<ul style="list-style-type: none"> City Council Stakeholders Caregivers
Advise the City regarding the development of new child care centres and service models	<ul style="list-style-type: none"> CCDAC to be consulted at the earliest point possible in the development process Review proposals for City-owned child care facilities and early childhood development hubs, (e.g., minimum size, location, when to prioritize monetary contributions) 	<ul style="list-style-type: none"> CCDAC is consulted regarding the planning and development of new City child care facilities secured through rezoning processes 	Child care facilities and early childhood development hubs are well designed and meet community needs regarding	<ul style="list-style-type: none"> City Council City Planners Developers Stakeholders Caregivers

Initiative	CCDAC Action/Steps	Expected Outcome	Indicator of Success	Partners
			size, location, and programs offered	
Child Care Grants				
Recommend Child Care Grant Allocations	<ul style="list-style-type: none"> • Review child care grant applications • Make grant recommendations to Council • Provide advice regarding the enhancement of the web-based, on-line application system 	<ul style="list-style-type: none"> • Council endorses CCDAC's 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 • Richmond's early childhood educators will receive training opportunities as a result of initiatives funded as a result of Council's allocation of Professional and Program Development Grants • Grant applications and their review will be facilitated by ongoing improvements to the on-line, web-based application system 	The quality and capacity of child care programs will be enhanced as a result of the City's Child Care Grants Program	<ul style="list-style-type: none"> • City Council • Stakeholders • Caregivers
Child Care Month				
Propose activities for Child Care Month in May	<ul style="list-style-type: none"> • Plan for an annual event to occur in Richmond during May Child Care Month; e.g. professional development opportunities for Richmond child care providers such as tours of child care facilities with hosts explaining their setups 	<ul style="list-style-type: none"> • Richmond residents will learn about child care services in their community • Richmond child care providers will have an 	May Child Care Month activities enhance the work of child care professionals in Richmond	<ul style="list-style-type: none"> • Stakeholders • Caregivers

Initiative	CCDAC Action/Steps	Expected Outcome	Indicator of Success	Partners
	<p>and activities, workshops on specific topics, speakers, child care toy & equipment swap meet, or for the general public a children's art exhibition showcasing art created in Richmond-based child care programs</p> <ul style="list-style-type: none"> • Participate in the Annual Child Care Month Dinner held in May 	<p>opportunity to receive useful information for professional development</p> <ul style="list-style-type: none"> • Richmond child care providers will be supported and celebrated for their work 		