



City of Richmond

Report to Committee

To: Planning Committee **Date:** January 3, 2023
From: Kim Somerville **File:** 07-3070-01/2023-Vol 01
 Director, Community Social Development
Re: **Child Care Development Advisory Committee 2022 Annual Report and 2023 Work Program**

Staff Recommendation

That the Child Care Development Advisory Committee’s 2022 Annual Report and 2023 Work Program, as outlined in the staff report titled, “Child Care Development Advisory Committee 2022 Annual Report and 2023 Work Program,” dated January 3, 2023, 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 recognizes that child care is an important service for its residents and supports parents working or pursuing their education. The City is committed to promoting and maintaining a comprehensive system of child care to address these needs.

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. In addition, the CCDAC responds to Council requests as they arise.

This report supports Council's Strategic Plan 2018–2022 Strategic Focus Area #4 An Active and Thriving Richmond:

An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.

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 mandate of the CCDAC is to provide City 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.

2022 Annual Report

Below are activities undertaken by the CCDAC and described in the 2022 Annual Report (Attachment 1). Highlights of their accomplishments are as follows:

- Provided feedback on the implementation of community programming for Sprouts Early Childhood Development Hub and Seedlings Early Childhood Development Hub.
- Planned and hosted an event for May Child Care Month titled, "Supporting Richmond's Children: a Symposium Celebrating Child Care Month for Early Childhood Educators, Child Care Providers and Parents."
- Monitored several changes to child care legislation and funding programs initiated by senior levels of government to support child care initiatives. These included the updates to the ChildCareBC New Spaces funding program, the \$10 a Day Child Care funding program and the Fee Reduction Initiative.

- Offered input to the CCDAC staff liaison on the strategies and actions being initiated from the 2017–2022 Richmond Child Care Needs Assessment and Strategy, and the planning for the development of a new 10-year child care strategy in 2023.
- Reviewed and made recommendations on the 2023 City Child Care Grants for inclusion in staff reports to the City Council.

2023 Work Program

The proposed 2023 Work Program (Attachment 2) was approved at the CCDAC meeting held January 4, 2023. 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;
- Assisting and providing advice regarding the development of the new Richmond Child Care Strategy;
- Liaising with the Program Manager, Child Care and Youth (staff liaison) regarding issues in the community related to child care that need further attention, action or clarification;
- Participating in a review of the City’s Child Care Grants program to ensure it meets the needs of non-profit child care operators; and
- Proposing activities for Child Care Month in May 2023.

Financial Impact

There is no financial impact.

Conclusion

Child care is an essential service for families who live, work and study in Richmond. The CCDAC plays an important role in supporting child care in Richmond. The Child Care Development Advisory Committee’s 2022 Annual Report provides information on the activities undertaken by the Committee in the previous year and the 2023 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 2022 Annual Report and 2023 Work Program be approved.



Chris Duggan
Program Manager, Child Care and Youth
(604-204-8621)

- Att. 1: Child Care Development Advisory Committee 2022 Annual Report
2: Child Care Development Advisory Committee 2023 Work Program

City of Richmond Child Care Development Advisory Committee 2022 Annual Report

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

1. “Supporting Richmond’s Children: A Symposium Celebrating Child Care Month for Early Childhood Educators, Child Care Providers and Parents”, took place online on May 7, 2022. This event, which was planned by the committee to celebrate Child Care Month in May, featured presentations on ‘The Current State of Richmond’s Children’, ‘Resilience for Child Care Providers’ and ‘Nurturing and Responsive Relationships’. The Symposium was introduced with a short video from Mayor Brodie to proclaim May as Child Care Month.
2. A Children’s Art Exhibition to celebrate Child Care Month was held in the Brighthouse Branch of the Richmond Public Library from May 1–22, 2022. A total of eighteen child care programs participated. The art was created by children, ranging in age from two to twelve years old.
3. CCDAC members provided feedback on the implementation of community programming for Sprouts Early Childhood Development Hub and Seedlings Early Childhood Development Hub, and received regular updates on the progress of Hummingbird Child Care Centre during its construction in 2022.
4. 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 \$10 a Day Child Care funding program and the Fee Reduction Initiative.
5. The CCDAC offered input to the CCDAC staff liaison on the strategies and actions being initiated from the 2017–2022 Richmond Child Care Needs Assessment and Strategy and the planning for the development of a new 10-year child care strategy in 2023.
6. The CCDAC reviewed the applications submitted for the City’s 2023 Child Care Grant Program and made recommendations to City Council on awarding the grants.

Members of the 2022 Child Care Development Advisory Committee

Voting:

1. Chantelle Pereira (Chair)
2. Jarrod Connolly (Vice Chair)
3. Kevin Ching
4. Karen Jensen
5. Tania Lam
6. Diana Ma
7. Aaron Manalo
8. Rowena Raber
9. Gordon Surgeson
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 Ken Hamaguchi

Staff Liaison (Non-Voting)

1. Chris Duggan, Program Manager, Child Care and Youth

Recording Secretary (Non-voting)

1. Vacant

2022 CCDAC Budget

CCDAC received an operating budget of \$4,000.00 for 2022. Due to the ongoing impacts of COVID-19, only \$500.00 of this was utilized in 2022.

Closing Comments

The CCDAC has continued to successfully deliver the activities identified in the 2022 Work Program and, despite the ongoing use of virtual platforms to meet, has maintained a strong commitment to continuity and connection. The committee successfully hosted a virtual 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 member's involvement:

- “By participating in the committee, I have been able to receive valuable insight and stay up to date on information regarding new childcare spaces in the community, information on funding, subsidy, government announcements and initiatives in a timely manner.”
- “I have enjoyed being part of this team. It has enlightened me to what is available for child care services in Richmond. I have learned a lot about the resources available.”
- “Although COVID has affected meeting in person, the virtual meetings have been efficient and effective.”
- “Presentations to the committee on various aspects of child care planning, policy and funding have been informative and insightful.”
- “The opportunity to tour and celebrate the opening of the Early Childhood Development Hubs was a highlight of 2022.”
- “I’m very proud of what Richmond has to offer in this area and impressed with the reports and extensive research done to fulfill the needs of the community.”

The CCDAC continues to benefit from representation from a wide range of members who are operators; parents who use child care services in Richmond; community members; and service providers who support the provision of child care, including Supported Child Development and the Richmond Child Care Resource and Referral. We appreciate the willingness and enthusiasm of the members to share their own perspectives as we benefit from the sharing of experiences and expertise. This willingness to contribute enhances our discussions and increases awareness of the resources, needs and priorities of the Early Childhood Education sector, which helps the committee to provide meaningful input and identify ways to support the development of a comprehensive child care system in Richmond.

The CCDAC appreciates the participation and support of Councillor Carol Day and Trustee Hamaguchi as the City Council and School Board liaisons, respectively. Councillor Day shared information and kept the committee informed on matters related to child care involving City Council which was valuable and helpful to the committee's discussions. The committee also benefited from Trustee Hamaguchi's regular updates from the School Board particularly regarding the School Board's plans for facility rentals and plans for new child care spaces in schools within our district and updates on their long-term planning.

Chris Duggan, staff liaison, has been a fantastic resource and support for this committee. We appreciate her sharing her valuable insight through presentations, her coordination of the opening of two child care centres, Sprouts and Seedlings, and the work she put into Child Care month and its art display and symposium. CCDAC benefits greatly from her organizational skills and her heart for children and families and her work to support the development of child care in our community. We also appreciate the time she takes to share information regarding updates on

child care issues, initiatives and priorities and her timely distribution of press releases related to developments in the child care sector. She keeps our committee up to date and ensures that all new members are onboarded successfully and that the meetings are set up for success. On behalf of all the committee members, we express our heartfelt thanks and gratitude for all her hard work.

It has been my pleasure to serve as Chair of the CCDAC this past year. It has brought me great joy to serve alongside such wonderful members who care for their community and strive to ensure that we can work together to support the development of child care in our city. I value the opportunity to contribute and would like to thank the Mayor and Councillors for your support and for prioritizing child care. We look forward to 2023 and continuing to work to support children, families and programs across our city as we invest in our future leaders.

Prepared by:

Chantelle Pereira, Chair

Child Care Development Advisory Committee, December 2022

Child Care Development Advisory Committee's 2023 Work Program

The proposed 2023 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 2018–2022 Strategic Focus Area #4 An Active and Thriving Richmond:

An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.

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.

2023 CCDAC Work Program

The 2023 Work Program was approved at the CCDAC meeting held on January 4, 2023. 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 Action/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 funds 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"> • Improved funding, implementation of a new Provincial child care plan and child care licensing.
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 Program Manager, Child Care and Youth (staff liaison) regarding issues that need further attention, action or clarification, including those related to the impacts of the COVID-19 pandemic.
CCDAC Action/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 a 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; • Respond to Council referrals through the staff liaison; and • Assist with the analysis of the impacts of the COVID-19 pandemic on child care in Richmond.
Expected Outcome	<ul style="list-style-type: none"> • The Program Manager, Child Care and Youth, 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 • Stakeholders • Child care providers and early childhood educators

Initiative #3	<ul style="list-style-type: none"> • Participate in City consultations related to child care.
CCDAC Action/Steps	<ul style="list-style-type: none"> • Continue to participate in discussions about the implementation of the actions with or related to child care in the City's Social Development Strategy and the 2021–2031 Richmond Child Care Action Plan; • 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 incorporates 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 • Stakeholders • 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 Action/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 • Stakeholders • Childcare 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 Action/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"> • Stakeholders

Child Care Grants	
Initiative	<ul style="list-style-type: none"> • Recommend Child Care Grant allocations.
CCDAC Action/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 • Stakeholders • 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 Action/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"> • Stakeholders • 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 Action/Steps	<ul style="list-style-type: none"> • Provide advice on other actions related to the development of the Strategy as requested by the Program Manager, Child Care and Youth.
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"> • Stakeholders • 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 Action/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 trend, 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"> • Council • Public Partners (School District 38, Vancouver Coastal Health) • Stakeholders • Child care operators, providers and early childhood educators

2023 CCDAC Budget

CCDAC annually receives an operating budget of \$4,000.00.

Child care is an essential service for families who live, work and study in Richmond. The 2023 CCDAC Work Program, which supports Council's Strategic Plan 2018–2022 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.