



To: Planning Committee **Date:** December 17, 2008
From: Joe Erceg, MCIP **File:**
General Manager, Planning & Development
Re: 2008 Annual Report and 2009 Work Program:
Child Care Development Advisory Committee

Staff Recommendation

That, as per the General Manager, Planning and Development report dated December 17, 2008, entitled "2008 Annual Report and 2009 Work Program/Budget: Child Care Development Advisory Committee", the Child Care Development Advisory Committee 2009 Work Program (**Attachment 1**) be approved.

Joe Erceg, MCIP
General Manager, Planning and Development

Att. 1

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

Staff Report

Origin

The mission of the Child Care Development Advisory Committee (CCDAC) is to provide Council with advice regarding the development of quality, affordable and accessible child care in Richmond.

This report presents the CCDAC 2008 Annual Report to Council, describing CCDAC activities and accomplishments for the year 2008, and the proposed CCDAC 2009 Work Program and Budget.

Findings Of Fact

1. CCDAC 2008 Annual Report: The highlights of CCDAC 2008 activities are described in **Attachment 1**.
2. Proposed CCDAC 2009 Work Program/Budget: The proposed CCDAC 2009 Work Program and Budget are described in **Attachment 1**.

Analysis

1. 2008 Annual Report

CCDAC members have participated in a range of undertakings to advance child care in Richmond, including advising on the Child Care Needs Assessment and Child Care Coordinator work programs and consultant selection processes. CCDAC also reviewed applications for City Child Care Grants, results of which will be presented to Council in a separate memorandum.

CCDAC has participated actively in the community by organizing Child Care Month events, participating in workshops, and inviting speakers on a range of child care matters.

2. Proposed 2009 Work Program and Budget

CCDAC has an ambitious Work Program for 2009 (**Attachment 1**), including monitoring Provincial and Federal child care policy, giving community presentations regarding child care, reviewing the Child Care Grants Program and applications, organizing the May Child Care Month activities, and providing advice to Council including advocacy for a Child Care Coordinator staff position. The need for a permanent Child Care Coordinator position will be reviewed as part of the 2009 Child Care Needs Assessment study.

CCDAC is requesting an additional \$2,000 to increase their annual operating budget from \$5,000 to \$7,000, to enhance and publicize Child Care Month celebrations.

Financial Impact

CCDAC receives an annual operating grant of \$5,000 as part of the approved 2009 base budget. Any additional 2009 budget requests will be considered within the existing overall 2009 Policy Planning Advisory Committee budget, where there is some flexibility.

To demonstrate fiscal restraint, staff do not recommend increasing the committee operating budget for 2009.

As well for 2009, the following is available:

1. \$45,000 for the 2009 – 2013 Richmond Child Care Needs Assessment
2. \$40,000 for the part-time contracted Child Care Coordinator
3. \$30,000 for Child Care Grants (not spent in 2008 due to a lack of applications).

Conclusion

CCDAC members are devoted to supporting the development of quality, affordable, accessible child care in Richmond and work diligently to achieve their goals. Staff recommend support for their 2009 Work Program.



Lesley Sherlock
Social Planner
(604-276-4220)

LS:cas



Terry Crowe
Manager, Policy Planning
(604-276-4139)

**CHILDCARE DEVELOPMENT ADVISORY COMMITTEE
CITY OF RICHMOND
2008 ANNUAL REPORT
2009 WORK PROGRAM AND BUDGET**

1. 2008 Annual Report

After regrouping and reestablishing our goals and objectives with numerous new committee members, our small but committed group had a very busy and productive year. We take this opportunity to express our sincerest thanks to Lesley Sherlock (City Staff) for the outstanding level of support she has given us as we worked to provide the information that Council requires during their decision making process and to Terry Crowe for his time and assistance in various matters to do with our committee. We most appreciate the thoughtful support and advice of our Council liaison, Cllr. Sue Halsey Brandt, and her commitment to advance child care in Richmond. We also thank the contracted City Childcare Coordinator, Jane Boyd, for keeping us up to date on many important issues concerning childcare at a provincial and national level. The ability of a volunteer committee, such as ours, to keep current on this type of information would be almost impossible if it were not for her ability to oversee and filter it for us and pass down what pertains to our needs. Our goal continues to be that of monitoring childcare in our busy city, making sure that everything that is done is in the best interests of Richmond's children and their families.

We are pleased to outline for Council some of the initiatives that we have dealt with over the past year:

- arranged several presentations for the committee including:
 - Ken Morris: Richmond School Board re: childcare in the public schools
 - Victoria Sopik: Kids and Co re: corporate childcare
 - Linda Reid, Minister of State for Childcare
- our Chair worked on a committee that organized a special dinner and event in recognition of childcare workers during Childcare Month and we contributed financially to this event
- organized a Play Fair at Lansdowne Mall during Childcare Month. Various groups associated with childcare had tables and provided information to the public. This was accompanied by a Power Point Presentation about what to look for when choosing quality childcare. Entertainment and refreshments were arranged to draw people to the event.
- worked with city staff regarding the contract choice for the Childcare Needs Assessment and the position of Childcare Coordinator.
- followed the progress and subsequent demise of the Hamilton Childcare Centre
- kept up to date on the various issues and initiatives related to child care in Richmond

- a sub-committee dealt with the screening of applications for the City Childcare Grants and responded by letter to the applicants (only two incomplete applications were received, both were denied as grant criteria were not met).
- our Chair attended the Richmond Children First community dialogue event on August 12th regarding the expansion of Early Learning in BC into the schools.
- sent a letter from our committee, via Childcare Resource and Referral, to “License Not Required” Family Child Care Providers
- our Chair met with Ken Morris, Secretary Treasurer, RSB, to discuss childcare in the public school system and space availability
- encouraged and supported an application for capital funding by Alderwood House

2. Proposed CCDAC 2009 Work Program

CCDAC aims to undertake a number of initiatives and actions in 2009 (table attached). Highlights include:

1. Monitor Child Care Policy and Programs (Federal/Provincial/Local/Other)
 - encourage direction of capital funding to municipal levels
 - continue to advocate for improved education, working conditions, wages and other benefits for childcare workers
 - invite Alice Wong, New Richmond MP, to discuss childcare issues
 - monitor the 2009 provincial election and become involved in bringing childcare to the forefront at an All-Candidates Meeting
 - work with the RCSAC or other appropriate organizations to ensure that childcare questions are included in a local candidates’ meeting for the spring election
 - raise CCDAC awareness re: child care issues, e.g., available daycare spots, licensing issues, public knowledge
 - advocate for a full-time Child Care Coordinator for the City
 - monitor the outcome of the feasibility study currently underway regarding moving 3-5 yr olds into the public school system
 - advise Council as required
2. Childcare Month Events
 - Play Fair at Lansdowne Mall
 - Mock Council Meeting
 - Childcare Dinner
3. Community Awareness and Outreach
 - Chamber of Commerce – continue to pursue a presentation on childcare in the workplace
 - invite licensing authorities from Coastal Health for a presentation and discussion

- consider creating an email address for child care issues, to connect with the public and determine their childcare concerns/questions. No need for replies - to be used as an information gathering tool
- consider creating a blog for our committee (perhaps in conjunction with the email address)

3. City Initiatives

Provide advice regarding:

- City Centre Area Plan Implementation
- Cambie Area Childcare Development
- Child Care Needs Assessment Study
- Child Care Coordinator
- Child Care Grants – review grants program (i.e., criteria, who can apply, what it can be used for, etc.)
- Mapping childcare resources within the City

4. 2009 BUDGET

Proposed Committee Budget: \$7000.00

Projected expenses for 2009:

1. Child Care Month Celebrations	\$3000.00
2. Forums and Conventions	\$3000.00
3. Meeting and Miscellaneous Expenses	\$1000.00

TOTAL	\$7000.00
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5. Members of the 2008 Childcare Development Advisory Committee

Sreedevi Kuttamkulangara
 Ofer Marom
 Teresa Pan
 Linda Rosas
 Linda Shirley
 Pamela Wallberg
 Charlene Wong
 Grace Tsang (School Board Liaison)

Thanks also to Marcia MacKenzie, Richmond Child Care Resource and Referral Centre, who attends our meetings as a resource person.

Prepared by:

Linda Shirley, Chair
 Child Care Development Advisory Committee
 December 2008

Proposed CCDAC 2009 Work Program

Initiative	CCDAC Actions/Steps	Expected Outcome	Indicator of CCDAC Success	Lead/Sub-Cte.	Partners	Status
1. Monitor Child Care Policy & Programs (Federal/Provincial/Local/Other)						
Monitor and Secure Major Capital Funding	<ul style="list-style-type: none"> - Encourage direction of capital funding to municipal levels - Continue to monitor progress re: Provincial Major Capital Grants (e.g., to SRCC) - Monitor availability of new capital funding 	<ul style="list-style-type: none"> - Major capital funding made available to municipalities - Successful completion of current projects - Further applications submitted - Increased supply of group child care spaces 	<ul style="list-style-type: none"> - Council advised re: new funding opportunities - Major capital funding secured for Richmond 	All	<ul style="list-style-type: none"> - Child Care Providers - Province 	Ongoing
Advocate for improved education, working conditions and wages for child care workers	<ul style="list-style-type: none"> - Speakers invited - Letters written - Other, as appropriate 	<ul style="list-style-type: none"> - Improved conditions for child care workers - BC child care staffing crisis addressed 	<ul style="list-style-type: none"> - CCDAC informed re: employment conditions and community implications - Council advised 	All	<ul style="list-style-type: none"> - Child Care Providers - Province 	Ongoing
Work with School Board, Ministry of Education	<ul style="list-style-type: none"> - Monitor outcome of the provincial feasibility study currently underway regarding moving 3-5 yr. olds into schools - Advise Council as necessary 	<ul style="list-style-type: none"> - Best solution for children and parents achieved - Ministry of Education actions and Richmond impacts known 	<ul style="list-style-type: none"> - CCDAC informed, consulted - Council advised 	All	<ul style="list-style-type: none"> - School Board - Ministry of Education - Child care providers 	Ongoing
Monitor Federal Child Care Policy and Programs	<ul style="list-style-type: none"> - Invite Alice Wong to speak to CCDAC 	<ul style="list-style-type: none"> - Richmond child care concerns better represented federally 	<ul style="list-style-type: none"> - Members informed re: Federal perspective - Representative informed re: child care issues and conveys concerns 	Linda	<ul style="list-style-type: none"> - Federal govt. 	Date TBD
Monitor Provincial Child Care Policy and Programs	<ul style="list-style-type: none"> - Ensure that child care questions are posed at Provincial all-candidates meeting 	<ul style="list-style-type: none"> - High profile given to Child Care at RCSAC and other Provincial All-Candidates Meetings 	<ul style="list-style-type: none"> - Members informed re: Provincial candidates perspectives - Candidates informed re: child care issues 	Teresa, others	<ul style="list-style-type: none"> - RCSAC - Chamber of Commerce 	Spring 2009

Initiative	CCDAC Actions/Steps	Expected Outcome	Indicator of CCDAC Success	Lead/Sub-Cte.	Partners	Status
2. Childcare Month Events						
Play Fair at Lansdowne Mall	<ul style="list-style-type: none"> - Confirm with Lansdowne Mall - Draft event plan - Prepare & distribute invitation 	<ul style="list-style-type: none"> - Greater community knowledge of child care resources 	<ul style="list-style-type: none"> - Participation by child care providers - Attendance by community 	Linda, Pamela, Teresa, Charlene	<ul style="list-style-type: none"> - Child care providers - Richmond Health Services 	January to May
Mock City Council	<ul style="list-style-type: none"> - Contact Chilliwack for background info. - Plan Richmond event with community partners 	<ul style="list-style-type: none"> - Children exposed to City Council - Council advised re: child care issues 	<ul style="list-style-type: none"> - Event well-attended by children, child care community, partners and Council 	Linda, Pamela	<ul style="list-style-type: none"> - Child Care Providers - Richmond Children First 	January to May
Child Care Dinner	<ul style="list-style-type: none"> - Contact organizers - Participate in planning - Support by attending 	<ul style="list-style-type: none"> - Recognition of early childhood educators 	<ul style="list-style-type: none"> - Event well-attended by child care community 	Linda	<ul style="list-style-type: none"> - SRCC, Licensing, RCCRRC, etc 	January to May
3. Community Awareness & Outreach						
Multinational Childcare Programs	<ul style="list-style-type: none"> - Events monitored - Speakers invited 	<ul style="list-style-type: none"> - CCDAC better able to respond to Richmond entry 	<ul style="list-style-type: none"> - Facts known 	Linda		Ongoing
Establish a Media Watch Mechanism	<ul style="list-style-type: none"> - Monitor media reports regarding child care 	<ul style="list-style-type: none"> - Standing item on CCDAC agenda 	<ul style="list-style-type: none"> - Members informed as appropriate - Council advised as appropriate 	All		Ongoing
Chamber of Commerce re: relations and ramifications	<ul style="list-style-type: none"> - CCDAC speaks to Chamber re: child care issues 	<ul style="list-style-type: none"> - Chamber more informed about child care 	<ul style="list-style-type: none"> - CCDAC presentation made 	Linda	<ul style="list-style-type: none"> - Chamber of Commerce, Businesses 	TBD
Expand knowledge of child care licensing in Richmond	<ul style="list-style-type: none"> - Invite Senior Licensing Officer, Richmond Health Services, to speak to CCDAC 	<ul style="list-style-type: none"> - Greater awareness of Richmond child care licensing 	<ul style="list-style-type: none"> - Members more informed about child care licensing in Richmond 	Linda	<ul style="list-style-type: none"> - Richmond Health Services 	TBD
Create avenue for community input	<ul style="list-style-type: none"> - Consider creating an e-mail address or blog to receive messages re: child care from the community - Child Care Coordinator to propose an approach 	<ul style="list-style-type: none"> - Greater CCDAC knowledge of community issues 	<ul style="list-style-type: none"> - Community issues addressed in CCDAC work programs 	TBD	<ul style="list-style-type: none"> - Community members 	TBD

Initiative	CCDAC Actions/Steps	Expected Outcome	Indicator of CCDAC Success	Lead/Sub-Cte.	Partners	Status
4. City Initiatives						
City Centre Area Plan Implementation	<ul style="list-style-type: none"> - Continue to monitor 	<ul style="list-style-type: none"> - City Centre child care needs addressed 	<ul style="list-style-type: none"> - CCDAC informed re: City centre needs - Council advised as necessary 	- All		Ongoing
Child Care Needs Assessment	<ul style="list-style-type: none"> - Advise re: work program, method, contents, etc. 	<ul style="list-style-type: none"> - Informed planning for childcare in Richmond (completion June 2009) 	<ul style="list-style-type: none"> - Advise re: Needs Assessment and Implementation Plan 	- All	All stakeholders	To April 2009
Child Care Coordinator (part-time contract)	<ul style="list-style-type: none"> - At CCDAC meetings, advise re: community, etc. 	<ul style="list-style-type: none"> - Community-based advice provided to Coordinator 	<ul style="list-style-type: none"> - Advice assists Coordinator to maximize opportunities to increase child care spaces 			Ongoing
Child Care Coordinator (full-time staff position)	<ul style="list-style-type: none"> - Advocate for the establishment of a full-time staff position - This matter will be reviewed as part of the Child Care Needs Assessment study in 2009. 	<ul style="list-style-type: none"> - City child care initiatives well researched, coordinated and implemented - Child care actions coordinated with community and senior levels of government 	<ul style="list-style-type: none"> - Staff position created 	- Subcte (TBD)		Ongoing
Child Care Grants	<ul style="list-style-type: none"> - Conduct Policy/Program Review - Establish subcte. - Review applications - Recommend allocations 	<ul style="list-style-type: none"> - Minor capital needs of Richmond child care centres addressed - More effective use of Statutory Reserve Funds 	<ul style="list-style-type: none"> - Revised Child Care Grant Policy/ Program - Child Care Grants allocated 	- Subcte (TBD)		To be completed

