City of Richmond

Report to Committee

To:	Planning Committee	**Date:**	December 21, 2010
From:	Mike Kirk Deputy Chief Administrative Officer	**File:**	
Re:	**2010 Annual Report and 2011 Work Program: Child Care Development Advisory Committee**		

Staff Recommendation

That, as per the Deputy Chief Administrative Officer's report dated December 21, 2010, entitled "2010 Annual Report and 2011 Work Program: Child Care Development Advisory Committee", the Child Care Development Advisory Committee 2011 Work Program be approved.

Mike Kirk
Deputy Chief Administrative Officer

Att. 1

FOR ORIGINATING DEPARTMENT USE ONLY		
CONCURRENCE OF GENERAL MANAGER		
REVIEWED BY TAG	YES ☑	NO ☐
REVIEWED BY CAO DEPUTY	YES ☑	NO ☐

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Staff Report

Origin

The mandate 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 2010 Annual Report and proposed 2011 Work Program (**Attachment 1**), which supports the following Council Term Goal.

Improve the effectiveness of the delivery of social services in the City through the development and implementation of a Social and Community Service Strategy that includes:

- *clearly articulated roles and services for the City, and a viable funding strategy*
- *the development and implementation of an effective lobbying strategy in partnership with community groups that targets the Province for funding for social service needs*
- *facilitation/development of an effective cross-service network that includes both intergovernmental and community agencies supporting/working together cooperatively*
- *facilitation of leadership mentoring between groups to make them more effective.*

Analysis

1. 2010 Annual Report

In 2010, CCDAC members participated in a range of undertakings to advance child care in Richmond. CCDAC participated in several City consultations, providing its perspective on the Draft 2009 – 2016 Richmond Child Care Needs Assessment and Strategy; the Translink site childcare centre; the Official Community Plan; and the Social Planning Strategy. CCDAC also recommended revisions to the Child Care Grant Program, as identified in **Attachment 1**, and developed a database of childcare stakeholders in Richmond. Members benefitted from a goal-setting workshop held in May, resulting in the development of their 2011 Work Program.

2. Proposed 2011 Work Program

In 2011, CCDAC will continue to monitor Provincial and Federal child care policy and programs with the goal of assisting Council to effectively lobby senior governments; improve networking and collaboration; review child care space options in new developments; establish high performance targets; and prepare a business case for a provincially-funded child care coordinator. CCDAC will continue to participate in City consultations, particularly regarding the Official Community Plan and the Social Planning Strategy. CCDAC will also assist in reviewing Child Care Grant applications, and will monitor City Centre Area Plan implementation with respect to child care.

The CCDAC is requesting a continuation of it's annual operating budget of $5,000.

Financial Impact

There is no financial impact. CCDAC receives an annual operating grant of $5,000 as part of the base budget.

Conclusion

CCDAC members are devoted to supporting the development of quality, affordable, accessible child care in Richmond. In the coming year, CCDAC will continue to participate in City initiatives, including the Official Community Plan and the Social Planning Strategy. CCDAC will also strive to facilitate the development of quality, affordable childcare initiatives in the community.

Staff recommend support for the proposed CCDAC 2011 Work Program.

Lesley Sherlock
Social Planner
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CITY OF RICHMOND

CHILDCARE DEVELOPMENT ADVISORY COMMITTEE

2010 ANNUAL REPORT

We began our 2010 year with a full roster of Committee members, however, as the year progressed, four of our valuable members resigned due to other commitments: Pamela Walberg, Sreedevi Kuttamkulangara and more recently Teresa Pan and Melanie Rupp. We look forward to some new appointments for January 2011. Below is a summary of the key initiatives the Committee focused on in 2010:

1. The early part of the year focused on discussions about the 2009-16 Childcare Strategy and Implementation Plan and feedback was provided to Council on various matters incorporated in the Strategy and Implementation Plan.

2. Following a review of the Child Care Grant Program, CCDAC passed motions recommending that financial documentation requirements be aligned with those of the City Grant Program; to prioritze grant applications addressing the need for infant/toddler and school age care; and to expand Grant Program uses beyond minor capital (e.g., programming, resources, workshops) and extend to non-profit organizations (e.g., Child Care Resource & Referral Centre).

3. Submissions to the City regarding the Hamilton Child Care Centre consultation, the Social Planning Strategy and the OCP were prepared.

4. A spreadsheet was created listing organizations connected to child care in Richmond, either operating within the community or influencing childcare in the province, to help CCDAC to implement future work programs.

5. The highlight of the spring months was a CCDAC Goal-Setting Workshop held on Tuesday, May 4 and facilitated by Lani Schultz, Director of Corporate Planning.

6. The Chair and Vice-Chair attended the Ethel Tibbits Women of Distinction Awards Luncheon on May 18 at the Westin Wall Centre – Vancouver Airport.

7. At our October 5, 2010 meeting, Nancy Brennan, Asst. Superintendent of Schools, updated the committee on the implementation of Full Day Kindergarten through the Richmond School District.

8. The Chair and one committee member attended, along with Mayor and Council Members, a special dinner in recognition of childcare workers in October 2010. The CCDAC also provided a financial contribution to recognize early childhood educators and enhance community-awareness and outreach at this event.

9. On November 2, 2010, the Townline Group of Companies updated our Committee on The Gardens City-owned Child Care Facility.

10. On December 7, 2010, the CCDAC co-hosted a community meeting with Richmond Children First on the subject of "Integrated Early Care and Learning in BC".

We wish to take this opportunity to express our sincerest thanks to Lesley Sherlock (City Staff) for her outstanding support and direction as we worked our way through a busy year. In addition, Terry Crowe and John Foster have been most helpful in giving of their time and assistance in various matters related to our committee. We also greatly appreciate the support and advice of our Council liaison, Cllr. Evelina Halsey-Brandt, and her commitment to quality childcare in Richmond. We particularly enjoyed the Goal-Setting Workshop she recommended and found it to be a valuable tool in re-assessing and prioritizing our goals.

2011 Work Program

Again, the Committee has expressed the desire to play a stronger advisory role within the City and to communicate more effectively to Council on issues that are of great importance to the childcare community. We stand firm in our resolve to advocate for a Full Time Child Care Co-ordinator who can provide expertise and knowledge in the operation of child care facilities, as well as a central co-ordination point for child care services in Richmond. It is also hoped that Council will actively seek our input on child care issues, particularly in new developments, where there is greater opportunity to influence decisions involving child care services in the community.

The attached CCDAC 2011 Work Program is based on the outcomes of the May Goal-Setting Workshop and will assist Council to achieve its Term Goal #4: Community and Social Services.

2011 Budget

Proposed Committee Budget:	$5,000.00
Projected expenses for 2011:	
Meetings and Miscellaneous Expenses:	$2,000.00
Forums and Conventions	$2,000.00
Childcare Month expenses	$1,000.00
Total	$5,000.00

Members of the 2010 Childcare Development Advisory Committee

VOTING:

1. Linda Shirley (Chair)
2. Melanie Rupp (Vice Chair)
3. Janet Dhanani
4. Teresa Pan
5. Ofer Marom
6. Sonia Dhudwal
7. Gina Ho
8. Sushma Wadhwania
9. Ginny Lam

NON-VOTING:

- Chak Au (School Trustee Liaison)
- Marcia Mackenzie (Child Care Resource and Referral)

Prepared by:

Linda Shirley
Chair, Child Care Development Advisory Committee
December 2010

CCDAC 2011 Work Program

This Work Program reflects Council Term Goal #4: Community & Social Services – Improve the effectiveness of the delivery of social services in the City through the development and implementation of a Social and Community Service Strategy:

- clearly articulated roles and services for the City, and a viable funding strategy
- the development and implementation of an effective lobbying strategy in partnership with community groups that targets the Province for funding for social service needs
- facilitation/development of an effective cross-service network that includes both intergovernmental and community agencies supporting/working together cooperatively
- facilitation of leadership mentoring between groups to make them more effective

Initiative	CCDAC Action/Steps	Expected Outcome	Indicator of Success	Partners
More effective lobbying of senior levels of government to address the funding, bureaucracy, ever changing policies, and licensing issues for child care providers	• Monitor issues, emerging trends • Discuss, consider roles, summarize issues • Pass motions or resolutions • Prepare letter or brief • Submit to Council through Council or Staff Liaison	Lobbying through Council to senior levels of government	Improved funding, policy and licensing programs.	• Federal Govt. • Provincial Govt. • Child Care Licensing (VCH)
Improve current level of networking and collaboration amongst child care providers to develop more consistent, flexible and quality child care programs and options	• Refine contents of stakeholders spreadsheet, use to achieve goals, e.g., network, partner, identify service gaps/duplication, develop recommendations • Attend Child Care Dinner to expand network & raise awareness of CCDAC • Participate in CC Resource & Referral Network Meetings	Better community network connections to improve quality of child care and to tackle arising community issues	CCDAC will work with community partners to improve child care programs and options	• Community Stakeholders

Initiative	CCDAC Action/Steps	Expected Outcome	Indicator of Success	Partners
Improve the current method of reviewing child care space options in new developments so that CCDAC can be more proactive and find out about developments before reading about them in the newspaper	• Requested that staff review earliest point in which CCDAC may be involved in the development process • Review CCDAC submission to the City Centre Area Plan and CCAP Child Care section • Propose guidelines for negotiations based on size of development, unit type and location, and when to prioritize monetary contributions • Motion and proposal regarding the Hub Model provided to Council	Community benefits of developer-negotiated child care facilities maximized	Guidelines adopted and CCDAC consulted re: • When/where to negotiate built facilities vs. cash contributions • For built facilities, what size, types of spaces, design location • When/where to prioritize hubs and ideal size, design, model	• Developers
Develop guidelines or targets to help establish high performance in the five pillars of the childcare system outlined above – quality, collaboration/partnership, space, affordability, minimized bureaucracy, and central coordination.	• Develop guidelines or targets for high performance • Discuss one topic at each meeting	Improved quality, partnering, availability, efficiency and coordination	Definitions, standards, guidelines and targets established	• Stakeholders
Propose that a provincially-funded child care coordinator facilitate stakeholder collaboration and act as a liaison to senior levels of government for licensing and other government policy issues.	• CCDAC to prepare a business case, defining the need	Province advised re: need, roles, responsibilities for child care coordination	Business case forwarded by Council to the Province	• Provincial government
Recommend Child Care Grant allocations	• Review revised program materials • Review applications • Recommend grants to Council	Quality and capacity of child care programs will be enhanced	Council endorses recommendations, allocates grants	• Child Care Providers
Participate in City Planning Processes	• Continue to participate in the Official Community Plan and Social Planning Strategy consultations	Plans for future growth will address the need for quality, affordable childcare	OCP and Social Planning Strategy will incorporate CCDAC's perspective	• Stakeholders