



City of Richmond

Report to Committee

To: Planning Committee

Date: May 31, 2024

From: Chris Duggan
Acting Director, Community Social Development

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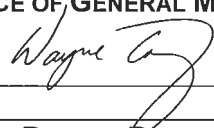


Re: Richmond Youth Advisory Committee Proposed 2024 Work Program

Staff Recommendation

That the proposed work program for the Richmond Youth Advisory Committee, as described in the staff report titled "Richmond Youth Advisory Committee Proposed 2024 Work Program", dated May 31, 2024, from the Acting Director, Community Social Development, be approved.

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

Att. 1

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

Staff Report

Origin

On January 29, 2024, City Council approved the creation of the Richmond Youth Advisory Committee (YAC) to act as a resource and provide advice to City Council regarding the planning, development and implementation of policies, programs and services that directly impact youth. This report presents the proposed 2024 Work Program (Attachment 1) for the YAC's inaugural year.

This report supports Council's Strategic Plan 2022–2026 Focus Area #1 Proactive in Stakeholder and Civic Engagement:

1.3 Increase the reach of communication and engagement efforts to connect with Richmond's diverse community.

1.4 Leverage a variety of approaches to make civic engagement and participation easy and accessible.

This report also supports the Youth Strategy 2022–2032 Strategic Priority #2: Voice:

2.1 Increase opportunities for youth to provide meaningful input into City-related matters that impact them including youth from equity-deserving groups.

2.2 Promote and seek youth engagement in program, service and facility development and on topics in the community that impact youth.

Analysis

The YAC is comprised of up to 15 voting members appointed by City Council and four non-voting members, who bring unique experiences and perspectives to the committee. The diverse membership fosters meaningful discussions and enables members to provide thoughtful input on City policies and initiatives that directly impact youth. Each year, the YAC will prepare an Annual Report and a proposed Work Program for Council's approval. As this is the committee's first term, there is no Annual Report from the prior year. The committee met for its inaugural meeting in May 2024 and discussed the proposed 2024 Work Program attached.

Highlights of the 2024 Work Program include:

- Acting as a resource to the City, providing recommendations and youth perspectives on issues that impact youth in Richmond. This includes providing advice on the implementation of the Youth Strategy;
- Encouraging public awareness and engagement on youth-related matters; and
- Building on and improving the YAC's knowledge of youth-related issues in Richmond through information sharing, guest speakers and educational opportunities.

Throughout the remainder of 2024, the YAC will meet monthly to engage in presentations and discussions that align with the proposed 2024 Work Program. As this is the committee's first year, YAC members will complete an advisory committee orientation regarding advisory committee functions and processes. Committee members will also spend time forming as a committee, getting to know each other, and discussing priority topics of interest. The YAC will provide input and a youth perspective on policies, plans and initiatives, and respond to requests and referrals from Council as they arise.

The proposed YAC 2024 Work Program will be implemented within the committee's annual operating budget of \$5,000.

Financial Impact

None.

Conclusion

The Proposed 2024 Work Program outlines the Youth Advisory Committee's priorities for the year in alignment with the YAC's mandate of providing advice to City Council and staff on issues and matters that directly impact youth in Richmond. The 2024 YAC Work Program supports the Youth Strategy's vision that "all youth in Richmond are safe, valued, respected and have the supports, opportunities, and resources to live rich and fulfilling lives."



Grace Tiu
Acting Program Lead, Youth
(604-276-4110)

Att. 1: Richmond Youth Advisory Committee Proposed 2024 Work Program

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Richmond Youth Advisory Committee Proposed 2024 Work Program

The Youth Advisory Committee (YAC)'s proposed 2024 Work Program outlines several initiatives with associated actions that support the YAC's mandate to act as a resource and provide advice to City Council regarding the planning, development and implementation of policies, programs and services that directly impact youth and young adults in Richmond.

YAC Proposed 2024 Work Program		
Initiative	Actions	Expected Outcome
<p>1. Participate in a YAC orientation, and identify priority topics of interest and opportunities to form subcommittees.</p>	<p>1.1 Members participate in an orientation to the YAC to learn about the roles and responsibilities of advisory committee members, the YAC Terms of Reference and the City's current strategies and initiatives related to youth.</p> <p>1.2 Members may indicate an interest in participating in YAC subcommittees and taking on additional related roles within the scope of the YAC Terms of Reference.</p>	<p>Members are aware of and understand the following:</p> <ul style="list-style-type: none"> • The YAC Terms of Reference • Their role as an appointed member of the YAC • The YAC 2024 Work Program • Current City strategies and initiatives related to youth • Additional opportunities for involvement as part of the YAC
<p>2. Build on and improve the members' knowledge of youth issues through information sharing, guest speakers and educational opportunities.</p>	<p>2.1 Learn about issues and trends that impact or benefit youth in the community by inviting guest speakers to present at regular YAC meetings.</p> <p>2.2 Identify and participate in internal and external youth-related educational opportunities, information sessions and special events to learn about issues and trends impacting youth that can inform the City's policies or practices.</p> <p>2.3 Monitor youth issues and emerging trends.</p>	<p>Members of the YAC are informed of issues and trends raised by Richmond youth and that impact Richmond youth.</p> <p>The YAC is informed and well-equipped to provide youth perspectives and recommendations to City staff and Council.</p>

YAC Proposed 2024 Work Program		
Initiative	Actions	Expected Outcome
	2.4 Discuss youth-related matters arising and when possible, provide feedback to those who raised the concern.	
3. Act as a resource to the City by providing recommendations and perspectives on issues relating to youth in Richmond.	<p>3.1 Respond to City Council requests and provide advice on issues relating to youth in Richmond.</p> <p>3.2 Provide input on City plans, strategies, projects and policies that impact youth.</p> <p>3.3 Participate in and promote initiatives related to the implementation of the Youth Strategy.</p> <p>3.4 Provide input and feedback to City staff on programs and services for youth.</p> <p>3.5 Review current and upcoming City initiatives related to youth and determine where YAC participation will be most effective within the scope of the committee's advisory role.</p>	<p>Members of the YAC provide ongoing feedback on City strategies, policies and initiatives related to youth.</p> <p>The YAC supports and provides input on the implementation of the Youth Strategy.</p> <p>YAC work is aligned with City priorities related to youth in Richmond.</p> <p>YAC work informs policy and initiatives related to youth.</p>
4. Encourage public awareness and engagement on youth-related matters.	4.1 Promote opportunities for youth to participate in public engagement opportunities led and supported by the City.	The YAC helps to increase awareness of opportunities for Richmond youth to provide input on initiatives that impact them.