City of Richmond

Report to Committee

To:	Planning Committee	**Date:**	January 14, 2014
From:	Cathryn Volkering Carlile General Manager, Community Services	**File:**	
Re:	**Child Care Development Advisory Committee 2013 Annual Report and 2014 Work Program**		

Staff Recommendation

That the Child Care Development Advisory Committee's 2014 Work Program be approved.

[signature]

Cathryn Volkering Carlile
General Manager, Community Services

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
[signature]	
REVIEWED BY STAFF REPORT / **AGENDA REVIEW SUBCOMMITTEE**	**INITIALS:** *[initials]*
APPROVED BY CAO *[signature]*	

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 2013 Annual Report (Attachment 1) and proposed 2014 Work Program (Attachment 2), which supports the following 2011 - 2014 Council Term Goals regarding Community Social Services and Managing Growth and Development:

2.1   *Completion of the development and implementation of a clear social services strategy for the City that articulates the City's role, priorities and policies, as well as ensures these are effectively communicated to our advisory committees, community partners, the public in order to appropriately target resources and help manage expectations.*

2.3   *Clarification of the City's role with respect to providing or facilitating the securing of space for non-profit groups.*

7.   *Managing Growth and Development – Goal: To ensure effective growth management for the City, including the adequate provision of facility, service and amenity requirements associated with growth.*

Analysis

1. 2013 Annual Report

Highlights of the CCDAC activities for 2013, as summarized in the Annual Report, include:

- The 2013 Child Care Grants were reviewed by a CCDAC subcommittee and recommendations were provided to Council.

- After a presentation from the Manager of Community Social Development, the Committee reviewed and prepared a response to the Social Development Strategy. This was appended, along with other submissions to a final report on the Strategy presented to Council, on September 9, 2013.

- The *Coalition of Child Care Advocates of BC* approached the Manager of Community Social Development to seek the City's support for their proposed Integrated Learning Framework, known as the "$10/day Plan". CCDAC was asked to review the idea and decide if they wished to recommend to Council that it be endorsed. The Advocacy subcommittee was tasked to report back on the plan with a recommendation for Council. While the Committee as a whole supported the concept of a publically funded system of early learning and care, the members decided that they could not unequivocally support all aspects of the $10/day plan, and therefore, chose to not to make a recommendation to Council.

- The terms of reference for the Committee were reviewed for relevance and it was confirmed that they offer the flexibility to meet current needs. CCDAC has confirmed that the terms of reference do not require any changes.

- Other subcommittee work included offering advice on the future development of City-owned child care facilities, and completing a report with recommendations on quality child care, "Pillars of the Child Care System".

- As a part of May Child Care Month, CCDAC co-hosted a children's art event at the Caring Place with the Richmond Childcare Alliance. They also hosted a workshop at City Hall for child care operators called: "Child Care Ownership: Private or Non-Profit – What's Best for You?"

2. Proposed 2014 Work Program

In accordance with the proposed work program (Attachment 2), CCDAC will give priority in 2014 to:

- Reviewing the 2014 child care grant applications and providing recommendations to Council;
- Coordinating and hosting an event in May, which is child care month;
- Contributing ideas to data collection that will help inform the City's development of new child care amenity spaces;
- Offering ideas and reviewing proposed communication materials to assist new child care providers in navigating municipal approval processes for creating child care spaces in the City of Richmond; and
- Providing input into the design of a future child care needs assessment, (e.g., suggesting strategies to engage more parents about their needs and preferences, and reviewing survey questions).

Staff will support the CCDAC 2014 Work Program as City policies, work programs, staff time and resources permit.

Financial Impact

The CCDAC operating budget reflects the existing funding plan, as budgeted.

Conclusion

CCDAC members are committed to improving the availability and accessibility of quality child care in Richmond. Staff recommend that the Child Care Development Advisory Committee's 2014 Work Program be approved.

Coralys Cuthbert
Child Care Coordinator
(604-871-6044)

Attachments:

1. City of Richmond Child Care Development Advisory Committee 2013 Annual Report
2. CCDAC 2014 Work Program

CITY OF RICHMOND CHILD CARE DEVELOPMENT ADVISORY COMMITTEE
2013 ANNUAL REPORT

The Child Care Development Advisory Committee had a productive year in 2013. The new Child Care Coordinator, Coralys Cuthbert joined the committee as the staff liaison replacing Lesley Sherlock, Social Planner. Below is a summary of the Committee's work:

1. There were two new citizen appointments to the Committee: Kathy Moncalieri, and Melanie Hugh.

2. The following subcommittees were struck: Advocacy; City Planning Process; Pillars of the Child Care System; Child Care Grants; Child Care Month; and CCDAC Terms of Reference.

3. In January, the City Planning Process subcommittee made recommendations to City staff to bring child care development proposals to the Committee prior to Council approval so they could offer advice on need and location.

4. In February, John Foster, the Manager of Community Social Development, provided the Committee with a presentation on the draft Social Development Strategy.

5. During March and April the Committee discussed the draft Social Development Strategy. The discussions led to a submission which was appended to the September 9, 2013 Council report on the Strategy. The submission also included the report from the Pillars of the Child Care System Subcommittee which outlined components of quality child care and offered suggestions for addressing current challenges in Richmond.

6. On April 22, 2013, the CCDAC members attended a ceremony and dinner held by Volunteer Richmond where the Committee was honoured to be nominated for a Volunteers are Stars award.

7. In May, the Committee co-hosted a children's art display with the Richmond Child Care Alliance. The art display was held over a weekend at the Caring Place. CCDAC members also attended the annual child care dinner, held at the Richmond Curling Club.

8. On May 30th, the Committee hosted a workshop to provide child care operators with information on two different models for operating a child care service as either a business or non-profit society. The workshop, "Child Care Ownership: Private or Non-Profit – What's Best for You?" was delivered by Gerry Dragomir, a certified management accountant from Pace Accounting. Approximately 40 people attended it and received a follow-up e-mail with a copy of the power point presentation.

9. In June, the Committee received a report from the CCDAC Terms of Reference Subcommittee. They confirmed that the terms of reference do not require any changes

and they provide the flexibility to include a Vancouver Coastal Health (VCH) representative as a non-voting member. The VCH Child Care Facilities Licensing supervisor was consulted about one of their staff participating as a future Committee member. Due to reduced staff resources they offered to attend meetings as guests for specific topic items.

10. The CCDAC Advocacy Subcommittee provided their final report on the Integrated Learning Framework, "$10/day Plan", and CCDAC has decided not to put forward a recommendation to Council regarding endorsement of the plan.

CCDAC 2013 Membership

Voting Members:

Maryam Bawa   Harp Mundie
Gina Ho   Shyrose Nurmohamed, *Vice Chair*
Melanie Hugh   Fatima Sheriff
(position formerly filled by Alice Law)
Ofer Marom   Linda Shirley, *Chair*
Kathy Moncalieri   Ofra Sixto
(position formerly filled by Sonia Dhudwal)
Lori Mountain   Sushma Wadhwania

Non-voting Members:

Marcia MacKenzie (Child Care Resource and Referral)
Kenny Chiu (School Board Liaison)

Others:
Council Liaison – Councillor Evelina Halsey-Brandt
Staff Liaison – Coralys Cuthbert, Child Care Coordinator (up to February 2013 it was Lesley Sherlock, Social Planner)

2014 Budget

CCDAC received an operating budget of $5,000 for 2013. The proposed 2014 budget is as follows:

Meeting and miscellaneous expenses:	$3,000
Forums and Conventions:	$1,000
Child Care Month Expenses:	$1,000
Total:	$5,000

Prepared by
Linda Shirley. Chair, Child Care Development Advisory Committee, January 2014

ADDENDUM
REPORTS FROM 2013 WORK PROGRAM CCDAC SUBCOMMITTEES

Advocacy
Subcommittee members: Ofer Marom, Ofra Sixto, Fatima Sheriff, and Harp Mundie
This subcommittee continued to take great pride in the results of their advocacy efforts with the addition of the full time Child Care Coordinator to the committee as the staff liaison. The primary focus of their work this year was reviewing and presenting their findings on the Coalition of Child Care Advocates of BC's "Plan for $10/day Child Care" (see below).

CCDAC's Resolution Re: the Coalition of Child Care Advocates of BC $10/ day child care plan, November 5, 2013

Background to CCDAC Resolution
On August 11, 2012, the Manager of Community Social Development was asked if the City of Richmond would be joining other municipalities in supporting a $10-a-Day Plan for a Public System of Integrated Early Care and Learning in B.C.

On Tuesday, October 2, 2012 a representative of the Child Care Advocates of B.C. attended a meeting of the Childcare Development Advisory Committee (CCDAC) and explained the ideas and concepts surrounding this subject.

A sub-committee was formed to review their printed material and to look into this plan in more depth. At subsequent meetings, the committee discussed the pros and cons of this proposal.

CCDAC Resolution:
It was concluded that although the CCDAC would support the concept of a public system of integrated early care and learning, there is just not enough information available and there are far too many unanswered questions for it to be supported unequivocally.

Please find below the sub-committee's summary of their research on this initiative.

The Childcare Development Advisory Committee (CCDAC), through its "Advocacy" subcommittee, has undertaken an extensive review of the proposed "$10 a Day Childcare Plan". As we understand it, those advocating for this plan have asked the City of Richmond to support this initiative. Although the CCDAC supports this initiative in theory, there are a variety of concerns that present themselves upon careful review. We would like to share these concerns, as outlined below.

Questions, Concerns and Comments from the Perspective of existing CHILDCARE CENTRES:
- We fear that because of this initiative, many more centres will open on the assumption that child care is a solid and lucrative business. This will create too many openings that will ultimately force other centres to close.
- What will happen to this initiative when government leadership/policy changes? How can we be sure that this is a long-term solution?

- The fee scale system needs more discussion.
- How will it be determined what the salaries of teachers and managers should be?
- Based on the performance criteria outlined in the plan, the fact remains that some child care providers will have a business agenda, others will have a child centered approach and others may support both.
- Who will provide the guidelines for professional development and how?
- Will non-residents get the same $10-a-day-deal? What about people with a working visa and other temporary visitors?
- Would centres still charge extra fees for extra-curricular activities such as dance, music, gymnastics, swimming, etc.?
- Will the government's 'top-up' be equitable across the board or will it be based on the expenses of the centre?
- The biggest question of all: WHERE WILL ALL OF THIS MONEY COME FROM TO SUPPORT THIS IDEA?

Questions, Concerns and Comments from the Perspective of PARENTS USING THE SYSTEM:

1. Lower fees will allow parents to use childcare and will create the opportunity for parents to get back to work.
2. Working parents will not have to solely rely on family members to care for their children.
3. Parents will be able to choose the childcare centre that meets their needs rather than a centre that charges lower fees but might not offer the desired quality or style of care.
4. If a parent chooses a centre that has chosen to 'opt out' of the program, will that parent receive any compensation or credit for their childcare costs since they should have the right to choose the approach to childcare they prefer without punitive results.

City Planning Process
Subcommittee members: Shyrose Nurmohamed, Linda Shirley, Lori Mountain, Harp Mundie and Gina Ho

With assistance from the subcommittee members CCDAC provided input into the development of draft Child Care Design Guidelines and Technical Specifications. A consultant report was also reviewed that presented operating budget options for supporting a few subsidized child care spaces at the planned Cressey child care facility. New proposals for child care amenity spaces were also discussed and advice was provided.

Terms of Reference
Subcommittee members: Shyrose Nurmohamed, Linda Shirley and Lori Mountain

A subcommittee reviewed the current CCDAC Terms of Reference and confirmed that they do not require any changes.

Pillars of the Child Care System
Subcommittee members: Lori Mountain, Shyrose Nurmohamed, Maryam Bawa, Harp Mundie

The subcommittee concluded their work this year and presented their reports for 2011 – 2013 as part of the CCDAC submission to the Social Development Strategy. A copy of the 2013 report is provided below.

CCDAC's Pillars of the Child Care System Sub-Committee 2013 Report

April 29/13 - Present:

Pillars of Child Care system: Minimized Bureaucracy/Central Co-ordination

- Currently there are too many separate bodies involved, and each may have their own interpretation of Child Care regulations etc.
- Recommendation that Richmond move toward hub system: city-owned facilities, operated from one central location. Partners all located on site (Licensing, Child Care Resource & Referral, Health services)
- This will allow for improved communication and collaboration between Licensing, CCRR, and other professionals, and a better means for information sharing
- Work towards establishing a cohesive website for parents/child care professionals - ideally this website would provide information and resources, training and educational opportunities, community events
- Recommendation that Child Care Licensing have a representative attend CCDAC meetings

Space
- Currently there is a concern that the market is becoming oversaturated with too many new centres opening - the demographic is changing in Richmond and young families are not staying, moving out to less expensive communities, therefore there is a drop in the need for care
- Smaller centres (mostly family daycares) have unfilled spaces and larger (group facilities) have long waitlists - families need to be educated about the different types of care available
- There is a growing need for part-time spaces or overnight/shift work care and centres are unable to accommodate that need - establishing child care in workplaces may help to provide the types of care that parents need most
- Location mapping will help to determine the need for new child care spaces and help ensure equal distribution of spaces within the city

<u>Affordability</u>
- Government continues to place child care on a low priority list.
- The subsidy system is disorganized and often unfairly administered - needs to be overhauled. Often what parents can show as income 'on paper' is not an accurate representation of their need for subsidy, and families who are most in financial need are not receiving help
- 'Affordability' for different families is difficult to measure - it depends on the type of care that parents need or prefer
- There is a strong need for parents to be educated about the types of care available and the average rates of child care according to their goals and requirements for their child.

Child Care Month
Subcommittee members: Lori Mountain, Ofra Sixto, and Sonja Dhudwal

In celebration of May Child Care Month, the subcommittee arranged a weekend children's art event, co-hosted with the Richmond Child Care Alliance, and held at the Caring Place. A workshop for child care operators was attended by approximately 40 participants which provided information on different models of providing a child care service: "Child Care Ownership: Private or Non-Profit – What's Best for You?"

CCDAC 2014 Work Program

This work program supports the following Council Term Goals (2011-2014):

2.1 Completion of the development and implementation of a clear City social services strategy that articulates the City's role , priorities and policies, as well as ensures these are effectively communicated to our advisory committees, community partners, and the public in order to appropriately target resources and help manage expectations.

- CCDAC will assist where appropriate with the implementation of the social development strategy: Building Our Social Future.

2.3 Clarification of the City's role with respect to providing or facilitating or securing space for non-profit groups.

- CCDAC will continue to offer advice on the development of City child care amenity spaces which will provide space for non-profit child care operators.

7. Managing Growth and Development: To ensure effective growth management for the City, including adequate provision of facility, service and amenity requirements associated with growth.

- CCDAC will continue to provide advice to Council on child care needs associated with growth.

Initiative	CCDAC Action/Steps	Expected Outcome	Indicator of Success	Partners
Advocacy				
More effective advocacy to senior levels of government to address the funding, bureaucracy, changing policies, and licensing issues for child care providers	• Monitor issues, emerging trends • Discuss, consider roles, summarize issues • Pass motions or resolutions • Prepare letters/briefs • Submit to Council through Staff Liaison	Lobbying through Council to senior levels of government	Improved funding, policy and licensing programs	• Federal Govt. • Provincial Govt. • Child Care Licensing (VCH)
Liaise with the Child Care Coordinator regarding issues that need further attention, action or clarification.	• At monthly meetings, provide Child Care Coordinator with information and CCDAC perspective • Present CCDAC advice on Council referrals through	• Child Care Coordinator is the staff liaison to CCDAC • Child Care Coordinator informed regarding CCDAC's perspective	• Coordinator works with CCDAC advice and Council direction to address priority child care issues for Richmond • Liaison with CCDAC	• Stakeholders • Caregivers

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Initiative	CCDAC Action/Steps	Expected Outcome	Indicator of Success	Partners
	Child Care Coordinator • Make suggestions about data collection, and an approach for a future child care needs assessment to understand 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		assists the Child Care Coordinator to successfully address work program objectives	
Participate in City consultations	• Continue to participate in discussions about the implementation of the Social Development Strategy	Plans for future growth will address the need for quality, affordable childcare	Social Development Strategy implementation incorporates CCDAC perspective	• Stakeholders • Caregivers
Advise the City regarding the development of new child care centres and service models.	• CCDAC to be consulted at the earliest point possible in the development process • Review guidelines for City-owned facilities, e.g., minimum size, location, when to prioritize monetary contributions • Advise Council regarding establishing early childhood hubs	• Inclusion of CCDAC in planning new facilities and implementing guidelines • Better planned child care facilities that address needs of the local community • Model centres with varied programs that may not be available elsewhere, catering to all age levels of children and perhaps even seniors	Guidelines adopted and CCDAC consulted regarding: • When/where to negotiate built facilities vs. cash contributions • Built facilities that are well designed and cater to needs of community according to size, location, design, program offered • When/where to prioritize hubs and ideal size, design, model • Inclusion of CCDAC into the planning, developing and operating processes of a facility	• City Planners • Developers • Stakeholders • Caregivers

Child Care Grants				
Recommend Child Care Grant allocations	• Review applications • Recommend grants to Council • Provide advice regarding the enhancement of the web-based, on-line application system	• Caregivers will have opportunities to attend workshops, participate in professional development • Non-profit child care operators will be able to undertake capital projects to improve the quality of their furnishings, equipment and physical space • Application and review will be facilitated by the on-line application system	• Council endorses recommendations, allocates grants • Quality and capacity of child care programs will be enhanced	• Stakeholders • Caregivers
Child Care Month				
Propose activities for Child Care Month in May	• Plan suggestions for activities that are multicultural and inclusive of all children in the community	• Enhance role of CCDAC • Encourage participation from the community • Celebrate	Multicultural child-oriented festivities that celebrate all children and their families	• Stakeholders • Caregivers