



City of Richmond

Report to Committee

To: Planning Committee **Date:** January 14, 2016
From: Cathryn Volkering Carlile **File:** 07-3070-01/2015-Vol
General Manager, Community Services 01
Re: **Child Care Development Advisory Committee 2015 Annual Report and 2016
Work Program**

Staff Recommendation

That the Child Care Development Advisory Committee's 2015 Annual Report and 2016 Work Program be approved.

Cathryn Volkering Carlile
General Manager, Community Services
(604-276-4068)

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:
APPROVED BY CAO 	

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. The City supports the CCDAC by providing an annual operating budget, a Council liaison and a staff liaison.

This report presents the CCDAC 2015 Annual Report (Attachment 1) and 2016 Work Program (Attachment 2).

This report also supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

2.2. *Effective social service networks.*

Analysis

The CCDAC was established to provide 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 in the City of Richmond. In addition, the CCDAC responds to Council requests as they arise.

Highlights of the CCDAC's 2015 Annual Report and 2016 Work Program are noted below.

2015 Annual Report

The CCDAC activities undertaken in the previous year are described in the 2015 Annual Report (Attachment 1). Highlights are as follows:

- Planned and hosted a May Child Care Month Event – A Children's Art Exhibition at the Richmond Cultural Centre. The theme of the art exhibition was "Trash to Treasure". Twenty child care centres serving children ranging in ages from toddlers to school-age, presented art made from recycled materials. Over 120 guests attended.
- Provided feedback through the staff liaison regarding the Ministry of Health's review of the Provincial child care regulations.
- Reviewed and made recommendations on the 2016 Child Care Grants for inclusion in a staff report to the City's Planning Committee.
- Provided advice on the development of a publication describing municipal processes for creating child care space in the City of Richmond, which will be published in 2016.

2016 Work Program

On December 9, 2015, the CCDAC approved the proposed 2016 work program (Attachment 2). This year the CCDAC will give priority to:

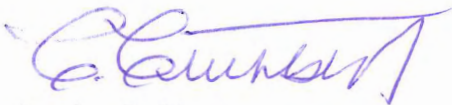
- Monitoring issues and emerging trends concerning child care (e.g. potential policy changes at the senior government level);
- Providing the Child Care Coordinator with information and CCDAC's perspective on new proposals for City-owned child care facilities and early childhood development hubs, as well as the implementation of a child care needs assessment;
- Planning for an annual event that celebrates child care in Richmond (e.g. Children's Art Exhibition, speakers or workshops, etc.); and
- Reviewing and making recommendations concerning the 2017 child care grant applications for inclusion in a staff report to the City's General Purposes Committee.

Financial Impact

The 2016 CCDAC operating budget of \$5,000 reflects the existing funding plan, as budgeted.

Conclusion

The CCDAC 2016 Work Program is designed to reflect and address the emerging issues impacting the community. CCDAC is committed to improving the availability and accessibility of quality child care in Richmond. Staff recommend that the Child Care Development Advisory Committee's 2016 Work Program be approved.



Coralys Cuthbert
Child Care Coordinator
(604-204-8621)

Att. 1: Child Care Development Advisory Committee 2015 Annual Report

Att. 2: Child Care Development Advisory Committee 2016 Work Program

CITY OF RICHMOND CHILD CARE DEVELOPMENT ADVISORY COMMITTEE
2015 ANNUAL REPORT

The Child Care Development Advisory Committee (CCDAC) had a productive year in 2015. Highlights of the Committee's meetings and events are outlined below:

1. Oriented new members in January 2015 which entailed a review of the Committee's terms of reference and a power point presentation by staff giving an overview of the current child care situation in Canada, BC and Richmond.
2. Reported to City's Planning Committee about the 2014 CCDAC Annual Report and 2015 Work Program.
3. Established three subcommittees: Advocacy, Child Care Month Event and Child Care Grants.
4. Provided feedback throughout the year on new child care development proposals for future City-owned child care facilities.
5. Planned and hosted a May Child Care Month Event – A Children's Art Exhibition at the Richmond Cultural Centre. The theme of the art exhibition was "Trash to Treasure". Twenty child care centres serving children ranging in age from toddlers to school age children presented art made from recycled materials. Over 120 guests attended.
6. Purchased a table for the annual Child Care Dinner which is coordinated by a number of Richmond-based child care agencies. Several committee members attended this event along with the Mayor and some members of Council.
7. Monitored senior levels of government announcements regarding child care initiatives such as major capital grants for creating new child care spaces and the Early Years Strategy consultation processes.
8. Provided feedback through the staff liaison to the Ministry of Health's review of the Provincial child care regulations.
9. Reviewed and made recommendations on the 2016 Child Care Grants for inclusion in a staff report to the City's Planning Committee.
10. Provided input to a brochure describing municipal processes for creating child care space in the City of Richmond.

MEMBERS OF THE 2014 CHILDCARE DEVELOPMENT ADVISORY COMMITTEE

VOTING:

1. Linda Shirley (Chair)
2. Shyrose Nurmohamed (Vice Chair)
3. Maryam Bawa
4. Olha Fedorenko
5. Sonia Saldanha (resigned in June 2015) Flor Chung (replaced Sonia)
6. Heather Logan
7. Kathy Moncalieri
8. Lori Mountain

9. Dustin Ng
10. Fatima Sheriff
11. Ofra Sixto
12. Gordon Surgeson

NON-VOTING:

1. Jonathan Ho (School Board), Ken Hamaguchi (Alternate)
2. Marcia MacKenzie (Richmond Child Care Resource and Referral)
3. Councillor Alexa Loo (Council Liaison)
4. Coralys Cuthbert (Staff Liaison)

RECORDING SECRETARY:

Jodi Allesia

2015 Budget

CCDAC received an operating budget of \$5,000 for 2015. The funds were spent as follows:

Meeting and miscellaneous expenses:	\$2,000
Recording Secretary	\$2,000
Forums and Conventions:	\$ 400
Child Care Month Expenses:	\$ 400
Total:	\$4,800

CLOSING COMMENTS:

The Committee welcomed City Councillor Alexa Loo and School Board Trustee Jonathan Ho as the new Council and School Board liaisons. Councillor Loo's comments and input from her perspective as a City Councillor, working professional and parent has been informative. It has been a great benefit to the Committee to have regular updates from Trustee Ho particularly on school district public consultation processes. Our staff liaison, Coralys Cuthbert, has once again provided excellent support and insight. She continues to be well informed on a variety of subjects pertaining to child care both in the City and other jurisdictions. We welcome the many new initiatives she has helped oversee, including but not limited to, the mapping of child care facilities in Richmond.

Prepared by:

Linda Shirley, Chair, Child Care Development Advisory Committee, January 2016

Child Care Development Advisory Committee’s 2016 Work Program

The proposed 2016 work program is consistent with the Child Care Development Advisory Committee’s mandate to provide 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 in the City of Richmond.

It supports the following Council Term Goals (2014 - 2018):

Goal 2: A vibrant, Active and Connected City - 2.2 Effective social service networks

- CCDAC will assist where appropriate with the implementation of the Social Development Strategy. In particular, those actions related to Strategic Direction 4: Help children, youth and families thrive.

2016 Child Care Budget

Meeting and miscellaneous expenses:	\$1,500
Recording Secretary	\$2,000
Forums and Conventions:	\$ 500
Child Care Month Expenses:	\$1,000
Total:	\$5,000

Initiative	CCDAC Action/Steps	Expected Outcome	Indicator of Success	Partners
Advocacy				
Make recommendations to Council regarding advocacy that could be undertaken to senior levels of government to address the funding, bureaucracy, changing policies, and licensing issues for child care providers	<ul style="list-style-type: none"> • Monitor issues and emerging trends • Discuss, consider roles, and summarize issues • Pass motions or resolutions • Prepare letters and briefs • Submit advice to Council through Staff Liaison 	<ul style="list-style-type: none"> • Council will be informed about child care issues it may want to pursue with senior levels of government 	Improved funding, policy and child care licensing	<ul style="list-style-type: none"> • City Council • Federal Govt. • Provincial Govt. • Child Care Licensing (VCH)
Liaise with the Child Care Coordinator regarding issues that need further attention, action	<ul style="list-style-type: none"> • At monthly meetings, provide Child Care Coordinator with information and CCDAC’s 	<ul style="list-style-type: none"> • The Child Care Coordinator, as the staff liaison to CCDAC, will be informed regarding CCDAC’s 	The Child Care Coordinator working with CCDAC’s advice and under Council’s direction addresses priority child care	<ul style="list-style-type: none"> • City Council • Stakeholders • Caregivers

Initiative	CCDAC Action/Steps	Expected Outcome	Indicator of Success	Partners
or clarification	<p>perspective</p> <ul style="list-style-type: none"> • Provide advice on the approach to use for a future City of Richmond Child Care Needs Assessment and Strategy in order to assist understanding of the existing child care landscape in Richmond and future demands for child care space • Make suggestions about data collection • Provide ideas for communication materials that will assist child care operators and parents • Respond to Council referrals through the Child Care Coordinator 	<p>perspective on key child care issues</p>	<p>issues for Richmond</p> <p>Liaison with CCDAC assists the Child Care Coordinator to successfully address the City's objectives</p>	
Participate in City consultations	<ul style="list-style-type: none"> • Continue to participate in discussions about the implementation of the City's Social Development Strategy • Provide input into other City consultation processes as they relate to the CCDAC mandate 	<ul style="list-style-type: none"> • The implementation of the City's Social Development Strategy incorporates CCDAC's perspective • CCDAC's advice is provided to City consultation processes that are relevant to their mandate 	<p>Plans for future growth will address the need for quality, affordable childcare</p>	<ul style="list-style-type: none"> • City Council • Stakeholders • Caregivers
Advise the City regarding the development of new child care centres and service models	<ul style="list-style-type: none"> • CCDAC to be consulted at the earliest point possible in the development process 	<ul style="list-style-type: none"> • CCDAC is consulted regarding the planning and development of new City child care 	<p>Child care facilities and early childhood development hubs are well designed and meet community needs regarding size,</p>	<ul style="list-style-type: none"> • City Council • City Planners • Developers • Stakeholders • Caregivers

Initiative	CCDAC Action/Steps	Expected Outcome	Indicator of Success	Partners
	<ul style="list-style-type: none"> Review proposals for City-owned child care facilities and early childhood development hubs, (e.g., minimum size, location, when to prioritize monetary contributions) 	<p>facilities secured through rezoning processes</p>	<p>location, and programs offered</p>	
Child Care Grants				
<p>Recommend Child Care Grant Allocations</p>	<ul style="list-style-type: none"> Review child care grant applications Make grant recommendations to Council Provide advice regarding the enhancement of the web-based, on-line application system 	<ul style="list-style-type: none"> Council endorses 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 Richmond's early childhood educators will receive training opportunities as a result of initiatives funded as a result of Council's allocation of Professional and Program Development Grants Application submissions and their review will be facilitated by ongoing improvements to the on-line, web-based application system 	<p>The quality and capacity of child care programs will be enhanced as a result of the City's Child Care Grants Program</p>	<ul style="list-style-type: none"> City Council Stakeholders Caregivers

Initiative	CCDAC Action/Steps	Expected Outcome	Indicator of Success	Partners
Child Care Month				
Propose activities for Child Care Month in May	<ul style="list-style-type: none"> • Plan for an annual event that celebrates May Child Care Month and child care in Richmond, (e.g. a Children's Art Exhibition, speakers or workshops, etc.) • Ensure the event is multicultural and inclusive of all children in the community 	<ul style="list-style-type: none"> • Richmond residents will learn about child care services in their community • Child care providers will have an opportunity to showcase the work they do, the creativity of the children who are enrolled in their programs and parents will have an opportunity to celebrate their children's achievements • Child care providers will receive useful information for professional development 	Child-oriented festivities occur during May Child Care Month and celebrate all children, their families and the work of child care professionals	<ul style="list-style-type: none"> • Stakeholders • Caregivers