



**City of Richmond**

**Report to Committee**

*To Planning - mar 18, 2008*

**To:** Planning Committee  
**From:** Joe Erceg, MCIP  
 General Manager, Planning and  
 Development  
**Re:** **Proposed 2008 Child Care Expenditures**

**Date:** March 5, 2008  
**File:** 03-1075-12

**Staff Recommendation**

That, as per the General Manager's report attached, dated March 5<sup>th</sup>, 2008, the following 2008 child care expenditures be approved:

- \$14,000 for Child Care Grants, and
- \$40,000 for a part-time contracted Child Care Coordinator.

*Joe Erceg*  
 Joe Erceg, MCIP  
 General Manager, Planning and Development

Att. 1

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<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>	
Budgets .....	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	<i>Joe Erceg</i>	
PRCS Planning and Projects .....	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
<b>REVIEWED BY TAG</b>	YES <input checked="" type="checkbox"/> <i>GS</i> NO <input type="checkbox"/>	<b>REVIEWED BY CAO</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

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## **Staff Report**

### **Origin**

The City's Child Care Development Policy (Policy 4017, **Attachment 1**) acknowledges that quality and affordable child care is an essential service in the community for residents, employers and employees.

### **Findings Of Fact**

#### **1. Child Care Planning**

Policy 4017 directs staff to plan, partner and, as resources and budgets become available, support a range of quality, affordable child care:

- facilities,
- spaces,
- programming,
- equipment, and
- support resources.

#### **2. Child Care Development Statutory Reserve Fund**

##### **Policy**

Policy 4017 also indicates that the City will use the Child Care Development Statutory Reserve (CCDSR) Fund to financially assist with:

- establishing child care facilities and spaces in:
  - City buildings and on City land,
  - private developments,
  - senior government projects,
  - community partner projects,
- undertaking child care research (e.g., need assessments) and planning,
- acquiring sites for lease to non-profit societies for child care,
- hiring child care consultants and staff, as authorized by Council,
- providing child care equipment grants, and
- a variety of initiatives to achieve quality and affordable child care in the City.

##### **Balance**

Currently, there is approximately \$385,000 in the CCDSR.

#### **3. 2008 Capital Budget**

Previously, of the \$385,000, the following was made available for 2008:

- \$300,000 for the purchase of land and/or buildings, construction or renovation of child care spaces/facilities or other child care capital projects. These dollars are to be used in partnership with Provincial and other sources of funding, and
- \$16,000 for the Child Care Grants program.

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In addition, \$45,000 was carried over from 2007 to be used for the 2008 – 2012 Child Care Needs Assessment.

## Analysis

### 1. Child Care Needs Assessment

As the 2001 – 2006 Child Care Needs Assessment is out of date, an updated Child Care Needs Assessment will be undertaken, and \$45,000, approved as part of the 2007 Capital Budget, has been carried over from 2007 to 2008 for this purpose. The Needs Assessment was not undertaken in 2007 because not all 2006 Census Data was available, but will be in 2008.

### 2. Capital Project

\$300,000 for child care capital projects yet to be specified was approved as part of the 2008 Capital Budget so that the City would be ready, should major capital funding opportunities arise. These dollars are to acquire land/buildings, or construct/renovate facilities, originally in partnership with senior government and developers.

Of the \$300,000:

- \$200,000 was raised from developer contributions earmarked for a City-owned child care centre specifically in the West Cambie area, and
- \$100,000 was raised and can be used City-wide.

Staff recommend that this capital expenditure be used as follows:

	West Cambie	City-Wide
Total	\$200,000	\$100,000
Child Care Grants		\$14,000
Child Care Coordinator	\$20,000	\$20,000
Remaining	\$180,000	\$66,000

The balance (West Cambie, \$180,000; City-Wide, \$66,000) may be used on respective area capital projects. Expenditures on specific capital projects will be presented to Council as they arise, with information, options and recommendations.

### 3. Child Care Grants

Also as part of the 2008 Capital Budget, Council approved a separate expenditure of \$16,000 from the Child Care Statutory Reserve Fund for child care minor capital grants.

Staff recommend increasing the amount available in 2008 for child care grants to a total of \$30,000. To do so, staff propose that \$14,000 of the \$100,000 raised for City-wide use (as identified in #2 above) be used for this purpose.

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If staff recommendations are approved, in 2008, the Child Care Development Advisory Committee will issue a call for proposals, review applications and present recommendations to Council regarding allocation of the \$30,000.

#### **4. Child Care Coordinator - Hamilton Child Care Project**

The City currently employs a part-time contracted child care coordinator to assist with the coordination of the Hamilton child care centre, for which the City provided land in 2006 to enable the Society of Richmond's Children Centres to receive Provincial Major Capital funding.

From an original total of \$50,000 to fund this position, a balance of approximately \$17,000 has been carried over to 2008 to continue the consultant's work on the Hamilton project.

#### **5. Child Care Coordinator - Upcoming Child Care Projects**

##### **Need for Child Care Coordinator**

Currently, a part-time contracted Child Care Coordinator may be needed to oversee the development and leasing of other new proposed City-owned child care centres. It is proposed that a contract be let, if the need arises. At this time, projects that will require such coordination and expertise, should these proposals come to fruition, are:

- Rezoning at 9340, 9360 & 9400 Cambie Road (RZ 07366342), proposed 6,000 Sq. Ft. City-owned child care centre (child care coordination required immediately; developer finalizing plans),
- Rezoning at 1880 No. 4 Road, 10071 – 10311 River Drive (RZ 07380169), another child care centre of similar dimensions,
- Rezoning at the northeast corner of No. 3 Road and Capstan Way, adjacent to the proposed Capstan Canada Line Station (RZ 03-254977), one 25-space City-owned child care facility, and
- Other, as may arise.

##### **Child Care Coordinator Responsibilities**

The Child Care Coordinator would work with developers, child care licensing, non-profit child care providers, the Child Care Development Advisory Committee and the City to:

- ensure that City-owned child care centres are:
  - built to provincial licensing standards,
  - meet Richmond child care design guidelines,
- select non-profit child care providers to operate City-owned facilities, and
- arrange legal agreements (e.g., lease, contract).

##### **Financing the Part-time Coordinator Contract Position**

For 2008, staff recommend funding a part-time contracted child care coordinator as follows:

From the West Cambie Capital Expenditure	\$20,000
From the City-Wide Capital Expenditure	<u>\$20,000</u>
TOTAL	\$40,000

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### **Financial Impact**

1. 2008 Proposed Expenditure

- \$14,000 allocated from the \$300,000, to be added to the existing \$16,000, for a total of \$30,000 to be spent on child care grants in 2008.
- \$40,000 for a child care coordinator from the \$300,000.
- from the previously approved \$45,000, a child care needs assessment will be undertaken in 2008.

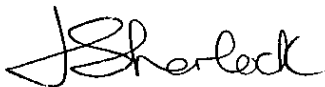
2. 2008 Available For Capital (not yet to be spent)

- in West Cambie, \$180,000
- in other areas of the City, \$66,000

### **Conclusion**

Staff recommend that the following 2008 child care expenditures from the \$300,000 capital project be approved:

- \$14,000 for Child Care Grants,
- \$40,000 for a part-time contracted Child Care Coordinator.



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## POLICY

It is Council policy that:

### 1. General

The City of Richmond acknowledges that quality and affordable child care is an essential service in the community for residents, employers and employees.

### 2. Planning

To address child care needs, the City will plan, partner and, as resources and budgets become available, support a range of quality, affordable child care:

- facilities
- spaces
- programming
- equipment
- support resources.

### 3. Partnerships

- The City of Richmond is committed to being an active partner with senior governments, stakeholders, parents, the private and co-operative sectors, and the community, to develop and maintain a quality and affordable comprehensive child care system in Richmond.
- Advise regarding establishing child care facilities for workers and students at institutions and workplaces (e.g., Richmond Hospital, Workers Compensation Board).
- To request the Senior Governments and other stakeholders to provide ongoing funding for affordable child care facilities, spaces, operations and programming.

### 4. Richmond Child Care Development Advisory Committee (CCDAC)

The City will establish and support the Richmond Child Care Development Advisory Committee.

### 5. Child Care Development Statutory Reserve Fund

The City will establish and administer a Child Care Development Statutory Reserve Fund, to financially assist with:

- establishing child care facilities and spaces:
  - in City buildings and on City land,
  - in private developments
  - in senior government projects
- community partner projects.
- undertaking child care research (e.g., need assessments) and planning,
- acquiring sites for lease to non-profit societies for child care,
- hiring child care consultants and staff, as authorized by Council,
- providing child care equipment grants
- a variety of initiatives to achieve quality and affordable child care in the City.



**6. Development Applications**

To develop City child care policies and guidelines, and use Council's powers and negotiations in the development approval process, to achieve child care targets and objectives.

**7. Child Care Grants Policy**

Through City child care grants, support child care:

- facilities
- spaces
- programming
- equipment
- professional support.

**8. Professional Child Care Support Resources**

Support resources for child care providers as advised by the Child Care Development Advisory Committee and as the need requires and budgets become available.

**9. Policy Reviews**

- From time to time, review child care policies, regulations and procedures to ensure that no undue barriers exist to the development of child care.
- As appropriate, develop targets for the required number, type and location of child care services in Richmond.

**10. Area Plans**

Ensure that area plans contain effective child care policies.

**11. Information**

The City will, with advice from the Child Care Development Advisory Committee,

- generate, consolidate and analyze information to facilitate the development of child care facilities, programs and non-profit child care agencies;
- determine if any City land holdings are appropriate to be made available for immediate use as child care facilities;
- review and where appropriate, improve and provide City produced public information material on child care.

**12. Promotion**

- Declare the month of May "Child Care Month" and support awareness and fund-raising activities during that month.

**13. Partnerships**

- Employers
  - Encourage employer involvement in child care.
- Developers
  - Encourage the developers to provide land and facilities for child care programs throughout the City.
- Community Associations



- Encourage City staff and the Council of Community Associations to:
  - assess whether or not child care services can be improved in community centres,
  - provide enhanced child care programs in current and future community centres.
- Intercultural
  - Encourage the Richmond intercultural Committee to investigate and report on the child care concerns, needs and problems facing ethnocultural groups in the City.
- School Board
  - Co-ordinate CCDAC activities with the Richmond School Board.
  - Encourage the Richmond School District to involve schools in the provision of child care services.
  - Encourage child care centre facilities to be integrated with schools, as appropriate.

**14. Child Care Facilities**

- Encourage adequate child care centre facilities throughout the City where needed, particularly in each new community.
- Consider providing City land and facilities for child care programs throughout the City,
- Encourage child care program expansion through the enhancement of existing community facilities.