



# RCSAC | Richmond Community Services Advisory Committee

## 2023 Work Program

The proposed 2023 Work Program is consistent with the Richmond Community Services Advisory Committee's (RCSAC) mandate to act as a resource and provide advice to City Council regarding social policies and community services which contribute to the general health, welfare and quality of life of Richmond residents.

This report supports Social Development Strategy (2013–2022) Action 38:

*Nurture and enhance existing communication channels and networks with community agencies (e.g. through staff support to the Richmond Community Services Advisory Committee, participation in networking groups).*

## 2023 RCSAC Work Program

The 2023 Work Program was approved at the RCSAC AGM meeting held on December 8, 2022. This year the committee will give priority to the initiatives outlined in the table below:

2023 RCSAC Work Program	
<b>Initiative #1</b>	<ul style="list-style-type: none"><li>• Act as a resource and provide advice to Council regarding social policies and community services which contribute to the general health, welfare and quality of life of Richmond residents.</li></ul>
<b>RCSAC Actions</b>	<ul style="list-style-type: none"><li>• Monitor social issues and emerging trends;</li><li>• Discuss social issues that come to the RCSAC's attention, consider related roles and actions that could be taken or recommended;</li><li>• Pass motions or resolutions; and</li><li>• Submit Communication Tools through the Staff Liaison informing Council of various issues of concern emerging from RCSAC discussions.</li></ul>
<b>Expected Outcome(s)</b>	<ul style="list-style-type: none"><li>• Council will be informed about social issues in the community that may be pursued with senior levels of government and/or addressed at the local level.</li></ul>
<b>Initiative #2</b>	<ul style="list-style-type: none"><li>• Participate in consultations regarding the development and/or implementation of City plans, initiatives and policies that are relevant to the RCSAC's mandate.</li></ul>
<b>RCSAC Actions</b>	<ul style="list-style-type: none"><li>• At monthly meetings, provide the staff liaison with information and RCSAC's perspective on key social issues impacting Richmond residents;</li><li>• Participate in consultation on City plans, updates, strategies, initiatives and policies relating to social service matters; and</li><li>• Respond to Council referrals through the Staff Liaison.</li></ul>
<b>Expected Outcome(s)</b>	<ul style="list-style-type: none"><li>• City Council and staff will be informed regarding RCSAC's perspective on the development and/or implementation of City strategies, initiatives and policies.</li></ul>

	<ul style="list-style-type: none"> <li>• RCSAC's advice is provided to City consultation processes that are relevant to its mandate.</li> </ul>
<b>Initiative #3</b>	<ul style="list-style-type: none"> <li>• Provide a forum for social service providers to network with and learn from one another through information sharing, guest speakers and educational opportunities.</li> </ul>
<b>RSCAC Actions</b>	<ul style="list-style-type: none"> <li>• Invite guest speakers to present on topics relevant to the membership and their clients;</li> <li>• Present on initiatives from own organizations and/or other groups that address the unique challenges in Richmond;</li> <li>• Share relevant educational opportunities offered by the City and community partners, such as the annual City of Richmond Diversity Symposium;</li> <li>• Explore opportunities for RCSAC members to plan and promote community social service events and activities; and</li> <li>• Include information sharing as a standing item on the agenda at every RCSAC meeting.</li> </ul>
<b>Expected Outcome(s)</b>	<ul style="list-style-type: none"> <li>• A summary of key findings from the various presentations is included in the RCSAC Annual Report;</li> <li>• Members are informed about best practices on social service issues; and</li> <li>• Members are able to network with and learn from each other as well as from guest speakers.</li> </ul>
<b>Initiative #4</b>	<ul style="list-style-type: none"> <li>• Participate in initiatives that address issues of concern in the membership.</li> </ul>
<b>RSCAC Actions</b>	<ul style="list-style-type: none"> <li>• Monitor member agencies' needs through discussions at the monthly RCSAC meetings and other mechanisms, such as surveys and interviews;</li> <li>• Participate in committees and/or task groups that align with the RCSAC's mandate;</li> <li>• Update the RCSAC Community Table Inventory;</li> <li>• Conduct the RCSAC Space Needs Survey; and</li> <li>• Continue to support initiatives that align with the RCSAC's mandate through participation, education and information.</li> </ul>
<b>Expected Outcome(s)</b>	<ul style="list-style-type: none"> <li>• Members are able to bring up issues that concern them and the community; and</li> <li>• Members are able to work together and collaborate on joint initiatives that align with the RCSAC's mandate.</li> </ul>
<b>Initiative #5</b>	<ul style="list-style-type: none"> <li>• Update the RCSAC Charter and RCSAC Operating Policies and Procedures.</li> </ul>
<b>RSCAC Actions</b>	<ul style="list-style-type: none"> <li>• Review the RCSAC Charter and RCSAC Operating Policies and Procedures and present recommended changes with regards to membership responsibilities and composition; and</li> <li>• Review membership structure to ensure that it has the leadership of community agencies engaged in the RCSAC.</li> </ul>
<b>Expected Outcome(s)</b>	<ul style="list-style-type: none"> <li>• A report will be submitted to Council through the Staff Liaison regarding proposed updates to the RCSAC Charter.</li> </ul>

## 2023 RCSAC Budget

The RCSAC collects an annual membership fee of \$50 from organizational and individual members. In addition, the RCSAC receives an annual operating budget of \$11,000 from the City of Richmond for administrative expenses.