

City of Richmond Child Care Development Advisory Committee 2025 Work Program

The proposed 2025 Work Program is consistent with the Child Care Development Advisory Committee's (CCDAC) mandate to act as a resource and provide advice to Council regarding the planning, development, support and promotion of quality, affordable and accessible child care in Richmond.

The Work Program supports Council's Strategic Plan 2022–2026 Strategic Focus Area #6 A Vibrant, Resilient and Active Community:

Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.

The Work Program supports the *Richmond Child Care Strategy 2024–2034*:

Strategic Direction 3 – Advocacy:

Action 3.1: Advocate for a universal, affordable child care system that supports equitable access for families and child care providers.

Action 3.2: Advocate for increased funding and supports to enable child care operators to comply with the Accessible British Columbia Act.

Action 3.5: Advocate for ongoing strategies and tools to support accessible and high quality training, recruitment, retention and compensation for Early Childhood Educators.

Action 3.7: Continue to advocate for increased mental wellness and inclusion supports for children to support caregivers, families and child care providers.

Strategic Direction 4 – Collaboration:

Action 4.4: Investigate the feasibility of convening regular meetings with child care operators to encourage networking, collaboration and mutual support.

Strategic Direction 5 – Education and Information:

Action 5.6: Enhance public education on the importance of child care and the role of the City of Richmond in relation to the provision of child care in the community.

The Work Program also supports the *2021–2031 Richmond Child Care Action Plan*:

Sector Quality and Sustainability:

Action 3.1: Ensure that the City continues to be well-informed about the latest trends, research and advocacy efforts concerning child care matters.

2025 CCDAC Work Program

The 2025 Work Program was approved at the CCDAC meeting held on December 4, 2024. This year the Committee will give priority to the initiatives outlined in the table below.

Advocacy	
Initiative #1	<ul style="list-style-type: none"> • Make recommendations to Council regarding advocacy that could be undertaken with senior levels of government regarding the ongoing implementation of the Federal Multilateral Early Learning and Care Framework, the Provincial ChildCareBC Plan, the <i>Richmond Child Care Strategy 2024–2034</i>, and the <i>2021–2031 Richmond Child Care Action Plan</i>.
CCDAC Actions/Steps	<ul style="list-style-type: none"> • Monitor child care data, issues and emerging trends; • Monitor senior government announcements and changes regarding child care policy and funding for creating new child care spaces; • Discuss child care-related issues that come to the CCDAC’s attention, consider related roles and actions that could be taken or recommended; • Pass motions or resolutions; • Prepare letters and briefs; and • Submit advice to Council through the Staff Liaison.
Expected Outcome	<ul style="list-style-type: none"> • Council will be informed about child care issues in the community that may be pursued with senior levels of government.
Indicator of Success	<ul style="list-style-type: none"> • Increased funding from senior levels of government and improved funding processes.
Partners	<ul style="list-style-type: none"> • City Council; • Child Care Licensing (Vancouver Coastal Health); • Provincial Government; and • Federal Government.
Initiative #2	<ul style="list-style-type: none"> • Liaise with the Manager, Community Social Development (Staff Liaison) and Planner 2, Child Care regarding issues that need further attention, action or clarification.
CCDAC Actions/Steps	<ul style="list-style-type: none"> • At monthly meetings, provide the Staff Liaison with information and the CCDAC’s perspective on key child care issues impacting Richmond child care operators, providers and families; • Participate in actions noted in the <i>Richmond Child Care Strategy 2024–2034</i> and the <i>2021–2031 Richmond Child Care Action Plan</i> where the CCDAC involvement is identified; • Provide advice on future City of Richmond child care initiatives; • Provide ideas for communication materials that will assist child care operators and parents; and • Respond to Council referrals through the Staff Liaison.
Expected Outcome	<ul style="list-style-type: none"> • The Manager, Community Social Development, as the Staff Liaison to the CCDAC, will be informed regarding the CCDAC’s perspective on key child care issues.
Indicator of Success	<ul style="list-style-type: none"> • The Staff Liaison, working with the CCDAC’s advice and under Council’s direction, will address priority child care issues for Richmond.
Partners	<ul style="list-style-type: none"> • City Council; • Key organizations and individuals; and • Child care providers and Early Childhood Educators.

Initiative #3	<ul style="list-style-type: none"> • Participate in City consultations related to child care.
CCDAC Actions/Steps	<ul style="list-style-type: none"> • Continue to participate in discussions related to child care to inform the implementation of the <i>2021–2031 Richmond Child Care Action Plan</i>; • Provide input into the implementation of the <i>Richmond Child Care Strategy 2024–2034</i>; and • Provide input into other City consultation processes as they relate to the CCDAC’s mandate (e.g. City Child Care Budget).
Expected Outcome	<ul style="list-style-type: none"> • Implementation of actions with or related to child care in the <i>Richmond Child Care Strategy 2024–2034</i> and the <i>2021–2031 Richmond Child Care Action Plan</i>, incorporating the CCDAC’s perspective; and • The CCDAC’s advice is provided to City consultation processes that are relevant to its mandate.
Indicator of Success	<ul style="list-style-type: none"> • Plans for future growth of City services and amenities will address the need for quality, affordable child care.
Partners	<ul style="list-style-type: none"> • City Council; • Key organizations and individuals; and • Child care providers and Early Childhood Educators.
Initiative #4	<ul style="list-style-type: none"> • Advise the City regarding the development of new City-owned child care centres and early childhood development hubs.
CCDAC Actions/Steps	<ul style="list-style-type: none"> • Review proposals for City-owned child care facilities and early childhood development hubs as early in the planning and development process as possible.
Expected Outcome	<ul style="list-style-type: none"> • The CCDAC is consulted regarding the planning and development of new City-owned child care facilities secured through rezoning processes or in City-owned buildings or projects.
Indicator of Success	<ul style="list-style-type: none"> • Child care facilities and early childhood development hubs are well designed and meet community needs regarding size, location and programs offered.
Partners	<ul style="list-style-type: none"> • City Council; • City Planners; • Developers; • Key organizations and individuals; and • Child care operators.
Initiative #5	<ul style="list-style-type: none"> • Identify and provide information to the CCDAC members on community advocacy initiatives that impact children and families.
CCDAC Actions/Steps	<ul style="list-style-type: none"> • At monthly meetings, or as relevant, share information with the CCDAC regarding key, related community advocacy initiatives impacting Richmond child care operators, providers and families.
Expected Outcome	<ul style="list-style-type: none"> • The CCDAC will be informed about community advocacy issues related to children and families.
Indicator of Success	<ul style="list-style-type: none"> • The CCDAC members have better access to information on advocacy initiatives related to child care, children and families.
Partners	<ul style="list-style-type: none"> • Key organizations and individuals.

Child Care Grants	
Initiative	<ul style="list-style-type: none"> • Recommend City of Richmond Child Care Grant allocations.
CCDAC Actions/Steps	<ul style="list-style-type: none"> • Review and adjudicate Child Care Grant applications.
Expected Outcome	<ul style="list-style-type: none"> • Council endorses grant recommendations and allocates grants to non-profit societies so these organizations can undertake capital projects to improve the quality of their furnishings, equipment and physical space; and • Richmond’s Early Childhood Educators will receive training opportunities and resources as a result of the City’s allocation of Professional and Program Development Grants.
Indicator of Success	<ul style="list-style-type: none"> • The quality and capacity of child care programs will be enhanced as a result of the City’s Child Care Grants Program.
Partners	<ul style="list-style-type: none"> • City Council; • Key organizations and individuals; and • Child care operators.

Child Care Month	
Initiative	<ul style="list-style-type: none"> • Propose and implement activities for Child Care Month in May to both celebrate the child care sector and to provide education and information.
CCDAC Actions/Steps	<ul style="list-style-type: none"> • Plan for an annual event to occur in Richmond during Child Care Month which will include professional development opportunities for Richmond child care providers and/or exhibitions to showcase the work of Richmond’s child care providers.
Expected Outcome	<ul style="list-style-type: none"> • Richmond residents will learn about child care services in their community; • Richmond child care providers will have an opportunity to receive useful information for professional development; and • Richmond child care providers will be supported and celebrated for their work.
Indicator of Success	<ul style="list-style-type: none"> • Child Care Month activities enhance the work of child care professionals in Richmond and support parents.
Partners	<ul style="list-style-type: none"> • Key organizations and individuals; and • Child care providers and early childhood educators.

Implementation of the Richmond Child Care Strategy 2024–2034	
Initiative	<ul style="list-style-type: none"> • Provide input regarding the implementation of the <i>Richmond Child Care Strategy 2024–2034</i>.
CCDAC Actions/Steps	<ul style="list-style-type: none"> • Provide advice on actions within the <i>Richmond Child Care Strategy 2024–2034</i> as requested by the Manager, Community Social Development.
Expected Outcome	<ul style="list-style-type: none"> • Short-term actions noted in the <i>Richmond Child Care Strategy 2024–2034</i> are initiated and, dependent on identified timelines, completed; particularly those identified as involving the CCDAC.
Indicator of Success	<ul style="list-style-type: none"> • A number of the ‘short-term’ actions will be initiated and in progress by the end of 2025. • The creation of new child care spaces aligns with the Vision of the Child Care Strategy to be affordable, accessible, inclusive and high quality.

	<ul style="list-style-type: none"> • The quality of child care programs in Richmond is enhanced.
Partners	<ul style="list-style-type: none"> • City Council; • Public Partners (School District No. 38, Vancouver Coastal Health); • Key organizations and individuals; and • Child care providers and Early Childhood Educators.

2021–2031 Richmond Child Care Action Plan – Implementation Actions	
Initiative	<ul style="list-style-type: none"> • Provide input regarding the implementation of the <i>2021–2031 Richmond Child Care Action Plan</i>.
CCDAC Actions/Steps	<ul style="list-style-type: none"> • Provide advice on actions within the <i>2021–2031 Richmond Child Care Action Plan</i> as requested by the Manager, Community Social Development.
Expected Outcome	<ul style="list-style-type: none"> • Short and medium-term actions noted in the <i>2021–2031 Richmond Child Care Action Plan</i> are initiated and, dependent on identified timelines, completed; particularly those identified as involving the CCDAC.
Indicator of Success	<ul style="list-style-type: none"> • Increased child care spaces are available in Richmond. • Child care quality, accessibility and inclusiveness are enhanced.
Partners	<ul style="list-style-type: none"> • City Council; • Public Partners (School District No. 38, Vancouver Coastal Health); • Key organizations and individuals; and • Child care operators, providers and Early Childhood Educators.

2025 CCDAC Budget

As an Advisory Committee to Council, the CCDAC's activities are fully supported by the City's operating budget and, similar to prior years, \$4,000 was requested in 2025.

Child care is an essential service for families who live, work and study in Richmond. The 2025 CCDAC Work Program, which supports Council's Strategic Plan 2022–2026 outlines the Committee's intention to monitor and address emerging issues affecting child care services throughout the year. Through its annual work program, the CCDAC continues to support the development and sustainability of a comprehensive child care system in Richmond.