

# Terms of Reference for the Municipal Council Officials (Rapporteurs) responsible for the Implementation of the Sustainable and Child Friendly Municipalities Initiative

## **Background**

The Sustainable and Child Friendly Municipalities Initiative (SCFM) is a joint initiative of UNDP and UNICEF, in close collaboration with the Ministry of Labour Local Government, Rural Development, NEMO and Immigration (*henceforth*: MLLG), and the Belize Mayors' Association (BMA). The initiative was officially launched in September 2016, and received wide recognition and official endorsement by all Mayors, united in their endeavour to ensure their municipalities provide the best conditions for the survival, growth and development of children, and for ensuring that children's rights are at the forefront of policy-planning and policy implementation at the local level.

## **Designation of SCFM Rapporteurs**

The SCFM Rapporteurs shall be elected through a process of (self) nomination and endorsement from the majority of the Council Members during the first meeting of the newly elected Municipal Council. The duration of the mandate of the SCFM Rapporteurs shall coincide with the duration of the mandate of the elected Council. In an event of early termination of the function of the designated Rapporteur as council member, a new SCFM Rapporteur shall be elected following the same procedure within a period of one month.

## **Role and Function of SCFM Rapporteurs**

The roles and responsibilities of the SCFM Rapporteurs include:

- Liaise with relevant stakeholders on all issues related to the fulfilment of Municipal commitments towards complying with the requirements of the Sustainable Child Friendly Municipalities Initiative
- Identify key priorities for children at the level of municipality as they relate to children's rights in consultation with stakeholders
- Define annual programme of activities around child rights issues for the Municipal Council and present to the Council for endorsement and adoption
- Host regular discussions/debates/forums/consultations around child rights issues with community representatives and children
- Provide substantive inputs towards the drafting of the Municipal Development Plans geared towards the inclusion of elements related to the rights of children
- Continuously monitor the situation of children in the municipality and provide information to the Municipal Council of new developments and emerging priorities related to children's rights
- Advocate on behalf of children in Municipal Council meetings and sessions, particularly as they relate to the preparation and execution of the Municipal Budgets.
  - Preparing a yearly report on the implementation of the SCFM initiative to the Municipal Council, the Mayor and the BMA.