The Child Friendly City Governance Checklist

An Instrument to trigger Reflection and Dialogue on Governance for Child Rights

Tool 1

Introduction

This tool is designed to serve as a template for any Local Authority (LA) that wishes to explore how it might become more children friendly. It is based on the UN Convention on the Rights of the Child (CRC) and the commitments undertaken to implement it at local and national levels as well as on the Child Friendly Cities Framework for Action[1], and is designed to support LAs in this effort. It addresses how an LA attempts to respond to the particular needs of children by how it collects data, listens to the perspectives of children and parents, makes policies, strategies and plans, works with communities, trains staff and informs civil society. The aim is to raise awareness, trigger thinking and guide a discussion around processes and structures in place to meet children's needs and to guarantee their rights. As this is a universal template, and the range of governance contexts and dimensions are varied around the globe, it is suggested that it be used with the approach that is most appropriate to the specific municipal and country setting. A range of options for its use include: a) For those municipalities that see the value of arranging an inter-sectoral committee to strengthen a child friendly city, it can be used as a facilitator's guide for group discussion amongst officials representing the full range of relevant municipal agencies; b) If it is not possible to arrange an inter-agency workshop it can be used as an interview guide for use with an official from each relevant agency; c) For those municipalities that already have something equivalent to a child friendly city assessment tool(s) it can be used as a checklist to compare and supplement the contents of this tool(s).

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[1] www.childfriendlycities.org

It should be highlighted that this tool contains a range of elements that municipal governments should be considering to guarantee children's rights. The focus is not on service availability[2] but rather on structures and processes to prevent or respond to children's rights violations. It is not expected that an LA will score positively on every single item. Instead, the tool should guide stakeholders in thinking of how to pave the way towards building a child friendly municipality.

Please note the phrase "perspectives of children" is used throughout this document to refer to the full range of children from birth to eighteen years of age. It is assumed that in most cases, the perspectives of very young children, seven years of age or under, would be offered by their parents.

a) The Use of the Tool for Inter-agency Team Discussion:

The process is designed to ensure a multi-sector discussion which provides a starting point to a multi-sectoral approach to children's issues. For this reason, it is recommended that the tool be completed collaboratively by a group of people who are representative of the breadth of government agencies. If such a group does not currently exist, it will be necessary to form one, at least for the process of completing this assessment. Ideally, the group should not be limited to representatives from those agencies conventionally associated with children. It should include people who can represent the full range of agencies, including water and sanitation, transportation and housing. It should also include the significant child-serving NGOs working in the municipality.

In order to ensure the inclusion of representatives from line Ministries which do not have local representation, the facilitator may need to approach the relevant sector's representatives individually. Once direct contact has been made, a coordination meeting can be organised as it is important to have an interaction of different agencies to provide accurate responses. Individual agency representatives should be given the tool in advance so they can prepare by seeking the relevant information through archives and discussions with colleagues. If a representative from any particular agency is not able to join the meeting, the facilitator can use the guide to interview them and elicit the crucial information prior to the inter-sectoral meeting.

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[2] Another set of tools is available to be completed by community and municipal services providers, as well as children and caregivers (Community Assessment Tools available at www.childfriendlycities.org)

Tips for using the tool:

- Due to the collaborative nature of this effort, it is recommended that there be a facilitator with broad knowledge of governance of the municipality to facilitate the use of the tool and the discussion. It may, however, require more than one discussion session to complete the tool.   Successful strategies have included the direct involvement of the Mayor in convening the workshop. This may suggest that seeking partnership and endorsement at the highest political levels could be a first important step to consider when carrying out the discussion.

- The tool consists of two parts:

  a) A **summary table** where the facilitator or rapporteur can summarise the discussion and record the outcomes. The table includes key questions/items and an answer sheet with "yes", "no". There are then spaces for comments and future plans. If the yes/no type of answer is not considered appropriate, comments can be the only information recorded. A column on the left side defines the responsible authority for each item. The questions read as if the municipality (municipal government or local authority) is responsible for that specific action. The column gives the opportunity to specify if another level of government or a specific institution is in charge of that specific issue even at the municipal level.

  b) A **guide for discussion**, which breaks down the key questions into detailed items. These represent different options for the facilitators (or stakeholder if he/she is using the tool for self-assessment) to consider in the discussion.

- *Documentation and reporting*: Because the primary purpose of this tool is to help municipalities reflect on how to improve governance for children, it will be helpful to document the valuable discussions that will take place in the process of completing the table. Some of these discussions will go beyond what can be recorded on the table. Upon completion of the discussion it is important for the group to look at the results as a whole to get a critical overview of the state of affairs for children. Ideally, the data and the discussion form the use of this tool will be valuable for producing a report that provides the state of affairs of governance for children in the municipality based upon the discussion that was stimulated by the use of the instrument. This report can then be made broadly accessible on the state of governance for child friendliness in the LA.

b) The Use of the Tool for Interviews with Government officials

The tool can be used in a similar way to conduct interviews, with the discussion guide orienting the interviewer's questions and the summary table helping to record answers. Once more it should be emphasised that the process of bringing different sectors together is valuable in trying to promote a thorough assessment of governance structures and processes and at the same time to strengthen coordination. Therefore, even if an individual interview is conducted, it is recommended that there be an inter-agency meeting to share and discuss the final outcomes.

c) The Use of the Tool for Sectoral working groups

An alternative method for encouraging an inter-sectoral discussion through the use of this tool is to divide the whole group of participants into smaller sector-based working groups. Each group should analyse the section which is pertinent to their specific sector/domain before returning to the plenary for a joint discussion. This is important to ensure that the multi-sectoral overview and analysis of governance structures and processes for children are shared among all members and that awareness on the need for coordination among sectors is promoted.

Alternatively, a small separate workshop could be organized for each specific sector at different times. The results of each sectoral workshop should then be shared in a meeting in which representatives of each sector participate. Nevertheless, it should be noted that this process might be quite time and resource consuming.

d) The Use of the Tool to Reflect Upon Existing Assessment Instruments

For those municipalities that already have something equivalent to a child friendly city assessment tool(s) this instrument can simply be used to compare and supplement the contents of this tool(s). For example, where a country has a CFC accreditation system, the set of questions could be simply used to cross check whether there are any missing element that requires integration into the currently available governance questionnaires and scoreboards that municipal stakeholders already use for assessing accreditation with a Child Friendly label.

Profile of Participants on the Inter-agency Team

Name	Agency or NGO	Title and role

List of Agencies within the Local Authority (or Higher Responsible Authority) for Policies and Decision Making Which Affects Children in the Municipality

Title	Sector of Responsibility

Authority?		Yes ✓	Planned or in process (please describe)	No ✓	Possible action points for the future
	I. GOVERNMENT-WIDE COMMITMENTS TO CHILDREN				
	Municipal Policy-making for children				
	Does a strategy exist to address children's rights at the municipal level?				
	Is there a council, special commission or body that broadly debates and creates, or advises, on policies that concern children?				
	Are children's views incorporated into the decision making of city council?				
	Are all policy makers and elected officials trained on children's rights?				
	Coordination of Actions for Children across Government Agencies				
	Is there a specific body that facilitates coordination between all relevant agencies on issues relating to children?				
Authority?		Yes ✓	Planned or in process (please describe)	No ✓	Possible action points for the future

	Budgeting for Children			
	Is there a mechanism to systematically allocate resources for children out of the overall city's budget?			
	Is there a process to share information on the city's budget, and specifically on the portion allocated for children?			
	Data on Children			
	Is all data concerning families and children in the municipality made available in a centralized repository?			
	Does the municipality collect its own data on children and youth?			
	Does any of the available data allow you to do comparative neighbourhood level analysis on the conditions of children?			
	Is there household level data?			
	Does the data include children who live in illegal settlements?			
	Is there a city report with data on children that is made available to civil society/ the general public?			

Authority?		Yes ✓	Planned or in process (please describe)	No ✓	Possible action points for the future
	Plans of Action for Children				
	Do the municipal government's general plans of action typically include specific sections about children?				
	Is there a specific municipal plan of action for children?				
	Does the local plan of action include the assessment of impacts on children?				
	Public and Professional Awareness of Children and Children's Rights				
	Are there efforts to raise the public's awareness of children's rights?				
Authority?		Yes ✓	Planned or in process (please describe)	No ✓	Possible action points for the future

	Are there training programs for all persons dealing with children? (Including teachers, doctors, nurses, lawyers, judges, police, psychologists, social workers, staff from juvenile detention centres, and staff working in residential care facilities)				
	Advocacy for Children				
	Is there a special advocate or ombudsperson for children?				
	Community Governance				
	Does the municipal government regularly work with community based organizations and community governance structures?				

Authority?		Yes ✓	Planned or in process (please describe)	No ✓	Possible action points for the future
	II. RECOGNIZING CHILDREN'S RIGHTS WITHIN PARTICULAR SECTORS				
	Social Services and Protection				
	Is there a system to ensure free birth registration for all children in the municipality?				
	Is information on the range of social services made available to the public?				
	Is there a place where families can go in times of crisis, for financial or other basic survival assistance?				
	Are there employment programs to support youth under 18 years of age?				
	Are confidential mechanisms in place to ensure children are protected from abuse, violence and neglect?				
	Is there a municipal strategy for the protection of children from trafficking and violence?				

Authority?		Yes ✓	Planned or in process (please describe)	No ✓	Possible action points for the future
	Is there a municipal strategy on street and working children?				
	Are there specialised services for children without caregivers, which prevent and avoid their institutionalisation?				
	Is there a strategy to deal with problems of social exclusion, discrimination and bullying of children?				
	Are there social services for children with special needs?				
	Juvenile Justice				
	Is the system for children in conflict with the law separate from the system for adults at the municipal level?				
	Education				
	Does the municipality monitor the enrolment and attendance of all groups of children, and identify patterns of exclusion?				

Authority?		Yes ✓	Planned or in process (please describe)	No ✓	Possible action points for the future
	Does the municipality monitor the financial needs of families in relation to children's enrolment and attendance?				
	Does the municipality monitor the quality of teaching in schools?				
	Does the municipality monitor the quality of educational facilities and takes action based on the assessed needs?				
	Are there democratic structures in schools for children's voices to be heard?				
	Is there an independent councillor in the school that a child can turn to for confidential advice and support?				
	Is health education provided for children in school?				
	Is sexual education provided for children in schools?				

		Yes ✓	Planned or in process (please describe)	No ✓	Possible action points for the future
	Is there a systematic effort to assess the needs of families with younger children in order to provide for affordable child care?				

Authority?		Yes ✓	Planned or in process (please describe)	No ✓	Possible action points for the future
	Play, Recreation and Sports				
	Are there specific places for children to engage in sports and organized games?				
	Are there specific places for children to engage in spontaneous (un-programmed) play and recreation?				
	Does the agency responsible for organized games and sports have a process for planning actions based on the assessment of the needs of children?				
	Does the responsible agency monitor the quality and safety of sports/games facilities, recreational spaces, and play spaces?				
	Does the responsible agency ensure that play and recreation spaces reflect the needs of children with				

Authority?		Yes ✓	Planned or in process (please describe)	No ✓	Possible action points for the future
	disabilities?				
	Are there after-school social programs for children and youth?				
	Transportation				
	Has the municipal government addressed any of the special issues for children regarding their use of transportation?				
	Has the municipal government addressed the problems of children's safety in relation to traffic?				
	Does the municipal government ensure that special transportation is available to children with disabilities?				
	Environmental Health				
	Is there a municipal policy on environmental hazards which includes a section on children?				

Authority?		Yes ✓	Planned or in process (please describe)	No ✓	Possible action points for the future
	Does the municipal government monitor the availability and quality of water in relation to families with children and use this for taking action?				
	Does the municipal government monitor sanitary conditions in relation to families with children and use this for taking action?				
	Does the municipal government manage a system for garbage collection?				
	Does the municipality enforce recycling measures?				
	Does the municipality systematically monitor the impact of environmental hazards on children and use this for taking action?				
	Public Health				
	Does the L.A. for health monitor the availability and quality of hospitals and community health centres?				

Authority?		Yes ✓	Planned or in process (please describe)	No ✓	Possible action points for the future
	Are there support services for all new mothers regarding infant health and development?				
	Does the L.A. for health ensure that children are registered for personal health services?				
	Does the L.A. for health ensure regular monitoring of children's health conditions?				
	Does the L.A. for health monitor children's nutritional needs?				
	Does the L.A. monitor that all children are immunized?				
	Does the L.A. for health ensure children's disabilities are adequately addressed in health services?				
	Does the L.A. for health promote awareness raising on the prevention of substance abuse?				
	Urban Planning and Public Works				

Authority?		Yes ✓	Planned or in process (please describe)	No ✓	Possible action points for the future
	Is there a systematic process for assessing and monitoring the physical conditions of children's housing?				
	Does the L.A. systematically consider children in planning, designing and improving public spaces?				
	Are the needs of children with disabilities taken into account in the planning, designing and improving of public spaces?				
	Emergency Preparedness and Response				
	Does the municipality have an emergency preparedness and response plan which specifically mentions children?				
	Are children educated to be prepared for emergencies that are possible in their city?				
	Additional Questions				

DISCUSSION GUIDE

CHILD FRIENDLY CITY GOVERNANCE ASSESSMENT TOOL

An Instrument for Self-Assessment and Dialogue

I. GOVERNMENT-WIDE COMMITMENTS TO CHILDREN

Municipal Policy-making for children

Does a strategy exist to address children's rights at the municipal level?

- There are a range of resources for this, such as:

    - www.childfriendlycities.org

    - Bartlett S., Hart R., Satterthwaite D., De la Barra X., and Missair A. 1999. *Cities for Children*. London, Earthscan for UNICEF, which is written specifically for municipalities.

- A written strategy incorporates children's rights into its structures and processes of governance…

    - In developing the strategy, there is widespread consultation to engage children and young people, NGOs and all those working with and for children in its preparation
    - The strategy is based on the whole of the Convention, thus covering children's economic, social and cultural rights as well as civil and political rights
    - The strategy covers all children in the city, with special attention to children who may be socially excluded or marginalized
    - The strategy and the process of developing it is given high priority by local authorities – for example, being adopted and promoted by the Mayor and local government assembly
    - The strategy is integrated with other local and national planning mechanisms, including any national children's rights strategies or national plans for children, to ensure it is not marginalized
    - The strategy includes specific priorities and time-bound goals, relevant to all aspects of city children's lives
    - The strategy sets out a decentralized process for implementation
    - The process of preparing the strategy and the strategy itself is well disseminated throughout all levels of the local governance system, to children, their families and communities and all those living and working with or for them
    - The strategy is kept under effective review

Is there a council, special commission or body that broadly debates and creates, or advises, on policies that concern children?

- Categories of persons sit on this policy-making body:
    - People marginalized by poverty
    - Ethnic minorities
    - People with disabilities
    - Others

- The scope of the policy council is to…
    - Formulate new policies for children
    - Review all government agencies' policies for their "child-friendliness"
    - Monitor policy implementation
    - Regularly review data regarding the conditions for children
    - Make binding policy decisions on municipal agencies
    - Simply advise municipal agencies
    - Coordinate with national government departments on local decisions

- The council meets regularly

- There is a process to consider the impact of new laws, policies or practices on children

Are children's views incorporated into the decision making of city council?

Possibilities:

- Children's views are sought in decisions that affect them through surveys, interviews, focus groups, or fora of some kind.

- Children and youth are represented on the city council

- There is a parallel council made up of children

Ideally:

- Councils seek to ensure a equal representation of girls and boys
- Councils seek to include children of a wide range of ages
- There are processes for translating concerns raised by children into local policy
- Specialist groups of children are consulted and involved in specialist issues (such as children in care on care issues; children in trouble on juvenile justice issues, and so on)

Are all policy makers and elected officials aware of the national commitments undertaken by ratifying the CRC?

Possibilities:

- Children's rights are incorporated into orientation materials for all government personnel

- Written materials that raise the awareness or capacity of municipal government actors regarding children's rights

Coordination of Actions for Children across Government Agencies

Is there a specific body that facilitates coordination between all relevant agencies/departments on issues relating to children?

- Typically, only a limited number of municipal government agencies consider children to be under their domain, such as health, social welfare, etc. However, the UN Convention on the Rights of the Child (CRC) implies that there should be a holistic approach to children and many other agencies also have a role to play, including those for water/sanitation and transportation.

Possibilities for coordination across agencies:

- There is an identifiable department, unit or coordinating mechanism within city government responsible for ensuring coordination of policies and plans affecting children

- A coordinated policy or strategy statement
- Systematic monitoring of this process
- Representatives from the child-serving NGOs sit on the policy-making body
- The city government develops a partnership with a broad and appropriate range of nongovernmental organizations
- NGOs are given appropriate non-controlling support and access to influence decision-making

Budgeting for Children

Is there a mechanism to systematically allocate resources for children out of the overall city's budget?

Is there a process to share information on the city's budget, and specifically on the portion allocated for children?

Possibilities:

- There is specific budget allocation for children that funds:

    o an agency or committee that is specifically for children's issues
    o specific agencies to cover children's issues in their areas

- The process is conducted through a participatory budget council where local citizens help decide, and where children may also participate.

- The local children's council receives a budget to implement their work.

- A Children's Budget is prepared and disseminated to indicate resources committed to children in all aspects of city government

- City government is able to identify whether its children are receiving a fair share of national expenditures on resources/services

Data on Children

Is all data concerning families and children in the municipality made available in a centralized repository?

Possibilities:

- National census

- National household surveys

- Surveys conducted by NGO's/INGO's

- Participatory research with children

Does the municipality collect its own data on children and youth? (e.g. School records)

- Some municipalities have an archive of statistics on families and children that is made broadly available

- Sometimes municipalities conduct community level surveys to support the implementation of particular programs

Ideally data is disaggregated by:

- Gender
- Age
- Geographic location

Does any of the available data allow you to do comparative neighbourhood level analysis on the conditions of children?

This helps to identify:

- Patterns of conditions of children's health and well-being

- Patterns of variation in availability of resources and services

Is there household level data?

- This helps to identify particularly vulnerable households within a community

Does the data include children who live in illegal settlements?

- While this may be particularly difficult and controversial, these children have the right to be included.

Is there a city report with data on children that is made available to civil society/ the general public?

Ideally:
- It documents the lives of all children, from birth to 18 years

- It provides disaggregated information to assess discrimination against particular groups of children

- It is published and disseminated in ways which make it accessible to key policy-makers, children and those working with and for children

- It documents gaps in available statistics and information

- It is used effectively to inform policy development

Plans of Action for Children

Do the municipal government's general plans of action typically include specific sections about children?

For example:

- The city's poverty reduction strategy includes a particular section on children

- City plans to address emergency health situations, such as H1N1 outbreaks, include special consideration of children.

Is there a specific municipal plan of action for children?

If so, ideally:

- It is developed with the input of local professionals from each sector

- It is developed with democratic community participation, that includes children

- It is translated into the local languages used by the community

- The implementation of the plan is monitored through data collection and community review

- It specifically addresses the needs of disadvantaged groups of children.

Does the local plan for action include the assessment of impacts on children?

If so, ideally:

- It includes the input of community members including children themselves

- It considers the impact on children's physical, social, and mental development.

Public and Professional Awareness of Children and Children's Rights

Are there efforts to raise the public's awareness of children's rights?

Ideally, there is:

- A program is in place to fully inform children about their rights that is:

  o Materials are available to children in child-friendly, accessible formats that are appropriate for children of all ages and abilities

  o Awareness efforts reach children in school and those who are out of school

- Efforts are in place to raise public awareness of children's rights through:

- Radio programs for (and by) children

- Festivals and parades

- Art and drama

- Billboards and flyers

Are there training programs for all persons dealing with children? (Including teachers, doctors, nurses, lawyers, judges, police, psychologists, social workers, staff from juvenile detention centres, and staff working in residential care facilities)

- Pre-service and in-service workshops
- Written materials such as manuals and memos

- Horizontal learning through exchange between professionals
- Mentoring/apprenticeship

Advocacy for Children

Is there a special advocate or ombudsperson for children?

This may be:

- A central municipal office for children's advocacy

- Advocate/ombudsperson located in each neighbourhood

- Through a mechanism that connects with a national ombudsman for children

Ideally they are:

- Independently staffed/appointed

- Independently funded

- Available for children and youth to ask questions

- Available for children to file complaints

- Linked to school advocates

- Empowered with investigative powers

- Involved in the development of legislation

Community Governance

Does the municipal government regularly work with community based organizations and community government structures?

Local governments' efforts are often strengthened by identifying and collaborating with the existing governance capacities of communities.

Ideally:

- City agencies have regular liaison with the community based organizations working in their area

- Where there are no local CBO's, city agencies consciously reach out to groups of vulnerable households with children through various forms of consultation

- There are structures and processes at the community level to improve conditions for children through:

    o Assessment

    o Planning

    o Monitoring/evaluation of initiatives for children

- Children's views are considered in local community discussions

- Children are involved in local community actions

II. RECOGNIZING CHILDREN'S RIGHTS WITHIN PARTICULAR SECTORS

Social Services and Protection

Birth registration

Is there a system to ensure free birth registration for all children in the municipality?

- Comprehensive birth registration is essential for the fulfilment of children's rights in municipalities because without it there cannot be effective assessment, monitoring, and provision of services.

- This may require special efforts in illegal settlements where children are difficult to reach but these children have an equal right to this necessity.

Livelihood Support

Is information on the range of social services made available to the public?

- Through a social service centre
- Through flyers and posters
- On TV and media
- Through schools and health centres
- Others

Is there a place where families can go in times of crisis, for financial or other basic survival assistance?

- This may be in the form of subsidies, grants, food and work programs, etc.

Are there employment programs to support youth under 18 years of age?

Possibilities:

- Seed or start-up grants for small scale business

- Paid-training programs

Protection of Children

Are confidential mechanisms in place to ensure children are protected from abuse, violence and neglect?

Ideally:

- o There is a referral system in place which allows for reporting and prompt action by the competent bodies

- o There is training on how to detect signs of abuse, violence and neglect of children addressed to:

  - Teachers and school staff

  - Health personnel

  - Justice and police officers

  - Social workers and psychologists

- o There are special police units for child victims

- o There are special judges for children

  - o Additionally:

    - There are community and school counsellors

    - There is a child help telephone line

Is there a municipal strategy for the protection of children from trafficking and violence?

This may involve:

- Systematic linkage between municipal and national efforts to address trafficking and violence

- Coordination between city agencies and child-serving NGOs

- Collaboration with community service groups

- Programs of assistance to victims

Is there a municipal policy on street and working children?

This may involve:

- Systematic linkage between municipal and national efforts

- Coordination between city agencies and NGOs dealing with street and working children

- Collaboration with community service groups

- Programs of assistance to families, school integration etc.

- Centres for street and working children

Are there specialized services for children without caregivers, which prevent and avoid their institutionalization?

Ideally:

- Foster families are identified and registered

- A family reunification program, when possible

- Home visits by social workers

Is there a strategy to deal with problems of social exclusion, discrimination and bullying of children?

This may involve:

- Conducting a local analysis of situations and circumstances when and where children may face social exclusion, discrimination, and bullying

- Designing an education strategy for professionals who work with children to be aware of such situations and how they may effectively and sensitively intervene

- Educate children on the effects of social exclusion, discrimination, and bullying, as well as how they may play a role in the inclusion of all children in their communities.

Children with Special Needs

Are there specific services for children with special needs?

These may include:

- A department that coordinates services for children with special needs

- Psychological counselling

- Special Educational services

- Transportation for children with disabilities

- Support for families in need

Juvenile Justice

Is the system for children in conflict with the law separate from the system for adults at the municipal level?

Ideally:

- There are specialized courts and judges

- There are community-based alternatives to the deprivation of liberty of children in conflict with the law

- Children in conflict with the law are consulted regarding their perspectives on the judiciary process

- If children need to be kept in institutional settings, children and adults should be kept in separate facilities

- There are complaint mechanisms available to children in conflict with the law who have been convicted

- Police in the municipality are being trained to work with children in ways that respect their rights, and sometimes there are specific child advocates within the police force.

- Judges, probation officers, etc. make many decisions on behalf of children, and also benefit from training in children's rights.

Education

In most cases education at these levels is the responsibility of national government, but municipal government still may have the capacity to carry out important roles.

Does the municipality monitor the enrolment and attendance of all groups of children, and identify patterns of exclusion?

- Children with disabilities

- Working children

- Children from very poor families

- The municipality has a scheme to financially support the enrolment of children from economically vulnerable families

- Schools in the municipality provide books and school supplies to children

Does the municipality monitor the financial needs of families in relation children's enrolment and attendance?

- Through its L.A. for education, has a discrete mechanism for children of low income families to get subsidies for school supplies and/or scholarship.

Does the municipality monitor the quality of teaching in schools?

- If school quality is assessed nationally, the data could still be made available at the municipal and community levels

Does the municipality monitor the quality of educational facilities and takes action based on the assessed needs?

- This may be in the form of standards for assessing and improving physical facilities

- Improving school conditions can help increase school attendance by improving school conditions, transportation, and childcare for younger children at home, etc.

Are there democratic structures in schools for children's voices to be heard?

Ideally:

- Children should be able to express their opinions on their experience in schools and the physical conditions of schools. This is often in the form of school councils, but whatever system is used, it needs to be democratic and inclusive.

- Children are involved in the planning and design of schools

- Children are involved in the management of schools, e.g. School farms/gardens, recycling programs, etc.

Is there an independent councillor in the school that a child can turn to for confidential advice and support?

Ideally:

- Clear structures and processes are in place to protect children from bullying in the schools

Is health education provided for children in school?

This should include information regarding:

- physical health

- substance abuse

- reproductive health

- mental health

- environmental health

- where to go for confidential health advice and support

Is sexual education provided for children in schools?

Is there a systematic effort to assess the needs of families with younger children in order to provide for affordable care?

- Child care and preschools are particularly important for households where caregivers are working or where older children are prevented from going to school because they are responsible for the care of younger ones. While a wide range of informal provision may be available, it is important for the municipality to comprehensively assess needs in order to identify serious gaps in provision.

Play, Recreation and Sports

Are there specific places for children to engage in

- *Sports and organized games?*

- *Spontaneous (un-programmed) play and recreation?*

Does the agency responsible for organized games and sports have a process for planning actions based on the assessment of the needs of children?

- These would ideally be employed:

  o In planning new settlements

  o In upgrading current settlements

  o In reviewing current services and coverage throughout the city

  o This process seek the perspectives of children themselves

Further…Ideally:

- The government agency has and utilizes data on accessibility of children to:

  o Play spaces

  o Recreation areas

  o Sports facilities

- The agency monitors children's use of:
    - Play spaces
    - Recreation areas
    - Sports facilities
- The municipality involves children in the planning and design of
    - Play spaces
    - Recreation areas
    - Sports facilities

Does the responsible agency monitor the quality and safety of sports/games facilities, recreational spaces, and play spaces?

Ideally:

- This happens regularly and with the input of children
- There is a complaint or reporting system for the public regarding space quality and safety

Does the responsible agency ensure that play and recreation spaces reflect the needs of children with disabilities?

- All facilities are built bearing in mind the special conditions of children with special needs

Are there after-school social programs for children and youth?

Ideally:

- The government runs programs or provides support to NGOs in the provision of after-school recreation and sports opportunities. These should be free of cost or subsidized.

Transportation

Has the municipal government addressed any of the special issues for children regarding their use of transportation?

Ideally, issues are analyzed in terms of:

- The journey to and from school
- Access to play and recreation

- Use of public transportation

Has the municipal government addressed the problems of children's safety in relation to traffic?

Ideally, the government agency for transportation has attempted to understand *the perspectives of children* regarding:

- The journey to and from school

- Access to play and recreation

- Use of public transportation

- Traffic safety

Does the municipal government ensure that special transportation is available to children with disabilities?

Ideally, all of the following would be considered:

- The journey to and from school

- Traffic safety

- Access to play and recreation

- Use of public transportation

Environmental Health

Is there a municipal policy on environmental hazards which includes a section on children?

- A strategy or action that include prevention of pollution, recycling, reduction of environmental risks

Does the municipal government monitor the availability and quality of water in relation to families with children and use this for taking action?

Ideally:

- There is household level data on the availability of water for families with children

    o For washing

    o For drinking

- There is neighbourhood comparative data on the quality of drinking water for families with children

- The agency has attempted to understand the perspectives of children on water issues

    o The agency has analyzed children's roles in obtaining and transporting water for the family

- The government agency for water has a systematic process for understanding the needs of children:

    o In planning new settlements

    o In upgrading current settlements

    o In reviewing current service and coverage throughout the city

Does the municipal government monitor sanitary conditions in relation to families with children and use this for taking action?

Ideally:

- The government agency for sanitation has data on accessibility to, and number of toilets available to children

    o In homes

    o In schools

- The agency has data on sanitary conditions of public toilets

- The sanitation agency has structures or processes for understanding the perspectives of children

- There are complaint or reporting systems for the public regarding sanitation quality

- There are structures for the ongoing participation of children in planning and decision-making

- There is neighbourhood comparative data on the availability and reliability of solid waste collection

- There is neighbourhood comparative data on the sanitary conditions of neighbourhood public spaces

- There is a systematic effort to understand the perspectives of children on sanitary conditions of neighbourhoods

Does the municipality manage a system for garbage collection?

- Collection on a regular basis
- Management of a municipal dump
- Burning of garbage
- Other measures

Does the municipal government systematically monitor the impact of environmental hazards on children and use this for taking action?

These include:

- Toxic waste

- Pollution (water, air, ground)

- Others

Public Health

Does the L.A. for health monitor the availability and quality of hospitals and community health centres?

- Ideally, this monitoring includes indicators that are particularly relevant to children and the mothers of infants and young children.

Are there support services for all new mothers regarding infant health and development?

- Ideally, new parents are informed of their rights and the rights of their children regarding access to services that guarantee their children's health and well-being.

- When a child is born, it is an opportunity for interagency coordination that identifies families in need of special support.

Does the L.A. for health ensure that children are registered for personal health services?

Ideally, this would include:

- Children living in poverty

- Children living in informal settlements

- Unaccompanied children

- Children under the care of institutions

- Children with special physical needs

- Children with special mental health needs

- Children of all minority groups

- Seeking the perspectives of children on the availability and their experience of health services

Does the L.A. for health monitor children's nutritional needs?
- At school
- In special nutritional centres
- In health centres

Does the L.A. monitor that all children are immunized?

Does the L.A. for health ensure children's disabilities are adequately addressed in health services?

Does the L.A. for health promote awareness raising on the prevention of substance abuse?

Urban Planning and Public Works

Is there a systematic process for assessing and monitoring the physical conditions of children's housing?

Ideally, the assessment would include consideration of:

- Building structure in relation to risks from:

    o weather

    o pests

    o water and sanitation conditions

    o adequate space

    o affordability and secure tenure

    o poisons and hazardous poisons

Does the L.A. systematically consider children in planning, designing and improving public spaces?

Ideally:

- The agency assesses the needs of children as a basis for decisions in planning, designing and improvement of spaces that children use, including in:

    o Play spaces

    o Schools

    o Hospitals

    o Public housing

- The L.A. involves children in the planning and design of environments, including in:

    o Play spaces

    o Schools

    o Hospitals

    o Public housing

Are the needs of children with disabilities taken into account in the planning, designing and improving of public spaces?

Ideally, this will involve:

- Concerted efforts to communicate with children (and the parents of young children) with different physical and cognitive skills regarding problems of access and quality.

Emergency Preparedness and Response:

Does the municipality have an emergency preparedness and response plan which specifically mentions children?

Are children educated to be prepared for emergencies that may occur in their city?

Ideally:

- There is a written plan of action for children in emergencies, such as:

    o Flooding

    o Earthquakes

o   Hurricanes, tornadoes, etc.