

CERTIFICATE OF COMMITMENT

GUIDANCE

As part of the transition of UNICEF UK's Child Friendly Cities & Communities (CFC) programme to locally led model, we are introducing a 'Certificate of Commitment' to becoming a Child Friendly City or Community. This will be awarded to cities and communities who have completed the 'Development' phase as part of the traditional CFC Journey – namely, they will have developed an action plan to address priority areas over a 3-year period.

MINIMUM CRITERIA

In order to be considered for the award, cities and communities must be able to evidence the following:

- An **action plan** that addresses how a child rights-based approach (CRBA) will be used and embedded to address key priority areas, including those determined by children and young people in the locality.
 - More information is available on the action plan below.
- A strong, **decision-making governance structure** that will ensure accountability and successful implementation of the plan.
 - Roles, responsibilities and reporting channels should be clear as part of the development of the action plan.
- **Children and young people** should continue to lead and participate in the decision-making, delivery, and ongoing review of the action plan.

ACTION PLAN GUIDANCE

- The action plan should demonstrate progress towards clear, systemic and sustained progress and change that aligns with a CRBA.
- As a minimum, the action plan must address the three foundational areas (Cooperation & Leadership, Culture and Communication) and one thematic area as outlined in your Badge Rationale Report.
- The action plan must contain within it actions related to:
 - The city or community's plan to embed the use of a **child rights impact assessment (CRIA)**.

- It should be clear how the use of CRIAs will be implemented to consider the impacts of decisions or development of new policies and strategies on children's rights.
- This may be most suited under Cooperation & Leadership.
- A **workforce development plan** to address staff training and awareness relative to children's rights and a CRBA.
 - The plan should include what cohorts will be trained and when, how they will be trained and how their ability to put their learning into practice will be monitored.
 - This may be most suited under Culture.
- The explicit use and **embedding of a CRBA**.
 - It must be clear throughout the plan how a CRBA will be integrated and lead to:
 - Changes to ways of working (e.g. policies, governance structures, workforce development etc).
 - Institutional embedding of a CRBA (e.g. integration into council strategies, ongoing training, formalised CYP participation routes etc).
 - Sustainability (e.g. commitments in strategic plans, budget allocations etc).
- The governance of the delivery of the action plan must be clear, and how accountability for it will be maintained.
- The action plan needs to be signed off both by UUK and locally.

CERTIFICATE OF COMMITMENT PROCESS

- The CFC Team will notify you if you are eligible to engage in the 'Certificate of Commitment' process.
- Using guidance and advice provided by UUK alongside support from the CFC Team, you will develop your action plan.
- UUK will sign off the final version of the action plan.
- The city or community will engage in their local sign off process.
- A UNICEF Certificate of Commitment will be awarded.
- The Certificate of Commitment will last for 3 years.