

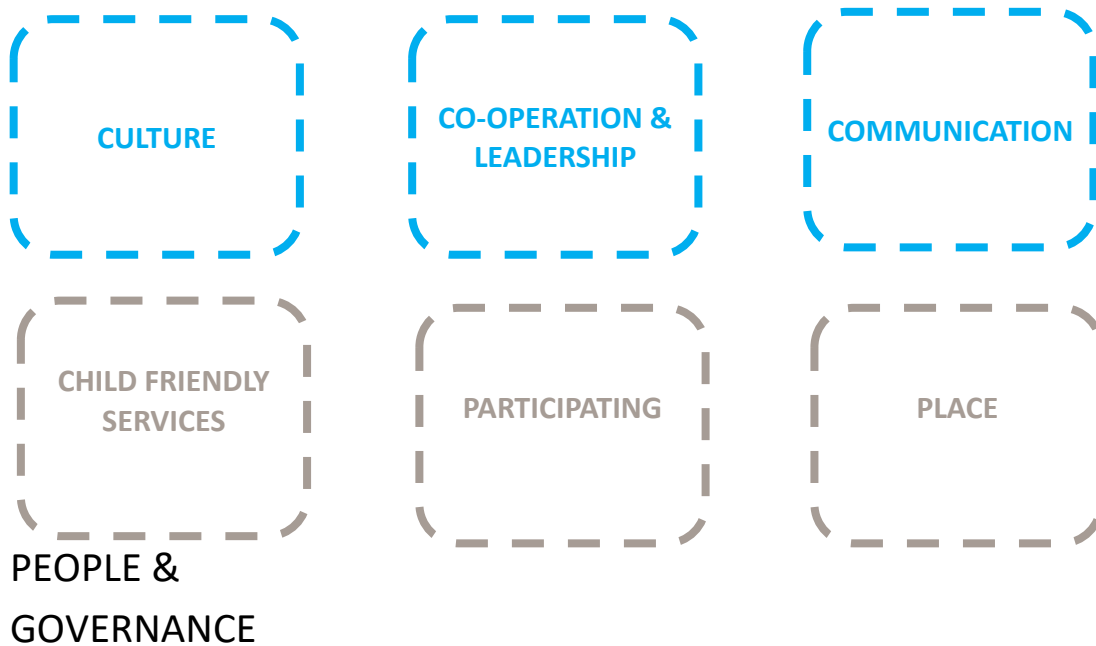
# ACTION PLAN

Towards recognition as a Unicef Child Friendly City / Community

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Local Authority name: Aberdeen City

Date: 07/04/22



Programme Co-ordinator/s in (name of LA): Matt Reid

Programme Champions in Aberdeen: **Awaiting guidance document from Unicef UK**

Scrutiny body: Partnership Board

## OUTCOMES

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Key outcomes you will be working towards – one for each badge.

1. **1 Culture** - The 'vision of childhood', fundamental to a child rights-based approach (CRBA) is understood and promoted because staff know how to effectively practice and embed a child rights-based approach.
2. **Cooperation & Leadership** - Leaders within and beyond the local authority understand and value the importance of incorporating children's rights, needs and views in decision-making.
3. **Communications** – Comms staff and local media understand and value a child rights perspective *and* CFC status is regularly communicated to all members of the community (including children and young people) in a manner that is accessible and appropriate.
4. **Child Friendly Services** - All services, including health, justice, social services, and others are child friendly.
5. **Participating** - Children and young people's views are considered in decision making processes and there is clarity about how their participation has made an impact.
6. **Place** - Urban planning services apply a child rights-based approach (CRBA) to design, development, and provision, this will include participatory research.

## CULTURE

There will be a consistent and shared understanding of children’s rights at in both practitioners and leaders. Practitioners and leaders will demonstrate that they value and respect the rights of children and young people. Strategic plans will consider and take account of children’s rights through adoption of a Child’s Rights Based Approach to service design and delivery.

Activity	Some progress	Meaningful progress	Significant progress	Sustainable progress	Outcomes	Impact
<p>Build confidence in taking a child rights-based approach</p> <p>Children and young people drive improvement work across the partnership</p>	<p>Identify cohorts of staff to target/receive training and conduct a baseline survey into awareness and understanding of child-rights based approach (CRBA).</p> <p>Baseline views of children and young people (CYP) are captured on current documentation around the LOIP and partnership single agency strategic improvement plans.</p>	<p>2- 4 year Workforce Development Plan created which sets out how to train the right people on CRBA and includes a rights-based induction for new starters.</p> <p>With the input of CYP, Individual Project Charter templates are amended to include explicit statement on how children’s rights have been considered. Accompanying guidance document produced with CYP.</p>	<p>Workforce plan is implemented to train identified cohorts and new starters are introduced to CRBA during their induction.</p> <p>Amended Project Charters usage is rolled out for charters submitted to Community Planning Partnership board.</p>	<p>Training around CRBA is embedded in existing mandatory training.</p> <p>CYP-supported review on amended Project Charter and best practice then becomes standard practice.</p>	<p>Staff know how to effectively embed a child rights-based approach.</p> <p>All improvement activity which directly or indirectly impacts children is influenced by children.</p>	<p>Increase in the % of the workforce reporting confidence in taking a CRBA</p> <p>Increase in positive reporting by CYP on Project Charters for improvement work.</p>

<p>Professional writing reflects the rights of the child.</p>	<p>Seek views on current writing practice through annual workforce survey and establish a Write Right About Me (WRAM) lead.</p>	<p>Establish a multi-agency group to design and develop an approach to taking a CRBA to professional writing endorsed by the Children's Services Board.</p>	<p>Roll out CRBA approach to WRAM across partnership.</p>	<p>WRAM principles are formally adopted by all services across the partnership.</p>	<p>Professional writing about children and families will take a child rights-based approach</p>	<p>Increase in the % of sampled documentation which reflects the voice and rights of the child.</p>
<p>Impact (Indicators)</p>	<p>Baseline survey conducted and list of staff identified for training.</p> <p>Baseline survey completed.</p> <p>Workforce survey conducted and WRAM Lead appointed.</p>	<p>Longer term workforce development plan produced.</p> <p>CYP have inputted into creation of amended project charter and accompanying guidance created.</p> <p>Partnership approach to professional writing in place.</p>	<p>Incremental increase in the % of the workforce reporting confidence in taking a CRBA</p> <p>% of charters submitted to Community Planning Partnership Board have considered children's rights.</p> <p>Increase in writing that reflects the rights of the child.</p>	<p>Significant increase in the % of the workforce reporting confidence in taking a CRBA</p> <p>Increase in positive reporting on Project Charter by CYP.</p> <p>Further increase in writing that reflects the rights of the child across partnership.</p>		
<p>MoV</p>	<p>Baseline survey results and cohort list.</p>	<p>Workforce development plan</p>	<p>Training attendance logs</p> <p>Sample of charters.</p>	<p>Audit of mandatory training.</p>		

	Baseline views.  Annual workforce survey results.	Updated Project Charter and guidance document.  Approach designed by multi-agency group.	Sample of professional writing.	Review by CYP.  Audit of partnership professional writing.		
Summary Assumptions	On-going political commitment to the programme. Programme continues to be prioritised by Community Planning Aberdeen.					

## COOPERATION AND LEADERSHIP

Children and young people must be involved in the key decision-making processes that affect them and their communities. Utilising a Children's Rights Based Approach, leaders and partnership agencies must consult and engage with children and young people, consider their views and embed and integrate children and young people into the decision-making processes if they are to fully empower and support their communities.

	<b>Some Activities/Outputs</b>	<b>Meaningful Activities/Outputs</b>	<b>Significant Activities/Outputs</b>	<b>Sustainable Purpose</b>	<b>Outcome</b>	<b>Impact</b>
CRIAs in place and fully utilised across the partnership	Establish baseline for current use of child rights impact assessment (CRIA) across partnership and identify cohort to deliver CRIA briefing to.	CRIA briefing takes place, introducing a procedure to ensure CRBA is considered during service design.  Identify specific governance structures	Implement the use of a CRIA for all Council committees and sub-committees and partner governance structures.  Implement procedures so that the voices of CYP are	CRIA is part of agreed and official decision-making processes across the Community Planning Partnership.  Mainstream effective influencing practices into	Service re-design is heavily informed by the rights of children.  Partnership decisions are	Increase in the % of service re-design that use CRIAs

<p>Effective youth governance structures give young people a voice in decision making</p> <p>Improve integration and collaboration across service delivery</p>	<p>Asset mapping of child and youth participation structures across the city captured and recorded in accessible format.</p> <p>Identify where and how co-location has driven better integration and collaboration.</p>	<p>within partnership (i.e. audience/bodies with the responsibility to listen) and establish ways of how they can demonstrate that the voices of CYP have been communicated to them and influenced decisions.</p> <p>Consult with service providers and CYP to apply a child-lens to how these partnerships are affecting outcomes for CYP.</p>	<p>influencing decisions and are being recognised as valued members of decision-making bodies.</p> <p>Use learning from consultation to set up practices and relationships that can be used at other co-located services where integration and collaboration is currently not occurring.</p>	<p>council and partner governance structures</p> <p>Future service-design uses processes that consider the CYP perspective.</p>	<p>increasingly influenced by children and young people</p> <p>Improved outcomes for children and young people as reported by CYP.</p>	<p>Increase in participation groups reporting how they have influenced decision making.</p> <p>% of CYP reporting positive outcomes during service delivery.</p>
<p>IMPACT</p>	<p>Baseline data for prevalence of CRIA use across partnership and cohort identified.</p> <p>Asset map in place with regular planned reviews</p>	<p>Attendance at CRIA briefing.</p> <p>Governance structures identified and ways of demonstrating CYP</p>	<p>Increase in the use of CRIA.</p> <p>Identified governance structures using processes to act upon voices of CYP.</p>	<p>Community Planning Partnership have agreed to adopt use of CRIA.</p> <p>Increase in number of governance structures using processes to act upon voices of CYP.</p>		

	Audit conducted.	reaching 'audience' established.  Consultation carried out.	Increase in integration and collaboration across co-located services.	Increase in number of service-design considering views of CYP.		
MoV	Baseline data.  Asset map.  Audit data.	Briefing attendance data.  Table of governance structures and matrix of methods.  Consultation data.	CRIA usage data.  Governance minutes and reports.  Report on views of CYP.	Minutes from official adoption.  Policies and reports of governance structures.  Planning reports for service-design		
Summary Assumptions	That an appetite for co-location and the sharing of services will continue. That the community will welcome the inclusion of young people in Local Empowerment groups.					

## COMMUNICATION

Negative stereotypes of children and young people will be challenged through better understanding of children's rights by our local communications teams and through greater recognition and celebration of children and young people living in the city. Community planning partners will strive to ensure that information is made publicly available about decisions, services and the CFC programme in a manner that is accessible and easy-to-understand so that our children and young people are better informed about and more easily able to access local services.

Activity focus	Some Activities/Outputs	Meaningful Activities/Outputs	Significant Activities/Outputs	Sustainable Purpose	Outcome	Impact
<p>Build knowledge, skills and confidence in comms partners about CRBA</p> <p>Improve the accessibility of info for children and young people</p>	<p>Baseline survey completed with Comms/Media partners about knowledge, skills and confidence in CRBA AND undertake audit to assess current representation / portrayal of CYP in local media and comms.</p> <p>Establish focus group to map, audit and lead consultation with children and young people to understand their communication preferences from public body / services</p>	<p>Analyse survey and audit data and use to establish and deliver a training offer in CRBA for joint media and comms teams across the city</p> <p>Child/young person communication strategy is co-designed with CYP, including the design and development of child friendly versions of communication messages in</p>	<p>Media guidelines based on CRBA are developed and piloted.</p> <p>Co-created communications strategy is implemented across partners and evaluated / reviewed to inform plans for embedding more routinely.</p>	<p>CRBA training is embedded as part of induction in comms team. Local media guidelines on the reporting of any CYP related news / issue are embedded.</p> <p>Consistently planning for and including specific commitment to CYP friendly information within the wider corporate/community plan (inc partners) so accessible, child friendly versions of key partnership documents routinely published.</p>	<p>Media and comms teams feel equipped to and take a CRBA to reporting and promote a positive image of children and young people</p> <p>Children and young people know where to access child-friendly information about local services</p>	<p>Demonstrable increase in the number of positive media releases about children</p> <p>Increase in comms / media partners reporting confidence, knowledge and skills in CRBA</p> <p>% CYP who know and understand where/how to access vital public body / services information sources which have been designed specifically for them.</p>



<p>Raise awareness of CFC and CYP contribution through the media</p>	<p>Communication strategy in place to support communication of progress against the CFC Plan, including youth-led messages.</p>	<p>line with preferences identified</p> <p>CFC action plan presented as a publicly available child friendly document and introduction of a hashtag to accompany CFC communications.</p>	<p>Progress of CFC journey reported to community regularly in an accessible way, as identified in communication strategy.</p>	<p>Effective communication strategies from the CFC journey are embedded into other CYP-focused activities and programmes across the partnership.</p>	<p>CFC journey progress is available to and accessible for all members of the community.</p>	<p>% of CYP and wider community members who know about CFC and understand the progress and journey.</p>
<p>IMPACT</p>	<p>Baseline of current CRBA knowledge, skills and confidence amongst media / comms practitioners established.</p> <p>Clear understanding of current CYP media coverage established.</p> <p>Preferred means and methods of comms for CYP identified.</p>	<p>Survey informed workforce development plan (WFD) established for comms/media practitioners.</p>	<p>CRBA informed media guidelines established.</p> <p>Some increase in coverage of CYP positive news locally.</p>	<p>Induction plans for Media/comms roles include CRBA training.</p> <p>Council / Public Service / Partners comms plans</p>		

	CFC Communication strategy created.	<p>Communication strategy available which clearly links to CYP comms preferences.</p> <p>Child-friendly CFC plan is available.</p>	<p>CYP friendly communications available across partners.</p> <p>Range of accessible CFC focused comms content routinely delivered.</p>	include details on CYP specific comms intentions.		
MoV	<p>Baseline data.</p> <p>Media analysis report.</p> <p>Comms consultation data.</p> <p>Strategy document incl. youth messages.</p>	<p>Training / WFD plan.</p> <p>Communication strategy.</p> <p>Child-friendly plan.</p>	<p>Media guidelines document.</p> <p>Snapshot audit of positive news against baseline.</p> <p>Range of comms content.</p> <p>CFC comms content available over time.</p>	<p>Induction plans.</p> <p>Comms strategies across partnership.</p>		
Summary Assumptions	<p>That all partnerships comms teams agree to promote children’s rights and that the local media are keen to work with us.</p> <p>That the media will be happy to portray positive messages.</p>					

## Child-Friendly Services

Multi-agency partnership working requires to constantly modernise to reflect society, resulting in review and re-design of structures and practices to ensure the needs of the population are met on an ongoing basis. When reviewing or making changes to services that affect children, their voice and participation is critical to ensuring the re-designed or co-designed service is fit for purpose and meets the needs of the service users. It is thereafter critical that the workforce involved in providing the service continue to focus on maintaining a child friendly approach based on the CRBA principles.

	<b>Some Activities/Outputs</b>	<b>Meaningful Activities/Outputs</b>	<b>Significant Activities/Outputs</b>	<b>Sustainable Purpose</b>	<b>Outcome</b>	<b>Impact</b>
<p>Children help identify how child-friendly services are</p> <p>Policies are produced using a child rights based approach</p>	<p>CYP help to identify priority services to evaluate for how child-friendly they are and co-produce a self-evaluation tool/model with children to determine how child-friendly services are.</p> <p>CYP consultation to provide qualitative and quantitative feedback on current policies related to CYP and the use of CRIAs in policy development.</p>	<p>Identified services complete self-evaluation on how child-friendly they are using co-produced tool.</p> <p>CRIA agreed to clarify expectations of all partners in using a children’s rights-based approach and a reporting mechanism identified for partners to report when CRIA has been used.</p>	<p>Identified services create strategy with the input of CYP to prioritise outcomes of self-evaluation tool and plans to address them.</p> <p>New policies developed across partnership will use CRIA and report its use. CYP to feedback on the implementation of the CRIA.</p>	<p>Services carry out strategy to address priority areas. Self-evaluation tool is used regularly to identify new priorities and make improvements against this.</p> <p>Schedule of regular and routine policy reviews in place to ensure that children continue to influence policies.</p>	<p>Services are more child-friendly</p> <p>Policies are underpinned by a CRBA and CYP have the opportunity to feed into protocols around policy development.</p>	<p>% of services that are evaluated as child friendly/demonstrating child-friendly status</p> <p>X number of policies use CRIA</p>

<p>Building capacity to actively listen to children and young people</p>	<p>Baseline survey to establish current confidence in meaningfully listening to and acting upon the voices to CYP. Identify cohorts of professionals and volunteers to receive training and support in listening to CYP.</p>	<p>Training provided and tools developed for professionals and volunteers to enable them to listen meaningfully with CYP and to support them to identify opportunities for influencing change.</p>	<p>Implementation of learning and practice by professionals and volunteers to create opportunities for CYP to influence the service.</p>	<p>Partner organisations routinely listen to and act upon the voices of CYP as part of their standard practice.</p>	<p>Identified cohorts of professionals and volunteers demonstrate their capacity to actively listen to children and young people of different ages, maturity and capacities and prioritise the time and space to do so</p>	<p>% of professionals who report confidence in listening to children</p>
<p>IMPACT</p>	<p>Self-evaluation tool co-produced and priority services identified.</p> <p>CYP consultation completed</p> <p>Cohort of staff identified for training and capacity building</p>	<p>% of identified services utilising self-evaluation tool.</p> <p>Agreed protocol in place to ensure that children and young people are directly involved in policy development.</p> <p>Training delivered and tools developed to listen meaningfully to CYP.</p>	<p>% of services creating strategy alongside CYP.</p> <p>% of policies reviewed by CYP implementing CRIA effectively.</p> <p>% of trained professionals who feel confident meaningfully listen to CYP</p>	<p>% of services using self-evaluation tool as part of routine practice.</p> <p>% of policies influenced by CYP</p> <p>Improved confidence and capability reported in staff across partnership.</p>		

	and baseline survey completed.					
MoV	Self-evaluation tool and list of priority services.  Consultation conclusions.  Cohort list and baseline results.	Self-evaluation tool reports.  CRIA protocol endorsed by the Children's Services Board  Training attendance register and produced tools.	Examples of service-specific strategies.  Feedback from CYP  Case studies and audit of staff confidence.	Case studies  Audit data  Audit of staff confidence		
Summary Assumptions	That partners remain committed to taking a CRBA.					

## Participating

Including children in decision making processes will ensure that a Children's Rights Based Approach is adopted across the multi-agency partnership. Importantly, those children and young people who take part in the 'participation network' must know how their input has influenced the decisions that affect them.

Activity focus	Some <i>Activities/Outputs</i>	Meaningful <i>Activities/Outputs</i>	Significant <i>Activities/Outputs</i>	Sustainable <i>Purpose</i>	Outcome	Impact
Children and young people (CYP) influence and	A range of opportunities and approaches are identified for children	Children and young people have opportunities to	Participation mechanisms are established for CYP	Ongoing review mechanism agreed with children and	Children and young people participate effectively in the	CYP feel equipped to and can influence in our CFC journey

<p>scrutinise the CFC journey</p> <p>Ensure engagement of marginalised groups</p>	<p>and young people to be able to directly influence the CFC journey, and activity enabling co-leadership is underway.</p> <p>Audit current representation of marginalised children and young people in youth governance structures.</p>	<p>learn more about a CRBA and the range of ways and opportunities for CYP to contribute to CFC journey is expanded.</p> <p>Create plan based on the audit to ensure that CYP, especially those experiencing discrimination or disadvantage, have increased opportunity to engage in meaningful participation experiences and understand how their voices make a difference locally.</p> <p>Mechanism(s) to pull the work of all participation groups together (including the Children and young people's</p>	<p>to undertake self-evaluation, quality assurance and reviews of CFC plan.</p> <p>Implement plan to ensure that CYP, including those experiencing discrimination or disadvantage, engage in meaningful participation experiences and understand how their voices make a difference locally.</p> <p>Youth Participation Toolkit is rolled out and being utilised, and best practice</p>	<p>young people and mainstreamed in practice.</p> <p>Review effectiveness of new / more purposeful focus on reaching and including marginalised groups on participation engagement and embed the learning in future work.</p> <p>Network members proactively build</p>	<p>development and implementation of the CFC programme</p> <p>CYP previously unheard due to marginalisation have more opportunities to participate and there is clarity about how their contributions have made an impact</p> <p>Network members more confidently</p>	<p>Increase in marginalised children reporting meaningful participation</p>
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<p>Supporting staff to lead participation</p>	<p>Establishment of a support network for staff working directly with young people on youth voice / participation roles.</p> <p>Baseline survey undertaken to capture network members confidence in supporting CYP to participate in decision making.</p>	<p>council; Champions board; Aberdeen City Youth council and Youth Housing Network) are established and together, a Toolkit to support practice will be developed</p>	<p>being shared through the Network.</p>	<p>capacity in others across the partnership.</p>	<p>and routinely provide range of quality opportunities for children and young people to participate in decision making.</p>	<p>Network members report feeling more confident supporting CYP to participate, and there is increased evidence / range of examples of participation directly impacting decision-making</p>
<p>IMPACT</p>	<p>Range of participation opportunities identified including gaps to be addressed.</p> <p>Baseline of representation of marginalised CYP established</p> <p>CYP from marginalised communities reporting meaningful participation (baseline)</p>	<p>Increased of children trained in a child rights-based approach</p> <p>Increased awareness of CFC in children and knowledge of how to claim their rights</p> <p>Action plan to improve levels of engagement and</p>	<p>Some child friendly records demonstrating CYP influence in CFC journey.</p> <p>Improvement in levels of engagement and participation of previously marginalised groups against baseline</p> <p>Increase in good practice examples of</p>	<p>Child Friendly mechanisms for participation are embedded in range of ACC activity.</p> <p>Further increase in levels of engagement and participation of marginalised groups of children.</p> <p>Shared ownership in participation network is evident.</p>		<p>Increase in marginalised children reporting meaningful participation</p>

	Network of key participation staff is established.	participation against baseline is produced  Toolkit developed collaboratively	participation being shared amongst the network.			
MoV	Situational analysis of current opportunities  Baseline data established for marginalised groups  Network directory	Training logs and evaluations.  Participation plan produced  Youth Engagement Toolkit	Catalogue of Child Friendly materials and content is available that demonstrates CYP involvement and scrutiny throughout the CFC process.  Participation data comparative to baseline  Case studies of improved participation including from marginalised groups.  Repository of good practice examples	CYP participation identified and named in range of ACC documents / plans.  Participation data & case studies over time.  Network meeting notes and comms.		Participation data and case studies over time



Summary Assumptions	That staff are freed up to attend networks and learn from each other.
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## Place

If the below outcomes are successful, then children and young people across the city will feel empowered to take part in the production of key urban planning documents and will understand the importance of these documents in shaping communities both now and in the future. Children and young people will also have their voices heard during the development of civic design projects and programmes.

	<b>Some Activities/Outputs</b>	<b>Meaningful Activities/Outputs</b>	<b>Significant Activities/Outputs</b>	<b>Sustainable Purpose</b>	<b>Outcome</b>	<b>Cumulative Impact</b>
<b>Workforce development</b>	<p>Identify those working in strategic place planning to be trained in CRBA within workforce development plan. Design guidance as part of the workforce development plan.</p> <p>Identify relevant upcoming plans and outline how views of</p>	<p>Workforce development plan is implemented and identified cohorts of colleagues are trained in taking a CRBA during design, development and provision.</p> <p>Implementation of effective and meaningful engagement with CYP</p>	<p>Technical Officers create opportunities for effective and meaningful engagement with children and young people as part of city Master Planning.</p> <p>Child-friendly, accessible version of identified plans to be produced once plans finalised.</p>	<p>Training plans are kept up to date as new officers join the council and children and young people are routinely supported to directly influence planning.</p> <p>Future local plans include meaningful engagement with CYP, use of CRIAs and child-</p>	<p>Urban planning services apply a child rights-based approach (CRBA) to design, development, and provision.</p> <p>Children and young people inform local</p>	<p>75% of technical urban planning workforce trained in CRBA</p>

<p>Local plans are informed by children and young people</p> <p>Children and young people understand how they can influence local plans</p>	<p>children and young people will be sought.</p> <p>Identify schemes and opportunities for CYP to influence and develop a child friendly version of the place standard tool.</p>	<p>across identified plans and a CRIA conducted on each of these plans.</p> <p>Implement use of child-friendly place standard tool when engaging with CYP on identified schemes.</p>	<p>Evaluate and amend use of CF place standard tool and other engagement with CYP based on feedback during implementation.</p>	<p>friendly versions as standard.</p> <p>Use of child-friendly place standard tool (or amended version) mainstreamed into practice for relevant plans.</p>	<p>plans regarding place.</p> <p>Local plans and policies focussing on improving air quality, road safety, and making the community more pedestrian and cycle friendly for children and young people are clearly influenced by CYP.</p>	<p>Increase in number of plans being influenced by CYP.</p> <p>Percentage of plans and policies reflect collaboration with CYP.</p>
<p>IMPACT</p>	<p>Workforce development plan produced.</p>	<p>35% of identified workforce trained in CRBA.</p> <p>CRIAs completed for identified plans.</p>	<p>75% of identified workforce trained in CRBA.</p> <p>Child-friendly version of plans produced.</p>	<p>Training levels remain consistent over time despite Officer progression / turnover.</p> <p>Mechanisms for participation, use of CRIA and creation of</p>		

	<p>Upcoming local plans and range of ways to engage CYP identified.</p> <p>Schemes and opportunities identified and child-friendly place standard tool produced.</p>	<p>Child-friendly place standard tool used.</p>	<p>Use of Child-friendly place standard tool has been amended.</p>	<p>child-friendly version of plans are embedded in strategies for new local plans.</p> <p>Reporting on key local plans will include the outcomes of engagement undertaken with CYP.</p>		
MoV	<p>Workforce development plan.</p> <p>Participation plan.</p>	<p>Training logs.</p> <p>Records of participation by CYP and completed CRIAs.</p>	<p>Training logs and cases studies.</p> <p>Child-friendly plans.</p>	<p>Training logs and induction information/plans given to new officers.</p>		

	Child-friendly place standard tool.	Child-friendly place standard tool results.	Amended child-friendly place standard tool.	CYP participation data, completed CRIAs and child-friendly plans  Reports on local plans.		
Summary Assumptions	<p>Staff will have the opportunity to attend training.</p> <p>Plans to meet the relevant EU/UK Gov/SG air quality objectives for NO2 and PMs will be carried out.</p>					