



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **LGACPRV506A Support the mainstreaming of crime prevention principles and practices**

Release: 2

## **LGACPRV506A Support the mainstreaming of crime prevention principles and practices**

### **Modification History**

LGACPRV506A Release 2: Layout adjusted.

LGACPRV506A Release 1: Primary release.

### **Unit Descriptor**

This unit covers the knowledge and skills required to support the mainstreaming of crime prevention principles and practices. Crime prevention is a developing practice and occupational area. The long-term goal of current practitioners is to embed crime prevention principles and practices into the operations of all sectors of society, into the strategic initiatives of organisations, and across organisations, communities and governments in a coordinated way.

### **Application of the Unit**

This unit supports the attainment of skills and knowledge required for competent workplace performance in councils of all sizes. Knowledge of the legislation and regulations within which councils must operate is essential. The unique nature of councils, as a tier of government directed by elected members and reflecting the needs of local communities, must be appropriately reflected.

### **Licensing/Regulatory Information**

Not applicable.

### **Pre-Requisites**

Not applicable.

### **Employability Skills Information**

This unit contains employability skills.

## Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a Unit of Competency

Performance criteria describe the required performance needed to demonstrate achievement of the element. Where ***bold italicised*** text is used, further information is detailed in the Range Statement. Assessment of performance is to be consistent with the Evidence Guide.

## Elements and Performance Criteria

### ELEMENT

### PERFORMANCE CRITERIA

#### 1. Develop crime prevention policy frameworks for the long-term future

- 1.1 ***Research and consultation*** to influence policy and educate the community are initiated.
- 1.2 ***Strategies to stimulate informed debate*** on crime prevention policy and practice are initiated and utilised.
- 1.3 ***Lobbying*** is undertaken to influence policy and legislation.
- 1.4 Government policies on crime, public safety and crime prevention are reviewed and analysed with a view to the development of improved or alternative ***policy frameworks***.

#### 2. Promote innovation and change in crime prevention practices

- 2.1 Organisational culture is analysed and influenced in ways that support innovation and change.
- 2.2 Crime prevention practices are embedded into policies, programs and budgets.
- 2.3 ***Opportunities for improving and strengthening crime prevention service delivery*** are identified and evaluated.
- 2.4 ***Innovative products and initiatives*** in crime prevention are promoted to maximise potential for use and, where appropriate, profitability.

#### 3. Promote crime prevention through strategic communication initiatives

- 3.1 ***Communication*** initiatives are developed and conducted in accordance with organisational strategic intentions and protocols.
- 3.2 ***Diverse communication methods*** are used to meet the needs of various audiences.
- 3.3 ***Potential resistance and negative publicity or perceptions*** are anticipated and addressed or minimised through personal consultation and negotiation.

#### 4. Participate in political processes to advance crime prevention principles and practices

- 4.1 ***Advantages and mutual benefits*** are demonstrated to stakeholders to promote acceptance.
- 4.2 Active participation in ***influential decision-making forums*** and working parties is undertaken.

## **Required Skills and Knowledge**

This describes the essential skills and knowledge and their level, required for this unit

### **Required Skills**

- communication, both written and verbal, at a level that enables effective completion of required tasks
- public speaking
- participating in interviews
- liaising and networking
- preparing promotional materials
- lobbying
- community consulting
- promoting and marketing
- conducting risk assessments, both OHS and general
- implementing control measures that reduce risks

### **Required Knowledge**

- organisational policies, procedures, strategic intentions and priorities
- current crime prevention services, programs and strategies of the organisation and a range of relevant other agencies
- contemporary crime prevention principles and practices
- general principles and practices of advertising, and marketing, and factors that impact on promotional success
- the impacts of culture, gender, age and language on promotional styles and materials
- practices and protocols related to using public media such as newspapers, radio broadcasts and the Internet
- OHS legislation, codes of practice and enterprise procedures

## Evidence Guide

### Overview of assessment requirements

A person who demonstrates competency in this unit will be able to perform the outcomes described in the Elements to the required performance level detailed in the Performance Criteria. The knowledge and skill requirements described in the Range Statement must also be demonstrated. For example, knowledge of the legislative framework and safe work practices that underpin the performance of the unit are also required to be demonstrated.

### Critical aspects of evidence to be considered

Demonstrated ability to work constructively with individuals, organisations and processes to influence the future direction of crime prevention practice. In particular, evidence must be obtained on the ability to:

- develop and promote policy positions
- advance a crime prevention philosophy through strategic communication initiatives
- influence organisations and processes to integrate crime prevention practices into operational activities.

### Context of assessment

Competency is demonstrated by performance of all stated criteria applicable to the workplace environment, within the scope of the Range Statement.

Assessment must take account of the endorsed Assessment Guidelines in the relevant Training Package.

Evidence is best gathered through a holistic assessment activity that integrates the elements of competency.

Assessment should reinforce the integration of the key competencies as indicated at the end of this unit.

Formative assessments may be conducted off the job and/or in simulated work environments. However, summative assessment of this unit of competency must be undertaken in an actual setting and preferably in conjunction with normal crime prevention activities.

Evidence may be gathered by direct questioning, observation of consultation and liaison in context or by supervisor reports, and by examination of a portfolio. The portfolio should contain reports that show evidence of activities undertaken to develop policy positions, promote innovation and change and advance crime prevention principles and practices.

### Method of assessment

The following assessment methods are suggested:

- observation of the learner performing a range of workplace tasks over sufficient time to demonstrate his/her handling of a range of contingencies
- written and/or oral questioning to assess knowledge and

**Evidence required for demonstration of consistent performance**

- understanding
- completing workplace documentation
- third-party reports from experienced practitioners
- completion of self-paced learning materials including personal reflection and feedback from trainer, coach or supervisor

Evidence of competency in this unit will need to be gathered over time and across a range of actual or simulated workplace situations involving a combination of direct and indirect forms of supplementary evidence.

Substantiation of prior performance may be sought from supervisors and peers within the workplace or from others who are able to provide reliable and substantiated evidence regarding the candidate's prior performance.

**Resource implications**

This unit involves workplace-based activity. The resources should relate specifically to the organisation or community's policies, guidelines, requirements, resources and equipment and may include:

- literature and information
- organisational policies and guidelines
- access to a particular geographic area and/or community group

## Range Statement

The Range Statement relates to the Unit of Competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording in the Performance Criteria is detailed below.

<p><b><i>Research and consultation</i></b> may:</p>	<ul style="list-style-type: none"> <li>• Take place at the following levels:                             <ul style="list-style-type: none"> <li>• international</li> <li>• national</li> <li>• state</li> <li>• regional</li> <li>• local community</li> </ul> </li> <li>• Be:                             <ul style="list-style-type: none"> <li>• qualitative</li> <li>• quantitative</li> </ul> </li> <li>• Include the following processes:                             <ul style="list-style-type: none"> <li>• interviews (e.g. structured, semi-structured and unstructured in group or individual settings)</li> <li>• conversation (e.g. telephone or face to face)</li> <li>• collection of materials (e.g. printed matter or videos)</li> <li>• attendance at workshops, meetings or forums</li> <li>• questionnaires and other survey techniques</li> </ul> </li> </ul>
<p><b><i>Strategies to stimulate informed debate</i></b> may include:</p>	<ul style="list-style-type: none"> <li>• employing networking processes</li> <li>• using information and awareness raising techniques such as meetings, media releases, brochures, newsletters, community-based print and electronic media</li> <li>• using consultative processes</li> </ul>
<p><b><i>Lobbying</i></b> may take place within various forums including:</p>	<ul style="list-style-type: none"> <li>• workshops</li> <li>• meetings</li> <li>• conferences</li> <li>• seminars</li> <li>• public events</li> <li>• private discussions</li> <li>• committees</li> </ul>
<p><b><i>Policy frameworks</i></b> are constructs of philosophy, protocols and processes designed to guide future action, and may cover:</p>	<ul style="list-style-type: none"> <li>• national, state or territory and local government policies related to:                             <ul style="list-style-type: none"> <li>• funding policies and criteria of resource-providing agencies</li> <li>• policies and practices of private support agencies</li> <li>• established procedures and practices of community groups</li> </ul> </li> <li>• policy and guidelines for involving community</li> </ul>

- participation
- guidelines for initiating new program development
- procedures for identifying, documenting and disseminating information
- policies on records' maintenance and minimum requirements for records' security
- procedures to be followed in resource identification, acquisition and disposal
- practices and protocols to be followed for:
  - guidelines for conducting community safety audits
  - approval protocols for intrastate, interstate and international travel and for expense reimbursements
- employment and unemployment
- health
- family
- welfare
- justice administration
- equal opportunity
- anti-discrimination
- Aboriginal and Torres Strait Islander peoples
- multicultural affairs
- victims' support groups
- women's groups
- workplace relations
- occupational health and safety (OHS)
- youth
- drugs
- community safety
- initiating and responding to requests for information and grievance issues or complaints
- initiating and accessing professional development



- Opportunities for improving and strengthening crime prevention service delivery*** include:
- the nature and focus of services, programs and activities
  - organisational and community structures, policies, procedures and priorities
  - evaluations
  - work practices
  - level of personnel competence
  - community relationships and expectations
  - resource levels and use
  - cultural appropriateness of existing programs
  - levels and sources of funding
- Innovative products and initiatives*** may include:
- target-hardening strategies
  - fraud-control systems
  - alarm systems
  - technological advancements.
  - And may be promoted through a variety of means and forums including:
    - professional networks
    - conferences
    - public events
    - marketing material
- Strategic communication initiatives*** may:
- be developed by the practitioner
  - be developed by the practitioner's organisation
  - involve utilising a professional advertising or marketing service
- Diverse communication methods*** may include:
- use of media outlets
  - specific promotional campaigns and materials such as flyers, brochures, promotional articles in local newspapers
  - public communication, including:
    - use of existing own or other organisational information channels such as noticeboards, bulletin boards, newsletters and pamphlets
    - verbal briefings
    - memos
    - formal presentations
    - email newsgroups
  - public speaking opportunities
  - local media interviews and press releases
- Potential resistance and negative publicity or perceptions*** may be because of:
- previous experiences
  - misinformation
  - misunderstanding
- Advantages and mutual benefits*** may include:
- wider application of crime prevention strategies and

***Influential decision-making forums*** may be at local, state or national levels and may include:

- practices
- integration of initiatives
- use of funds in high priority areas
- publicising outcomes
- consultative committees
- working parties
- steering groups and advisory groups
- boards of control
- reference groups

## **Unit Sector(s)**

Regulatory Services