



Australian Government

Department of Education, Employment and Workplace Relations

LGACPRV502A Design a crime prevention initiative

Release 2

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Modification History

LGACPRV502A Release 2: Layout adjusted.

LGACPRV502A Release 1: Primary release.

Unit Descriptor

This unit covers the knowledge and skills required to plan and develop crime prevention initiatives that are flexible and responsive to specified community contexts and needs. Design issues are critical and need to be carefully considered within the contexts of various contemporary approaches to preventing crime. Crime prevention initiatives should respond to the identified needs of the environment and community for which they are designed.

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. Facilitate processes to select preferred options for action

- 1.1 Potential options are assessed for their resource implications, including their potential fit with current organisational and political trends.
- 1.2 Existing data and information relevant to the identified issues are researched and analysed to inform the selection of options.
- 1.3 Existing initiatives are assessed for appropriateness and fit to the identified issues.
- 1.4 Risks are identified and ranked in terms of level of threat applicable to a particular option and extent of harm associated with that option.
- 1.5 Feasibility and priority of options are determined in terms of organisational and community capacity, funding possibilities, resource availability and potential to effectively address the identified issues.
- 1.6 Options for a crime prevention initiative are selected after careful consideration of all factors and appropriate consultation with stakeholders.

2. Develop an action plan for a crime prevention initiative

- 2.1 Advice and guidance regarding the development of the action plan are sought when necessary from supervisors and other experts.
- 2.2. The initiative's scope and parameters are determined, including clear, realistic and achievable targets and the means for assessing the initiative's achievement.
- 2.3 Implementation strategies are planned that will optimise the potential to resolve identified issues within the organisation's capacity and political realities, and minimise the potential for unintended outcomes.
- 2.4 Plans and timelines for implementation are developed that are realistic and cost effective, and that promote long-term durability of the initiative.
- 2.5 Policies, procedures and protocols are written that will best facilitate implementation of the initiative.
- 2.6 Contingencies are considered and planned for.
- 2.7 Internal and external organisational resources required to support implementation are identified, their availability established and arrangements negotiated for their use.
- 2.8 Evaluative framework and processes are consistent with the initiative's objectives, context and available resources and expertise, and meet stakeholder needs and funding body requirements.
- 2.9 A comprehensive action plan is documented that supports the organisation's strategic intentions, priorities and practices, promotes collaborative partnerships and reflects

ELEMENT**PERFORMANCE CRITERIA****3. Facilitate endorsement of a crime prevention initiative**

best practice in crime prevention.

- 3.1 Desired outcomes based on community perceptions and evidence of needs and risk factors are negotiated with key people.
- 3.2 Details of the crime prevention initiative are communicated and promoted to all relevant people and organisations in a manner that facilitates understanding, promotes action and engenders support.
- 3.3 Level of ongoing support and commitment to the initiative from key stakeholders, community groups and other involved organisations are determined.
- 3.4 If applicable, a pilot program is implemented and evaluated and the action plan is modified as necessary to meet stakeholder needs.
- 3.5 Approval for funding of the initiative is obtained from relevant sources.

Required Skills and Knowledge

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

Required Skills

- conducting risk assessments, both OHS and general
- developing and documenting action plans
- interpreting data and statistics
- organising and conducting public meetings
- assessing and solving problems
- writing submissions for funding
- engendering commitment and managing resistance

Required Knowledge

- organisational policies and procedures
- principles of effective consultation, particularly with Indigenous and culturally and linguistically diverse communities
- policies, programs and activities in ATSIC Regional Councils' plans
- understanding of Aboriginal Justice Councils and Aboriginal Legal Services
- Australian legal and criminal justice systems
- contemporary crime prevention theory and best practice
- available information sources and data sets
- research methodologies
- organisational and social change principles and practices
- 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

Evidence of having worked constructively with a wide range of community groups and stakeholders to solve problems and adapt or design new solutions to meet identified needs in crime prevention. In particular, evidence must be obtained on the ability to:

- assess response options to identified crime prevention needs and determine the optimal action to be implemented
- in consultation with relevant others, design an initiative to address identified issues
- develop an action plan for the initiative
- address OHS hazards and risks in the initiative
- document information in accordance with organisational requirements
- obtain endorsement of, commitment to and funding for the initiative.
- Evidence of competency will also require demonstration of knowledge related to currently accepted best practice in crime prevention within one or more of the contemporary approaches to preventing crime: community-based, situational, developmental, criminal justice, social and environmental.

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 the risk assessment, crime prevention action plan, promotion materials, evidence of endorsement, evidence of a pilot (if applicable) and evidence of funding support, along with any client or management reports.

Method of assessment

The following assessment methods are suggested:

- observation of the learner performing a range of workplace tasks over sufficient time to manage a range of contingencies appropriately
- written and/or oral questioning to assess knowledge and 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 required for demonstration of consistent performance

Evidence of competency should be gathered over time in a range of actual or simulated workplace situations and 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

Where assessment is conducted within the workplace, the usual range of workplace resources should be supplied.

Where initial assessments are conducted in simulated situations, access to the necessary information resources, particularly to organisational or community policies and guidelines, should be provided.

Final assessment requires 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.

Not applicable.

Unit Sector(s)

Regulatory Services