

Higher National Unit Specification

General information for centres

Unit title: Social Crime Reduction

Unit code: F0E4 35

Unit purpose: This Unit is designed to enable candidates to develop the skills in social crime reduction. It will enable them to adopt a systematic problem solving approach to the analysis of methods of, and approaches to, social crime reduction. This will include recognition of the importance of involving communities and working with partner organisations at all stages in the process of social crime reduction. This will enable candidates to analyse environments from a social crime reduction perspective and draw conclusions on the effectiveness of methods of social crime reduction and how they can be used to reduce crime.

On completion of the Unit the candidate should be able to:

- 1 Analyse key aspects of social crime reduction
- 2 Analyse a problem solving approach to social crime reduction in a particular context

Credit points and level: 1 HN Credit at SCQF level 8: (8 SCQF credit points at SCQF level 8*)

**SCQF credit points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to Doctorates.*

Recommended prior knowledge and skills: Candidates should have, or be in a position to gain, experience of working in crime reduction or community safety. They should have a good working knowledge of relevant general procedures which could be gained through experience of working in a crime reduction environment.

Core Skills: There are opportunities to develop the Core Skills of Problem Solving, Information Technology, Communication, Working with Others and Numeracy at SCQF level 6 in this Unit, although there is no automatic certification of Core Skills or Core Skills components.

Context for delivery: If this Unit is delivered as part of a Group Award, it is recommended that it should be taught and assessed within the subject area of the Group Award to which it contributes.

General information for centres (cont)

Assessment: This Unit can be assessed by an integrated practical assignment in which candidates apply a suitable problem solving approach to a social crime reduction initiative in which they are involved. Ideally, this will be the same initiative used for the *Community Safety Initiatives: Presentation Skills* Unit. For this Unit, candidates will take forward their proposals and actually gather information, consult with partners, communities and so on. Assessment also involves candidates in reflecting on their experience and drawing conclusions about the way they will carry out future social crime reduction initiatives.

Higher National Unit specification: statement of standards

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The sections of the Unit stating the Outcomes, knowledge and/or skills, and Evidence Requirements are mandatory.

Where evidence for Outcomes is assessed on a sample basis, the whole of the content listed in the knowledge and/or skills section must be taught and available for assessment. Candidates should not know in advance the items on which they will be assessed and different items should be sampled on each assessment occasion.

Outcome 1

Analyse key aspects of social crime reduction

Knowledge and/or skills

- ◆ Diversity
- ◆ Methods of social crime reduction
- ◆ Methods of current good practice
- ◆ Sources of funding
- ◆ Marketing opportunities and media strategy

Outcome 2

Analyse a problem solving approach to social crime reduction in a particular context

Knowledge and/or skills

- ◆ Crime pattern analysis
- ◆ Problem solving partnerships
- ◆ Benefits of partnership working
- ◆ Community consultation and involvement
- ◆ National Intelligence Model (NIM)

Evidence Requirements for the Unit

Candidates will be required to provide evidence to demonstrate their knowledge and/or skills by showing that they can:

- ◆ analyse the results of a social crime reduction initiative in a specific context which takes account of all relevant diversity issues
- ◆ reflect on their experience of this initiative and draw conclusions from it for the conduct for future initiatives in social crime reduction

Higher National Unit specification: statement of standards (cont)

Unit title: Social Crime Reduction

The analysis of a social crime reduction initiative must be based on a current or emerging community safety issue which (a) is directly relevant to current local objectives and community concerns, (b) is directly relevant to the candidate's current or future work, (c) has been agreed with the candidate's line manager. It must make use of a suitable problem solving approach which covers problem identification, problem details, appropriate action and monitoring and evaluation.

It must meet the following requirements:

- 1 Draw valid conclusions from information gathered from all sources relevant to the social crime reduction initiative, including consultation with relevant communities and partner agencies.
- 2 Identify the contribution that relevant communities and partner agencies can make to the social crime reduction initiative and how this contribution can be realised.
- 3 Assess suitable sources of funding and how they can be accessed.
- 4 Incorporate marketing opportunities and a media strategy which will gain effective and positive publicity for the social crime reduction initiative.
- 5 Include cost effective and feasible methods which are appropriate to the level of risk and which will contribute to sustainable social crime reduction.
- 6 Include clearly identified outputs, activities and outcomes.
- 7 Include valid methods to critically review the success of the social crime reduction initiative.
- 8 Provide reasoned justification for all conclusions and proposals.
- 9 Presented an accepted report format.

The analysis must be based on a brief prepared by the candidate and which contains:

- ◆ a valid statement of the underlying characteristics and causes of the social crime reduction initiative in the particular context
- ◆ SMART objectives for the social crime reduction initiative

The candidate must also produce a reflective account which draws conclusions for the conduct of future initiatives in social crime reduction from this specific initiative.

The reflective account must include:

- ◆ strengths and weaknesses of the way in which the present social crime reduction initiative was conducted
- ◆ an evaluation of the contribution made by the candidate which makes use of feedback from others involved in the present social crime reduction initiative
- ◆ suggestions, based on 1 and 2 above, which could help to increase the effectiveness and sustainability of future social crime reduction initiatives with which the candidate is involved

Higher National Unit specification: statement of standards (cont)

Unit title: Social Crime Reduction

Assessment guidelines

Assessment for this Unit is a practical work based assignment in which candidates apply a suitable problem solving model to carry out an initiative to reduce crime and enhance public safety in a specific social environment. This is likely to be one chosen by candidates in consultation with their line manager and be one for which they have responsibility. It is anticipated that this will be the same initiative used for the *Community Safety Initiatives: Presentation Skills* Unit where candidates will have made proposals which they will carry forward in the practical assignment for this Unit. The practical assignment should have sufficient scope to allow candidates to cover all aspects of the standards. It should for example provide good examples of the various methods of social crime reduction, of community consultation and involvement and of partnership working.

Assessment also requires candidates to reflect on their experience and draw conclusions which will help them in working in subsequent initiatives in social crime reduction.

Where practicable, candidates should undertake this analysis in their normal working environment.

Administrative Information

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Unit title: Social Crime Reduction
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Higher National Unit specification: support notes

Unit title: Social Crime Reduction

This part of the Unit specification is offered as guidance. The support notes are not mandatory.

While the exact time allocated to this Unit is at the discretion of the centre, the notional design length is 40 hours.

Guidance on the content and context for this Unit

This Unit is intended for persons who are engaged in crime reduction/community safety work. Candidates will normally be following a recognised training programme such as that provided by the Scottish Police College.

The Unit is one of four Units which make up the Professional Development Award: Diploma in Community Safety and Crime Reduction. It is closely linked to the Unit *Community Safety Initiatives: Presentation Skills*, as both Units can be based on the same social crime reduction initiative. It is advisable that candidates complete the *Community Safety Initiatives: Presentation Skills* Unit before embarking on this Unit. It is also closely related to the Unit in *Physical Crime Reduction*, and the two should be seen as complementary.

The positive impact that crime reduction can have on creating safer communities and improving the social environment is recognised by Association of Chief Police Officers in Scotland (ACPOS). Social crime reduction is an area of considerable political importance and one in which the role of the police is of great public importance. This Unit is designed to give candidates the theoretical and practical skills needed for effective social crime reduction, which is a critical part of crime reduction in general and of community safety work. Working with communities and other organisations is an important part of social crime reduction and the Unit stresses the significance of adopting a customer focused approach and of problem solving partnerships. Candidates will be able to recognise the different methods of social crime reduction and their uses. They will also develop the problem solving approaches necessary to evaluate particular situations and, by involving relevant communities, contribute to the development and operation of measures which are intended to lead to social crime reduction and enhanced public safety. The Unit is practically oriented and concentrates on the application of the knowledge and skills of social crime reduction.

The following notes give some additional information on each Outcome. Throughout, the Unit should relate to legislation and practice current at the time the Unit is delivered.

Outcome 1

Diversity: ACPOS Diversity Strategy; the elements supporting policing and diversity; examples of working with diverse communities

Methods of social crime reduction:

- ◆ projects — running projects; funding projects; examples of projects
- ◆ restorative justice
- ◆ anti-social behaviour — relevant legislation such as the Anti-Social Behaviour Etc (Scotland) Act 2004, pro-active methods of tackling anti-social behaviour
- ◆ youth justice — youth justice issues, ACPOS Youth Strategy

Higher National Unit specification: support notes (cont)

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Methods of current good practice: this is closely related to the examples used in Outcome 1 — candidates should be aware of examples of good practice across a range of aspects of social crime reduction and should analyse the implementation, impact, benefits and possible drawbacks of examples of good practice

Candidates should be made aware of current initiatives in social crime reduction and how these may impact on social crime reduction in areas with which they are familiar

Sources of funding: eg Community Safety Partnerships, Local Authorities, completion of forms

Marketing opportunities and media strategy: corporate style, consistency of approach, press releases, radio interviews, television interviews

Outcome 2

Crime pattern analysis: need for crime pattern analysis, role of the analyst, analytical products, criminal intelligence analysis, intelligence products

Problem solving partnerships: need for a problem solving approach, problem solving tools (eg SECAPRA, CAPRA, SARA), role of Community Safety Partnerships, Partner organisations: youth organisations (eg Prince's Trust, Young Scot), Crimestoppers, Scottish Business Crime Centre (SBCC), Crew 2000

Benefits of partnership working: teambuilding — stages of team development, barriers to working in teams, Belbin, role of the Community Safety Officer

Community consultation and involvement: customer focus

National Intelligence Model (NIM): three stages of NIM — tasking and co-ordinating Process, strategic assessment, tactical assessment, target profile, problem profile

Guidance on the delivery and assessment of this Unit

This Unit can be delivered on a stand-alone basis or as part of a development programme for persons engaged in crime reduction and community safety work.

Delivery of this Unit will involve ensuring that candidates do acquire the relevant underpinning knowledge, some of which could be done through distance learning. This is a practical Unit and candidates should be aware of the methods by which social crime reduction has been successfully achieved and of the problems which those engaged in social crime reduction have to solve. Candidates should also recognise that a significant aspect of social crime reduction is improving public safety and addressing the fear of crime among members of the public. A customer focused approach to social crime reduction involves cooperation and partnership with communities and other organisations. These include local authorities, national organisations such as Scottish Business Crime Centre and independent bodies like the Prince's Trust. In addition, it is often closely linked to particular government initiatives. For this reason, delivery can include speakers from the various partner organisations and with experience of particular initiatives or other aspects of social crime reduction. Contributions like this can help to broaden the outlook of candidates and demonstrate the value and importance of positive co-operation with others. They can also help to make candidates aware of new thinking on social crime reduction and of programmes which have been successful

Higher National Unit specification: support notes (cont)

Unit title: Social Crime Reduction

elsewhere. Candidates can be encouraged also to directly apply the material in the Unit to their own working environment, for example, by researching possible ways to reduce crime in situations familiar to them. Their own operational environment may also be a source of examples to illustrate aspects of the Unit content.

This Unit is complementary to the Units in *Physical Crime Reduction* and *Community Safety Initiatives: Presentation Skills*. The delivery process for all three Units can be combined as is done in the Standard Community Safety Course run by the Scottish Police College. This Unit also follows on from the Unit in *Community Safety Initiatives: Presentation Skills* which provides a foundation on which candidates can build their work on a social crime reduction initiative which is the basis of the summative assessment for this Unit.

Summative assessment should be based on a work based practical assignment directly related to social crime reduction in an occupational environment relevant to the candidate. It is likely that this will be undertaken by candidates after the delivery period. If this is done, arrangement will need to be made to ensure the submission of suitable work by candidates.

Practical exercises during the delivery period should provide formative assessment which will help candidates prepare for summative assessment.

Opportunities for developing Core Skills

All elements of the core skill of Problem Solving, that is Planning and Organising, Critical Thinking and Reviewing and Evaluating, will be developed and enhanced to a significant level as candidates undertake the Practical assignment. As they consider their aims and objectives candidates will identify and assess a full range of factors which could impact on the reduction of social crime. They will review and make use of occupational problem solving models and tools to recommend strategic approaches to crime reduction initiatives. Using these methods they will also examine and critically analyse potential weaknesses in implementation of strategies. Justifying and recommending strategies which are informed by conclusions reached and incorporate on-going opportunities for review, evaluation and modification to maximise benefits will be integral to achievement.

Effective use of written source materials will further enhance analytical skills as candidates identify, access and review a wide range of relevant information. Skills will be developed in accessing and evaluating electronic and paper based sources in order that candidates are able to read in depth and in detail current reference materials from a range of Internet sites and other copy. Evaluation checklists to support the valid review of information accessed might be useful, and these could include criteria to check the success of initiatives studied. The need to develop efficient systems of recording, coding and storing outline information for ease of reference, in electronic and paper based files and folders should be emphasised. Candidates should be advised on the mechanisms of effective computerised record keeping and responsible use of equipment and software applications should be routine.

Secure understanding of and consultation with a range of communities and agencies involved in Community safety initiatives will be a critical aspect of research work. Candidates have to understand the principles of negotiation and teambuilding as an aspect of identifying and realising the potential contribution and impact of partnership working. Evaluation of the effectiveness of liaison strategies and activities should be on-going, with candidates able to critically review and discuss the value of their own input to activities, modifying approaches to progress effectiveness if necessary. Class group discussion could clarify and support understanding of current best practice in pro-active methods, marketing and media. The sensitive nature of much information under discussion would additionally

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develop understanding of issues of diversity and inclusion and allow practical opportunities for candidates to practise empathic, reflective listening techniques while working co-operatively with others.

The report must be formally structured, be in a recognised format and be designed to meet the needs of specific purpose and readership. The nature of information involved will enhance the development of skills in conveying essential facts, conclusions and recommendations accurately and coherently. Professional presentation of written work requires accurate use of language, spelling, punctuation and syntax.

The ability to calculate, apply and convey complex information on financial aspects of solutions proposed is important, in order that they are cost effective. Candidates could be provided, if necessary, with formative opportunities to develop skills in the interpretation and application of numerical, financial and graphical data in order to support calculations.

Open learning

This Unit could be delivered partially by Open Learning as this would be a suitable way to enable candidates to acquire the relevant background knowledge and techniques of social crime reduction. However, candidates who follow an Open Learning route would need to find opportunities to gain suitable practical experience of social crime reduction. They would also require access to a suitable operational environment in order to undertake the assessment for the Unit. Arrangements would need to be made for assessment and quality assurance. For information on this, please refer to the SQA document *Assessment and Quality Assurance of Open and Distance Learning*, which is available on SQA's website: www.sqa.org.uk.

Candidates with disabilities and/or additional support needs

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments or considering alternative Outcomes for Units. For information on these, please refer to the SQA document *Guidance on Alternative Assessment Arrangements for Candidates with Disabilities and/or Additional Support Needs*, which is available on SQA's website: www.sqa.org.uk.

General information for candidates

Unit title: Social Crime Reduction

This Unit forms part of the Diploma in Community Safety and Crime Reduction which is a Professional Development Award accredited by SQA.

The Unit is designed to provide you with the key theoretical and practical skills needed in social crime reduction. These will enable you to become thoroughly familiar with current methods of social crime reduction and their uses as well as with current thinking on new initiatives. Working with communities and other organisations is an important part of social crime reduction and the Unit stresses the significance of a customer focused approach to social crime reduction. You will also develop the problem solving approaches you will need to evaluate particular situations and to work in partnership with communities and other organisations whose activities impact on social crime reduction. The Unit is practically oriented and concentrates on the application of the knowledge and skills of social crime reduction.

The Unit takes forward the work that you began in the *Community Safety Initiatives: Presentation Skills* Unit. In this Unit you will be expected to get involved in implementing a problem solving approach. You will use the issue you identified in the *Community Safety Initiatives: Presentation Skills* Unit and which you agreed with your line manager. You will be expected to gather information from relevant sources and to consult with relevant communities and partner agencies. You will also have to propose and evaluate methods to bring about a reduction in social crime.

You will also be expected to reflect on your experience and, as a result of this, suggest ways in which you could act more effectively in future social crime reduction initiatives with which you are involved.

You will thus produce two pieces of evidence for this Unit: a report on the social crime reduction initiative and a reflective account.