

Safe Community Reaccreditation Process

Overview

Safe Communities are required to submit applications for re-accreditation 5 to 7 years after their entry to the network (accreditation). While the information contained within the application changes, the requirements and steps are the same for both accreditation and reaccreditation. A SCFNZ representative is available to provide additional information.

- ✓ Contact SCFNZ for guidance and support.
- ✓ Become familiar with the Safe Community criteria.
- ✓ Submit a Letter of Intent to SCFNZ.
- ✓ SCFNZ will invoice the community for entire process and appoint a key contact person.
- ✓ Submit your draft documentation to SCFNZ.
- ✓ Feedback will be provided on draft within 14 working days.
- ✓ Submit final application document.
- ✓ Receive feedback on your application from the SCFNZ team of reviewers within 4 weeks.
- ✓ Host a site visit to demonstrate community safety efforts for the Certifier/Review Team.
- ✓ Conduct a ceremony celebrating your official accreditation.

Reaccreditation Requirements

Communities seeking reaccreditation must demonstrate they are following the criteria based on the Safe Community model:

1. *Leadership and Collaboration:* Demonstration of leadership by a coalition or group focused on improving community safety.
2. *Programme Reach:* The range and reach of community safety programmes operating throughout your community/region, including an indication of the extent to which they are based on proven or promising intervention strategies.
3. *Targeted Interventions:* Demonstration of programmes that target and promote safety for high risk/vulnerable groups and environments.
4. *Data Analysis and Strategic Alignment:* Analysis of available safety (injury, crime, violence and safety perception) data for your community/region and how they align with established national/regional priorities and action plans.
5. *Evaluation:* Outline of expected impacts and how they are being measured or evaluated.
6. *Communication and Networking:* Demonstration of community engagement with relevant sectors of your community/region and ongoing participation in local, national and Pan Pacific Safe Communities Networks is required.

Step 1: Letter of Intent

Send your Letter of Intent to the SCFNZ. The letter must be signed by either the Chair of your governance group and/or Mayor and contain the following information:

- Name of community,
- Key contact person (name, title, address, email, phone number)
- Name and address of lead organisation

Applicants should: email or post the letter of intent to:

Tania Peters, Director, Safe Communities Foundation NZ,
PO Box 331399, Takapuna, Auckland 0740 or peters@scfnz.org



Safe Communities Foundation New Zealand (SCFNZ)

Web: www.safecommunities.org.nz

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Safe Communities is a World Health Organization recommended approach



Step 2: Application

A written application describing your community's safety efforts is written in four parts, this is designed to demonstrate the inter-related nature of the criteria. Written this way it eliminates the need to repeat information under different headings. Work with your appointed key contact person and see examples and more resources online at www.safecommunities.org.nz



Step 3: Community Visit/reaccreditation

After reviewing your application, SCFNZ will appoint reviewers and schedule a community visit. This is not mandatory for reaccreditation if your community has a history of successful annual reporting, community visits and attendance a national hui.

There is no prescribed format for the site visit, the only set requirement is a meeting with the governance group. It is an opportunity to highlight your Safe Community and its safety promotion and injury/violence prevention initiatives. As the SCFNZ review team often include representatives from government agencies, community visits provide a good opportunity to highlight how local initiatives align with government priorities as well as highlighting any particular challenges faced at local operational levels.

Celebrate Your Success!

The ceremony is to celebrate the commitment, an agreement will be signed and a plaque and flag will be presented. A SCFNZ certifier will lead the official requirements, a reaccreditation ceremony can take place in many different community events and settings. With Safe Community reaccreditation your Safe Community remains a member of the Pan Pacific Safe Communities Network (PPSCN), which includes all Safe Communities in the United States, Canada, Australia and New Zealand.

Fees

Application fee of \$2,000 - paid to the SCFNZ - includes:

- SCFNZ's oversight of the reaccreditation process.
- The professional services of a team of reviewers.
- Attendance by a minimum of 3 peer reviewers at the community site visit/reaccreditation ceremony.
- An agreement certificate, plaque and flag which will be provided at the reaccreditation ceremony.

Any questions about the application process or accreditation, please email contact@scfnz.org or phone (09) 488 7601

Requirements

Accredited Safe Communities are required to do the following:

Submit Annual Reports: The Annual Report (online prescribed format) gives each Safe Community the opportunity to update their governance and organisational structure; and highlight some of their achievements, including innovative and effective programmes and activities as well as the opportunity to advise SCFNZ of any particular challenges or issues.

Submit Governance Survey annually or 2-yearly: This is an anonymous tool that is completed by members of the Safe Community governance group. The Governance Group Self-Assessment Survey examines the success of Safe Community governance in terms of collaboration by measuring each component of governance group synergy. The scores are key indicators of how well the collaborative process is working.

SCFNZ responds to each Safe Community's annual report/governance survey results and may make recommendations or initiate further contact/support if required.

Attend Annual Safe Communities New Zealand National Forum: The National Hui is an opportunity to:

- Get the latest news and updates from SCFNZ and PPSCN
- Get the latest information from key central government agencies and partners
- Get training on selected topics
- Network with Safe Communities from around the country, and share programmes and activities

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