

Safe Community Accreditation Process

Overview

- ✓ Contact SCFNZ for guidance and support.
- ✓ Become familiar with the Safe Community indicators.
- ✓ 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.
- ✓ Host a site visit to demonstrate community safety efforts for the Certifier/Review Team.
- ✓ Conduct a ceremony celebrating your official accreditation.

Accreditation Requirements

Communities seeking accreditation must meet the following six indicators 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. Priority Setting: 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 on-going participation in local, national and Pan Pacific Safe Communities Networks is required.

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

Step 1: Letter of Intent

Send your Letter of Intent to the SCFNZ. The letter must be signed by either the Chair of your coalition/trust/leadership group or Mayor (or similar function) and contain the following information:

- Name of community
- Key contact person (name, title, address, email, phone number)
- Name and address of lead organisation, SCFNZ will then invoice for the fee of \$NZ 2000.

Applicants should:

1. Email the letter of intent to peters@scfnz.org
2. Mail the letter of intent to:
Tania Peters
Safe Communities Foundation NZ
PO Box 331399, Takapuna, Auckland 0740.

Step 2: Application

A written application describing your community's safety efforts is required based around six key indicators.

Work with your appointed key contact person and see examples and more resources online at www.safecommunities.org.nz

Any questions about the application or process, email: contact@scfnz.org

Step 3: Site Visit/Designation

After reviewing your application, SCFNZ will appoint reviewers and schedule a site visit with the community. The site visit is an opportunity to highlight your community and its safety promotion and injury/crime prevention initiatives. As the SCFNZ review team often include representatives from government agencies, site 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!

A SCFNZ Certifier will lead the accreditation ceremony. With Safe Community accreditation you are a member of the Pan Pacific Safe Communities Network, which includes all Safe Communities in the United States, Canada, Australia and New Zealand.

The Pan Pacific Safe Community Network is a regional network of the International Safe Community Network.

Fees

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

SCFNZ's oversight of the accreditation process.

The professional services of a team of Certifiers/Reviewers.

Attendance by a minimum of 3 Peer Reviewers/Certifiers at the site visit and attendance at the Accreditation Ceremony. Depending on the outcome of the review process and following consultation with the community it may be possible to undertake a joint Demonstration Visit/Accreditation Ceremony.

At the Accreditation Ceremony, a Certificate of Agreement, Plaque and Flag will be provided, which is included in the \$NZ2000 Accreditation Fee.

Any questions about accreditation, please email: contact@scfnz.org or phone (09) 4887601

Requirements

After Five - Seven Years - the Re-accreditation Process: Communities are required to submit applications for re-accreditation five years after their entry to the network. While the information contained within the application changes, the requirements and steps are the same for both accreditation and re-accreditation. A SCFNZ representative is available to provide additional information.

Annual Reports: Communities that are part of the New Zealand/Pan Pacific Safe Communities Network are required to submit an Annual Report. Directions for the completion of the Annual Report will be communicated to members by SCFNZ. Completion of coalition surveys is encouraged.

Annual Safe Communities New Zealand National Forum: Communities that are part of the New Zealand/Pan Pacific Safe Communities Network are strongly encouraged to send at least one representative from the community to attend the annual Safe Communities national forum held in middle of every year.