



Specific Role Profile

This Specific Role Profile sheet covers specific areas of activities that are not included in the Generic Role Profile. It will include responsibilities, knowledge, skills, delivery and working arrangements relevant to this role. Please ensure that this is read and in conjunction with the given family role for the post.

Police Staff

ROLE SPECIFIC INFORMATION	
Job Title:	Design Out Crime Officer
Generic Role Profile:	Technical
Salary Band:	Band 6 – Police Staff or Police Constable
Pol	Non operational
Vetting Level:	Recruitment Vetting – Reviewable and role specific
Reporting to:	Design Out Crime Manager
Specific Role Purpose:	Job Purpose: Provide a proactive and pre-emptive approach to reducing crime and protecting the community through the use of the National Intelligence Model, National Decision-Making Model and THRIVE+. This will involve identifying crime trends and establishing best practice in respect of Design Out Crime Solutions in a variety of settings. Job Principles: - Provide NPUs, Force CID, other departments and partner agencies with a focused and co-ordinated approach to crime prevention, crime reduction and community safety - Provide advice, support and guidance on all issues relating to Designing Out Crime and act as a contact and co-ordination point for local authorities, outside agencies and other external partners. - Develop long-term sustainable solutions using problem-solving techniques. - Develop intelligence led strategic initiatives – Provide tactical advice to internal colleagues, businesses and external partners
Specific Role Responsibilities:	The DOCO role is an NPCC Specialist Role in Policing since 2021. It attracts annual CPD and training commitments, supported by the PCPA. There are effectively two parts to this role, being undertaken by the Design Out Crime Officer Design Out Crime Officer :

Date:
Version:

	(1) Crime Prevention (2) Designing Out Crime • Provide appropriate security advice to potential building users, planners, architects and the building industry, to design out crime in new and existing developments. Comply with legislation and guidance included in Planning Regulations, Approved Document Q and BREEAM etc • Oversee and accredit the Police Secured by Design scheme, ensuring effective advice is given to architects and developers thereby reducing crime • Oversee and accredit the Police Park Mark/Safer Parking Scheme, ensuring effective advice is given to car park facilities managers in order to reduce crime and make car parks safer for service users • Carry out Sanctuary Domestic Violence Scheme property assessments and make suitable recommendations where necessary, to protect vulnerable people from potential domestic abuse/violence • Consult with the Counter Terrorism Unit 'Counter Terrorism Security Advisors' concerning CT and associated matters on planning applications • To be aware of national and local planning policies • Responding on behalf of WMP to planning matters at various stages, from pre-application to full planning submissions (3) Crime Prevention • Support Force-wide initiatives in partnership with statutory other agencies, partners ensuring a positive impact. • Provide advice and guidance on all aspects of Design Out Crime, to ensure consistency of delivery across the force. • Actively develop prevention and intervention based upon local needs • Ensure that suitable interventions are developed using suitable preventative/problem solving models to maximise opportunities to prevent crime, by pre-empting and predicting offending behaviour • Working with LPA colleagues and partner agencies to ensure that effective short, medium and long-term tactics are progressed to reduce threat and harm to communities • Participate in various partnership forums, which can resolve force-wide and regional issues relating to crime and disorder, exchanging information, co-ordinate services and improve local policies and practices • Provide training in basic crime prevention and reduction techniques to LPA personnel and specialist departments • In conjunction with Corporate Communications Department prepare media articles on crime prevention/reduction matters of local concern. Carry out any other duties commensurate with the role/grade of both 1 and 2 above.
--	--

--	--

SPECIFIC COMPETENCIES REQUIRED FOR EFFECTIVE PERFORMANCE	
Knowledge & Experience <i>This section should detail the requirement of previous experiences and knowledge gained from academic qualifications if appropriate. e.g. significant experience of administrative duties, degree level educated.</i>	
Essential:	- Evidence knowledge of the National Intelligence Model, Data Protection Act 1998, Human Rights Act 1998, Freedom of Information Act 2000 and General Data Protection Regulation (GDPR) - Prepare tactical packages developed from intelligence, which positively impact on crime. - Thrive+
Desirable:	- An understanding of current legislation, regulations and policy in respect of planning and building design. - CPTED and other principles that support Crime Reduction - Project Management - Training Qualification - Member of a Professional Security body – e.g. Security Institute or ASIS International etc
Skills <i>This section should detail the competency requirement which could be developed through non formal training. E.g. effective time management, influencing and negotiating, effective communication including written and verbal.</i> <i>Refer to skills database for core operational skills</i>	
Essential:	- Requirement to hold a full UK driving license and an ability to travel throughout the West Midlands region if required. - Effective communication skills using a variety of methods to ensure clear, accurate and Lawful sharing of information.
Desirable:	- Previous attendance and suitably qualifying: - College of Policing Crime Reduction and Design Out Crime Course - Or completed the Police Crime Prevention Academy (PCPA) L4 and L5 courses - Depending on the individuals experience - If Qualified under College of Policing, then would need to undertake the PCPA Recognition of Prior Experience and Learning qualification. Criteria for eligibility applies. - Possess a sound understanding of the current legislation, regulations and

	policy in respect of Planning and Building Design. <i>*The above is desirable. If not already trained, then full training will be provided.</i> • High level of computer literacy, good IT skills, including familiarity with MS Packages and Office 365. CONNECT – Controlworks and other force systems • Ability to write and deliver training to internal and external stakeholders
Desirable	• Membership of a Professional Body such as Security Institute or similar

Hours of Work and Flexibility:	A published shift pattern will be worked between the hours of 8am and 6pm with core business days being Monday-Friday. There may be a requirement to occasionally work outside normal hours and or attend duty at short notice. Travel may be required both locally, regionally and on occasions nationally.
--------------------------------	--

Restriction Level:	N.A
Work Style:	Agile with office locations at Lloyd House – Wednesbury and Chace Avenue (CV)

Other useful information

Contacts outside own section

The successful applicant will be expected to liaise regularly with internal departments within WMP, all WMP staff, members of the public and representatives of community and business groups. This will include numerous external agencies such as the Home Office, Local Authorities, architects, housing associations, security managers, other police forces and private companies.

Special Conditions/ Qualifications/ Experience

The post holder will need to be flexible to perform this role in terms of hours worked, which are occasionally outside normal working hours.

To undertake all training and CPD relating to the role and as set out nationally.

