

**FOR INFORMATION**

**PUBLIC**

**OPEN SESSION**

**TO:** University Affairs Board

**SPONSOR:** Jill Matus, Vice-Provost, Students & First Entry Divisions  
**CONTACT INFO:** Phone (416) 978-3870 / Email [vp.students@utoronto.ca](mailto:vp.students@utoronto.ca)

**PRESENTER:** See Sponsor  
**CONTACT INFO:**

**DATE:** May 13, 2014 for May 27, 2014

**AGENDA ITEM:** 3 (c)

**ITEM IDENTIFICATION:**

Annual Report: Police Services – University of Toronto St. George

**JURISDICTIONAL INFORMATION:**

Section 5.6 of the University Affairs Board Terms of Reference states:

*The Board receives annually, from the appropriate administrators, reports on services within its areas of responsibility, including but not limited to multi-campus services and offices, Campus Police, Human Resources and Equity, crisis response, and campus organizations.*

**GOVERNANCE PATH:**

**1. University Affairs Board [For information] (May 27, 2014)**

**PREVIOUS ACTION TAKEN:**

The report is presented annually to the Board.

**HIGHLIGHTS:**

Campus Police Services at the University of Toronto St. George Campus is dedicated to creating a safe, secure, and equitable environment for students, staff, faculty, and visitors. They continually work on enhancing the service they provide in order to adjust to the changing needs of the University community with the additional challenge of being located in the heart of Toronto – Canada’s largest urban setting. Whether it is in the form of providing additional building security for various faculties, the introduction of new technology in order to offer a different approach to emerging security needs, or their many other functions, the St. George Campus Police always work in partnership with the University community in fulfilling their mandate and supporting the University’s academic mission.

The Special Constable Agreement between the Governing Council and the Toronto Police Services Board defines much of the St. George Campus Police activity. An annual report is submitted to the Toronto Police Services Board and the University Affairs Board.

**FINANCIAL AND/OR PLANNING IMPLICATIONS:**

There are no implications for the Campus' operating budget.

**RECOMMENDATION:**

The report is presented for information only.

---

**DOCUMENTATION PROVIDED:**

Annual Report 2013: St. George Campus Police Services



# **Annual Report**

## **Campus Police Services**

University of Toronto St. George Campus

**2013**

This page is intentionally blank

## Table of Contents

Organizational Overview .....	5
<i>Summary</i> .....	6
Operations .....	7
I 2013 Statistical Overview St. George Campus.....	7
<i>Community Policing Activity</i> .....	8
<i>Community Resources Unit</i> .....	8
<i>Accountability</i> .....	8
Use of Force.....	8
Complaints .....	9
Crime, Traffic & Order Management .....	9
Support Services .....	9
<i>Training and Development</i> .....	9
Building Patrol.....	10
<i>Security Systems and Services</i> .....	10
Campus Communications Centre.....	10
<i>Community Safety Office</i> .....	10
<i>Emergency Response Planning</i> .....	11
Appendix A.....	13
<i>Recruitment and Training</i> .....	13
Appointments.....	13
Terminations/ Suspensions/ Resignations and Retirements.....	13
Mandatory Training .....	13
Additional Training.....	14

This page is intentionally blank

## ORGANIZATIONAL OVERVIEW

The Campus Police Services at the University of Toronto St. George Campus is dedicated to creating a safe, secure and equitable environment for students, staff, faculty and visitors. They continually work on enhancing the service they provide in order to adjust to the ever-changing needs of the University community with the additional challenge of being located in the heart of Toronto – Canada’s largest urban setting. Whether it is in the form of providing additional building security for various faculties, the introduction of new technology in order to offer a different approach to emerging security needs or their many other functions, the St. George Campus Police always work in partnership with the University community in fulfilling their mandate and supporting the University’s academic mission.

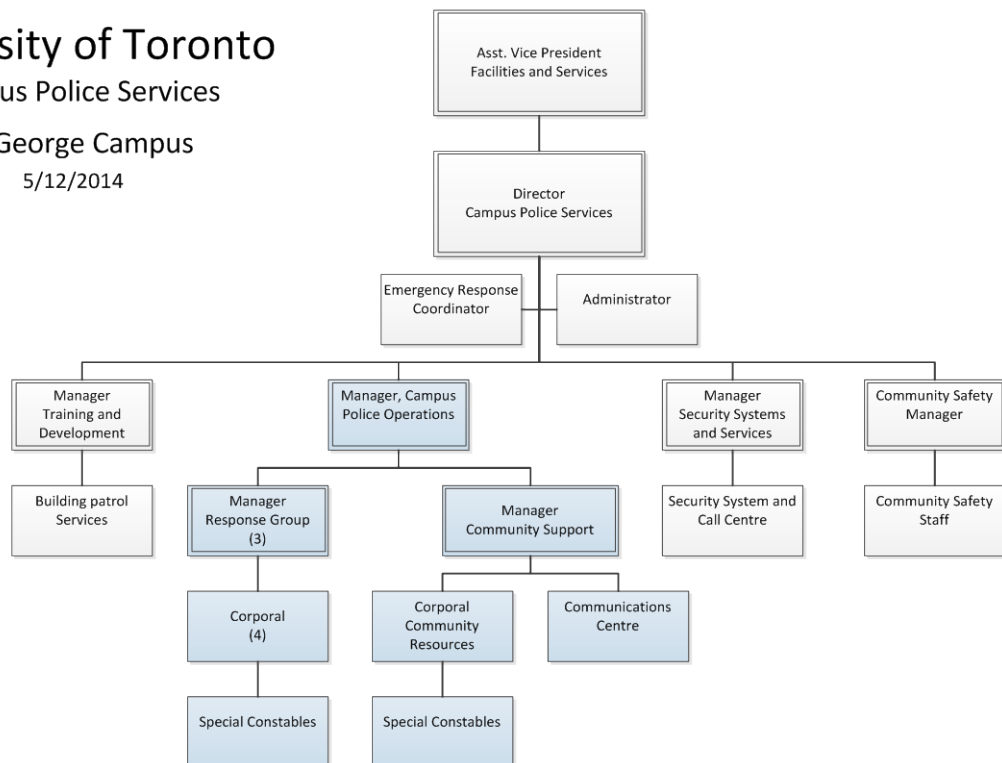
The Special Constable Agreement between the Governing Council and the Toronto Police Services Board defines much of the St. George Campus Police activity. An annual report is submitted to the Toronto Police Services Board and the University Affairs Board.

### University of Toronto

#### Campus Police Services

#### St. George Campus

5/12/2014



St. George Campus Police has evolved and refined its response and customer service model to meet the changing needs of the University. A study conducted on behalf of the University by an outside consulting firm in 1991 recommended that the policing service adopt the community-policing model as its service delivery model. The organization reflects this model.

There are five departments reporting to the Director:

- Campus Police Operations
- Training and Development
- Security Systems and Services
- Community Safety
- Emergency Response Planning

## **Summary**

### **Break and Enter**

Offenders continue to target University of Toronto buildings in search of electronic items such as laptops, flat screen monitors, televisions and projectors. This was reflected by a slight increase in the number of break and enters over the last few years. Members of the service liaise with members of the Toronto Police major crime unit to investigate these occurrences, leading to a significant decrease from 60 in 2009 to 27 in 2010, which carried into 2011 with a reduction to 9 break and enter occurrences. This remained constant in 2012 but has increased again to 18 in 2013.

### **Theft**

Thefts under \$5000 increased significantly from 338 in 2008 to 489 in 2009 but decreased to 330 in 2010, 268 in 2011 and then increased again to 320 in 2012 but have decreased again to 275 occurrences reported. Thefts occur most often within campus libraries and mainly consist of electronic equipment, wallets and cash. The University of Toronto is a target rich environment with an increased number of students carrying laptops and electronic devices such as iPhones and iPods on campus, more specifically to libraries.

There were four thefts over \$5000 in 2013, including one motorcycle.

### **Theft of Bicycles**

The rise in theft of bicycles has continued from 58 in 2009, 72 in 2010 and 107 in 2012 but decreased again to 86 in 2013 after some arrests in late 2012.

Overall, crime reports have decreased from 886 in 2009 to 693 in 2010 and to 649 in 2012 and to 564 in 2013.

### **Alarms**

A significant increase is noted in alarms attended during the previous year. The primary reason is the increase in the number of points being monitored and faults caused by unfamiliarity with the system and its rules. System managers are working to eliminate false alarms through training of clients, adjusting the alarm points to acceptable tolerances and refining coverage.

### **Assist Community Member**

It should be noted that there is a significant increase in the number of requests for assistance on campus. These range from seeking access to buildings when they forget their access credentials to seeking advice and directions.



## OPERATIONS

### *I 2013 Statistical Overview St. George Campus*

<b>Incident Types</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>13 vs 12</b>
Break and enter	9	9	18	9
Robbery	3	3	1	-2
Theft Over \$5000	0	4	4	0
Theft Under \$5000	268	320	275	-45
Theft Bicycles	105	107	86	-21
Possess stolen property	0	0	0	0
Disturb Peace	1	0	0	0
Indecent Acts	4	6	4	-2
Mischief/Damage	127	146	132	-14
Other Offences	26	27	16	-11
Sexual Assaults	2	4	2	-2
Assault	25	10	12	2
Impaired Driving	0	0	0	0
Criminal Harassment	10	6	6	0
Threatening	8	4	8	4
Homophobic/Hate Crimes	1	1	0	-1
Homicide	0	0	0	0
<b>Crime Occurrences</b>	<b>589</b>	<b>647</b>	<b>564</b>	<b>-83</b>
<b>Other Activity</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>13 vs 112</b>
Arrest Warrants	6	5	3	-2
Alarms	3362	3155	6352	3197
Fire Alarms	270	154	132	-22
Assist other emergency services	105	85	109	24
Assist Community Member	1254	1462	1820	358
Disturbances	22	22	22	0
Demonstrations/Protests	8	10	7	-3
Inv. Suspicious Persons	268	306	235	-71
Inv. Suspicious Circumstances	358	456	554	98
Trespasser Charged	78	51	50	-1
Trespasser Cautioned	85	76	69	-7
Medical Assistance	137	151	177	26
Insecure Premises	254	348	392	44
Motor Vehicle Collision	27	17	9	-8
Mental Health Act	21	22	33	11
Suicide/Attempt Suicide	3	0	0	0
Sudden Death	0	1	0	-1
Fires	10	1	4	3

## Community Policing Activity

Security and policing was organized and provided for a total of fifty-nine events of note in 2013. These included the Run for the Cure and Orientation Week. Programs included Safety Week, Bait Bike and Locker program, STOP Theft program, Security Audits.

Uniform and plainclothes members collaborated with Toronto Police to successfully conclude investigations resulting in arrests of bike and electronic equipment from community members.

Annually, at the beginning of the academic year, Toronto Police conduct a RIDE spot check on city streets within the campus perimeter to remind motorists travelling through the campus that impaired driving is not tolerated within the community.

## Community Resources Unit

In 2013 the Community Response Unit (CRU) was involved in twelve priority events on campus. CRU involvement included such tasks as event security assessment, pre event contingency planning and security coordination with onsite contacts. Some events of note were the annual St. George Campus Orientation Week and the CIBC Run for the Cure event.

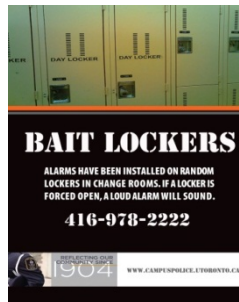
A function of the CRU is the day to day management of cases generated through routine activity. This includes preparation of court documents, video evidence and statement collection. The CRU also liaises with numerous law enforcements agencies and court services.

In response to the number of bike thefts reported on the St. George Campus, a project was developed targeting campus bike thieves. Through plain clothes efforts, seven arrests were made in relation to bike thefts.

St. George Campus has four Ontario Police College (OPC) certified Scenes of Crime Officers (SOCO) who process certain crime scenes on the St. George Campus.

The CRU developed a theft prevention initiative designed to provide community members with an educational awareness message using posters and utilizing library media outlets including computers and digital television monitors.

## Crime Prevention Posters



## Accountability

### *Use of Force*

In 2013, there no instances of special constables of the University of Toronto (St. George) Campus Police using force on a person that required the submission of a Use of Force Report (R.R.O. 1990, Reg. 926 s 14.5 (1)).

## ***Complaints***

There were no complaints against members investigated in 2013.

## ***Crime, Traffic & Order Management***

<b>Authority*</b>	<b>Arrested</b>	<b>Charged (Form9, P.O.T)</b>	<b>Released No Charges (Unconditionally)</b>	<b>Turned Over to Toronto Police Service</b>
Criminal Code	58	16	15	27
Controlled Drug & Substance Act	7		5	2
Trespass to Property Act	12	58	110	1
Liquor License Act	1	30	11	1

*\*As provided in the Special Constable Appointment*

## **SUPPORT SERVICES**

### **Training and Development**

The training mandate is designed to meet the needs of the University Campus Police. Training combines directives from the Toronto Police Service, changes in law, court decisions, Federal, and Provincial standards into a comprehensive learning model. The Service strives to keep current with community policing, public safety and law enforcement trends while recognizing trends in social development and learning from professionals within and outside the University. The training program is developed through consultation with the community, other institutions and case debriefing of situations.

The training curriculum is designed to ensure a balanced mix of mandatory skills training, sensitivity to the University environment and practical field experience. This is accomplished through a combination of on-line and in-class lectures, seminars and participative, in-group discussions to approximate campus policing situations.

Campus resources are used whenever possible, but due to the unique style of policing that is required on campus; outside resources are primarily used. The nature of the University community requires its special constables to have a high level of understanding of the cultures, beliefs and experiences of people from all over the world. Constraints in budget have resulted in significant reduction in outside training and attendance at courses, conferences and conventions through substituting on-line offerings from professional providers such as the Canadian Police Knowledge Network.

Understanding people and developing empathy for their situation is essential to providing community policing services. There are core learning requirements that lead to understanding diversity in many parts of the training, not just in courses titled as such. The initiatives taken are highlighted in the chart but an explanation is included to provide context.

The table in Appendix A details the required training provided during 2013 to special constables at the St. George Campus.

### ***Building Patrol***

Campus Police Services manages a building patrol (security guard service) on behalf of a number of faculties and departments on a fee for service basis. Their primary function is to patrol through building after hours to ensure the building is secured and persons using the building are assured that their safety is being monitored. As members of the Campus Police Group, they are in uniform and equipped with radios for direct and immediate access to assistance.

### **Security Systems and Services**

Work continues to incorporate all campus buildings in the F&S Security and Access Control system. New electronic locking systems are being introduced in conjunction with the access control system that will replace exterior mechanical door locks on all buildings over the life of the project.

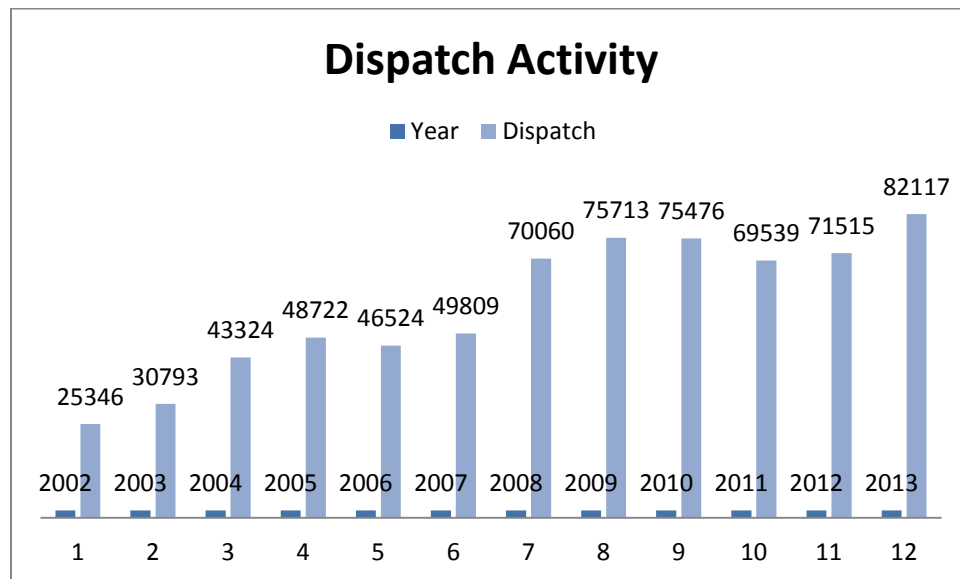
The Trades Emergency (3000) call centre handled approximately 20,000 requests for service during 2012. Requests are subsequently dispatched to Facilities and Services responders and range from malfunctioning equipment to floods and serious situations requiring trades expertise.

### ***Campus Communications Centre***

The Campus Communications Centre includes staff from the campus police community support group and the Security Systems Trades Emergency (3000) group. The chart following includes the work of both groups as they manage calls for service and provide assistance to the campus at various levels.

When viewing the chart, please note:

- 2002 was the first year that records were kept electronically.;
- 2005 was the first full year of service to the Scarborough campus;
- 2008 was the first year that Trades Emergency Calls were recorded in the system;
- In 2013, all categories recorded in the system are showing an increase in activity.



### **Community Safety Office**

The Community Safety Office is staffed by the Manager and two colleagues who provide professional intervention and support to faculty, staff and students by addressing complaints, assessing the personal

and community safety risks, providing a continuum of intervention options, presenting information about the particular issue experienced, co-creating a safety plan, making referrals and working in partnership with various University and external offices. Additionally, the Office provides consultation and training to those managing difficult behaviour, workshops on a variety of topics, and self-defense courses.

In 2013, the Community Safety Office (CSO) marked its twenty-third year. Statistically consistent with the past several years, the CSO responded primarily to issues relating to stalking and harassment, domestic (intimate partner) abuse/violence and family conflict/violence. Workplace safety planning and consultations with staff and faculty with regards to a variety of concerns are a consistent function. Incidents regarding disputes/threatening and assault as well as sexual assault have also remained consistent with previous years. The CSO continues to work collaboratively with other agencies (such as municipal police) during critical incidents; the CSO responded to incidents of suicide attempt and case management/information gathering in relation to community risk and threat assessments. Other responses reflect issues concerning crimes of robbery, break and enter, fraud, mental health and personal issues support.

## **Emergency Response Planning**

### **Incident Responses**

The office, staffed solely by David Black, played an integral role in identifying, assessing, monitoring and responding to risk directly and indirectly affecting the university community. Significant incidents included natural hazards, intentional and unintentional human-caused.

Mutual aid was given to the emergency managers at the Massachusetts Institute of Technology and University of Massachusetts in the days immediately following the Boston Marathon incident. The nature of the aid was information management for situational awareness.

### **Training, Exercises, and Professional Development**

University of Toronto Campus Police attended a Toronto Police Service functional exercise of an active shooter threat in a public space scenario.

University of Toronto Police is contributing to the planning of a functional exercise with Public Safety Canada; the scenario is a severe weather event scheduled for the autumn of 2014.

Training conducted by Public Health Canada in Medical Emergency Treatment of Exposures to Radiation was completed.

For the fourth year David chaired the Annual Summit on Emergency & Disaster Planning for Colleges, Universities, and K-12 Schools.

The department has taken up the role as one of the University's representatives in the University Risk Management and Insurance Association.

### **Critical Infrastructure**

The office has developed an ongoing partnership with the new Centre for Critical Infrastructure Resilience within The Faculty of Applied Science and Engineering assisting faculty in evaluating graduate student's capstone projects.

A year-long post-doctoral research project co-sponsored by the offices of the VP, University Operations and the VP, Research and Innovation, currently underway, is conducting and comparing two risk assessment methods for campus critical infrastructure. Members of Campus Police Community Resource Unit provided security reviews of buildings to provide a base line for the comparisons.

## **2015 Pan / Para-Pan American Games**

Ongoing consequence management planning is underway to support the TO2015 Pan Am and Para-Pan Games with Emergency Management Ontario, Public Health Ontario and the games organization. The office is leading the preparation of the final security related plan for Campus Police involvement in the games.

## **Community Volunteers**

The office manages the relationship between St. George Campus Police and volunteers that have an interest in assisting during emergencies and large events. The University of Toronto Emergency First Responders group has completed its first year of service. The group provided free medical coverage for events ranging from performances, design competitions, conferences, sporting events and orientation week events and both summer and fall convocations. Their participation was well received.

Delegates participated in two national first aid competitions and hosted

- a U of T wide first-aid competition;
- a monthly public first-aid workshop;
- semi-weekly training sessions for our response team were conducted;
- six various first aid certification courses.

The UTCOMM Amateur radio group continues to supply communication services as needed for events and incident responses.

## **Partnerships and Innovation**

The newly formed Center for Security Science at Public Safety Canada has included David Black in their stakeholder's working group on social media in emergency management (SMEM) to help develop and implement national policy and protocol for integrating SMEM into the national response framework.

David collaborates in the development of situational awareness technologies to the Centre for Intelligent Machines and the Emergency Measures Office at McGill University. David periodically advises researchers at the Citizen Lab on similar technology.

He also participates on a panel assessing future emergency management technologies with the Canadian Interoperability Technology Interest Group (CITIG).

## APPENDIX A

### Recruitment and Training

(January 1 to December 31, 2013)

#### *Appointments*

Number of Total Applications	Number of New Appointments	Number of Re-Appointments	Total Number of Special Constables (As of December 31 <sup>st</sup> )
5	5	6	32

#### *Terminations/ Suspensions/ Resignations and Retirements*

Number of Terminations (January 1 <sup>st</sup> -December 31 <sup>st</sup> )	Number of Suspensions (January 1 <sup>st</sup> -December 31 <sup>st</sup> )	Number of Resignations (January 1 <sup>st</sup> -December 31 <sup>st</sup> )	Number of Retirements (January 1 <sup>st</sup> -December 31 <sup>st</sup> )
0	0	2 *	0

\* 2 transfer from St George to Scarborough Campus

\* 2 seconded from St George to Scarborough Campus

#### *Mandatory Training*

Course/Topic	Delivered By	Duration	Number who received Training
Annual Use of Force	Campus Police Instructor	8.0 hrs.	30 (a)
First Aid CPR Level "C" and AED	Campus Police Instructor	8.0 hrs.	29 (b)
*Diversity Training Human Rights 101	Ontario Human Rights E Learning Portal	2.0 hrs.	29 (c)
*The Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act	Ontario Human Rights E Learning Portal	2.0 hrs.	29 (c)

- (a) 2 members are on sick leave and did not attend
- (b) 3 members are on sick leave and did not complete
- (c) 3 members are on sick leave and did not complete

### *Additional Training*

<b>Course / Topic</b>	<b>Delivered by</b>	<b>Duration</b>	<b>Number who received Training</b>
*Epilepsy and Seizure Response for Law Enforcement	On-Line produced by the Epilepsy Foundation of America	2.0 hrs.	29 (c)
Advanced Patrol Training On-Line	Canadian Police Knowledge Network	16.0 hrs.	1
Defensive Driver Training	Graham Austin (CARS)	16.0 hrs.	5
OACUSA Protective Services Course On – Line (new recruits)	Ed Judd and Associates	240 hrs.	5
OACUSA Protective Services Course On – Site (new recruits)	Ed Judd and Associates	80 hrs.	5
Toronto Police Information and Learning Session	TPS Special Constable Liaison Office	8.0 hrs.	10

#### **\*Diversity Training**

Campus Police Special Constables given 8 hours to complete the three modules



This page is intentionally blank