



**Metropolitan Action Committee on  
Violence Against Women and Children**

# METRAC's Safety Audit Resource Kit

METRAC's Safety Audit Resource Kit is copyrighted to METRAC © 2002.  
Revised 2006.

All rights reserved. Unauthorized reproduction is prohibited.  
This resource is made possible by funding provided from the City of Toronto.



# Table of Contents

- A. Understanding Safety Issues .....4**
  
- B. Safety Issues for Women .....6**
  - 1. Strangers are not the danger for women .....6
  - 2. Harassment at work.....7
  - 3. Violence against women in the home .....7
  - 4. Sexual assaults on women .....7
  - 5. Sexual assaults on girls .....7
  - 6. Date rape and students .....7
  - 7. Women living with disabilities .....7
  - 8. Women of colour .....7
  - 9. Travelling alone at night .....8
  - 10. Home alone and afraid .....8
  
- C. Safety and the Social Environment .....9**
  - 1. Aboriginal people and public violence .....10
  - 2. Race and public violence.....10
  - 3. Muslims and public violence .....10
  - 4. Anti-Semitism and public violence .....10
  - 5. Gays and lesbians and public violence.....11
  - 6. Trans people and public violence .....11
  - 7. Sex workers and public violence .....11
  - 8. Youth and public violence.....11
  - 9. Seniors and public violence .....11
  
- D. Safety and the Physical Environment .....12**
  - 1. Lighting .....12
  - 2. Signs and maps.....12
  - 3. Sight-lines.....12
  - 4. Isolation .....12
  - 5. Possible trap sites .....13
  - 6. Maintenance .....13
  - 7. Accessibility .....13
  - 8. Security .....13
  - 9. Public transit .....13
  - 10. Public telephones .....13

<b>E. How to use the Safety Audit .....</b>	<b>14</b>
1. Form a Safety Audit group.....	14
2. METRAC’s Training Session .....	15
3. Choose the date, place and time .....	15
4. Conduct the Safety Audit.....	16
5. Send the results of the audit to METRAC.....	17
6. Follow-up After the Safety Audit .....	18
<b>F. Safety Audit Materials .....</b>	<b>19</b>
1. Safety Audit Group Data.....	20
2. Safety Audit Route Plan .....	21
3. Safety Audit Action Plan .....	22
4. Safety Audit Feedback Form for Facilitators.....	23
5. Safety Audit Feedback Form for Participants .....	24
6. Safety Audit Results Form.....	25
7. Safety Audit Survey #1: The Social Environment.....	<i>attached</i>
8. Safety Audit Survey #1: The Physical Environment.....	<i>attached</i>
9. Youth Safety Audit Survey.....	<i>attached</i>
10. Safety Audit Report Card Template.....	<i>attached</i>

# METRAC's Community Safety Audit

## A. Understanding Safety Issues

Most people take their personal safety for granted. They may feel safe most of the time in their communities. They may know which streets are well lit and safest to walk along at night and which short-cuts in the park are fine in the daytime. They may also know the buildings in which it is hard to find their way around.

METRAC's Safety Audit is a tool that is used by groups of people to assess the safety of their community. It is done from the perspective of those who live, work, and play there. The Audit is based on the simple fact that people who live or use an area are the experts on safety in that area. The Safety Audit has been used to assess the safety of:

- Neighbourhoods
- Public transit systems
- Housing units
- Parks
- Parking lots and garages
- College and University campuses
- Workplaces and schools

The Safety Audit was first developed to bring attention to violence against women in public spaces. It was based on the reality that women and men have different safety concerns. In public places men tend to worry about being robbed. Women worry about being raped or harassed.

The Safety Audit was developed by **the Metropolitan Action Committee on Violence Against Women and Children (METRAC)**. *METRAC is a not-for-profit, community-based organizations that works to ensure that women, youth and children live free from all forms of violence and the threat or fear of violence. We address the distinct realities of women within and among diverse communities. METRAC's programs seek to prevent and end all individual, institutional and systemic forms of violence. We work collaboratively with a broad range of partners to develop strategies to end violence against women and to build safer communities for everyone.*

METRAC defines safety as '**freedom from the threat, fear, and experience of all kinds of violence, oppression, and discrimination.**' When violence occurs in public spaces, it shatters people's sense of personal safety. People become afraid. They stay away or limit the amount of time they spend in the area. Safety Audits can be used to reclaim areas where violence occurred.

Safety Audits are:

- A community-based violence prevention tool that focuses on public violence
- A chance for women and other community members to share their expertise about safety
- A way for people to talk about their concerns and share ideas for reducing violence
- A chance to think about how violence affects people based on their identity (e.g. gender, religion, race, and sexual identity).
- A step towards making communities safer for women and, in turn, for everyone

Many organizations and community groups have used METRAC's Safety Audit to make places safer. The Toronto Transit Commission (TTC) used the Safety Audit to make travelling safer for women. Their safety improvements included:

- **Transparent bus shelters** – people can see and be seen clearly.
- **Elevators** – people with disabilities find it safer and easier to travel.
- **Emergency intercoms** – people know where and how to get help. The intercoms are in elevators, on landings and areas where there are no staff.
- **Designated Waiting Areas (DWA)** – these are safer spaces for people to sit while waiting for the subway. DWA are on all subway platforms, usually where the train guard's car stops. DWA have brighter lights, intercom, and close-circuit TV cameras. They also have a public phone.
- **Request Stop Program** – a woman traveling alone at night can ask the bus driver to let her off in between bus-stops, where it is safer and more convenient for her to get off the bus.

METRAC's Safety Audit helps people to come up with ideas to enhance the safety of an area and empowers them to work toward changes they feel are necessary. Successful audits focus on the safety of people who are most affected by the fear and threat of violence in their communities – namely, women and other marginalized communities.

## B. Safety Issues for Women

Violence and abuse affects all kinds of people everyday. Too often, the face of the victim is a woman's face. Most abusers are not strangers. They are men that the women know – husbands, partners, ex-boyfriends, neighbours, or friends. The abuse can be physical, emotional or mental. It can happen anywhere, including at home, work, and places of worship.

When women feel safe, everyone else will too. When women feel safe, they are able to go out in their neighbourhoods at any time. They are able to use the parks, beaches, and nature trails without fear of being attacked.

The fear of violence also makes women feel unsafe. Unfortunately, women's fears and concerns are often ignored in discussions about violence. Fear of violence can affect what women choose to wear, where they go, whom they go with, and how they travel. It limits women's choices on a day-to-day basis.

Violence against women is not just a 'women's issue.' It affects everyone – families, colleagues, and friends. Violence against women happens in all communities, cultures, and faith groups. Although violence against women is a crime, many victims have to deal with social stigma and blame – that somehow they 'asked for it', that they must have done something to cause the abuse. This process of *blaming the victim* shows how society continues to devalue women.

METRAC's Safety Audit addresses certain types of violence, such as physical violence between strangers on the street. However, this is not the main form of violence that people face. Most physical violence occurs in familiar places between people who know each other, and women are often assaulted by men they know and trust. Also, physical violence is just one type of abuse people face. For instance, the damage emotional abuse causes may not be visible but it's still harmful and violent.

Here are some Canadian statistics on violence against women:

- 1. Strangers are not the Danger for Women.** Women are more likely to be victimized by someone they know than by a stranger. About 77% of female victims were abused by a close friend, a current or past partner or by other family members. Only 19% were victimized by a stranger. (Statistics Canada, Canadian Centre for Justice Statistics. 2001. Canadian Crime Statistics 2000. Catalogue 85-205).

In cases reported to police, 80% of sexual assault survivors knew their abusers. About 10% were assaulted by a friend and 41% were assaulted by an

acquaintance. 28% were assaulted by a family member, while the remaining 20% were assaulted by a stranger. (Statistics Canada, 2003, The Daily, 23 July)

2. **Harassment at Work.** Women are more likely to be harassed at work than men. The harassment includes leers, name-calling, and sexual assault. Victims of harassment may lose their jobs or have poor relationships with co-workers. Many women do not report being harassed. They fear losing their jobs, that reporting will just make things worse, or that no one will believe them. (Centre for Research on Violence Against Women and Children. 2004 Workplace Harassment and Violence.)
3. **Violence against Women in the Home.** Women are mainly the victims of violence in the home. Some 23% of women experiencing violence were beaten, choked, or threatened with a gun or had a knife used against them by their partner. Younger women (those aged 15-24 years) are more likely to face violence from their partner. (Statistics Canada, Canadian Centre for Justice Statistics. Family Violence in Canada: A Statistical Profile 2005).
4. **Sexual Assaults on Women.** Women are the victims of sexual assaults. In 2000, 27,154 sexual offences were reported in Canada. These include rape, sexual exploitation and incest. 86% of the victims of sexual assaults are women. (Statistics Canada, Canadian Centre for Justice Statistics. 2001. Canadian Crime Statistics 2000. Catalogue 85-205).
5. **Sexual Assaults on Girls.** Young girls are most likely to be the victims of sexual assaults. In 2000, the majority (54%) of female victims of sexual assault were less than 18 years old. 20% of the victims were children who under 12 years of age. (Statistics Canada, Canadian Centre for Justice Statistics. 2001. Canadian Crime Statistics 2000. Catalogue 85-205).
6. **Date Rape and Students.** About a quarter of women students are physically or sexually assaulted by a male date or boyfriend. A fifth of the male students felt that the forced sex was alright 'if he spends money on her,' or 'if he is stoned or drunk,' or 'if they had been dating for a long time.' (H. Johnson, 1996. Dangerous Domains: Violence against Women in Canada, p.115-120)
7. **Women Living with Disabilities.** 53% of women living with disabilities from birth have been raped, abused, or assaulted. (Marion Lynn and Eimear O'Neill, "Families, Power and Violence," in *Canadian Families: Diversity, Conflict and Change*, Nancy Mandell and Ann Duffy, eds, 1995)
8. **Women of Colour.** Women of colour may be more vulnerable to sexual assault because of racist sexual stereotypes, and these stereotypes on the part of the police and the courts mean they may have less access to justice. (Canadian Research Institute for the Advancement of Women, 2002, Factsheet: Women's Experience of Racism: How Race and Gender Interact, [http://www.criaw-icref.ca/factSheets/racegender\\_e.htm](http://www.criaw-icref.ca/factSheets/racegender_e.htm))

**9. Travelling Alone at Night.** Women are afraid of being out at night. About two-thirds (64%) feel worried while waiting or using public transit alone at night. Only about a third (29%) of men share the same worry. (Besserer, S. and Trainor, C. 2000. Criminal Victimization in Canada, 1999. Juristat, 20(10), Ottawa: Canadian Centre for Justice Statistics, Statistics Canada).

**10. Home Alone and Afraid.** Women are afraid of being home alone at night. About one-third (29%) felt worried when they are home alone in the evenings. Some 12% of men have the same worries. (Besserer, S. and Trainor, C. 2000. Criminal Victimization in Canada, 1999. Juristat, 20(10), Ottawa: Canadian Centre for Justice Statistics, Statistics Canada).

## C. Safety and the Social Environment

Peoples' attitudes and behaviours affect how comfortable and safe others feel around them. These attitudes and behaviours are part of the social environment of an area. The social environment reflects power relations in society. This means that people who have less power in society, the community, or their families are more likely to be victims of violence.

Not so long ago, people living with disabilities were shut away in institutions. In these places they were often abused and neglected. The social attitude was that it was better for everyone if people with disabilities were unseen and unheard. Today, there are laws protecting the rights of people with disabilities. While our society has made some improvements, there are many structural and attitudinal barriers against people living with disabilities. Able-bodied people are still seen as better and the neighbourhoods are still set up to suit people without disabilities (e.g. little wheelchair access in many buildings, streets, subway stations, busses, etc.).

All societies have powerful groups of people. They have power over others due to history, laws, policies, and practices. Oppression occurs when the powerful use their power against the less powerful. In Canada, Aboriginal youth were forced to go to residential schools. There, they learned about 'Canadian' society, which was considered 'modern' and 'civilized'. They were also sexually and physically abused by those in power in the schools. We still see the devastating effects of this kind of discrimination against Aboriginal people today.

Power and oppression are part of our social environment and they are connected to our personal identities. Therefore, people have different safety concerns based on their identities. For instance, hate crimes happen when marginalized groups get targeted because of things like their religion, race, or sexual orientation. Hate crimes end up hurting the entire community that the victim is a part of because they create a climate of fear, discrimination, and violence.

In the recent past, homosexuality was a crime. Gays and lesbians were routinely beaten and jailed. Today, gays and lesbians have more legal rights. But there is still a long way to go before they can feel completely safe. For instance, anti-gay graffiti and beatings still happen and they make neighbourhoods unsafe for all people who are not heterosexual. In the end, it makes the neighbourhood a place that few people want to go because it becomes known for violence.

In public spaces, the safety needs of different groups sometimes overlap and can seem to conflict. For example, youth using a park next to a community centre see it as a safe place to hang out. But homeowners may think the park is unsafe because the youth go there. Dog owners may see the park as a safe area where their pets can run free and get exercise. Parents with young children might not want to go to the park because of potential dog poop and the fear that their kids might get bitten. But it is important to examine these different safety concerns and see where they are coming from. It's important to remember that all the groups using the park are a part of the neighbourhood and should feel free and safe to use the space. METRAC's Safety Audit is a tool that can help people communicate amongst their differences to come to a common place of understanding where everybody's voices are heard and everybody feels safe. A space should not be made 'safer' for some at the expense of others, and safety for the most vulnerable, marginalized people is just as important as safety for the more powerful people.

Here are some statistics on how violence affects different marginalized groups:

- 1. Aboriginal People and Public Violence.** Aboriginal people are three times more likely to victims of violence than non-Aboriginal people. (Statistics Canada, The Daily, November 24, 2005. General Social Survey: Criminal Victimization).
- 2. Race and Public Violence.** People of colour, make up 13% of Canada's population and are the victims of 57% of all hate crimes. They are twice as worried as other Canadians about becoming victims. Black communities and South Asian communities are most frequently targeted in hate crimes that are motivated by race or ethnicity. About half of these hate crimes used violence, including assault and uttering threats, harassment, and robbery. (Statistics Canada, The Daily, June 1, 2004. Pilot Survey of Hate Crime)
- 3. Muslims and Public Violence.** After September 11, there was a large increase in vandalism and assault against Muslims and people who were assumed to be of Arabic background. There were also bombings and vandalism of Muslim, Jewish, and Hindu places of worship. (Canadian Human Rights Commission. 2002. Annual Report, 2001.) Statistics Canada reported there was a 350% increase in hate crimes in Canada, mostly directed against Muslims.
- 4. Anti-Semitism and Public Violence.** A recent report showed a 47% rise in Anti Semitic incidents. The incidents include the bombing of an elementary school, vandalism in cemeteries, and hate graffiti on synagogues. The Anti-Semitic incidents are probably higher as only about 10% of victims report the crime to the police. (B'nai Brith League of Human Rights. 2004 Audit of Anti-Semitic Incidents: Patterns of Prejudice in Canada).

- 5. Gays and Lesbians and Public Violence.** People who are gay and lesbian are about three times more likely to be victims of violence than heterosexuals. (Statistics Canada, The Daily, November 24, 2005. General Social Survey: Criminal Victimization. Statistics Canada, Centre for Justice Statistics. Hate Crime in Canada: An Overview of Issues and Data Sources. 2001)
- 6. Trans People and Public Violence.** Public violence against transsexual and transgendered people can be brutal. According to the organizers of the *Remembering Our Dead* project an average of two people are reported dead due to anti-trans violence every month in North America. The violence is worst for those transitioning from male-to-female. (Currah, P. and Minter, S. 2000. Transgender Equality: A Handbook for Activists and Policymakers. New York: National Gay and Lesbian Task Force).
- 7. Sex Workers and Public Violence.** Women working on the streets in the sex trade are likely to face violence every day. Usually, they do not report the violence because of the real fear of getting arrested. (John Lowman. "Violence and the Outlaw Status of (Street) Prostitution in Canada. Violence Against Women, Volume 6, Number 9, September 2000, pp. 987-1011, at 989).
- 8. Youth and Public Violence.** Children and youth are very vulnerable to sexual assault, particularly girls and young women. Six out of every ten sexual assaults reported to police involved a child or youth. (Statistics Canada 2003. (<http://www.statcan.ca/Daily/English/050420/d050420a.htm>))
- 9. Seniors and Public Violence.** Older people fear being victims of crimes, such as assaults and robbery. Even though seniors may be less likely to face violent crimes in public than younger people, their fear of crime is a problem because it can lead to self-imposed isolation. (The Enhancing Safety and Security for Canadian Seniors: Setting the Stage for Action (1999) Prepared by the F/P/T Committee of Officials (Seniors))

## D. Safety and the Physical Environment

METRAC's Safety Audit looks at how social and physical environments can make an area safe or unsafe. The physical environment includes streets, lighting, signs, and parks. These features are so common that people usually don't notice them. But the design of streets, parks, and buildings can impact how safe people feel in their neighbourhoods.

Small changes in the physical environment can increase peoples' sense of safety. For example, a clean park is more inviting and more likely to be used by families with children. Working lights in building doorways encourage people to enter without nervousness. Automatic doors and ramps make it easier for people with disabilities, seniors, and parents pushing strollers to get around.

Safety issues in the physical environment are generally easy to identify and may be fixed quickly. They include:

1. **Lighting.** This affects our ability to see and be seen. Proper lighting can reduce people's fear of street crime. Lighting should be adequate for both pedestrians and motorists.
2. **Signs and Maps.** People are more fearful when they are confused about where to go and how to get there. Clear signs and maps in an area help to reduce the fear. The signs and maps should be easy to find and to read. The maps should use words, symbols, and arrows to show direction. For example, all buildings should be numbered and have their name next to the entrance. Inside each building there should be a map or directory showing where to go. There should also be maps or directories near each elevator or stairwell.
3. **Sightlines.** People feel safe when they can see what is ahead and around them. People tend to avoid areas where their view or sightline is blocked by sharp corners, walls or garbage dumps. These are areas where an attacker could hide. Anyone who can clearly see what is ahead and/or behind has a better chance of anticipating problems and taking evasive action.
4. **Isolation.** Lonely areas increase one's sense of feeling unsafe. Not knowing who may be hiding and not knowing if anyone will see or hear you if you are threatened or assaulted contribute to this fear. Isolation can provide an opportunity for a woman to be assaulted with little risk of being seen or heard.

People feel safer when there are others around, especially other women. When auditing an isolated area, note if there are helpful personnel who patrol the area. Also think about if there is an easy way to get help.

5. **Possible Trap Sites.** It can be easy to trap someone in small spaces such as a garage, loading bay, or a hidden doorway. In these places, it is hard for others to hear a victim calling for help.
6. **Maintenance.** A run-down area can make people feel that no one cares about it, and that no one will come if they need to call for help. Signs of poor maintenance include poor lighting, broken telephones, and litter.
7. **Accessibility.** People with disabilities are part of the community. It should be easy for them to move around safely in all public places. Accessibility covers the things that can make it easier and safer for them to do so. These include ramps to enter buildings, automatic doors, and doorways wide enough so that a wheelchair can pass by.
8. **Security.** Security staff can help to increase people's sense of safety. Everyone should feel that they are treated fairly by security staff. Alarm systems can sometimes help to make people feel safer. Alarms should be tested frequently to make sure they are working.
9. **Public Transit.** Many people use public transit to go to work, school, or home. People should feel safe while waiting for a bus, subway, or streetcar. They should also feel safe while they are on the vehicle.
10. **Public Telephones.** Many people still need to use public pay phones. Using them raises safety issues when the phones are in isolated areas and when they are not accessible for people with disabilities. Broken phones are also a safety issue because they are useless in emergencies.

## E. How to do a Safety Audit

METRAC's Safety Audit is a powerful tool that can be used by community groups to make changes to improve the safety of everyone. There are six steps to doing a successful audit:

1. Form a Safety Audit group in your neighbourhood
2. Attend a METRAC Safety Audit training session
3. Choose the date, place and time for the audit
4. Conduct the Safety Audit
5. Collate the results of the audit & send to METRAC
6. Follow-up After the Safety Audit

### 1. Form a Safety Audit Group

METRAC's Community Safety Audit is best done by a group of neighbourhood people, such as a tenants association, school groups, or users of a community centre. The audit can be done at anytime and anywhere. It is easier to form an audit group if there was a recent incident that affected people's safety, such as a sexual assault, drug use in the park, or hate graffiti on walls. Incidents can motivate people to do something about safety, and METRAC's Safety Audit can be used to rally the community to make changes. The Safety Audit can be used by women-only groups to see how safe/unsafe an area is strictly from their own perspective.

To work well, the group needs a leader who will:

- Coordinate the activities of the group
- Get people to publicize the Safety Audit (put up flyers, make phone calls, sends e-mails)
- Encourage others to join in the audit group (talk to people about it)

A Safety Audit's success depends on listening to the concerns of people who are most vulnerable to violence and discrimination. The voices of more powerful and 'mainstream' groups often drown out the voices of marginalized people. Therefore, the make-up of the audit group should reflect the diversity of the community. For example, diverse ethnicities, physical abilities, sexual identities, ages, income levels, and languages should be represented. On the day of the audit, there should be between 4 to 10 people in the audit group. If there are more than 10, then the group should be split in two so that each section will audit a different area.

## 2. METRAC's Safety Audit Training Session

METRAC's Community Safety Program assists groups to plan and conduct Safety Audits. METRAC holds two training sessions a year for residents of the City of Toronto to talk about the needs of the community group and discuss the social and physical environment and how the audit can help.

The Training Session provides an overview of:

- What are "safety audits"
- The history of METRAC's Safety Audits
- A step-by-step breakdown of the various components involved in conducting a safety audit

It also provides all the tools and resources needed to conduct a safety audit in your community.

### **Important Contact information:**

METRAC's Community Safety Program

Tel: 416-392-3137 | TTY: 416-392-3031 | Toll Free: 1-877-558-5570

Fax: 416-392-3136 | Email: [safety@metrac.org](mailto:safety@metrac.org)

## 3. Choose the Date, Place and Time

The Safety Audit can be done during the daytime or at nighttime. It is sometimes best to do the audit after dark as it is easier to find lighting problems. Night is when many women feel most unsafe and many avoid going out alone. If you are doing the audit at night, make sure that people travel in pairs or groups.

Choose the date and location for the audit. Pick areas that interest the most people. Plan the route ahead of time so that people can get from area to area easily. Most Safety Audits are done by local people who walk to and from the audit sites. If the sites are not in walking distance, the group must organize safe transportation.

Other issues to consider:

- Make sure everyone knows where they are going and how to get there
- Review what to do in case of emergencies (especially if the audit is after dark)
- Make sure everyone knows the start and end point of the audit
- Be ready for questions from the group

### **Required Materials:**

- Supplies for the Audit: pencils, flashlights, clipboards
- Safety Audit Route Plan worksheet
- Safety Audit Group Data Sheet

## 4. Conduct the Safety Audit

At the beginning of the audit,

- Review the reasons for the audit
- Remind people that the audit takes about two hours to do
- Make sure everyone knows where they are going and how to get there
- Review what to do in case of emergencies (especially if the audit is after dark)
- Make sure everyone knows the start and end point of the audit
- **Explain the differences in the two Safety Audit Surveys:**

*The Social Environment* survey can be filled out after the audit walkabout is completed and includes questions on experiences of violence and public services. *The Physical Environment* survey is about the physical features of the public space (Lighting, Signs, Surveillance, etc.) and can be answered during the walkabout. Ask participants to rate the overall safety of the area audited using the 1-5 scale and make written comments about specific areas in need of improvement (e.g. Spadina Rd. has a traffic light out).

It takes about two hours to do a Safety Audit. The time includes an introductory meeting (about ½ hour), the Safety Audit survey (about 1 hour), and discussions and recommendations from the audit (about ½ hour).

As the group completes the Safety Audit Surveys, it is important to keep asking how safe or unsafe people feel in the area. The audit should help to answer:

- Why and when do I feel uncomfortable here?
- What changes would make me feel safer?
- Would I feel safe here alone at night?
- Are people around at different times of the day or week?

During the Safety Audit:

- Stay together as a group. Do not go into areas where people feel unsafe. In the night, use flashlights in dark areas.
- Keep the group moving through the area to be audited. The group should be able to cover the entire audit route.
- Encourage and share conversations among the members of the group. Make sure everyone has a chance to talk about their safety concerns.
- Explain to people that you meet that you are on a Safety Audit. Invite them to give you feedback on their concerns about safety in the community.
- Stop often so that people can complete the survey and make notes.
- At the end of the audit, the group should return to the meeting place for a discussion.

## Discussions and Recommendations:

At the end of the audit, reconvene with the safety audit group to identify top priorities that you think pose the greatest threat to safety for your community/ neighbourhood. Encourage the group to identify their **four most important safety issues** and suggest recommendations on how to solve them. Record your priority concerns along with other specific concerns on the Safety Audit Action Plan Worksheet included in the Kit. Write down your group's ideas for improvement and anti-violence action. Be creative and be specific!

The Safety Audit may raise many safety issues for people. Talk about these issues in the discussion after the audit. At the end of the discussion:

- Thank people for doing the audit
- Make sure everyone has completed the Safety Audit Surveys
- Collect all the surveys
- Ask participants to fill out the Feedback Forms
- Let people know when to expect the Safety Audit Report (within 3 months)
- Check that people feel safe leaving the meeting and getting home

## **Required Materials:**

- Copies of Safety Audit Survey #1: Social Environment & Safety Audit Survey #2: Physical Environment (one for each participant)
- Safety Audit Action Plan
- Safety Audit Results Form
- Feedback Forms

## **5. Send the results of the audit to METRAC**

Collect all the Safety Audit surveys, feedback forms and notes from the discussions. Fill out the *Safety Audit Results Forms* provided in the kit.

For groups in the City of Toronto, send all the following documents to METRAC's Community Safety Program:

- All completed Safety Audit surveys
- Safety Audit Results Forms
- Safety Audit Data Group
- Safety Audit Route Plan
- Safety Audit Action Plan
- Feedback Forms

METRAC staff will compile a *Neighbourhood Report Card* based on all the information collected and send the report back to you within 3 months, giving you the results of the Safety Audit and your group's recommendations on what to do next.

## 6. Follow-up After the Safety Audit

Once the group has received the *Neighbourhood Report Card*, the group should organize a follow-up meeting to share and discuss the results with everyone who took part in it and with others in the community. The group then needs to decide what to do next. Here are some possible suggestions:

- **Local Politician** – if the audit was done on a public property such as a street, park, or school, it is important to call your local City Councillor. Let them know the results and what needs to be done to make the area safe for everyone. They are there to listen and respond to the needs of their Ward.
- **Property Managers** – if the audit was on a private space such as an apartment building, shopping mall, or parking lot, then write to the property managers or supervisors about the safety issues your group identified.
- **Municipal Services** – If your group has identified things that need fixing in your neighbourhood, try contacting your municipal office (Access Toronto 416-338-0338). The *Neighbourhood Report Card* will outline all the appropriate contact information. If your complaints go unheard, then you can consider contacting the Toronto Star's *The Fixer Column*. They are interested in hearing about what's broken and damaged in your neighbourhood. Go to [www.thestar.com/thefixer](http://www.thestar.com/thefixer), and click on the *Submit a Problem* link. Or call them at 416-869-4823.
- **Take Charge** – if the safety issues are important enough, then the community group may have to take matters into their own hands. The group may have to do whatever it takes to make sure that their safety issues are heard. Here are some possible actions:
  - Starting a violence prevention group
  - Holding peaceful/non-violent demonstrations
  - Circulating petitions
  - Contacting the media
  - Making presentations at governments-initiated consultations
  - Creating information for policy makers that is constructive and well-researched
  - Presenting options and consequences, and justifying your group's recommended course of action
  - Holding community forums & events
  - Organizing workshops in the community
  - Conducting letter writing campaigns
  - Surveys and opinion polls
  - Town hall meetings
  - Policy round tables
  - Preparing a policy brief

### Required Materials:

---

- Safety Audit Neighbourhood Report Card

## F. Safety Audit Materials

The following pages are samples of the forms that are used in METRAC's Community Safety Audit.

- Safety Audit Group Data
- Safety Audit Route Plan
- Safety Audit Action Plan
- Safety Audit Feedback Form for Facilitators
- Safety Audit Feedback Form for Participants
- Safety Audit Results Forms

Here is the list of forms that are in the Safety Audit Kit:

- Safety Audit Survey #1: The Social Environment
- Safety Audit Survey #2: The Physical Environment
- Youth Safety Audit Survey
- Safety Audit Report Card Template

For organizing your safety audit, here are the materials you need to give to each **participant** in your group:

- Safety Audit Survey #1: The Social Environment
- Safety Audit Survey #2: The Physical Environment
- Safety Audit Feedback Form for Participants

# Safety Audit Group Data

## Contact Information for the Audit Group Leaders:

Name	Address	Phone #	Email

1. **Total # in Audit Group:** \_\_\_\_\_  
 # men: \_\_\_\_\_ # women: \_\_\_\_\_ # trans(tg/ts): \_\_\_\_\_

2) **Ages of Audit Facilitator and Participants:**  
*(write number of participants beside the age groups)*

\_\_\_ 0-15 years    \_\_\_ 16-24 years    \_\_\_ 25-44 years    \_\_\_ 45-60 years    \_\_\_ 60 plus

3) **Are any of the following official representatives participating in your group?**

- community agency staff
- parent council
- political representative
- school trustee
- neighbourhood member
- police

4) **Do the group facilitator/participants belong to any of these communities?**  
*(tick box or boxes)*

- Women
- Homeless
- Person of Colour
- Sex-trade Worker
- Immigrant & Refugee
- Lesbian, Gay, Bi, Queer, Transgendered & Transsexual
- Low Income
- Other \_\_\_\_\_
- People living with disabilities

5) **Briefly explain why the audit is being done?** (e.g. have there been specific incidents or concerns?)

---



---



---



---

# Safety Audit Route Plan

1) Audit date: (dd/mm/yy) \_\_\_\_\_

2) Ward number: \_\_\_\_\_

3) Neighbourhood(s) being audited: \_\_\_\_\_

4) Main intersection(s):

Street #1: \_\_\_\_\_ Street #2: \_\_\_\_\_

5) Type of location: (tick box or boxes)

- |  |   |                                       |
|--|---|---------------------------------------|
| <input type="checkbox"/> car park        | <input type="checkbox"/> park             | <input type="checkbox"/> Housing unit |
| <input type="checkbox"/> highrise        | <input type="checkbox"/> shopping mall    | <input type="checkbox"/> other: _____ |
| <input type="checkbox"/> school          | <input type="checkbox"/> community centre |                                       |
| <input type="checkbox"/> commercial area | <input type="checkbox"/> neighbourhood    |                                       |

6) Start time: \_\_\_\_\_ Approx. finish time: \_\_\_\_\_

7) Time of Day: (tick box or boxes)

- Morning       Afternoon       Evening       After Dark

8) Time of Year: (tick box)

- Summer       Autumn/Fall       Winter       Spring

9) Weather Conditions:

- sunny       overcast       raining       snowing       dark

10) Meeting place: \_\_\_\_\_

11) Sketch of area and route:



Please send a copy of the route plan to METRAC by fax 416-392-3136, email: [safety@metrac.org](mailto:safety@metrac.org), or mail: 158 Spadina Rd., Toronto, ON M5R 2T8

# Safety Audit Action Plan Worksheet

Area(s) Audited: \_\_\_\_\_ Main Intersection: \_\_\_\_\_

Address: \_\_\_\_\_ Ward#: \_\_\_\_\_

Name of Facilitator(s): \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Safety Audit conducted by (check one):  Organization (name: \_\_\_\_\_)

Group (specify: \_\_\_\_\_)  Other (specify: \_\_\_\_\_)

With your Safety Audit Group, decide on your **top 4 priority safety concerns and ideas for change** for the area you audited and write them in the table. Prioritizing your top concerns will assist those responding to the audit results.

Top 4 Priority Concerns	Closest street address to concern	Ideas for improvement, action, and change	Additional notes/ things to consider
Priority 1:			
Priority 2:			
Priority 3:			
Priority 4:			

Please return this Worksheet to METRAC by fax (416-392-3136), email (safety@metrac.org), or mail (158 Spadina Rd., Toronto, ON M5R 2T8)

# Safety Audit Feedback Form for Facilitators

1. What did you think about the Safety Audit Group Facilitator's Guide and survey (check those that apply)?

- |  |                                      |   |
|--|--------------------------------------|---|
| <input type="checkbox"/> Helpful             | <input type="checkbox"/> Fun to do   | <input type="checkbox"/> Thought-provoking      |
| <input type="checkbox"/> Easy to understand  | <input type="checkbox"/> Too long    | <input type="checkbox"/> Hard language          |
| <input type="checkbox"/> Difficult to follow | <input type="checkbox"/> Good detail | <input type="checkbox"/> Good for groups to use |
| <input type="checkbox"/> Unapproachable      | <input type="checkbox"/> Interesting | <input type="checkbox"/> Other: _____           |

2. Do you think that the questions in the survey respond to issues in your neighbourhood (chose one)?

- Yes
- No; please explain: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

3. How was your experience of leading a Safety Audit (check those that apply)?

- |   |   |
|---|---|
| <input type="checkbox"/> Fun                          | <input type="checkbox"/> Worthwhile               |
| <input type="checkbox"/> A good learning experience   | <input type="checkbox"/> Hard (explain: _____)    |
| <input type="checkbox"/> Frustrating (explain: _____) | <input type="checkbox"/> I wasn't sure what to do |
| <input type="checkbox"/> Something I'd do again       | <input type="checkbox"/> Other: _____             |

4. Do you have any suggestions on how to improve the Safety Audit?

- No
- Yes: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_



Please return this Form to METRAC by fax (416-392-3136), email (safety@metrac.org), or mail (158 Spadina Rd., Toronto, M5R 2T8)

# Safety Audit Feedback Form for Participants

1. What did you think about the Safety Audit Group Facilitator's Guide and survey (check those that apply)?

- |  |                                      |   |
|--|--------------------------------------|---|
| <input type="checkbox"/> Helpful             | <input type="checkbox"/> Fun to do   | <input type="checkbox"/> Thought-provoking      |
| <input type="checkbox"/> Easy to understand  | <input type="checkbox"/> Too long    | <input type="checkbox"/> Hard language          |
| <input type="checkbox"/> Difficult to follow | <input type="checkbox"/> Good detail | <input type="checkbox"/> Good for groups to use |
| <input type="checkbox"/> Unapproachable      | <input type="checkbox"/> Interesting | <input type="checkbox"/> Other: _____           |

2. Do you think that the questions in the survey respond to issues in your neighbourhood (chose one)?

- Yes
- No; please explain: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

3. How was your experience of being a part of a Safety Audit (check those that apply)?

- |   |   |
|---|---|
| <input type="checkbox"/> Fun                          | <input type="checkbox"/> Worthwhile               |
| <input type="checkbox"/> A good learning experience   | <input type="checkbox"/> Hard (explain: _____)    |
| <input type="checkbox"/> Frustrating (explain: _____) | <input type="checkbox"/> I wasn't sure what to do |
| <input type="checkbox"/> Something I'd do again       | <input type="checkbox"/> Other: _____             |

4. Do you have any suggestions on how to improve the Safety Audit?

- No
- Yes: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_



Please return this Form to METRAC by fax (416-392-3136), email (safety@metrac.org), or mail (158 Spadina Rd., Toronto, M5R 2T8)

# Safety Audit Results Form

## METRAC's Safety Audit Survey - Social Environment

**Instructions for Safety Audit Leader:** Please fill out this form by collating the answers from each completed survey on the **Social Environment** (e.g. 7 yes; 3 no).

<b>Name of Group:</b> <b>Number of surveys completed:</b> <b>Date &amp; Time of Safety Audit</b> <b>Location of Safety Audit:</b>
--

1	<b>Have you heard about or witnessed incidents of discrimination against other people in this neighbourhood?</b>	
	Yes	
	No	
2	<b>What was the reason for the discrimination? (Check all that apply)</b>	
	Age	
	Disability	
	Speaking with an accent	
	Gender identity: being transgendered / transsexual	
	Gender/sex	
	Immigration status	
	Race/ethnicity	
	Religious beliefs	
	Sexual orientation	
	Economic status (i.e. class, welfare recipient, homeless person)	
	Other, please specify:	
3	<b>Do other people make you feel unsafe in this neighbourhood?</b>	
	Yes	
	No	
	Don't know	
	<b>If yes, how:</b>	
4	<b>What services does this neighborhood need?</b>	
	Housing	
	Health care centre	
	Recreation centre	
	Youth services	
	Schools	
	Library	
	Police	
	Food Bank	
	Services in more languages	
	Other, please specify:	

5	<b>Do you feel uncomfortable entering any spaces in this neighbourhood?</b>	
	Community centre	
	Recreation centre	
	Shops or businesses	
	Parks	
	Other, please specify:	

6	<b>Have you experienced discrimination, discomfort and/or harassment in this neighbourhood?</b>	
	Yes	
	No	

7	<b>If so, what were the reason(s) that you were discriminated against? (Check all that apply)</b>	
	Age	
	Disability	
	Speaking with an accent	
	Gender identity: being transgendered / transsexual	
	Gender/sex	
	Immigration status	
	Race/ethnicity	
	Religious beliefs	
	Sexual orientation	
	Economic status (i.e. class, welfare recipient, homeless)	
	Other, please specify:	

8	<b>In what form was the discrimination or harassment expressed? (Check all that apply)</b>	
	Physical assault or injury	
	Phone calls	
	Glances or staring	
	Ignoring	
	Graffiti in the area	
	Threats of physical violence	
	Verbal comments	
	Written comments	
	Being chased or followed	
	Being spit on	
	Discriminated against in a job, housing, or services	
	Subtle forms, please specify:	

9	<b>Where did the discrimination or harassment incident(s) occur?</b>	
	On the street	<input type="checkbox"/>
	In the park	<input type="checkbox"/>
	On public transit	<input type="checkbox"/>
	At work	<input type="checkbox"/>
	At school	<input type="checkbox"/>
	At a store	<input type="checkbox"/>
	At a restaurant	<input type="checkbox"/>
	Night club/bar	<input type="checkbox"/>
	At home	<input type="checkbox"/>
	Other location, please specify:	<input type="text"/>

10	<b>Did you tell anybody about the incident?</b>	
	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>

11	<b>If yes, whom? (Check all that apply)</b>	
	Family	<input type="checkbox"/>
	Friend(s)	<input type="checkbox"/>
	Police	<input type="checkbox"/>
	Community worker	<input type="checkbox"/>
	Teacher	<input type="checkbox"/>
	Employer	<input type="checkbox"/>
	Colleague	<input type="checkbox"/>
	Neighbour	<input type="checkbox"/>
	Other person, please specify:	<input type="text"/>

12	<b>In your opinion, was there a positive outcome to you telling and/or reporting the incident?</b>	
	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>

13	<b>When did the incident(s) take place?</b>	
	This year	<input type="checkbox"/>
	Within the last 2 years	<input type="checkbox"/>
	Within the last 5 years	<input type="checkbox"/>
	More than 5 years ago	<input type="checkbox"/>

**ADDITIONAL COMMENTS**

---

# Safety Audit Results Form

## METRAC's Safety Audit Survey - Physical Environment

**Instructions for Safety Audit Leader:** Please fill out this form by collating the answers from each completed survey on the Physical Environment.

<b>Name of Group:</b> <b>Number of surveys completed:</b> <b>Date &amp; Time of Safety Audit</b> <b>Location of Safety Audit:</b>
--

### OVERVIEW

		1	2	3	4	5
1	I feel safe in this area					
2	I believe that I could easily escape from a scary situation in the area					

### LIGHTING

3	The general lighting is good					
4	I can clearly see someone from a distance					
5	I can clearly see signs and maps in the area					
6	I can clearly see the walking paths in the area					
7	All the lights are working in the area					

### SIGNS AND MAPS

8	There are enough signs identifying the area					
9	The signs and maps are easy to find					
10	The signs and maps are easy to understand					
11	The signs and maps show where to go for help in emergencies					

### ISOLATION (feeling alone in the area)

12	During the survey I felt isolated in the area					
13	In the day-time the area is full of people					
14	In the night-time the area is full of people					
15	I think people could hear me if I was screaming in the area					
16	There are enough working telephones in the area					
17	There are places in the area where I could get trapped					

### SIGHTLINES (ability to see around)

18	I can clearly see ahead and around me					
19	Sharp corners and blind-spots block my view					
20	Walls or fences block my view					
21	Trees or bushes block my view					
22	Cars and other vehicles block my view					

**MAINTENANCE**

23	The area is clean and maintained					
24	There is a lot of garbage and litter in the area					
25	There is a lot of vandalism and/or graffiti in the area					
26	There are hate slogans in the area					
27	There are signs showing who to call for maintenance					

**ACCESSIBILITY**

28	It is easy to move around the area if you are using a wheelchair and/or pushing a stroller					
29	There are parking spaces for people with disabilities					
30	There are ramps into the buildings					
31	The doorways in the buildings are wide enough for a wheelchair and/or stroller					
32	There are elevators in the buildings					
33	There are automatic doors in the buildings					
34	Emergency exits are easy to find					

**SECURITY**

35	There are working security and fire alarms in the area					
36	There are security features in the area (e.g. cameras, intercom, mirrors)					
37	There are security guards in the area					
38	The security guards are helpful and respect everyone					

**COMMENTS**



# Safety Audit Survey #1

## The Social Environment

Everyone should feel safe where they live, work, and play. This survey focuses on how safe people feel in this area with regards to **social factors** such as attitudes, behaviours and experiences of discrimination. The questions will help to identify safety issues, especially those of women and other marginalized communities.

Date: _____
Name of group doing the audit: _____
Area/building being audited: _____

### **SURVEY QUESTIONS**

**Disclaimer: The information collected in this survey is completely confidential and anonymous. At no time are you obligated to complete any or all sections of this survey. The information gathered will be used for the purpose of informing the Safety Audit conducted in your community and for no other purpose.**

1. Have you heard about or witnessed incidents of discrimination against other people in this neighbourhood?

- Yes
- No

2. What was the reason for the discrimination? (Check all that apply)

- |   |   |
|---|---|
| <input type="checkbox"/> Age  | <input type="checkbox"/> Religious beliefs  |
| <input type="checkbox"/> Disability   | <input type="checkbox"/> Sexual orientation   |
| <input type="checkbox"/> Speaking with an accent                            | <input type="checkbox"/> Economic status (i.e. class, welfare recipient, homeless person) |
| <input type="checkbox"/> Gender identity: being transgendered / transsexual | <input type="checkbox"/> Other, please specify: _____                                     |
| <input type="checkbox"/> Gender/sex   |   |
| <input type="checkbox"/> Immigration status                                 |   |
| <input type="checkbox"/> Race/ethnicity                                     |   |

3. Do other people make you feel unsafe in this neighbourhood?

- Yes
- No
- Don't know

If yes, how: \_\_\_\_\_

---

4. What services does this neighborhood need?

- |   |  |
|---|--|
| <input type="checkbox"/> Housing            | <input type="checkbox"/> Police                          |
| <input type="checkbox"/> Health care centre | <input type="checkbox"/> Food Bank                       |
| <input type="checkbox"/> Recreation centre  | <input type="checkbox"/> Services in more languages      |
| <input type="checkbox"/> Youth services     | <input type="checkbox"/> Other, please specify:<br>_____ |
| <input type="checkbox"/> Schools            |  |
| <input type="checkbox"/> Library            |  |

5. Do you feel uncomfortable entering any spaces in this neighbourhood? (Check all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> Community centre    | <input type="checkbox"/> Parks                           |
| <input type="checkbox"/> Recreation centre   | <input type="checkbox"/> Other, please specify:<br>_____ |
| <input type="checkbox"/> Shops or businesses |  |

6. Have you experienced discrimination, discomfort and/or harassment in this neighbourhood?

- Yes
- No

7. If so, what were the reason(s) that you were discriminated against? (Check all that apply)

- |   |  |
|---|--|
| <input type="checkbox"/> Age  | <input type="checkbox"/> Race/ethnicity  |
| <input type="checkbox"/> Disability   | <input type="checkbox"/> Religious beliefs   |
| <input type="checkbox"/> Speaking with an accent                            | <input type="checkbox"/> Sexual orientation  |
| <input type="checkbox"/> Gender identity: being transgendered / transsexual | <input type="checkbox"/> Economic status (i.e. class, welfare recipient, homeless) |
| <input type="checkbox"/> Gender/sex   | <input type="checkbox"/> Other, please specify:<br>_____                           |
| <input type="checkbox"/> Immigration status                                 |  |

8. In what form was the discrimination or harassment expressed? (Check all that apply)

- |   |   |
|---|---|
| <input type="checkbox"/> Physical assault or injury   | <input type="checkbox"/> Written comments                                     |
| <input type="checkbox"/> Phone calls                  | <input type="checkbox"/> Being chased or followed                             |
| <input type="checkbox"/> Glances or staring           | <input type="checkbox"/> Being spit on  |
| <input type="checkbox"/> Ignoring                     | <input type="checkbox"/> Discriminated against in a job, housing, or services |
| <input type="checkbox"/> Graffiti in the area         | <input type="checkbox"/> Subtle forms, please specify:<br>_____               |
| <input type="checkbox"/> Threats of physical violence |   |
| <input type="checkbox"/> Verbal comments              |   |

English

9. Where did the discrimination or harassment incident(s) occur?

- |  |  |
|--|--|
| <input type="checkbox"/> On the street     | <input type="checkbox"/> At a restaurant                 |
| <input type="checkbox"/> In the park       | <input type="checkbox"/> Night club/bar                  |
| <input type="checkbox"/> On public transit | <input type="checkbox"/> At home                         |
| <input type="checkbox"/> At work           | <input type="checkbox"/> Other location, please specify: |
| <input type="checkbox"/> At school         | _____  |
| <input type="checkbox"/> At a store        |  |

10. Did you tell anybody about the incident?

- Yes
- No

11. If yes, whom? (Check all that apply)

- |   |   |
|---|---|
| <input type="checkbox"/> Family           | <input type="checkbox"/> Employer             |
| <input type="checkbox"/> Friend(s)        | <input type="checkbox"/> Colleague            |
| <input type="checkbox"/> Police           | <input type="checkbox"/> Neighbour            |
| <input type="checkbox"/> Community worker | <input type="checkbox"/> Other person, please |
| <input type="checkbox"/> Teacher          | specify: _____                                |

12. In your opinion, was there a positive outcome to you telling and/or reporting the incident?

- Yes
- No

13. When did the incident(s) take place?

- This year
- Within the last 2 years
- Within the last 5 years
- More than 5 years ago

Use this space for any further comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Thank-you for completing the survey!**





## Safety Audit Survey #2 The Physical Environment

Everyone should feel safe where they live, work, and play. This survey focuses on how safe people feel in an area with regards to **physical features and design**. The questions will help to identify safety issues, especially those of women and other marginalized communities, which are often forgotten. Please answer all the questions.

Date: \_\_\_\_\_ Time of audit: \_\_\_\_\_

Name of group doing the audit: \_\_\_\_\_

Area/building being audited: \_\_\_\_\_

For each item, circle the number that best describes your feelings, using the scale of 1-5 below.

1. Strongly disagree	2. Disagree	3. Neutral	4. Agree	5. Strongly agree	N/A - Not Applicable
----------------------	-------------	------------	----------	-------------------	----------------------

Safety Audit Survey	Scale					
<b>OVERVIEW</b>						
1. I feel safe in this area	1	2	3	4	5	N/A
2. I believe that I could easily escape from a scary situation in the area	1	2	3	4	5	N/A
<b>LIGHTING</b>						
3. The general lighting is good	1	2	3	4	5	N/A
4. I can clearly see someone from a distance	1	2	3	4	5	N/A
5. I can clearly see signs and maps in the area	1	2	3	4	5	N/A
6. I can clearly see the walking paths in the area	1	2	3	4	5	N/A
7. All the lights are working in the area	1	2	3	4	5	N/A

<b>1. Strongly disagree</b>	<b>2. Disagree</b>	<b>3. Neutral</b>	<b>4. Agree</b>	<b>5. Strongly agree</b>	<b>N/A - Not Applicable</b>
-----------------------------	--------------------	-------------------	-----------------	--------------------------	-----------------------------

<b>SIGNS AND MAPS</b>						
<b>8. There are enough signs identifying the area</b> (e.g. street names, building names, room numbers)	1	2	3	4	5	N/A
<b>9. The signs and maps are easy to find</b>	1	2	3	4	5	N/A
<b>10. The signs and maps are easy to understand</b>	1	2	3	4	5	N/A
<b>11. The signs and maps show where to go for help in emergencies</b>	1	2	3	4	5	N/A
<b>ISOLATION (feeling alone in the area)</b>						
<b>12. During the survey I felt isolated in the area</b>	1	2	3	4	5	N/A
<b>13. In the day-time the area is full of people</b>	1	2	3	4	5	N/A
<b>14. In the night-time the area is full of people</b>	1	2	3	4	5	N/A
<b>15. I think people could hear me if I was screaming in the area</b>	1	2	3	4	5	N/A
<b>16. There are enough working telephones in the area</b>	1	2	3	4	5	N/A
<b>17. There are places in the area where I could get trapped</b> (e.g. hidden doorways, small sheds, tunnels)	1	2	3	4	5	N/A
<b>SIGHTLINES (ability to see around)</b>						
<b>18. I can clearly see ahead and around me</b>	1	2	3	4	5	N/A
<b>19. Sharp corners and blind-spots block my view</b>	1	2	3	4	5	N/A
<b>20. Walls or fences block my view</b>	1	2	3	4	5	N/A
<b>21. Trees or bushes block my view</b>	1	2	3	4	5	N/A
<b>22. Cars and other vehicles block my view</b>	1	2	3	4	5	N/A
<b>MAINTENANCE</b>						
<b>23. The area is clean and maintained</b>	1	2	3	4	5	N/A
<b>24. There is a lot of garbage and litter in the area</b>	1	2	3	4	5	N/A
<b>25. There is a lot of vandalism and/or graffiti in the area</b>	1	2	3	4	5	N/A
<b>26. There are hate slogans in the area</b> (hate slogans say nasty things about people based on their race, religion, or other identity)	1	2	3	4	5	N/A
<b>27. There are signs showing who to call for maintenance</b>	1	2	3	4	5	N/A

English

1. Strongly disagree	2. Disagree	3. Neutral	4. Agree	5. Strongly agree	N/A - Not Applicable
----------------------	-------------	------------	----------	-------------------	----------------------

<b>ACCESSIBILITY</b> (for people living with disabilities, seniors, parents with strollers, etc.)						
28. It is easy to move around the area if you are using a wheelchair and/or pushing a stroller	1	2	3	4	5	N/A
29. There are parking spaces for people with disabilities	1	2	3	4	5	N/A
30. There are ramps into the buildings	1	2	3	4	5	N/A
31. The doorways in the buildings are wide enough for a wheelchair and/or stroller	1	2	3	4	5	N/A
32. There are elevators in the buildings	1	2	3	4	5	N/A
33. There are automatic doors in the buildings	1	2	3	4	5	N/A
34. Emergency exits are easy to find	1	2	3	4	5	N/A
<b>SECURITY</b>						
35. There are working security and fire alarms in the area	1	2	3	4	5	N/A
36. There are security features in the area (e.g. cameras, intercom, mirrors)	1	2	3	4	5	N/A
37. There are security guards in the area	1	2	3	4	5	N/A
38. The security guards are helpful and respect everyone	1	2	3	4	5	N/A

These **optional** questions will help to analyse the survey to ensure it measures safety for diverse people. Your answers are appreciated.

Age: \_\_\_\_\_ Ethno-racial or cultural identity: \_\_\_\_\_

Gender:  M  F  Trans

Any other information about your identity that you would like to share:

\_\_\_\_\_

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(please use other side for more comments)

English

**Please use this space for additional comments about your safety concerns:**

**Thanks for doing the survey. You are helping to make safer communities for everyone.**



# Safety Audit Youth Checklist

Everyone should feel safe where they live, work, and play. This survey focuses on how safe people feel in this area with regards to **physical features and design**. The questions will help to identify safety issues, especially those of women and other marginalized communities, which are often forgotten. Please answer all the questions.

Date: \_\_\_\_\_ Time of audit: \_\_\_\_\_

Name of group doing the audit: \_\_\_\_\_

Area/building being audited: \_\_\_\_\_

## SAFETY AUDIT SURVEY QUESTIONS:

1. **I feel safe in this area**  Yes  No

### Part 1: Lighting

2. **Are all the lights working in this area?**  Yes  No

If no, which lights need to be fixed? \_\_\_\_\_

3. **Do any lights need to be added in this area?**  Yes  No

If yes, where should one be added? \_\_\_\_\_

4. **I feel safe using shortcuts at night**  Yes  No

### Part 2: Signs & Traffic

5. **Are there signs missing in the area** (like street and building names, room numbers)?  Yes  No

If yes, which ones? \_\_\_\_\_

6. **Are there signs that show where to go for help in emergencies?**  Yes  No

7. **Are there maps that show where major facilities** (like schools, police station, hospital, nearest payphone, etc.) **are located?**  Yes  No

8. Are there any crosswalks, or traffic lights that need to be added?  Yes  No

If so, where? \_\_\_\_\_

9. If signs were added, what other language should they be written in?

- |                                   |                                  |                                       |
|-----------------------------------|----------------------------------|---------------------------------------|
| <input type="checkbox"/> Tamil    | <input type="checkbox"/> Spanish | <input type="checkbox"/> Portuguese   |
| <input type="checkbox"/> Urdu     | <input type="checkbox"/> Somali  | <input type="checkbox"/> Only English |
| <input type="checkbox"/> Italian  | <input type="checkbox"/> Chinese | <input type="checkbox"/> Other        |
| <input type="checkbox"/> Croatian | <input type="checkbox"/> French  | _____                                 |

### Part 3: Feeling Isolated

10. Are there enough payphones in this area?  Yes  No

If no, which streets need more payphones? \_\_\_\_\_

11. At night, is this area deserted?  Yes  No

12. In the day, is this area deserted?  Yes  No

13. If you were screaming, do you think people would hear you, and come to help?  Yes  No

### Part 4: My Building/Area

14. If something needs to be repaired in my building, there is a sign showing whom to call.  Yes  No

15. There is a lot of garbage/litter in the area.  Yes  No

16. My landlord cares about my area.  Yes  No

17. My building's intercom is in working condition.  Yes  No

18. The elevator runs smoothly.  Yes  No

19. Have there been incidents of violence, assault, or harassment in the building?  Yes  No

20. The back/side exits are just as safe as the front entrance of my building/area.  Yes  No

If no, what could make the back/side exits safer? \_\_\_\_\_

## Part 5: Surveillance/Security

21. I have a T.V channel where I can observe the people coming into my building/area.  Yes  No

22. I think the laundry room is a safe place at night.  Yes  No

23. Do you feel safe when walking across the parking lot at night?  Yes  No

If no, what would make you feel safer? \_\_\_\_\_

24. There are security guards in my area.  Yes  No

If no, would you like to have security guards in your area?  Yes  No

If yes, do you think they take their job seriously?  Yes  No

25. If I am assaulted, I know where to get help.  Yes  No

If yes, where would you go for help? \_\_\_\_\_

26. I feel comfortable speaking with Police Officers.  Yes  No

27. Police patrol my area.  Yes  No

## Part 6: Accessibility

28. Is it easy to move around the area if you are using a wheelchair or stroller?  Yes  No

29. Are the emergency exits easy to use for the disabled?  Yes  No

## Part 7: Youth Services

30. I feel safe in the community centers located in my area.  Yes  No

31. Check off the community services you use the most.

- Recreation Centre (basketball courts, pools)
- Employment Centre
- After School Programs
- Walk in Clinic/Health Centre
- Other, please specify: \_\_\_\_\_

32. What is one change you would like to see in any of the services you use?

\_\_\_\_\_

**33. Who has the greatest influence in making you feel safe?**

[Rank these people in order from 1-5. 1 is the greatest and 5 is the lowest.]

- a. Parents \_\_\_\_\_
- b. Teachers \_\_\_\_\_
- c. Police \_\_\_\_\_
- d. Politicians \_\_\_\_\_
- e. Other \_\_\_\_\_ (please specify: \_\_\_\_\_)

**Part 8: TTC**

**34. Are there bus stops that need bus shelters?**  Yes  No

If so, where? \_\_\_\_\_

**35. Do you know what the Request Stop Program is?**  Yes  No

**36. Are there bus stops that are missing time schedules, or have time schedules that need to be updated?**  Yes  No

If so, where \_\_\_\_\_

**37. Are there any bus routes that need to run later in the night?**  Yes  No

If so, which ones \_\_\_\_\_

These **optional** questions will help to analyse the survey to ensure it measures safety for diverse people. Your answers are appreciated.

Age: \_\_\_\_\_ Ethno-racial or cultural identity: \_\_\_\_\_

Gender:  M  F  Trans

Any other information about your identity that you would like to share:

\_\_\_\_\_

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## Safety Audit Report Card Template

Date: \_\_\_\_\_

Area/building audited: \_\_\_\_\_

### **A. OVERVIEW OF SAFETY AUDIT RESULTS**

**Example:** The safety audit was conducted by six people (four women and two men) from XYZ Community Group. It was completed on May 30, 2006 at 2:30pm. The audit covered Cowan Park, near Queen and Dufferin Streets. The overall rating for each area of the audit is in the table below.

Generally, the park was seen as ok in terms of safety. The main concerns were the poor maintenance (the park was filled with overflowing garbage cans, litter, and uncut grass), and poor sightlines (a main exit from the park was through a tiny alley blocked by high walls and sharp turns).

1. Poor	2. Substandard	3. Ok	4. Good	5. Very good
---------	----------------	-------	---------	--------------

Safety Audit Report Card	Scale			
<b>OVERVIEW</b> – overall sense of safety in the area.			3	
<b>LIGHTING</b> – the ability to see and be seen clearly.			3	
<b>SIGNS AND MAPS</b> - knowing where you are reduces fear of being attacked or getting lost.			3	
<b>ISOLATION</b> - people tend to feel safer when others are around.			3	
<b>SIGHTLINES</b> - clear views ahead and all around, not blocked by bushes, walls or fences.				5
<b>MAINTENANCE</b> - dirty and untidy areas make people feel no one cares and no one will come if they need help.				5
<b>ACCESSIBILITY</b> - it is easy to move around the area.		2		
<b>SECURITY</b> - the security systems works and security staff treat everyone the same way.			3	

### **B. OVERVIEW OF SOCIAL ENVIRONMENT SURVEY**

Summarizing findings of the Safety Audit Survey #1, The Social Environment on attitudes, behaviours and experiences of discrimination.

### **C. KEY HIGHLIGHTS**

Include comments made by participants that are particularly relevant and overall themes/highlights from both surveys.

### **D. RECOMMENDATIONS**

Outline the recommendations for action and improving on the safety features, including next steps. Include statistical data on the area.