



COMMUNITY SAFETY ADVISORY SUB-COMMITTEE MEETING AGENDA

PUBLIC SESSION

Date: July 20, 2021
 Time: 2:40 p.m. – 3:25 p.m.
 Location: Virtual (NOT in person)

Agenda

Time	Description	Action	Pre read	Presenter	Page #
Public Agenda					
2:40	1. Appointment of Committee Chair	CSAC Approval	CSAC:2021-1 <i>5 minutes</i>	General Counsel and Corporate Secretary	2
2:45	2. Chair's Remarks	Information	Verbal Report <i>5 minutes</i>	Chair	-
2:50	3. Consent agenda		<i>5 minutes</i>		
	a) Approval of Public Meeting Agenda	CSAC Approval	Agenda	Chair	1
	b) Chair's Poll re: Conflict of Interest	Declaration	Agenda and Conflict of Interest Policy	Chair	-
2:55	4. Business Arising from the Public Meeting Minutes and Action Items Update	Information	Action Item List <i>5 minutes</i>	Chair	4
3:00	5. CSAC Charter and Work Plan	CSAC, TSC and Board Approval	CSAC:2021-2 <i>25 minutes</i>	Chair	16

TERMINATION



Appointment of CSAC Chair

Item 1

July 20, 2021

Community Safety Advisory Sub-Committee

Report: CSAC:2021 1

To: Community Safety Advisory Sub-Committee (“CSAC”)

From: General Counsel and Corporate Secretary

Date: July 13, 2021

PURPOSE:

The purpose of this report is to approve the appointment of the Chair, Community Safety Advisory Committee (“CSAC”).

RECOMMENDATIONS:

It is recommended that the CSAC approve and recommend that the Tenant Services Committee approve:

1. The appointment of a Chair, Community Safety Advisory Committee, effective July 20, 2021 until a successor is appointed; and
2. Authorize the General Counsel and Corporate Secretary to take all actions to implement the above recommendations.

REASONS FOR RECOMMENDATIONS:

BACKGROUND:

At its March 24, 2021 meeting, the TSC approved the establishment of a Community Safety Advisory Sub-Committee, a sub-committee reporting into the TSC. The Community Safety Advisory Sub-Committee will be comprised of TSC members including Marcel Charlebois, Debbie Douglas, Ubah Farah, Councillor Paula Fletcher, and Councillor Frances Nunziata.

In accordance with the newly amended Charter, it is recommended that the CSAC appoint a Chair with an effective date of the Board of Directors meeting of July 20, 2021.

IMPLICATIONS AND RISKS:

It is good governance and in compliance with the CSAC's Charter to appoint a Chair for the Community Safety Advisory Sub-Committee.

SIGNATURE:

"Darragh Meagher"

Darragh Meagher
General Counsel and Corporate Secretary

STAFF CONTACT:

Darragh Meagher, General Counsel and Corporate Secretary
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**Report on Business Arising from Public Meeting Minutes
 CSAC Action Item List**

Report No. & Meeting Date	Description	Status	Target Date	Assigned To
1. TSC:2019-46 December 5, 2019 TSC:2021- 23D May 4, 2021	Addressing Violence in Non-VRP Communities Management to report back with how we are addressing violence in non-VRP communities from a tenancy management perspective, including how we are addressing violence in revitalization communities.	Complete	July 5, 2021	Acting Chief Operating Officer
2. May 4, 2021 Meeting	Violence Reduction Program – Hiring Demographics Management to provide the demographics of the staff hired to carry out the work of the Violence Reduction Program	Complete	July 5, 2021	Interim, Vice-President, Human Resources
3. TSC:2021-32 May 4, 2021	Violence Reduction Program – Budget Management to provide details of the Violence Reduction Program budget as approved by	Complete	July 5, 2021	Acting Chief Operating Officer

Report No. & Meeting Date	Description	Status	Target Date	Assigned To
	<p>the Board in in 2019, and the breakdown of funding as of 2021 directed to CSU and non-CSU related initiatives, including both programming and staffing costs for both the original and expanded sites.</p>			



Community Safety Unit Public Action Items: Tenant Services Sub-Committee

Identified on action item list at meeting date	Report # and meeting date	Description	Status	Target date	Assigned to	Notes
6-Feb-17	RSC: 2016-09 MARCH 3, 2016	Safer and More Secure Communities, Q4 2015 Update Management to provide RSC with a report on solutions for a new deployment model.	Refer to Action item for RSC: 2015-07 (March 5, 2015) on this action item list.	Closed	COO	
6-Feb-17	RSC: 2016-09 MARCH 3, 2016	Safer and More Secure Communities, Q4 2015 Update Motion passed by committee approving implementation of a pilot program to install covert surveillance cameras in high needs communities, to protect tenant safety and to detect and charge individuals who tamper with fire and/or life safety equipment on TCHC premises.	Upon consideration, management recommends that this action item be closed. It is recommended that enforcement related to these incidents continue in collaboration with TPS, and	Closed	COO	



Identified on action item list at meeting date	Report # and meeting date	Description	Status	Target date	Assigned to	Notes
			that all video surveillance continue to be conducted in compliance with the Closed Circuit Television (CCTV) Surveillance Policy.			
6-Feb-17	RSC:2015-07 MARCH 5, 2015	Q4-2014 Report on Community Safety Strategy Management will report back to the RSC on community safety strategy, including a safety deployment plan.	In progress. A Deployment Plan Project Team has been formed. Once Deployment plan is finalized and approved it will be presented to RSC.	Closed	COO	Update provided at May 15, 2017 meeting; update provided at July 10, 2017 meeting; full report back provided at September 8, 2017 meeting .



Identified on action item list at meeting date	Report # and meeting date	Description	Status	Target date	Assigned to	Notes
			Q3-2016 Safer and More Secure Communities Update provides information on the status of the deployment model. CSU is working with Human Resources and Local 529 on shift schedules and patrol boundaries.			



Identified on action item list at meeting date	Report # and meeting date	Description	Status	Target date	Assigned to	Notes
6-Feb-17	RSC:2016-58 November 21, 2016	<p>Q3-2016 Safer and More Secure Communities Update</p> <p>The Committee requested that the Q4 and future reports include the following:</p> <ul style="list-style-type: none"> • two-year quarterly trending for the Calls for Service Comparison (instead of comparison to same quarter in previous year). • a table that lists partnerships with TCHC that includes involvement and budget impacts. • a list of community outreach meetings, which includes location. 	Information will be included in quarterly reports commencing with Q4 Report to be brought to the February 6th meeting.	Closed	COO	



Identified on action item list at meeting date	Report # and meeting date	Description	Status	Target date	Assigned to	Notes
25-Apr-17	TCHC:2017-27 March 24, 2017	Monthly President's Report Provide more details on CSU- Police joint patrols within TCHC communities (i.e. where patrols are being conducted, what these patrols consist of, how these patrolled communities are selected, etc.).	Completed - part of Safer More Secure Communities, Q1 2017 Update	Closed	COO	Provided at May 15, 2017 meeting
8-Sep-17	RSC:2017-33	Provide map of the 17 zones CSU patrols	Patrol zones provided to Committee offline.	Closed	Sr. Director, CSU	
13-Nov-17	RSC:2017-42 September 20, 2017	With respect to the report on the Q2 2017 Safer and More Secure Communities, provide clarification for "Reported Crimes and Incidents" table by indicating how occurrences were reported in Q3-2017 report (whether it was reported through dispatch or on-site by CSU Officer).	Completed – included in Q3-2017 report	Closed	Sr. Director, CSU	Provided at November 13, 2017 meeting.



Identified on action item list at meeting date	Report # and meeting date	Description	Status	Target date	Assigned to	Notes
29-Jan-18	RSC:2017-60 November 13, 2017	Provide a report that details an overview of the CSU's response to communities that have consistently high crime rates.	Completed	Closed	Sr. Director, CSU	Update provided in the Q4-2017 Safer and More Secure Communities Report at the April 6, 2018 meeting .
20-Jul-18	April 6 TSC TSC:2018-08	Safer and More Secure Communities Management to provide cost benefit analysis on Dan Harrison pilot project: impact on tenants, cost and staffing resources.	Completed. Report included in the July 20, 2018 TSC Materials .	Closed	Sr. Director, CSU	Provided at July 20, 2018 meeting .
27-Jun-19	TCHC:2019-03 April 29, 2019	TCHC Report Back to City Council on Community Safety Response Management to provide a report on: • tenant demographics and new CSU recruitment demographics (i.e. gender, ethnicity and language diversity etc.); and	Completed - at both TSC and Board	Closed	Senior Director, Community Safety Unit Acting Director, Strategic Planning and Stakeholder Relations	Provided at May 31, 2019 TSC meeting and June 27, 2019 Board meeting



Identified on action item list at meeting date	Report # and meeting date	Description	Status	Target date	Assigned to	Notes
		<ul style="list-style-type: none"> a plan for a more integrated community safety response. 				
3-Feb-20	TSC:2019-46 December 5, 2019	<p>Violence Reduction Program</p> <ul style="list-style-type: none"> Management to report on programming going into VRP sites and expansion in non-VRP sites with high youth population. Joint presentation with SDFA re: VRP MOU and funding arrangement. Management to report back with how we are addressing violence in non-VRP communities from a tenancy management perspective. 	<p>Bullet one is complete (provided at November 24, 2020 meeting)</p> <p>Bullets 2&3 are in progress - to be reported at May 4, 2021 meeting</p>	Open	COO	
24-Nov-20	September 3, 2020 meeting	<p>CCTV Cameras</p> <p>Management to report back on the impact of CCTV cameras in helping to reduce crime in TCHC communities.</p>	Completed	Closed	COO	Provided at March 24, 2021 meeting



Identified on action item list at meeting date	Report # and meeting date	Description	Status	Target date	Assigned to	Notes
24-Nov-20	September 3, 2020 meeting	CSU Demographics Management to provide the TSC with the demographic breakdown of CSU Special Constables in terms of race and gender.	Completed	Closed	COO	Provided at November 20, 2020 meeting
25-Jan-21	TCHC:2020-88 December 15, 2020 Board meeting	CSU Staffing Compliment Management to refer to the next TSC meeting information with respect to the staffing compliment within CSU in the context of the TSC's oversight of the Violence Reduction Program.	Completed	Closed	COO	Provided at January 25, 2021 meeting
26-Feb-21	Action Items November 20, 2020	Action Item 2 Staff to forward the Briefing Note responding to Action Item 2 regarding the Community Safety Unit ("CSU") organizational chart to the Tenant Services Committee for discussion.	Completed - at TSC	Closed	Sr. Director, CSU	Briefing note included in January 25, 2021 TSC materials



Identified on action item list at meeting date	Report # and meeting date	Description	Status	Target date	Assigned to	Notes
26-Feb-21	TCHC:2020-88 December 15, 2020	CSU Staffing Compliment Management to refer to the next TSC meeting information with respect to the staffing compliment within CSU in the context of the TSC's oversight of the Violence Reduction Program.	Completed - at TSC	Closed	COO	Provided at January 25, 2021 TSC meeting
4-May-21	TSC:2021-17 March 24, 2021	False Fire Alarms Management to provide the list of the ~20 buildings where the majority of false fire alarms occur and identify whether these buildings align with the Violence Reduction Plan ("VRP") sites.	To be included as briefing note in May 4, 2021 materials	Closed	COO	
4-May-21	TSC:2021-22 March 24, 2021	CCTV Cameras Management to report back with the cost to replace a camera as well as the number of instances where TCHC's camera footage was used by TPS in recent years.	To be included as briefing note in May 4, 2021 materials	Closed	COO	



Identified on action item list at meeting date	Report # and meeting date	Description	Status	Target date	Assigned to	Notes
4-May-21	TSC:2021-22 March 24, 2021	<p>Community Safety Unit Demographics</p> <p>Management to report back with the comparison of CSU and Toronto Police Service (“TPS”) in terms of the percentage of the workforce that identify as women.</p>	To be included as briefing note in May 4, 2021 materials	Closed	Sr. Director, CSU	



Community Safety Advisory Sub-Committee Charter

Item 5

July 20, 2021

Community Safety Advisory Sub-Committee

Report: CSAC: 2021 2

To: Community Safety Advisory Sub-Committee (“CSAC”)

From: Acting President & Chief Executive Officer

Date: July 13, 2021

PURPOSE:

To present the CSAC Charter and the CSAC Work Plan for review and adoption.

RECOMMENDATIONS:

It is recommended that the CSAC review and adopt:

1. the CSAC Charter and recommend its approval by the Tenant Services Committee and the Board; and
2. the CSAC Work Plan.

REASONS FOR RECOMMENDATIONS:

In 2021, the CSAC was established as a sub-committee of the Tenant Services Committee (“TSC”), itself a committee of the Toronto Community Housing (“TCHC”) Board of Directors (the “Board”), to assist the Board and TSC in fulfilling its responsibility with regards to Community Safety and Support at TCHC. In establishing CSAC, the CSAC charter (the “Charter”) has been established (see Attachment 1), which outlines its mandate, accountability, term, membership, and deliverables.

The deliverables of the CSAC will be guided by an annual work plan, which is Attachment 2 to this report and will include regular standing agenda items,

as well, special agenda items. The special agenda items can include but will not be limited to the following:

- Community Safety Unit (“CSU”) Overview;
- Integration of Confronting Anti-Black Racism (“CABR”);
- Overview of Community Safety and Support Pillar;
- Tenancy Management (Managing Difficult Tenancies, Tenant Support);
- Categorization of TCHC Communities;
- Tenant Impact and CSU involvement;
- Tenant Engagement Models for CSAC;
- Hub Model; and
- Recommendations to TCHC.

ATTACHMENT:

1. Community Safety Advisory Sub-Committee Charter
2. Community Safety Advisory Sub-Committee Work Plan

SIGNATURES:

“Sheila Penny”

Sheila Penny
Acting President & Chief Executive Officer

STAFF CONTACT:

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Acting Chief Operating Officer
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Attachment 1: Community Safety Advisory Group Charter

MANDATE:

The Community Safety Advisory Committee (“CSAC”) is established as a sub-committee of the Tenants Services Committee (the “TSC”), itself a committee of Toronto Community Housing’s (“TCHC”) Board of Directors (the “Board”), to assist the Board and TSC in fulfilling its responsibilities in respect of Community Safety and Security at TCHC.

RESPONSIBILITIES:

The CSAC fulfills its mandate by carrying out the following responsibilities:

- Advice and recommendations to the TSC on the design, implementation, and reporting of policies, strategies and initiatives by Management on security, CCTV cameras, and crime and reporting; and
- Advice and recommendations to the TSC on the design, implementation, and reporting of policies, strategies and initiatives by Management on community safety and the Community Safety Unit.

AUTHORITY:

The CSAC is an advisory committee of the TSC and as such is able to make recommendations to the TSC with respect to the matters that fall within its Charter for review and approval of the TSC, and for forwarding on to the Board a deemed necessary by the TSC.

The CSAC will have full, free and unrestricted access to Management and its employees.

The CSAC may retain the services of external advisors at the expense of the Corporation, as deemed necessary, to ensure its due diligence and in accordance with TCHC’s Procurement Policy and Procedures.

TERM AND DELIVERABLES:

The CSAC’s term is time-limited and is not intended to be a permanent sub-committee of the TSC. The CSAC will undertake research, review, and

tenant consultation on the matters outlined in the Charter, and will deliver a set of recommendations to the TSC for their consideration and forwarding to the Board, as deemed appropriate by the TSC.

COMPOSITION:

The composition of CSAC will be informed by the following:

- The appointment of the CSAC Chair, and members shall be made by the TSC, upon recommendation of the Committee Chair;
- The Chair of the TSC shall be a voting *ex officio* member of the Committee;
- The President and Chief Executive Officer will appoint a staff liaison to support the Chair;
- The President and Chief Executive Officer will appoint a staff person to reside as Corporate Secretary for the Committee;
- The Committee shall be composed of a minimum of three (3) Directors; and
- The CSAC shall be supported by staff from TCHC and City of Toronto, with expertise and accountability for community safety, security, community development, partnership development, and stakeholder relations, as designated by the President and Chief Executive Officer

TERM:

- To be determined

QUORUM:

The following will inform quorum at the CSAC:

- Quorum shall be a minimum of fifty percent of the Directors of the CSAC;
- Where Quorum is present, decisions shall be taken by motion with passage by simple majority (fifty percent plus one) of the total CSAC members present at a meeting of the CSAC, in person, or by teleconference; and
- Written resolution in lieu of meeting signed by all members of the CSAC is permitted.

MEETINGS:

The CSAC will meet as frequently as it determines necessary but not less than once each quarter. Meetings may be called by the Chair of the TSC or the Chair of CSAC. The Chair of CSAC must call a meeting when requested

to do so by any member of the CSAC, the TSC, the President and Chief Executive Officer, or the General Counsel and Corporate Secretary. The procedure at meetings shall be determined by the CSAC Chair adhering to the by-laws of the Corporation or any resolution of the Board.

Meetings will be held in public other than matters to be dealt with in closed session, such as:

- a. the security of the property of the Corporation;
- b. personal matters about an identifiable individual, including an employee;
- c. a proposed or pending acquisition or disposition of land by the Corporation;
- d. Labour relations or employee negotiations;
- e. Litigation or potential litigation, including matters before administrative tribunals, affecting the Corporation;
- f. advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- g. any other matter City Council would be permitted to discuss at a meeting or part of a meeting that is closed to the public under City of Toronto Act, 2006 or any other Act; or
- h. a request under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

REVIEW:

The CSAC shall review its Charter on an annual basis and recommend any changes to such terms to the TSC.

REPORTING:

The CSAC will report the proceedings of each meeting and all recommendations made by the CSAC at such meeting to the TSC at the TSC's next meeting. The CSAC will make such recommendations to the TSC, as it may deem appropriate.

ACCOUNTABILITY AND REPORTING:

The CSAC is accountable to the TCHC Board, through the TSC, and reporting on the ongoing work will be undertaken at each TSC meeting.

Toronto Community Housing Corporation
Community Safety Advisory Sub-Committee

Toronto Community Housing



2021 Public CSAC Work Plan

Q3	Q4
Date TBD	Date TBD
REGULAR ITEMS	REGULAR ITEMS
Q2 2021 – Violence Reduction Program Update	Q3 2021 – Violence Reduction Program Update
SPECIAL ITEMS	SPECIAL ITEMS
To be Determined	To be Determined