

A CHECKLIST OF SAFETY AUDIT FOR CRIME PREVENTION

OUTDOORS

INDOORS

GENERAL AREA: _____

SPECIFIC LOCATION: _____

DATE: _____

DAY: _____

TIME: _____

AUDITED BY: _____

REASONS FOR AUDITING THE AREA:

➔ *Tips on taking notes:*

- Regardless of how sharp your memory is, you will not remember everything. Therefore it is important to take good notes. Our experience shows that using a checklist and writing notes on it will make it easier to organize your ideas and suggestions later on.

- Write down any questions that you have (even if you don't have the time to find the answers).
 - Sometimes a place is so poorly designed that there aren't any real solutions beyond a temporary band-aid. It is still important to note the problem. Identifying and naming a problem is the beginning of changing your surroundings and the way new buildings and spaces are designed.
 - Take notes on everything, including your comments on the process of the Audit itself.
 - Look over your notes a day or two later to see if they still make sense. Would someone who wasn't on the Audit understand what you mean? If not, try to make your notes clearer.
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1. General Impressions

a] Describe your first initial reactions to the site:

b] What 5 words best describe the place?

2. Lighting [good lighting allows you to see the area and what's happening in it]

a] What is your impression of the lighting?

- very poor poor too dark
 satisfactory good too bright
 very good

b] Is the lighting consistent throughout the space?

- yes no

c] Are any lights out? _____

d] If so, how many? _____

e] What proportion of lights are out? _____

[e.g. Maybe only two bulbs in your hallway are burned out, but if there are only three bulbs to start with, then a more powerful way to say this is that two-thirds of the lights are out.]

f] Are you able to see and identify a face 25 metres (75 feet) away?

g] Do you know where/whom to call if lights are out, broken, not yet turned on, etc.?

- yes no

- h] Outdoors: Is the lighting obscured by trees or bushes? yes no
- i] How well does the lighting illuminate pedestrian walkways and sidewalks?
 very poor poor satisfactory
 good very good

3. Signage [good signage lets you know where you are, what resources are available, and helps you develop some familiarity with the location]

- a] Is there a sign (i.e. room no., building name) identifying where you are? yes no
- b] If no, are there directional signs or maps nearby which can help you identify where you are?
 yes no
- c] Are there signs which show you where to get emergency assistance if needed?
 yes no
- d] Are there signs which direct you to wheelchair access?
 yes no
- e] Do exit doors identify where they exit to?
 yes no
- f] Is there information posted describing the hours the building is legitimately open?
 yes no

- g] What is your impression of the overall signage?
 very poor poor satisfactory
 good very good

4. Sightlines [clear sightlines are important as they let you see, without interference, what lies ahead]

- a] Can you clearly see what is up ahead?
 yes no

- b] If no, the reasons may be:
Indoors: sharp corners walls
 pillars
 others _____

Outdoors: bushes fences
 hill
 others _____

- c] Are there places someone could be hiding?
 yes no

- d] If yes, where? _____

- e] What would make it easier to see? e.g.:
- transparent materials like glass
 - vehicles moved angled corners
 - security mirrors trimmed bushes
 - snow cleared

Other comments?

5. Isolation -- Eye Distance [this lets you assess how far away things are from the location and if someone would see you if you were in trouble]

a] At the time of your Audit, did the area feel isolated?
 yes no

b] How many people are likely to be around?

• *In the early morning:*

none a few several many

• *During the day:*

none a few several many

• *In the evening:*

none a few several many

• *Late at night (after 10 pm):*

none a few several many

c] Is it easy to predict when people will be around?
 yes no

d] Is there a monitor or surveillance system?
 yes no don't know

e] Other comments?

6. Isolation -- Ear Distance [lets you assess if you could be heard in an emergency]

- a] How far away is the nearest person to hear a call for help?_____
- b] How far away is the nearest emergency service such as an alarm, security personnel, crisis telephone?_____ don't know
- c] Can you see a telephone, or a sign directing you to emergency assistance? yes no
- d] Is the area patrolled? yes no don't know
- e] If yes, how frequently?
 - every hour
 - once per afternoon/evening
 - don't knowOther comments?

7. Movement Predictors [a predictable or unchangeable route or path; this allows you to assess whether or not you can determine the way or direction people will move]

- a] How easy is it to predict people's movements? (e.g. their routes)
 - very easy somewhat obvious
 - no way of knowing

- b] Is there an alternative well-lit route or path available?
 - yes no don't know
- c] Is there an alternative frequently travelled route or path available?
 - yes no don't know
- d] Can you tell what is at the other end of the path, tunnel, or walk?
 - yes no
- e] Are there corners, alcoves, or bushes where someone could hide and wait for you?
 - yes no
- f] Other comments?

8. Possible Entrapment Sites [lets you assess whether or not there are locations which are of special concern]

Indoors:

- a] Are there empty rooms that should be locked?
 - yes no
- b] Are there small, well-defined areas? e.g.:
 - stairwells
 - recessed doorways or lockers
 - unlocked closets
 - elevators
 - others: _____

Outdoors:

- c] Are there small, confined areas where you would be hidden from view? e.g.:
- unlocked equipment or utility shed
 - alley or lane
 - recessed doorway
 - construction site
 - others: _____

9. Escape Routes [lets you assess whether or not there are ways to escape should there be an incident]

- a] How easy would it be for an offender to disappear?
- very easy quite easy don't know
- b] How difficult would it be for you to escape to safety if you had to?
- very difficult quite difficult don't know

10. Nearby Land Uses [lets you assess the impact of how the land is used as it relates to your comfort and safety]

- a] What is the surrounding or nearby land used for?
- stores
 - restaurants
 - heavily treed/wooded area
 - parking lots
 - residential houses and streets
 - don't know
 - other: _____
 - offices
 - factories
 - busy traffic
 - river bank

b] Can you identify who owns or maintains nearby land? yes no

c] What are your impressions of nearby land use?
 very poor poor satisfactory
 good very good

d] Is the land use in the area changing?

e] Does its new use make you feel more or less comfortable than its old use?

f] What about the land use change makes you feel more or less comfortable?

11. Factors That Make the Place More Human [these questions let you assess whether or not the location is used or abused by people]

a] Does the place feel cared for? yes no

b] Does the place feel abandoned? yes no

- c] What gives you that feeling?

- d] Is there graffiti on the walls? yes no
- e] In your opinion, are there racist or sexist slogans/signs/images on the walls? yes no
- f] Are there signs of vandalism? yes no
- g] Would other materials, tones, textures or colours improve your sense of safety? yes no
- h] Other comments?

12. Maintenance [these questions help you tell if the area is well looked after and well used by people]

- a] What are your impressions of maintenance?
 very poor poor
 satisfactory good
 very good
- b] Is there litter lying around? yes no

- c] Is there need for major repair? yes no
- d] Do you know to whom maintenance concerns should be reported? yes no
- e] From your experience, how long do repairs generally take? yes no

13. Overall Design [lets you express your overall feeling after you have looked at the site in detail]

- a] Describe your impressions of the overall design:
 - very poor poor
 - satisfactory good
 - very good
- b] If you weren't familiar with the place, would it be easy to find your way around? yes no
- c] Is the entry visible and well defined? yes no
- d] Are public areas visually protected? yes no
- e] Does the place make sense? yes no
- f] Is the place too spread out? yes no
- g] Are there a confusing number of levels? yes no
- h] Other comments?

14. Social Concerns [this lets you assess whether or not there are groups and organizations in place which add to your feelings of comfort and safety]

a] Are there cultural and social activities occurring in the neighbourhood?

yes no

b] Describe how this makes you feel more or less

c] Are there organizations and groups in the neighbourhood which are concerned about the neighbourhood and its people?

yes no

d] Describe how this makes you feel more or less comfortable:

e] Do you have friends or neighbours in the area you could count on in an emergency?

yes no

f] Is the population of the area changing?

yes no

g] Describe how more or less safe this makes you feel:

h] Are there people with special needs in the area whose needs are not being met?

yes no

i] Describe who they are:

j] Are there institutions in the area which make you feel more or less comfortable?

yes no

k] Describe how they make you feel more or less comfortable:

From the Crime Prevention Safety Audit questions that you just completed, identify what can be done to make you feel safer about this location

What improvements would you like to see?

Do you have any specific recommendations?

What skills or resources could you contribute to making these improvements?
