

Security Video Surveillance – Annual Report and New Location

Date:	February 25, 2008
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

In March 2007, the Toronto Public Library Board approved the Security Video Surveillance Policy for the Library. The policy requires that the City Librarian report to the Board the following:

- i. On an annual basis report to Board on all security video surveillance systems installed; and
- ii. Report to the Board when video surveillance is being proposed, for all locations

This report fulfills these requirements.

FINANCIAL IMPACT

The report has no financial impact beyond what has already been included in the current year's budget.

The Director, Finance & Treasurer has reviewed this report and agrees with the financial impact information.

DECISION HISTORY

This annual report on video surveillance at Library locations is a result of the security Video Surveillance Policy approved by the Library Board in March 2007.

ISSUE BACKGROUND

The Security Video Surveillance Policy is designed to balance an individual's rights to privacy with the need to ensure safety and security of Library employees, users, visitors and property.

As part of the policy, there is an annual report on all locations where there is security video surveillance. The only new location where security video surveillance is being proposed, and where an assessment has been carried out, is Goldhawk Park.

COMMENTS

Annual Report on Locations with Security Video Surveillance

A list of branches where cameras are installed is provided in Attachment 1. This is the same list that the Board considered when approving the Security Video Surveillance Policy in March 2007.

Needs Assessment – Goldhawk Park

A number of incidents of vandalism, fire and graffiti at the Goldhawk Park branch led to a request for consideration of security video surveillance. Staff conducted an assessment based on the Security Video Surveillance Policy.

The assessment clearly documents that the Library staff have considered and implemented all measures of deterrence available to them, without success. The proposed location of the security video surveillance cameras has been designed to minimize privacy intrusion. Three cameras are recommended for installation, to monitor only those spaces that have been identified as problem areas and requiring surveillance.

The Director, Information Technology & Facilities and the Director, Branch Libraries have reviewed the assessment and approved the proposed installation. The cost of implementing security video surveillance at Goldhawk Park is accommodated within the appropriate Facilities budget.

CONTACT

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SIGNATURE

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ATTACHMENTS

- Attachment 1: Existing Surveillance Camera Locations
- Attachment 2: New Surveillance Camera Location