



The University of
Nottingham

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Security Section Annual Report 2014/2015

www.nottingham.ac.uk/estates/security

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Executive Summary

This annual report has been prepared to reflect the activities associated with the Estates Security Section during the Academic Year 2014/15 for which purpose the period 1 August 2014 to 31 July 2015 has been used.

I am pleased to report a substantial reduction in crime for this Academic Year by 67 crimes (30%) with a total of 154 crimes, against 221 crimes the previous year. This is the lowest reported crime level over the last decade with reported crime in previous years exceeding 1,000 crimes.

Of particular note is a reduction in pedal cycle crime with a decrease of 37 crimes (33%) compared with the previous year. Crime levels continue to remain low with the more serious crimes of violence, including sexual assaults, and burglary being recorded in single figures.

The reduction in crime has been achieved in an environment of continued expansion on our Campuses whilst still providing open access for our visitors to enjoy. The presence of in-house uniformed Security staff at all times, the provision of special operations (covert measures) and other crime prevention initiatives all continue to serve as a major deterrent to the criminal element.

Pedal cycle crime accounts for around 50% of the reported crime and although the reduction in such crime this year is welcome, we continue to experience problems in this area. A number of crime reducing initiatives have been introduced to target this type of crime, described later in this report.

Crime figures for the Nottinghamshire Police area show an increase by 8,547 crimes (13%) with a total of 75,181 crimes against 66,634 crimes the previous year.

In recognition of the sustained efforts to reduce crime at the University our Security Manager Crime Prevention & Reduction, Mark Davis, received a Vice-Chancellor Achievement Award in February 2015.

Our Campuses still remain safer than they have been in the past and we will continue to concentrate on crime prevention and reduction initiatives, especially efforts to further reduce pedal cycle thefts, with a view to ensuring that all staff, students and visitors feel as safe and secure as possible. We will also continue to do everything possible to enhance the customer service interface to ensure that students enjoy a positive experience at the University.

*Gary Stevens
Head of Security, September 2015*

Summary of Role and Achievements of Security at The University of Nottingham:

Crime, a reduction of 67 crimes (30%), with 154 crimes in 2014/15 against 221 crimes in 2013/14. Crime is now over 80% lower than a decade ago.

Pedal Cycle Crime, a reduction of 37 crimes (33%), with 75 pedal cycles stolen in 2014/15 against 112 in 2013/14. This crime continues to be the highest crime on our Campuses, despite various robust initiatives.

Events, the Security Services Section have been committed to a number of events, including University Open Days, UCAS and School Open Days, Summer and Winter Graduations, Student Registration, Freshers and International Welcome week.

Student Discipline, 241 students were reported to Security for breaches of the Code of Discipline for Students during the year, slightly higher this year with an increase of 26 over last year's figure of 215. The Compliance & Investigations Manager, appointed in January 2013, continues to have a positive impact in this area and is dealing with the bulk of routine on-Campus student discipline investigations outside of the Halls of Residence.

Special Operations (Covert Security), this initiative continues to be successful, directly resulting in 32 persons being apprehended and 184 persons being challenged during the year on our property in relation to crimes committed and suspicious activity.

Trespass Notices, to date 51 notices have been issued to exclude persons from University sites who have been involved in criminal activity, anti-social behaviour or disruption of University activities. This is supported by the issue of anti-social behaviour orders by the Courts against repeat offenders, also resulting in numerous criminals being banned from University sites.

CCTV installations, there are now 397 installations at the University, an increase of 15 over last year. The CCTV provision is reviewed on a regular basis and details of recent installations are included later in this report.

Crime Prevention Initiatives, these continue such as Immobilise property marking, advice at Freshers Fayre, crime prevention talks and surveys, with the full range of initiatives detailed later in this report.

Traffic Management, robust measures are in place for Open Days, student arrivals and returners with better use of direction signage, entrances and use of temporary overflow car parks. This has resulted in reduced congestion, vehicles being parked more quickly and event visitors being able to spend longer exploring the Campuses. Feedback over car parking arrangements remains positive. For the June 2015 Open Days over the two day period a total of 6,813 vehicles were parked. For the September 2014 Open Days a total of 5,783 were parked. The traffic plan for Student arrival day at the start of the academic year was changed this year to further improve the flow of traffic onto University Park. This resulted in traffic flowing smoothly onto Campus with no delays.

The road works associated with the A453 widening and Tram works have resulted in some minor issues during the year and Security have, with the Estates Directorate team, worked closely with the Tram Contractors and City Council to limit the

disruption to University Business. Measures such as additional Signage and extension of the gatehouse operating times and have assisted as well as Security Officers being deployed to key areas to assist with the flow of Traffic. They have also ensured that the Campus was not overly used as a cut through for those with no connection to the University at peak times.

University Card, all staff who require a University card have one. All new Students are issued cards on arrival, unless they had not uploaded a photograph. Total cards issued to new Students at the start of the Academic Year totaled just over 11,000. Initiatives to deliver cards to Students included a service at the three International welcome events, Student Registration, deliveries to University Catered Halls, School of Education, School of Nursing and the Medical School Derby. Security also provide a dedicated service on the Sunday to new students, to issue cards and take photographs if they have not already been uploaded.

Car Parking Charges Scheme, the fourth year of operation resulted in 7,913 permits being issued across all eligible groups. There was a slight increase in charges of 5% in September 2014. The formula for charging staff based on salary and emissions is still generally well received.



Overview of Security Services

Responsibilities:

Uniformed security presence provided 24 hours a day, 7 days a week, 365 days of the year, on all UK University Campuses.

Best practice advice on crime prevention and detection of illegal activities provided, including administration of the CCTV systems.

Provision of a crime/incident reporting system.

Responding to calls for service, provision of routine patrols, checking, locking and unlocking buildings, gatehouse cover.

Coordination of call out and emergency out of hours works, extension of the Estates Helpdesk out of normal working hours.

Investigation of complaints in relation to staff and visitor behaviour.

Investigation of complaints in relation to student behaviour and disciplinary proceedings.

University's traffic management policies, administration and enforcement of, including the issue of car parking permits.

Management of keys, including the ordering, cutting and supplying, for the whole of the University.

Found property, recording, safekeeping and disposal.

Provision of University Card support including Enquiry Desk and Helpline, overseeing production of new and replacement cards and dealing with access rights and door schedules.

Sound level monitoring of events and parties.

Establishment:

The Security Section establishment during the year consisted of 71 staff, providing management, administrative support and Operational cover for all UK Campuses. This includes:

- 1 Head of Security
- 1 Deputy Head of Security
- 4 Security Assistants
- 1 Security Manager (Crime Prevention/Reduction)
- 1 Security Manager (King's Meadow Campus)
- 1 Security Manager (Sutton Bonington Campus)
- 1 Security Supervisor (Projects and Operational Support)
- 1 Security Supervisor (Car Parking and Gatehouses)
- 4 Security Supervisors (Operational 3 Shifts)
- 1 Senior Security Officer (Projects and Operational Support)
- 1 Senior Security Officer (Special Operations)
- 1 Senior Security Officer (Car Parking and Gatehouses)
- 4 Senior Security Officers (Operational 3 shifts)
- 1 Security Officer (Special Operations)
- 2 Security Officers (Car Parking)
- 5 Security Officers (Gatehouses)
- 40 Security Officers (Operational 3 Shifts)
- 1 Security Officer (Single Shift Sutton Bonington)

Operational in-house staff provide cover 24 hours a day, 7 days a week for all four Campuses.

Contract Security provide cover in the King's Meadow Campus Gatehouse and they also assist with University Open Days, Graduations and occasional cover on a demand led basis. Out of hours cover at the Royal Derby Hospital Centre is provided by the in-house Security at the Royal Derby Hospital.

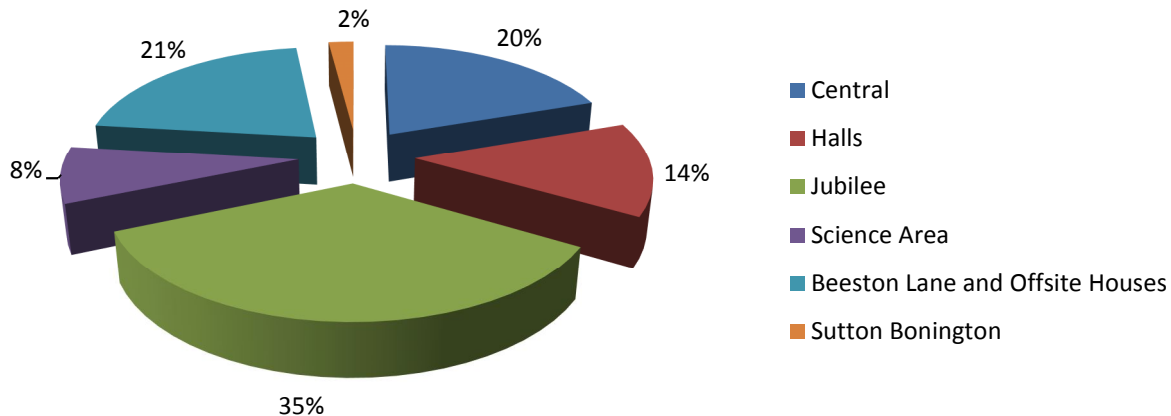
1. Reported Crimes

1.1 Breakdown of Crime by Location

Reported crimes are recorded by location. The Chart below shows the distribution of reported crimes according to these locations:

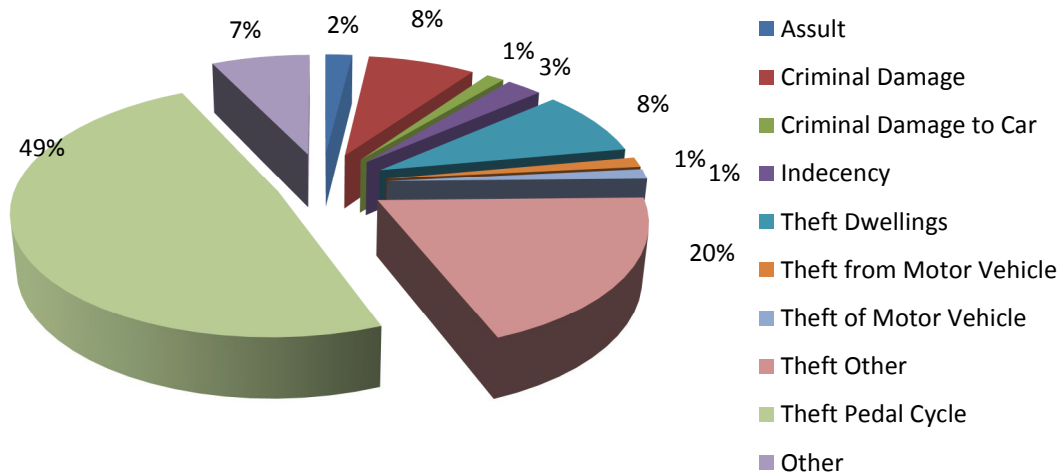
1.2 Breakdown of Crime by Category

FIG 1



Reported Crimes are recorded by Category. The Chart below shows the distribution of reported crimes according to these categories:

FIG 2.



Others include Harassment, Indecency, Theft of Motor vehicle, Arson, Robbery and Theft Dwellings.

(Note that for 2014/15 the main area of concern relates to thefts of pedal cycles).

Overall crime at the University reduced by 67 crimes (30%) with 221 crimes reported in 2013/14 and 154 crimes reported in 2014/15.

Crime in the Nottinghamshire Police area increased by 8,547 crimes (13%) with 66,634 crimes in 2013/14 and 75,181 crimes reported in 2014/15.

Burglaries and Thefts

Burglary and Theft from residential dwellings at the University increased by 4 crimes from 3 reported crimes in 2013/14 to 7 reported crimes in 2014/15. (NB. Those responsible for these burglaries were apprehended and convicted at Court)

Burglary and Theft from non-residential buildings at the University increased by 1 crime from 1 reported crime in 2013/14 to 2 reported crimes in 2014/15.

Efforts to reduce this type of crime will always remain a priority as in previous years we have experienced much higher figures with 208 burglary crimes in 2001/02.

The Special Operations Officers (Covert Security) have played a major part in achieving reductions by regularly apprehending criminals for this type of crime.

Initiatives continue, including Week One Welcome Week crime prevention advice, improved crime prevention website facilities and Immobilise property marking which provides for a tracking opportunity for stolen laptops, hard drives, mobile phones and other electronic electrical items. In total 1,099 Immobilise Licences were provided to Students within University Halls of Residence. Ongoing liaison with Endsleigh Insurance has reduced the likelihood of false insurance claims.

Dwelling burglaries in the Nottinghamshire Police area reduced by 86 crimes with 3,949 crimes in 2013/14 and 3,863 crimes in 2014/15.

Non-residential building burglaries in the Nottinghamshire Police area increased by 321 crimes 4,244 crimes in 2013/14 and 4,565 crimes in 2014/15.

Theft of and from Motor Vehicles

Theft of motor vehicles on our Campuses is not an issue at present with only 2 reported crimes this year and 2 in the previous years. Similarly, theft from motor vehicles is also not an issue at present with only 2 reported crimes this year and 4 last year, with a previous high of 106 crimes in 2005/06. There was 6,914 vehicle crimes in the Nottinghamshire Police area during the year.

Theft of Pedal Cycles

Theft of pedal cycles is by far the highest type of crime at the University at present although this year there has been a reduction of 37 crimes (33%), with 112 crimes in 2013/14 and 75 crimes 2014/15. A previous high was recorded of 197 pedal cycles stolen in 2002/03.

Increased cycle use and more expensive pedal cycles on our sites attracts repeat and new offenders who, when apprehended, see little or no deterrent effect from the often lenient sentences. On-going work to promote and encourage staff and students to cycle and our continued investment in cycle facilities, cycle to work scheme, cycle routes and the impact of car parking charges on our Campuses has resulted in a 50% increase in cycle usage on our sites.



Security staff have apprehended numerous offenders for this type of crime and although the outcomes in terms of punishment does not act as much of a deterrent, antisocial behaviour orders by the courts with conditions not to enter University Campuses are starting to have a positive impact.

The student pedal cycle hire scheme continues to flourish and work continues in partnership between the University cycling team and Security to promote the securing of pedal cycles. Security have also carried out a number of meet and greet events as cyclists arrive on the Campuses. This has been expanded to include events with the Estates Environment team, Sustrans and also Dr Bike. The Crime prevention work done at International Welcome week, Freshers, and Hall Talks has also included information on pedal cycle safety and crime prevention. Advice provided includes making staff/students aware of how best to secure their cycles and what locks to use, as well as advice regarding the use of card access cycle stores and not leaving their cycles on an open rack overnight which may become an easy target for a cycle thief. A selection of free items given out e.g. Bike Shephard marking kit, high-viz rucksack covers, flashing armbands and spoke light sets. The events have proved to be very popular with both staff and students.

The Local Area Police Commander takes an active interest in the number of pedal cycles stolen at the University and he has been instrumental in securing the anti-social behaviour orders for regular offenders with the condition not to enter University sites.

Information on cycle security, by way of hand-outs supplied by Nottinghamshire Police, is also available.

Security patrols continue to remove insecure cycles to secure storage.

Theft of pedal cycles in the Nottinghamshire Police area increased by 166 crimes (8%) from 1,966 crimes in 2013/14 to 2,132 crimes in 2014/15.

Criminal Damage

Vandalism/Criminal Damage (including damage to vehicles) at the University has reduced by 13 crimes with 27 crimes recorded in 2013/14 and 14 crimes recorded in 2014/15.

Criminal Damage offences in the Nottingham Police area increased by 1,398 crimes with 8,857 crimes in 2013/14 and 10,255 in 2014/15.

1.3 Arrests for all Areas

A total of 32 people were detained on University properties by Security Section staff, or were arrested following information provided by Security, a decrease of 19 compared with the previous year.

Offences include assault, attempted burglary and theft and damage. All detainees were handed over to the Police to be dealt with under the normal criminal justice procedures. In all incidents that come to the attention of Security involving staff and students, the cases are tracked to their conclusion.

Students Reported for Breach of Discipline

A total of 241 students were reported to Security for breaches of discipline, an increase of 26 from the 2013/14 figure of 215. This Year 158 were referred to the Hall Wardens, 15 were reported directly to the local Police and then dealt with by the Head of Security or the Compliance and Investigations Manager, a further 28 were dealt with directly by the Head of Security and 34 were referred to the Compliance and Investigations Manager. 2 were referred to their School, 1 was referred to Library Staff and 3 were referred to Student Support.

The Compliance Investigations Manager dealt with 79 students for disciplinary offences, including the 34 referred by Security and 17 staff investigations.

2. Crime Prevention and Reduction Initiatives

This section of the report outlines both recently introduced crime prevention initiatives, as well as established on-going initiatives. The final part mentions the crime prevention surveys that were conducted.

2.1 Recently Introduced Initiatives

Cycle Security, a close working relationship has been developed with both the Student's Union Shop management and Security suppliers to target cycle users on University Campuses with a variety of safety measures, including D Locks, Cycle Lighting and High Vis Rucksack Covers, which are sold at discounted prices in the shops at University Park and Jubilee Campus. There has also been meet and greet events on Campuses where Security Staff are deployed to speak to cyclists as they arrive at the Campus. Cycle Security advice is given to cyclists as well as some items to deter crime and to make cyclists safer while cycling on the Campus and wider road network. These include Hi Viz ruck sack covers cycle seat covers with a crime prevention message, flashing arm bands and spoke reflectors which fit onto cycle wheels spokes. There has also been a week of action with Security and the Police working to target offenders. In March and April there was a cycle awareness campaign featuring a lock exchange funded by Estates Environment Team and Sustrans. Security have improved cycle safety and security by using Posters in all Hall and University card controlled cycle areas, as well as tagging any cycle which has a poor quality lock. Security also removed any insecure cycles and leave a notice for the owner to contact Security on their return.

Endsleigh Insurance, Security staff now work closely with Endsleigh Insurance, regarding details of any burglaries in Halls of Residence. This initiative has deterred fake insurance claims.

Immobilise, Security staff and the Police attend each Hall of Residence during the early weeks of the new Academic Year to offer free to all Students Immobilise software for their laptops. Immobilise is a method of recording the Students items by way of the serial numbers. These are recorded on the Immobilise website which is available to Police Forces nationally. In the event of an item being stolen the Police will check the serial number against any property which comes into them. This year Security and the Police recorded the details of items for 1,099 Students in our Halls of Residence.

Trespass notices, involves Security Management making recommendations to the Registrar to exclude persons from University sites who have been involved in criminal activity, anti-social behaviour or disruption of University activities. The Registrar signs a formal letter which is then served personally upon the recipient by Security or the Police. A total of 51 trespass notices have been served to date.

Dedicated Security staff, i.e. covert work to apprehend and deter criminals operating on University property and to provide closer cooperation with the Police with regard to crime, especially burglary, theft and pedal cycle crime. This continues and proves to be a great success with a large number of criminals arrested as a result of their work. The work undertaken by this team has resulted this year in the conviction of a number of burglars who received substantial custodial sentences at Crown Court.

During November Security patrolled Halls of Residence with the Police to give advice to Students regarding personal safety and security.

In May, Security were contacted by the Police regarding an event to photograph Staff and Students for the Police Viper Identification Database. This was coordinated with West Yorkshire Police. Those volunteers who took part were paid £10 with their details remaining anonymous and their photographs will be used in identity parades. During this four day event over 800 Staff and Students took part.

Increased use of the University Card entry systems, for main entrances to academic buildings on all Campuses. Also withdrawal of use of secondary entrance doors for general uncontrolled access.

The Security Section continue to increase the amount of covert cameras and a number of overt cameras that can be quickly deployed to hotspots when required.

The University now has 397 cameras, new cameras have been recently installed in Florence Boot Hall (1) Dearing Building (1) Business School North (1) Mooch Bar Portland Building (1) Mulberry Café (4) Psychology Building (2) Maths (1) Portland Building (2) Coates Building (2). All cameras are serviced regularly and repaired or replaced if necessary.

Ongoing improvements to lighting schemes around the Campuses and Halls of Residence, carried out annually in consultation with the Students' Union. This year saw a number of new lighting areas agreed and a programme of replacing sodium lighting with LED lighting. Lighting has been improved on the Downs and the grassed area between Jubilee Avenue and Cut Through Lane.

Monitoring of access controlled cycle facilities and cycle stands, including measures to ensure users secure their pedal cycles.

Dogs, Security liaise with the Police and the RSPCA regarding anti-social behaviour by youths entering University Park with dogs.

2.2 Established Initiatives

Continued liaison with other interested agencies including the Police, Nottingham City Council's Community Protection Officers, Neighbourhood Action Managers & Student Strategy Section, Nottingham Trent University and the Students' Union. This is on-going and assisted by S17 of the Crime & Disorder Act, 1998, which requires statutory authorities to liaise with the University to reduce crime.

Continued liaison with the Off-Campus Manager for Student Affairs to reduce crime against students and to reduce anti-social behaviour by and against students. Security also took part in Safety Campaigns both on and off Campus this year, including Officers wearing Batman and Robin costumes. While this may appear gimmicky it was very well received by Students and enabled Officers to speak to Students who may not have otherwise engaged. There were a number of people who took photographs of the Officers whilst they were driving in their costume to the Off Campus locations in a marked Security vehicle.

A dedicated in-house University Crime Prevention/Reduction Security Manager, providing detailed crime prevention surveys and advice to staff, students and visitors. A total of 119 surveys have been conducted since 2001.

Provision of advice on enhanced computer, data projector and plasma screen security devices and subsequent acquisition of such devices by many Schools and Departments. There is strong evidence to suggest that criminals have been deterred from committing burglaries in buildings where such security equipment has been installed.

Police Officers and Police Community Support Officers dedicated to each of the University Campuses and the Vicinity:

- University Park and the Lenton Abbey area
- Jubilee Campus and Wollaton area
- Raleigh Park, Faraday Road and the Canning Circus area
- Sutton Bonington and the East Leake area

Visits are made to the Campuses by Police Community Support Officers, specifically targeting and leafleting students who have left their rooms or vehicles insecure. We now have two dedicated Police Community Support Officers at University Park and Medical School.

Provision of Police surgeries on Campus is ongoing. These take place in the Portland Building every month.

The University is part of the local Neighbourhood Watch scheme and we receive alerts regarding any common problems in our area.

Provision of a joint Security and Police stand at the Freshers Fayre offering advice and crime prevention packs to incoming and returning students. The packs include property-marking ultraviolet pens, themed crime prevention messages and Nottingham City maps. We also give away Banner pens which give information and contact details for Security, Crime Prevention, Off Campus Team, Nottinghamshire Police, Student Services, International Office, and a number of other services including Nightline. Other items given away at Intentional Welcome week fair and Freshers include dipping bells to prevent purse or bag theft and spoke reflectors and flashing armbands to make cyclists easier to see. Improved mobile and foot Police patrols in and around the Campuses for Freshers Fayre and Uniformed and plain clothes staff present on the Freshers Fayre stand. Security also attended the International Welcome event in Portland Building and the Moving in Moving on event, also in Portland Building with the Off Campus team.

Tasking meetings with the Police Local Area Commander to identify and target current crime trends at the University.

All Students have been given information for a website to visit :

www.immobilise.co.uk enabling students to register all serial numbers of mobile phones and laptops on the National Crime Unit Register. This is free of charge, and any property recovered by the Police is checked against this register.

Crime Prevention talks are held in Halls of Residence. The Hall talks have now been extended to include all Halls with more involvement from the Hall Wardens and Managers. Security has a Crime prevention board in every Hall of Residence with information such as contact details for Security and Police. There are also leaflets on cycle safety, where to purchase D Locks and the fixed prices for Taxi's for Students going to a number of City Centre locations.

Crime Prevention advice is available to off-Campus students by the Off-Campus Manager for Student Affairs, the Police and the Nottingham Crime & Drugs Partnership in consultation with University Security and the Accommodation Office. The Police are provided with addresses for off-Campus students to allow for the delivery of crime prevention packs and advice to those students. There has been closer working relationship this year between Security and the Off Campus team. The crime prevention messages have been reviewed and renewed to meet the needs of students who are resident both on and off Campus. There has also been collaboration on campaigns such as the personal safety campaign, 'You go out together'. Action is taken against businesses that are targeting Students in Halls of Residence by having Flyers placed in Halls and under room doors. Immobilise Refresher week of action took place in June with Security and Police holding events on University Park and Jubilee Campuses.

Police Anti-Social behaviour orders for persistent offenders within the University with an increasing number applied for this year.

Security/Customer Service point in the University Park Gatehouses between 8.00am to 4.00pm weekdays, up to 12 midnight at the Sutton Bonington Main Building and 24 hours in the Security Control Room and the Jubilee Campus Gatehouse.

Installation of LED signs at the vehicular entrance Gatehouses at University Park and Jubilee Campuses warning vehicle users not to leave valuables on display with functionality to display other messages when required.

Regular support for the Air Ambulance landings at the Highfields Sports Ground. Year on Year the Senior Management from the Ambulance Control express their thanks to the Security Section for their help with this service. The number of landings has seen an increase as a result of the QMC being designated a Major Trauma Centre.



2.3 Crime Prevention Surveys

The majority of the buildings have now benefitted from a Crime Prevention Survey with 119 surveys on record to date. The new Crime Prevention Officer has worked closely this year with Schools and Project Officers to review and implement improvements on existing buildings and areas. They have also worked on new buildings and areas being refurbished.

3. Other Security Services Matters

This section relates to non-crime related issues and responsibilities of the Security Services.

3.1 Car Parking and Traffic Management

Parking Scheme

The University Car Parking Scheme moved into the fourth year of operation. The scheme provides for a charging mechanism for parking based on salary and emissions for Staff and other charging mechanisms for Associate Staff, Students and Contractors.

All permits issued are based on the permit year 1 September to 31 August, with renewals taking place in September each year. Income generated is used to offset the Nottingham City Council Workplace Parking Levy. Staff are able to pay monthly through salary exchange and are also able to purchase occasional vouchers as an alternative to a full permit. Associate staff and Contractors are able to purchase three or twelve month permits and Associate staff are also able to purchase occasional vouchers as an alternative to a permit.

A total of 7,913 permits were issued across all the eligible groups (previous year 7,624) and the formula for charging staff based on salary and emissions is still generally well received. The online permit system allows for Staff, Associate and Student applications.

Following the annual review of the scheme in April 2015, the approved increase of 5% in charges took effect in September 2015.

Impact of Car Parking Charges

The impact of car parking charges still generally results in a reduction in vehicles on the Campuses providing more space availability in all areas, space availability is monitored daily. There are very few instances of the car parks being full to capacity although the tram works during the year did restrict space availability in the Science area and the Medical School. There are currently a total of 4,993 spaces on University sites:

- University Park Campus 3,018 spaces.
- Jubilee Campus 736 spaces.
- Sutton Bonington Campus 795 spaces.
- King Meadow Campus 444 spaces.

A full review of eligible parking spaces will take place now the tram works are complete.



Pedal Cycle Parking

The availability of cycle parking has increased by 18.4% over the last five years with 4,685 spaces being available in 2014/15 against 3,956 in 2009/10.

The current total of 4,685 spaces on University sites is made up as follows:

- University Park Campus 3,368 (2,186 non-secure and 1,182 access controlled)
- Jubilee Campus 813 (425 non-secure and 388 access controlled)
- Sutton Bonington Campus 444 (360 non-secure and 84 access controlled)
- Kings Meadow Campus 60 (40 non-secure and 20 access controlled)

Parking Permits (Staff) – previous year shown in brackets

A total of 5,383 (5,054) permits were issued to staff as follows:

4,470 (4,335) full permits of which 202 (194) were issued to staff working at Innovation Park.

847 (619) occasional use permits of which 38 (31) were issued to staff working at Innovation Park.

73 (71) full permits to Off-Campus staff.

Parking Permits (Associate Staff)

A total of 941 (1,001) permits were issued to Associate staff as follows:

619 (565) full permits of which 229 (209) permits were issued to staff working at Innovation Park.

7 (7) 3 month permits none of which were issued to staff working at Innovation Park.

315 (429) occasional use permits of which 110 (105) were issued to staff working at Innovation Park.

Parking Permits (Students)

A total of 1,387 (1,371) permits were issued to students of which 740 (670) were issued to students at Sutton Bonington for parking at the Sutton Bonington Campus only.

Students residing and/or studying at Sutton Bonington are allowed to apply and be issued with a student parking permit at 50% of the cost of a full student permit.

The majority of student permits (excluding Sutton Bonington), are issued to students who are commuting to the University from their home addresses 15 miles, or more, away.

Parking Permits (Contractors)

A total of 202 (198) permits were issued to contractors of which 19 (4) were 3 month permits.

Road Traffic Collisions

A total of 42 road traffic collisions were reported during the year, an increase of 11 on the previous year. No serious injuries were reported and all but a couple of the accidents involved very minor collisions.

They were mainly at University Park, where through traffic is present, at various locations on the Campus with no particular location giving rise to concern for the possible implementation of accident prevention measures. All the collisions reported involved an element of driver or rider error.

The Campus has a 20mph speed limit in all areas. In addition to speed limits, appropriate traffic calming measures including speed humps, zebra crossings have been introduced on Campus.

The introduction of cycle lanes, the partial pedestrianisation of the central areas and the one way system at University Park continue to be monitored.

Traffic Management

Traffic Management for Open Days, student arrivals and returners was again improved this year, with better use of direction signage, entrances and use of temporary overflow car parks. This has again resulted in reduced congestion, vehicles being parked more quickly and event visitors being able to spend longer exploring the Campuses. Feedback over car parking arrangements has been very positive. For the June 2015 Open Days over the two day period 6,813 vehicles were parked and for the September 2014 Open Days over the two day period 5,783 vehicles were parked.

This year there have been no issues with weather causing disruption for parking for Major events.

Parking/Traffic Infringements

Parking Infringements are dealt with by way of penalty charge notices in partnership with First Parking Ltd, who are responsible for the back office procedures including collection of charges for notices that progress to them. First Parking Ltd is an Approved Operator by the British Parking Association and this allows them to ascertain vehicle ownership details from the DVLA. They replaced the previous Approved Operator, the Car Parking Partnership, in May 2015.



Penalty charge notices are issued for parking infringements by in-house Security staff, mainly by the Car Parking Team consisting of a Security Supervisor and two Security

Officers, although all operational Security staff are also able to issue the notices.

The charge for a penalty charge notice to First Parking Ltd is currently £75.00 with a reduction to £45.00 if paid within 14 days. There is also an option to pay the University a reduced fee of £25.00 if the notice is paid within 24 hours. The proceeds from the notices are used to offset the charges under the Nottingham City Council Workplace Parking Levy and investments in sustainable transport.

A total of 2,697 penalty charge notices were issued during the year against 3,891 the previous 713 notices were paid on site.

Breaches of the Traffic Regulations that do not relate to parking are still dealt with by way of traffic infringement notices. These mainly relate to pedal cycle fines, usually £15.00, and driving offences fines ranging from £25.00 to £150.00.

The total number of fines for cyclists without lights during the year was 79 against 167 the previous year. Cycling without lights during the hours of darkness is obviously a dangerous practice and there have been numerous incidents and near misses on our sites through such inappropriate activity. The problems are exacerbated in October with the clock change and around this time Security carry out dedicated enforcement to deal with the incidents of cycling without lights. This is preceded by a 'cycle safe' poster campaign and the Students' Union also highlight the enforcement campaigns on their website where they offer a cycle lights for between £5.00 and £8.00, available from the Students' Union Shop.

3.2 Key Control

The Security Office manages approximately 31,000 keys giving access to all areas of University Park, Jubilee, Sutton Bonington and King's Meadow Campuses. A total of 5,835 keys were cut, compared with 4,785 in the previous year and 589 locks, compared with 299 last year.

The provision of electronic access control continues with 515 installations, including 55 timed sensors.

The loss or theft of keys is of obvious concern to the University and there have been occasions when criminals have, in the process of a burglary, stolen keys for the purpose of carrying out repeat burglaries. When keys are lost or stolen Security act quickly to ensure that buildings are not further compromised and that only the necessary and appropriate remedial works are carried out as a re-suite of locks in a building, or part of a building, can cost up to £100,000.

To reduce re-suiting costs Security provide regular crime prevention advice to building users and key holders on the safe storage and security of keys. In addition, strict control measures are in place to ensure that all University keys are ordered via the Security Office and, as part of the ordering process, checks are in place to ensure that only those members of staff who are authorised to order keys do so.

Strict procedures are in place to restrict the amount of high level keys in circulation. Grandmaster keys can only be issued for existing key suites following approval by the Estates Directorate Team and for new suites the grandmaster key will rarely be cut. Master keys can only be issued following approval by the Head or Deputy Head of Security.

To protect the high level keys held by Schools and Departments, staff are encouraged to secure keys in heavy duty safes.

3.3 Events

The Security Section has been committed to a number of events during the year:

Main Open Days:

2 Days 12, 13 September 2014

2 Days 26, 27 June 2015

UCAS/School Open Days:

19 Days between November 2014 to March 2015

Graduations:

4 Days Winter December 2014

10 Days Summer July 2015

Student Registration/University Card/Freshers:

3 Days 21, 22, 24 September 2014

International Welcome Week University Card:

3 Days 16, 18, 19 September 2014

3.4 Sound Monitoring

Security Staff closely monitored the levels of sound for a number of parties, especially the Summer Party, both at the Campus Boundaries and also in the areas of the locality where previous complaints have been made.

The numbers of parties held that were monitored during 2014/15 are:

University Park – 5 parties

Jubilee Campus – 4 parties

Sutton Bonington – 2 parties

A number of parties breached the agreed sound levels although following intervention by Security no organised and approved parties had to be closed. Sound monitoring covers all parties and events that include both live and recorded music for both external and internal events. The definition of sound does not only relate to music but also to crowd noise and any other type of sound generated by an event.

The agreement between the University and Nottingham City Council Environmental Health and Pollution Control Department is that before 11.00pm the sound level must not exceed 65 decibels at any of the University boundaries. After 11pm the sound must not be audible at any of the University boundaries. If the above limits are breached then Security will instruct the event organiser to reduce the sound levels. A further sound check is then made and if found to still be above the specified limits the event will be stopped.

3.5 Other Items

Security Services again hosted NUSA Students on 20 July 2015. Year 10 Students undertook a number of activities relating to the work undertaken by University Security Officers and the Deputy Head of Security gave a talk on employment opportunities within Security and the University. The Students were also allowed to use a number of pieces of equipment used by Security as well as undertaking the role of Security Officers investigating criminal activity. The Students were taken on a Tour of University Park including Trent Building and the Security Control Room.

Vaughan Hamilton Post 16 Coordinator for NUSA stated:

"I have just been debriefed by the group on their return, The staff could not believe the effort you went to in providing the students with this opportunity. Please accept our best wishes in helping to make a difference to what are some of our more challenging students. It was certainly an eye-opening experience for them and will show them the strides they need to make to make themselves employable".

Security Manager (Crime Prevention/Reduction) Mark Davis received a Vice Chancellor Achievement Award for his work in reducing crime and engaging with Students on a number of crime prevention initiatives. Nottinghamshire Police Local Commander Inspector Robert Wilson stated:

"Working with Campus Security colleagues and Police, Mark and his team have made significant contributions to the achievements in reduced crime and increased safety on The University of Nottingham campuses, helping create an excellent environment for living, study and work. They consistently prevent and deter offences as well as providing vital evidence through their own observations and through the use of technical equipment, which leads to identification of offenders, arrests and convictions at Court".



Some members of the Security Section also continue to raise money for Charity and this year they raised £5,457.63 for the Rainbows Hospice for children and young people charity. Some members of Security took part in the Great Notts Cycle ride completing cycle rides ranging from 100 to 25 miles and a fundraising evening was held at the University Social & Sports Club.



Those photographed are left to right, Security Officer Steven Beaton, Deputy Head of Security Stuart Croy, Security Officer Alan Hazzledine, Bow the Rainbows Bear (Security Assistant Frankie Legg), Senior Security Officer Steve Garrod, Maisie Davis (Daughter of Security Manager Mark Davis who is on her right).

Maggie Deere the Nottinghamshire Community Fundraiser wrote to Security following the events:

"Thank you so much for having Rainbows as your Charity of the year, it has been a real pleasure supporting such a great team of people. As one of our mothers told me recently, Rainbows helps to create treasured memories and that as her son slipped away, we allowed her just to be his mum. It is such a simple request but it was enormous to her just to be his and not his carer having to remember medicines and care regimes".

4. Crime Statistics

INCLUSIVE CRIME STATISTICS ALL UNIVERSITY AREAS 2014/2015														
MONTH CRIME	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	TOTALS	TOTALS 2013/14
Assault	1								1			1	3	4
Arson													0	0
Burglary Dwellings		1		3	1	1	1						7	3
Burglary Other				1						1			2	1
Criminal Damage	2		3	1			2	1	1	1	1		12	1
Criminal Damage To Car					1					1			2	7
Fraud													0	0
Harassment	1												1	0
Indecency	4												4	7
Robbery				1									1	2
Theft Dwellings			3	4	2	1		1				2	13	9
Theft from a Motor Vehicle			1						1				2	4
Theft of Motor Vehicle											1	1	2	2
Theft Other	5	6	5	1		3	1	1		4	1	3	30	50
Theft Pedal Cycle	4	8	8	16	15	3	2	5	2	2	2	8	75	112
TOTALS	17	15	20	27	19	8	6	8	5	9	5	15	154	202

CRIME STATISTICS FOR UNIVERSITY PARK AREAS 2014/2015													
MONTH CRIME	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	TOTALS
Assault									1				1
Arson													0
Burglary Dwellings				3	1	1	1						6
Burglary Other										1			1
Criminal Damage	1		3	1			2	1	1	1	1		11
Criminal Damage To Car					1					1			2
Fraud													0
Harassment													0
Indecency	4												4
Robbery													0
Theft Dwellings			3	3	2	1		1				1	11
Theft from a Motor Vehicle			1						1				2
Theft of Motor Vehicle											1		1
Theft Other	3	3	2			2				3	1	3	17
Theft Pedal Cycle		2	6	9	9	2	1	5		1	2	6	43
TOTALS	8	5	15	16	13	6	4	7	3	7	5	10	99

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Hours: Reception 8.00am to 5.00pm Monday to Friday
Security Control and Emergencies 24 hours, 7 days a Week