



# IPSA NEWS

The official newsletter of the International Professional Security Association

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## ***Company Membership, Inspection, and the Approved Contractor Scheme***

Early in 2006 the renewal of many company memberships of the Association became due and we thank those that responded promptly and appeal to others to do the same.

The existing IPSA inspected company scheme requires companies to be IPSA inspected annually or to produce a current certificate from a third party inspectorate confirming that the company has been inspected and is in compliance with the relevant British Standards. Alternatively, an ISO 9001 assessment certificate, specifically endorsed to that effect, is also acceptable in lieu of IPSA Inspection.

Some companies are now preparing to apply for registration with the Security Industry Authority's proposed Approved Contractor Scheme, which it was confirmed by the Home Office on 12 January will be introduced on a date to be notified. [see *latest news on Page 4 received just before we went to print!*]

Preparatory arrangements have already been made for companies that satisfy the SIA criteria to be passported into the scheme on the basis of currently held certificates of inspection or assessment. It is understood that the IPSA certificate will satisfy the requirement for evidence of compliance with the relevant British Standards in support of such an application.

The Home Office have however decided to include elements from the two of the options on the consultation paper, namely option 3 (current standards) and option 4 (the new ACS standard). The details of how this will be achieved have not yet been announced.

However, the scheme as originally outlined, indicated that once accepted into the ACS scheme, a UKAS level inspection of the company will be required at a later date to comply with ongoing registration. IPSA is not at this stage a UKAS qualified inspectorate but has arrangements in place with the Security Systems and Alarms Inspection Board (SSAIB) to provide that service. Several inspectors are trained to UKAS standard for that purpose. The inspectorates must be independent bodies and approved by the SIA to conduct inspections against the SIA - ACS Standard. SSAIB is an approved body.

Company Directors may then ask why bother with IPSA membership when registered with the SIA Scheme and inspected by another body? It is necessary to understand that the ACS is a regulatory scheme and not a representative one.

As UKAS inspectors are not permitted to advise, only inspect and report, there is a continuing role for IPSA in representing company interests and advising companies how to achieve the required standards. Our inspection and advisory procedures are being revised by the Quality Management Group to include the additional elements of the SIA-ACS standard.

The SIA scheme is a voluntary one. No company is compelled to join it although some may feel persuaded by the exemption granted only to registered companies to employ trained but unlicensed staff for a limited period while their licence applications are being processed, provided certain other criteria are met.

IPSA will continue to operate the Inspected Company Scheme for those companies that do not at present meet the SIA criteria for the Approved Contractor Scheme or choose not to apply for ACS registration.

There are significant benefits from IPSA membership for all companies that are not provided by registering with the ACS or by inspection bodies. These include, effective representation directly and through the Joint Security Industry Council (JSIC) to the SIA and other government departments, preferential rates for training, conferences and publications, free initial legal advice services, preferential access to insurance services, special rates for membership of a London based club with international affiliations, regular information about the industry via the web site and the quarterly IPSA News, and enhanced advertising and promotional services for member companies via the web site and the annual Red Book Directory.

It is important that these distinctions are considered carefully when decisions are being made in order that Directors can arrive at an informed decision as to the directions in which they wish to proceed and without losing some of the value added benefits of retained IPSA membership.

We at IPSA are committed to serving you in our traditional role and to vigorously representing your interests in this time of radical change within the industry. We cannot do that without your continuing support and active participation in that process.

Therefore we will continue to offer our usual service to company members (including ACS registered companies). Being an IPSA (Inspected) Company will remain a benchmark of quality that is familiar to the industry.

***Patrick J Somerville QPM  
International Chairman***

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## ***Annual General Meeting report***

Members and guests gathered in the splendid surroundings of the Royal Overseas League in central London for the 2005 Annual General meeting. The event was held in the recently refurbished St Andrews Hall, where the blue ceiling lighting reflected IPSA colours.

Presenting the report of the Association's activities to date and the accounts for the year 2004, the Chairman, Patrick Somerville, expressed satisfaction that the considerable adjustment of fees and subscription rates that had been introduced in January 2005 had been well received by members and although some had left the Association for various reasons there had been a steady flow of new applications from both individuals and companies. There were currently 105 companies in membership and 354 individuals.



Marketing and promotional activities were limited by scarce resources and the Management Committee was looking at a number of ways of promoting membership of the Association among security staff at all levels. The scheme to enable companies to sponsor staff into membership had to date attracted only limited interest from companies.

The management team were thanked for their dedication to the continuing development of the Association.

## ***Open Forum***

The forum opened just as Peter Hermitage, Chairman of the SIA, joined the group. The first subject raised was the practical problem of delays in the licensing process where it was reported that some individuals were waiting several weeks for their license without any apparent reason for the delay. In other cases poorly completed applications were partly to blame. Mr Hermitage emphasised that companies must try and persuade their staff to get their applications in as soon as possible. Many needed assistance with completing the forms so as to avoid them being returned and contributing to the delay. It was later revealed that a provisional date (16 December) had been proposed by which date all applications for licences required before 20 March 2006 should be received by the SIA.

Another questioner raised the issue of older workers having difficulty completing the test due to being such a long time since they had faced examinations and in some cases had difficulties not previously realised such as dyslexia etc. Mrs Baldry of Edexcel said that it was the responsibility of the training provider to ensure that such persons received the permitted amount of assistance according to their condition to enable them to pass the assessment criteria. The principle was that they should not receive an advantage over other candidates as a result of this treatment, but that they should be assisted within the limits of their requirements and abilities to succeed.

Notice was taken of the announcement made that day by the Scottish Executive that licensing procedures would commence in Scotland from 7 February 2007 with a date later in the year yet to be determined when a licence would be mandatory for all persons working in the contract guarding sector. This would also enable workers to operate anywhere in England, Scotland and

Wales under the authority of a single licence for their particular licensed activity.

The Rt. Hon. Bruce George MP President of the Joint Security Industry Council and Parliamentary champion of the movement for regulation within the industry expressed his disappointment that the PSI Act did not go far enough and left anomalies such as excluding the in-house operatives from the requirement for licences. It was however no use blaming the SIA as they were trying to carry out the intention of Parliament however badly expressed in the Act and we had to make the best of the situation.

Mentioning the Partial Regulatory Impact Assessment (PRIA) Report issued by the Home Office inviting consultation on the Approved Contractor Scheme, the replies to which were due with the Home Office by 17 November 2005, the IPSA Chairman stressed the need for member companies and indeed all companies to read the report and submit their comments by that date.

Only in this way would Ministers find out what the industry wants and make informed decisions. The key options on offer were Options 3 and 4, which could be summarised as the status quo (Option 3) and the full Approved Contractor Scheme (Option 4). IPSA had notified all its companies and forwarded some comments to assist directors in preparing their responses to the PRIA. [IPSA is aware of only a few companies responses having been made to the Home Office]



IPSA Lunch following the AGM

## **Guest Speaker addresses IPSA Lunch**

Mrs Sallyann Baldry, Business Development Manager of Edexcel, was the invited guest speaker to address the gathering after a splendid lunch. Mrs Baldry outlined the work that had been done by Edexcel in cooperation with other industry bodies to meet the training and qualification requirements set out for the industry by the SIA.



Sallyann Baldry, Edexcel

She emphasised that gaining approval for new national qualifications normally took much longer than had been the case with the BTEC L2 qualifications now offered by Edexcel towards fulfilling licensing requirements. She expressed her appreciation for the assistance given and cooperation received from many stakeholders and associations including IPSA towards achieving these objectives. New qualifications for the security industry were currently being worked on for other sectors of activity including Close Protection and Private Investigators. She thanked IPSA for its participation in the BTEC Forums held twice yearly to update training providers and looked forward to working with the Association in many other ways.

## **Security Industry Authority (SIA)**

### **Approved Contractor Scheme (ACS)**

As we are just about to go to print with IPSA News, the Home Office Minister, Paul Goggins, announced further details of the Security Industry Authority (SIA) Approved Contractor Scheme for the private security industry (16<sup>th</sup> February 2006).

As details have only just been announced, IPSA has not been able to fully evaluate the impact of the scheme on businesses. What we can state, is that as the ACS scheme requires companies to show compliance with BS 7499 and BS 7858, any company joining the ACS would not require a further inspection from the Association.

The fact that is clear, is that apart from the benefit of being able to use employees as their licence application is processed, this is an inspection scheme. There will remain a need for the trade associations such as IPSA and BSIA to remain and provide services and representation for their members. Even "top 10 turnover" companies benefit from membership of an association.

The SIA is accepting Approved Contractor Scheme (ACS) applications immediately and the first approvals are expected in time for the mandatory introduction of SIA licences for the security guarding sectors on 20 March 2006.

There are three possible routes to approval; Standard, Fast Track and Passport. Standard and Fast Track routes are available now, with Passport at a later date.

The scheme will have three routes to accreditation.

- a. **Standard** - Self assessment against an Security Industry Authority (SIA) - provided workbook followed by verification by an SIA -approved ACS assessing body;
- b. **Fast Track** - Confirmation of valid ISO9001:2000 certification by a UKAS-

accredited body, combined with British Standards compliance, and meeting other indicators of the ACS standard in the Self Assessment Workbook not otherwise covered;

- c. **Passporting** - Use of an Approved Assessing body standard that is approved by the SIA as providing an equivalent standard to that of the ACS.

Companies granted approval will be entitled to promote themselves as ACS accredited for publicity purposes and will be added to an SIA public register of approved companies.

Approved companies may be permitted to deploy on sites up to 15% of their trained staff whose applications have been accepted by the SIA, but have not yet received their license. To accommodate processing times up to 31<sup>st</sup> May 2006, applications submitted will count as "in progress" and up to 35% of employees may be deployed under the conditions above.

It has already been announced that they will not be able to deploy unlicensed personnel on assignments that involve contact with children or vulnerable adults. This will ensure that those dealing with this particularly sensitive group have undergone, and satisfied any SIA requirements relating to, a Criminal Records Bureau check.

The fee structure is as follows:

No. of Employees	Application Fee	Annual Regn. Fee
< 10	£400	£20 per licensable employee
10 - 25	£800	
26 – 250	£1,600	
> 250	£ 2,400	

Full details including registration, application forms and workbook, are available from the SIA website or by emailing [acsenquiries@the-sia.org.uk](mailto:acsenquiries@the-sia.org.uk).

### ***SIA Changes at the top:***

It has been announced that the Chairman of the SIA, Mr Peter Hermitage QPM, retires from office in January 2006, and will be replaced effective from 1 February 2006 by Mr Robin Dahlberg, previously Deputy Chairman, for an interim period of six months pending the appointment of a substantive Chairman.

### ***SIA announcement on CCTV licencing***

From 20th March 2006 all contracted private security personnel will require a Security Guarding licence from the SIA if their activities include guarding premises, property or people.

However, Public Space Surveillance (PSS) CCTV is one of the security activities which will need a separate licence.

A PSS CCTV licence will be required if a security operative uses CCTV equipment that is either deployed into fixed positions or has a pan, tilt and zoom capability and they are required to do any of the following:

- Pro-actively monitor the activities of the public, whether they are in public areas or on private property
- Use cameras to focus on the activities of particular people either by controlling or directing cameras at an individual's activities
- Use cameras to look out for particular individuals
- Use recorded CCTV images to identify individuals or to investigate their activities

A specific PSS CCTV licence will not be required where cameras are monitored in the following situations:

- To solely identify intruders/trespassers onto a site and to monitor intruders/trespassers activities; and/or
- For the protection of vehicles or buildings against theft or damage to that property or premises and not specifically to monitor members of the public who may enter that property.

However, a Security Guarding licence will be required for these activities.

Licensing offers the most effective means to deliver consistently high standards of quality and service.

To ensure continuity in your security service clients you should talk to their private security/CCTV supplier to make sure they are ready and can meet the new requirements regarding training and licensing.

More detailed information can be found on the SIA's website at **[www.the-sia.org.uk](http://www.the-sia.org.uk)** or alternatively contact the SIA on 0870 2430 100.

### ***ID - Adoption Certificates***

Following representations from IPSA, the SIA has changed its policy on the acceptance of adoption certificates for identification purposes. They have now confirmed that they are now able to accept official adoption certificates as evidence of identity in Group A documents.

### ***Joint Security Industry Council***

The study jointly funded by the Security Industry Authority and JSIC to determine the need for a non-core stakeholders' body to represent the Private Security Industry was conducted by Dr Geoff Robins of Advantage Business Solutions and a final report is awaited.

## **Screening Standard Changes**

There are changes likely for “BS 7858 Security screening of individuals employed in a security environment – code of practice”.

A draft version has been issued for public comment, with comments to be sent to the British Standards Institute by 30 April. The comments are then given consideration and if the proposed changes are accepted, the new standard will be announced shortly after.

Companies interested in making comment or seeing the proposed changes should see:  
[http://www.bsi-global.com/British\\_Standards/DPC/](http://www.bsi-global.com/British_Standards/DPC/)

The main changes proposed are:

- Companies expected to take more measures to prevent identity theft and fraud.
- Who is acceptable to be a personal referee.
- Obtaining details of financial history, i.e. any county court judgements, etc.
- Screening period of a minimum of five years, though this may be longer under certain circumstances.
- More restrictions on length of “unverified periods”.
- Statutory Declarations to be used for gaps with restrictions on length of period covered by it. (Note: if an employee lies on a Statutory Declaration, he has committed a criminal offence and can be prosecuted.)
- Removal of “Executive Sign Off”
- Criminal records check, unless SIA licenced.

Please note these are currently only proposals. Until these are accepted and published, the 2004 version of BS 7858 remains in force and should be used.

## **6th East West Conference held in Monaco**

The Sixth Annual East West Security Conference hitherto held in London met for the first time in the splendid surroundings of the Principality of Monaco on 14 and 15 November, 2005. Organised in cooperation with the International Institute of Security (IISec), the Security Committee of the Russian State Duma (Parliament) and the International Bodyguarding Association, the event attracted over eighty delegates many from Russia, other eastern European states and the USA.

JSIC Chairman, Patrick Somerville, delivered a keynote address as also did Mr Gennady Gudkov, Deputy Chairman of the Security Committee of the Russian Duma.

Under the Chairmanship of Peter Jones of IISec, the range of topics discussed included security as a function of management, professional training and qualifications, personnel protection and current trends, combating organised crime and corporate fraud prevention strategies. Speakers were drawn from UK and also from Russia and other countries. The open forum sessions were well attended and many participated with the assistance of contemporaneous interpretation in Russian and English.

The 7<sup>th</sup> East West Security Conference will be held in London on 29 May to 4 June 2006.

## **Newsletter or Magazine?**

Some IPSA members may have noticed that it has been six months since the last issue of IPSA News. This issue was delayed as we explored the possibility of changing the format to a more glossy publication, subsidised by advertising. In the end, we have decided to retain the current format.

We have also investigated other options since the demise of "Security Voice" the journal of the Joint Security Industry Council (JSIC), which was being sent to individual members of every member association of JSIC, including IPSA, but have not found another magazine that can be supplied on economic terms to IPSA members.

Similarly JSIC are looking at alternative ways of communicating with its membership particularly via the web site and e-mail.

## **TUPE**

Are you aware of the changes in the Transfer of Undertakings (Protection of Employment) Regulations 2006, due to come into force on 6<sup>th</sup> April 2006.

The new regulations put additional responsibilities on companies to provide specific information about employees being transferred.

The scope has also been widened and is now covers some previously excluded transfers.

Further information can be obtained at:  
[www.dti.gov.uk/er/individual/tupeguide2006regs.pdf](http://www.dti.gov.uk/er/individual/tupeguide2006regs.pdf)

## **IFSEC 2006 (8<sup>th</sup> – 11<sup>th</sup> May)**

IPSA will be at IFSEC again this year, and is proud to be part of a new feature. The organisers have recognised that in recent years the exhibition has been focussed on technology.

This year introduces a 'Security Guarding Pavilion' aimed at both the guarding companies and their prospective clients. A number of guarding providers have already agreed to exhibit, but there are still some stands available if IPSA companies wish to take part. The Pavilion also features trade associations, inspectorates and the SIA stand. Other manpower services such as training, patrol systems and uniform suppliers (who may also be targeting guarding companies and in-house security teams) will be on the periphery of the area.

Members interested in exhibiting should contact Richard Taylor at CMP Information Ltd (Tel. 0161 877 1106)

## **Northern Ireland**

In December 2005, the Northern Ireland region held the first of what is intended to be regular regional meetings. Those members attending found the meeting useful, especially in discussing how to combat the rogue element corrupting the security industry. The next meeting will be on 17<sup>th</sup> March 2006 in Mallusk.

## **Scotland**

It has been announced that licensing in Scotland will be rolled out from February 2007. The SIA are holding some roadshows at various Scottish venues in April for security companies and their clients to get informed. The SIA website has further details.

## **Website**

The IPSA website has had some recent changes and additions:

**Company Member search** – a new search engine has been installed, making it easier for prospective clients to locate IPSA companies providing the required services in any given area. Companies also have the option of having additional information about their organisation included.

**Jobs Page** – we have linked up with an agency to provide a feature for our companies to advertise vacancies or individuals to search for new employment. As it is part of a linked network. This service reaches more than just the membership.

## **Membership news**

The International Council is happy to welcome the following new individual members to the Association:

Mr P Ajuwa	Mr S J Booker
Mr S Brazier	Mr J D Edwards
Mr N Freed	Mr D R Gould
Mr R M Grimble	Mr A P Haines
Mr B Halligan	Mrs G Mumuni-Numa
Mr R J Newman	Mr A S J Ogunyemi
Mr A L de Oliveira	Mr O I Omoregie
Mr J A C Pinheiro	Mr J Rai
Mr T M Rigarlsford	Mr M Singh
Mr R Stirling	Mr S Tarumbiswa
Mr M Weeks	

We have also received eight company applications during the same period.

## ***Join the Round Ireland Swim Expedition 2006***

**Expedition Leader Henry O'Donnell is a self-employed Independent Security Consultant based in Ireland. He has been a member of IPSA for many years, Fellow of the International Institute of Security, Member of the Association of Security Consultants, Member of the Security Institute of Ireland and Member of the Society of Expert Witnesses.**



The Round Ireland Swim (RIS) Expedition is one of the most inspiring, unique and challenging marine projects ever attempted in Irish or European Coastal Waters. IPSA member Henry O'Donnell is the architect and creator of the Expedition. The idea and concept of swimming around the Irish coast was conceived by Henry around 1991 and was revisited during preparation for the Tory Island 9 mile Swim which he completed in 1995 and the 24 mile Donegal Coastal Challenge Swim in 1997. He carried out a feasibility study and detailed research at that time with a view to undertaking the first ever attempt at circumnavigating the island of Ireland by swimming. He selected a team of experienced ocean swimmers, male and female, to attempt a relay swim to achieve

the mission. Six brave swimmers, two women and four men, from the four Provinces of Ireland were selected for the team. They will attempt to swim around the entire coast of Ireland during July and August 2006.

Swimmers and Rescue Personnel have been in training since March 2005. During a recent training camp in early December 2005, they trained in the ocean off the North West Coast of Ireland at Carrickfinn and Sheephaven Bay where temperatures were recorded at 7.8 degrees Celsius. The team completed five gruelling swimming sessions which included endurance training, extreme weather conditioning, nautical orientation skills and safety drills. As part of the RIS Safety Policy, marine rescue drills and exercises were carried out with the RIS Marine Rescue Unit (MRU) which includes 22 qualified divers from the Sheephaven Sub-Aqua Club, Skipper Brendan Proctor and Diveology personnel. The RIS flotilla will include a command boat and two RIB's. The team will depart from Carrickfinn Blue Flag beach in North West Donegal, adjacent to Donegal Airport, at around 2pm on Sunday 2nd July 2006 in a clockwise direction. It is hoped that the event will be completed within two months allowing for poor weather and progress at around 50km per day.

The RIS Expedition is a non profit event. A Donation will be made to the RNLI (Life Boat Service) Crew Training Campaign on conclusion of the event.

### **HOW CAN IPSA MEMBERS HELP?**

We respectfully appeal to IPSA Members to get behind Henry and the event to help the team achieve its expedition mission, aims, goals and objectives including the promotion of diving, swimming & safety in the water, general health promotion and sport.

Sponsor the Expedition – Financial or Other  
Donate on-line at [www.roundirelandswim.ie](http://www.roundirelandswim.ie)  
Request Sponsorship Card(s)

### **CONTACT DETAILS**

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