



IPSA NEWS

The official newsletter of the International Professional Security Association

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IPSA meets the SIA

Molly Meacher, Chair of the new Security Industry Authority (SIA) was in ebullient mood when she welcomed Patrick Somerville, Justin Bentley and Adrian Kingston-Jones to their temporary HQ at Clive House, the former home of the Passport Office in London.

During the meeting, held to introduce Mrs Meacher to IPSA and to ascertain her thinking on the way forward for the industry, a wide ranging discussion ensued. Clearly the SIA has a long way to go to fully understand the Security Industry and its many elements. The task of licensing over 200,000 security operatives is one which is now unlikely to take place before 2004.

A number of consultants have been engaged to assist the development process dealing with a wide range of issues including determining training standards, the role of the enforcement and inspectorate teams, and the necessary IT systems to handle such an enormous workload.

Bringing together the work of the Criminal Records Bureau and other agencies into a unified and efficient administration will very much depend on the excellence of these links if a satisfactory service is to be delivered in a timely and efficient way.

IPSA's expressed concern about the future role of the Association's Inspectorate elicited the commitment of the SIA to a totally independent Inspectorate service, which seems likely to mark the demise of all existing Inspectorates. The new Inspectorate is also to be backed by a team of enforcement officers to ensure that the Act is implemented across all sections of the industry.

The Authority, tasked with the setting of standards for entry into the industry and the licensing of supervisors and managers, has asked for full details of IPSA training courses, and no doubt will look at those provided by other agencies, to enable their consultants to recommend standards

and qualifications at various levels, the achievement of which may be a requirement of the licensing application procedure.

Recognising that there is a large training exercise to be undertaken across the industry, IPSA has indicated that it would be ready to respond to that challenge. Many more trainers will be required and those interested in being part of that programme should begin to prepare themselves accordingly.

In thanking Mrs Meacher for giving the IPSA delegation the opportunity for a very frank and open discussion, Patrick Somerville pledged our support for the SIA. Mrs Meacher stated that she would be considering in what capacity IPSA may be represented in the stakeholders groupings that she envisaged being set up to maintain the dialogue between the Authority and the industry associations.

Patrick J Somerville, Int. Chairman

Promoting Professionalism

The International Council has declared that the use of the word **Guard** is to be dropped from this Association's vocabulary as quickly as possible.

The term **Security Officer** instead will be used whenever possible. Consider altering YOUR documentation now.

A word from the Editor...

This edition was originally intended to be sent out in July, but more articles kept being added. This has now become a double size issue. Please read and enjoy.

Justin P. Bentley
Email: ipsanews@ipsamail.org.uk

EMC Meets at Birmingham

Because of the heavy agenda facing the Executive Management Committee meeting in Birmingham on 5/6 July 2002, the International Council meeting due also to be held that weekend was postponed.

The EMC meeting approved in principal a project for outsourcing training administration following receipt of an outline proposal from a company whose Directors are experienced in delivering training services. The work of drawing up contractual terms for such activity is in hand to be presented to the International Council at an early date.

An application is under consideration for one overseas region to withdraw from IPSA to form its own independent association. As there are no provisions in the present Constitution allowing for other associations to be affiliated to IPSA, the meeting approved criteria for admitting other associations into IPSA by creating an Affiliated Association category of membership.

Subscription income at present levels is found to be inadequate to cover the services and administration provided by the Association for its members. Subscriptions and fees have remained at the same level for several years while costs have risen significantly. The Committee began a review of fees and charges which will be concluded at the next meeting and, subject to the approval of the International Council, will come into effect in January 2003.

The International Council has already agreed that the present constitutional arrangements should be replaced by IPSA becoming a limited company. This would provide protection not only for those who take on the task of running the Association, but for the whole membership. The EMC considered in detail a draft Memorandum and Articles of Association prepared some years ago by officers of the Association and the Accountants Bishop Fleming, and agreed to press forward with the necessary preparations to register IPSA as a company at an early date.

The Inspectorate has been the subject of an approach from the Security Systems and Alarms

Inspection Board (SSAIB) to join forces with that organisation to enable the development of a joint inspection service for both systems and guarding companies which would meet the UKAS accreditation standards recently attained by SSAIB. Exploratory talks have been held and detailed proposals are awaited from SSAIB. The National Security Inspectorate (NSI) has also expressed interest in a similar arrangement consideration of which is being deferred for the time being.

It was reported that IPSA finances have been improved by the recovery of some previous overpayments of VAT. This arose following a VAT inspection, the completion of outstanding returns, and a review of the IPSA account by HM Customs and Excise. The income from subscriptions and sale of publications is recovering well and the prospects for the remainder of the year are encouraging. An increasing number of members are taking advantage of the facility to make payments by credit card.

Industry meets with House of Commons Defence Committee

An industry delegation including JSIC and led by President, Lord Mackenzie of Framwellgate, met under the Chairmanship of Bruce George MP with members of the House of Commons Defence Committee on 20 May 2002. The aim was to brief the Committee on the security industry and expand on previously submitted written evidence prepared by JSIC and BSIA. Michael Welply of JSIC, reporting on the meeting, expressed the view that it was much less productive than expected. However, the Committee asked for further information in writing and this was being prepared. The significance of such meetings at this time is presumably brought about by the governments concern to improve safety in the community through increased use of the private security industry, about which many MPs seem to have little detailed knowledge.

Joint Security Industry Council (JSIC)

The Council, upon which IPSA is represented, met in London on 17 July 2002 to discuss issues affecting the industry as a whole. JSIC company by-laws were agreed and a number of standing committees set up to conduct the increasingly complex business of administering its representational role for the industry. IPSA International Chairman Patrick Somerville will participate in the work of the Membership Committee.

There has also been discussion of a possible merger following an approach by BSIA. Current indications are that this will not proceed, although the lines of communications with BSIA remain open and cordial.

JSIC has enjoyed the benefit of foundation grants from Government but must soon rely on its own income. Therefore criteria for membership of JSIC by companies and associations are being developed in order that interested parties may play a direct part in representing their interests and those of the industry to government and the Security Industry Authority through JSIC.

The next JSIC Forum is planned for 3 April 2003 to be held in the Midlands at a venue to be decided. Sponsorship for this event is being sought and Companies interested in contributing in any way are invited to contact the JSIC Secretariat for further information (Telephone No.: 01344 638625) or visit the web site: www.jsic.co.uk

IPSA Members will also soon receive the next free issue of JSIC magazine "Security Voice" full of informative articles about people and happenings in the industry.

Ipsa Seeks Clarification of Relations with The Institute

Colin Thompson and Peter Jones of the International Institute of Security (IISec) met with the International Chairman to discuss relations between the two organisations following the closure of the Correspondence Training College service to students. The courses previously

offered by the CTC are now offered by Caltrop Consultancy Ltd. under a franchise agreement with IISec.

In a wide ranging discussion it was explained that the Institute had been required to become strictly independent of IPSA under the mandatory conditions of becoming accredited by the City and Guilds Institute as an examining body at the Graduate level. It was also required to make its examinations open to the whole community without any concession to those holding IPSA membership. Hence IPSA representation on IISec committees came to an end. As the higher level examinations required the submission of essay type answers, which are not catered for by City and Guilds, the Members level programme became accredited by NCFE.

The continuing existence of the Institute relies on membership initially obtained through its examinations. The use of the GradIISec and MIIISec letters require that those qualified are and remain members of IISec. The Institute, and membership thereof, is completely separate from IPSA. Not surprisingly some members have raised doubts about the need to belong to both IISec and IPSA. This is decision which depends on the individual's needs and a comparison of the benefits offered by each body to its members.

However, the distance learning programmes leading to IISec qualifications are supported by IPSA in line with its commitment to higher educational qualifications and standards in the industry. Therefore, it was agreed that IPSA would continue to promote correspondence courses and refer enquirers to the Caltrop Consultancy Ltd. for detailed course information. Significant numbers of such enquiries are forwarded each month.

The question of whether IPSA members could continue to be afforded concessionary rates for correspondence courses was considered a matter for negotiation with the franchise holder and is to be taken up separately. The issue of concessionary rates of IISec membership for existing IPSA members joining the Institute was deferred for further consideration in view of IISec's charitable status and whether such arrangements would be permissible under its charter.

***A word from the International Training Coordinator,
Major Michael Donnelly.QGM ...***

Training continues to move to the forefront of IPSA activities. Recently a number of vetting courses have been delivered to meet members' needs. The venue for the courses was at IPSA's main office in London and at the TJUK (IPSA Member) training centre located at Kettering in Northamptonshire. The courses were well received by those members attending with great interest being shown towards the requirements of the Criminal Records Bureau (CRB) in relationship to Certificates of Disclosure. *See separate article on Disclosure and Conviction Scheme (page 6).*

Training Development

In partnership with SITO as the newly appointed Sector Skills Council for the Secure Environment, IPSA is seeking to provide a more realistic package of training courses for the modern security officer. It is planned to ensure that the contents of future courses provide the necessary underpinning knowledge of today's security problems and that qualifications are representative of this requirement. It is planned that many of the future courses will be linked into the qualifications offered by the International Institute of Security and although certificated separately, they will provide a great deal of the underpinning knowledge of the Institute's qualifications. Further information will be made available as the process develops.

As the industry as a whole moves towards meeting the requirements of the Private Security Industry Act the need for training at all levels will increase, it is therefore IPSA's intention to be at the forefront for meeting its members requirements in management, training and development matters. There can be no doubt that the tragic and horrific events of 11 September 2001 have changed the need and requirements of the security industry. Subsequent events from that day have forced the business world to question the security and protection of their activities, premises, property and their people. Those organisations that have identified themselves as being at risk must appreciate, irrespective of the cost, that the deployment of good quality security staff, with suitable ongoing training, is a capital investment and a major security asset.

IPSA Associates

Whilst the travelling public is once again coming to terms with flying in the wake of 11 September 2001 events, many businesses including the airline industry are working hard behind the scenes to ensure that security is of the highest level.

One such company, DMA, which specialises in Executive Protection at corporate level, has been working hard with representatives of a number of world leading aviation organisations for the purpose of ensuring that aviation training, both land and airside is of the highest standards and incorporates the latest thinking aviation security.

For further information on IPSA certificated aviation courses, please contact me through the IPSA Association Office in London: +44 (0) 20 8832 7417 or checkout our website:

www.securitycourses.info or www.ipsa.org.uk

IPSA looks at Temujine

Recently I (representing IPSA) attended a training course on Temujine. The course was delivered through Temujine Learning Consultancy (newly established IPSA member). What is Temujine I hear you asking yourself? In plain terms, Temujine is a form of everyday defence. It has been especially designed with simple, but highly effective techniques. It is easy and quick to understand, master and implement. There is no requirement to have spent years studying forms of martial arts. Temujine training techniques will bring participants to a high level of skills proficiency in a relatively short period of time. There are no katas (forms) in the system where people appear to be attacking thin air.

Temujine techniques simulate possible day-to-day violent work or private life encounters. Temujine has been tested and improved through everyday encounters, proving it to be an ideal and realistic means of defending oneself, or others against violent encounters. The defensive techniques used are combined with simultaneous counter techniques which are employed until the potential danger has subsided or been removed.

Temujine techniques are ideal for those persons who are required to work and operate in small teams or as individuals and where the threat of violence against them is real. This is why Temujine is ideal for those individuals who work within the security industry.

For further information on Temujine techniques or courses, please contact me through the IPSA Association Office in London: +44 (0) 20 8832 7417 or checkout our website:

www.securitycourses.info or www.ipsa.org.uk

Trainers Course

Demand for the IPSA Trainers Course remains high. This course is renowned around the world for both standards and flexibility. As yet the Security Industry Authority have not decided the training requirements for Security Officers, but have expressed an interest in IPSA standards.

The course also includes SITO Part 2 Train the Trainer delivery and assessments of BJT modules, in order to fit in with the requirements of those clients that request SITO courses.

September course dates are: 9 - 13 September 2002 inclusive. The venue will be in Surrey.

Inspectorate Course

An excellent Inspectors course was held on Easter Saturday. The venue for the course was on the outskirts of Newcastle-upon-Tyne at a delightful establishment commonly referred to as the Snowy Owl at Cramlington.

The course was enthusiastically attended with excellent results being obtained. Our thanks to Terry Sore (IPSA Quality Manager) for his hard work in ensuring the success of the course and for encouraging participants and other IPSA officers that Easter Saturday was a good day to hold such a course.

The next Inspectors course is planned for this autumn in London. For more details contact the Quality Manager.

The Disclosure of Conviction Scheme

From 2002 the Disclosure of Conviction Scheme will facilitate the checking of records held by the Police together with those of the Department of Health and the Department of Education and Employment.

Who does the Disclosure Scheme apply to?

Any person involved in the training or supervising of Persons under the age of 18 or of vulnerable adults. The requirement may be as part of a licensing requirement (registered door staff, taxi drivers etc.) or by virtue of a duty of care. Many of those involved in the travel, security or domestic services industry will require Certificates of Disclosure.

What is an Umbrella Registered Body?

An Umbrella Body will perform similar functions to a Registered Body, but on behalf of organisations that do not wish to become Registered Bodies yet still want to use the service and are entitled to ask exempted questions. These organisations can use an Umbrella Body to access Standard and Enhanced Disclosures. There may be a variety of reasons why an organisation that wishes to use the Disclosure Service may not wish to become a Registered Body. An organisation may prefer to use an Umbrella Body if:

- it does not have the necessary additional administrative resource
- it is unwilling or unable to pay the registration fee
- it is unable to comply with some of the obligations set out in the Code of Practice
- an organisation has stated that it is willing to undertake checks on their behalf.

How does the scheme work?

The type of arrangement between an Umbrella Body and an employer could include:

- the Umbrella Body passes the Disclosure to the employer and takes no part in the employment decision; or
- the Umbrella Body discusses the content of the Disclosure with the employer and gives advice on the employment decision as well as the law governing the correct use of Disclosure information. In this instance the Umbrella Body may be liable to some degree for the employment decision depending on the exact

nature of the agreement drawn up with the employer; or

- the Umbrella Body does not pass the Disclosure information to the employer and makes the decision in accordance with their agreement. In this case the Disclosure information is not shared with the employer and therefore the Umbrella Body may decide on the suitability of the candidate based on the Disclosure information received and according to their agreement.

Is this Employment Vetting?

Employment Vetting includes a whole procedural system of which verification of good character is a single part. Disclosure can be a stand alone procedure as required by the Disclosure Scheme or can be part of a complete system which can include advising employers on safer employment decisions and enabling prospective employees to access the Criminal Records system on their own behalf.

IPSA through an associated member company who are themselves registered as an Umbrella Registered Organisation is in a position to provide full training and assistance in respect of Disclosure and to act as an Employee Vetting Service.

For further information please contact me through the IPSA Association Office in London: +44 (0) 20 8832 7417 or checkout our website: www.ipsa.org.uk

The European Working Time Directive

The effect the European Working Time Directive will have on the Security Industry if it is fully implemented in 2003 should be considered NOW by Security Companies.

It is highly probable that an 8 hour shift and not the current 12, will become the norm as the 48 hour working week is realised. It looks like only the Emergency Services will be exempt, Fire, Police, Ambulance and Doctors etc.

The IPSA wants your views. Will it force Officers to take second jobs, will companies be able to offer a pay-rise and still survive, and will it both

encourage and drive moonlighting underground. How will it fit in with licensing? What can this Association do to help, apart from keeping our members advised on the latest developments as soon as they occur. Please send us your responses.

Terry Sore, Quality Manager

Health And Safety Employment Law

There has been a great deal of new and increasingly complex legislation relating to Health and Safety and Employment Law. With around 50 changes to employment law through the 1990's and further 50 since the year 2000 employee rights are increasing and the burden on employers has grown significantly.

Increasing numbers of employees are exercising their right to take their employers to Employment Tribunals where the award for a fairly simple unfair dismissal can be as high as £60,000 and if an element of sexual discrimination, for example, is involved the award can be unlimited. The Employment Bill expected to become law this autumn, will impose even more responsibilities on employers and penalties for non compliance.

Health and Safety Regulations now require all employers, even small businesses, to carry out Risk Assessments and appoint a "Competent Person" to be responsible for Health & Safety. Breaches of Health and Safety regulations can result in criminal prosecution with personal corporate fines. Resultant publicity can cause even more damage to a business.

In view of these developments, we feel that we should bring this matter to your attention and would also inform you that we do have access to markets who would be able to provide this service for you.

If you require more information then please do not hesitate to contact Peter Swann ACII, Executive Director, Darwin Clayton (UK) Ltd on 01892 511144 or
Email: Peter.Swann@dcuk.co.uk

Peter Swann, Darwin Clayton

A Contract of Substance

Probably the most ambitious new project to encourage clients and providers of security services to achieve higher standards through the medium of their detailed contracts, is the launch of the Contract of Substance programme which is being promoted by Terry O'Neil with the help of Security Watchdog.

A volunteer Panel, drawn from executives of leading companies and associations, has been appointed to oversee the Contract of Substance standard and has held its first meeting. Following an invitation from Terry O'Neil, the IPSA International Chairman Patrick Somerville has joined the panel with the endorsement of the Executive Management Committee.

Many larger companies have yet to state their readiness to accept the terms of the benchmark criteria set for such contracts, which includes observing best practice, minimum salary levels recommended and maximum weekly working hours. These are in advance of the requirements likely to be enacted under future legislation or the application of working time directives. Few companies will at this time be able to meet the criteria, but by targeting a high standard now, the attainment of these objectives within any one contract, will be a major step forward in modernising the industry, ensuring good working conditions, satisfactory remuneration for employees, and delivering the higher level of service demanded by clients.

Companies, including those with IPSA membership, are invited to come out and support this initiative even if at this stage they may be unable to meet the criteria. A corporate commitment towards the goal of a Contract of Substance Award, where contracts can, with the agreement of client and service provider, be independently assessed by auditors engaged by the Panel, will surely demonstrate to all stakeholders that the company concerned has its sights set on becoming an industry leader in the field of higher levels of service delivery in all its aspects.

JSIC Security Forum 2002

Adrian Kingston-Jones (Secretary London & South East Region) represented IPSA at the Forum held in the Queen Elizabeth Conference Centre, Westminster on 28 May 2002. Among other distinguished speakers was John Saunders, Chief Executive of the Security Industry Authority, who gave a broad introduction to the work being undertaken to set up the new Authority and determine its policies. The audience of 120 delegates from across the industry took part in a question and answer session which indicated that many are still quite unaware of the Act and its implications. Copies of the Conference Report are obtainable from JSIC. Adrian took the opportunity to introduce himself and IPSA to SIA Chairman, Molly Meacher, and to open the way for our subsequent meeting with Mrs Meacher reported on page one of IPSA News.

National Forum for Dog Users

IPSA has been informed about the formation of a National Forum for the Dog Handling sector. The Forum aims to bring together the existing associations and companies providing dog handling services in order to create a unified platform for representing the interests of the dog sector providers and clients, to agree training standards and inspection criteria.

Still in its early stages of development, any IPSA dog handling members or companies interested in finding out more about this initiative should contact the Association Office for more details.

Export Coordination

With funding provided by the DTI (Trade Partners (UK), JSIC, BSIA and APPSS (the Association of Police and Public Security Suppliers), DMA have agreed the creation of an export coordinator post to promote export activities in the industry. The incumbent will operate from APPSS Head office at Grayshott.

The DTI and TP(UK) through the US Aviation Security Initiative has been very active in promoting UK security expertise in a still shocked and largely poorly informed US market for aviation security. Some major contracts have been secured, missions sent and received, and further action planned to further this initiative. Companies wishing to obtain information or participate in consultancy or suppliers contracts may obtain more information from Trade Partners (UK) Ltd. whose web site is www.tradepartners.gov.uk. The export promoter (Aviation - North America) is Richard Chin.

Recruitment

We are always looking for new members, so if you can think of any individuals or companies that should be on board, get talking to them.

They can download an application form direct from the IPSA website at www.ipsa.org.uk or if they contact the office, we will post out a form.

Please do try to get a colleague in the industry to join, there are important changes about to happen and people need more than ever to be kept informed.

Membership News

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

Mr. A Alsford	Mr. R Clarke
Mr. S Cutts	Mr. D Denning
Mr. B Fenwick	Mr. H Gilroy-Simpson
Mr. S Jackson	Mr. J Lincoln
Mr. R Mackellar	Miss H May
Mr. T Moon	Mrs. M Rattray
Mr. S Rattray	Mr. S Roberts
Major C Sadanandan	Mr. R Tucker
Mr. J Williams	Mr. P Wilson