



IPSA NEWS

The official newsletter of the International Professional Security Association

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December 2003

From the Chairman

It is now two years since the existing management team took over the day to day running of the Association. It has been a period of intense commitment and activity for a few stalwart members. The measure of success in recovering from earlier problems is reflected in the renewed awareness of our presence in the market place, a steady but modest growth in individual membership and a similar trend among companies.

The Security Industry Authority has issued the first of its guidelines on the training and licensing of Door Supervisors and shortly begins consultations in relation to the manned guarding sector. IPSA is taking steps to obtain accreditation for its activities and courses in order to be in a position to provide the training required in 2004.

Uppermost in my mind is the continuing need for more financial resources to fund our operations and services to members. Achieving this, and at the same time keeping membership subscriptions within reach of Security Officers and Supervisors, requires a continuous injection of additional funds which are not readily available.

During the year I wrote to the leaders of around 3500 companies making them aware of our services and inviting them to join in the process of industry consultation so important at this time. There has been an encouraging flow of responses and membership applications and indications that more will follow.

Subscription income alone does not provide sufficient resources to engage executive staff to run the Association, manage the office, and meet the costs of promoting the

Association through advertising, exhibiting at IFSEC 2004 and other events, and representing IPSA on other occasions. In the year ahead we need to increase the take up of membership, develop existing services and generate more income.

These are some of the challenges that face us in the year ahead. Therefore the International Council has approved an increase in fees and subscriptions approximately in line with current inflation (3%) to come into effect from 1 January 2004.

Company members are asked to play a greater part by purchasing more IPSA notebooks and covers and other products including training services for their security staff. Also by encouraging and assisting officers to become members of the only professional association that exists for their benefit, and by taking up opportunities for sponsorship and advertising in IPSA publications. It is your Association too and it needs that level of commitment and support.

There are considerable changes ahead of the industry in the next few years. We can with the active support of all members meet those challenges and emerge stronger and more effective in representing and leading our members and the wider body of security officers through these changes.

On behalf of myself, all members of the International Council, staff and other team members, I send you our good wishes for the forthcoming Christmas and New Year season.

Patrick Somerville

International Professional Security Association

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AGM 2003

Postponed due to inadequate numbers being present to form the required quorum, the adjourned AGM was reconvened on 24 June 2003 at the Middle East Association in London. Annual accounts for the year to 31 December 2002 were presented and have since been finalised and forwarded to Companies House. Copies of the accounts may be obtained on request from the IPSA Office. We are very grateful for the sponsorship of Shield Security Services and Darwin Clayton Ltd in support for the arrangements of the AGM.

From the SIA Email update service

Licence Fee Set

During his key note speech, at the SITO National Training Conference in Oxford, SIA Chief Executive John Saunders has announced that the cost of the SIA licence has now been fixed. The application fee for the individual licence sectors has been set at £190 this will cover the licence holder for a three year period.

The money from the licence fee will go towards:

- Licensing services - the costs of issuing licences, the systems, processing, administration and criminality checks.
- Enforcement and compliance
- Communications the cost of raising awareness about licensing and making sure that everyone within the industry knows what to do and how to get a licence.
- Infrastructure - The cost of maintaining offices and staff costs.
- Research and development the money spent on researching the industry and how better to support it in the future.

Originally estimates for the licence application of £150 - £190 had been quoted, in order to enable the industry to factor out these costs into future financial planning. At that early stage, however, a number of the key costs for running a responsive and efficient enquiry and application service had yet to be confirmed.

These overall costs have now been fixed and the final application fee reflects the running of an efficient self-funding and non-profit making organisation and licence regime.

To receive the SIA Email updates directly, go to the SIA website and follow the link.

IFSEC 2003

Visitors and exhibitors flocked to the IPSA Stand at the exhibition held at the NEC Birmingham in May 2003. Hundreds of information packs were handed out and many promising and useful contacts were made during the four days. Staffed by Council members and other volunteers the Stand attracted crowds three and four deep at times.

Exhibiting at IFSEC costs the Association about £8000 in direct costs. This was met from current funds but it is intended to return to the practice of inviting member companies to sponsor this activity in whole or in part, to enable the Association to apply subscription income to other activities.

Companies or individuals wishing to help us financially with the next IFSEC event in May 2004 are asked to discuss their interest with Justin Bentley in the first instance. In January we are required to begin making stage payments towards the costs of our Stand at IFSEC 2004. We would welcome any financial help from sponsors with this project, please.

Joint Security Industry Council (JSIC)

IPSA as members of JSIC since 1 September 2000 has been represented at meetings of the JSIC Council, and at the AGM, Delegates Dinner and all day Forum, which addressed the many issues concerning regulation and licensing with Security Industry Authority representatives.

A Sub-Committee has been formed to deal with Counter Terrorism and the role of the private security industry (psi) in support of central (and local) government. "Project Unicorn", a research project set up by the Metropolitan Police has been consulting with the industry representatives, including IPSA, on the practicalities of police – industry co-operation and will make recommendations later this year.

A new Performance and Standards Assessment Committee has been established to oversee the development of occupational standards and training across all sectors and to ensure that the SIA is aware of the industry requirements and the impact of changes they may recommend. James Dewane is IPSA's representative on that Committee.



JSIC Logo – use by IPSA member companies

JSIC have announced that IPSA member companies or organisations may also use the

JSIC Logo provided that the JSIC logo used has inscribed beneath it the IPSA JSIC membership number. Any use of the JSIC Logo without the exclusive membership number will be a breach.

Forthcoming Events:

JSIC 5TH Annual Security Dinner and Forum

27/28 April 2004 at the Royal Court Hotel Keresley Coventry

Theme: "Developing a strategy to help the Private Security Industry to more effectively provide security solutions and support national counter terrorist measures"

IPSA members and member companies are invited to support this event. The banquet takes place on Tuesday 27 April and it is hoped that the Association will be able to take a table or two. Expressions of interest in joining an IPSA table at the dinner should be e-mailed to the Chairman please: patrick.somerville@ipsamail.org.uk

Registration fees are:

JSIC (IPSA) members

Forum only	£150.00 + VAT
Banquet only	£ 30.00 + VAT

Non – JSIC members

Forum only	£185.00 + VAT
Banquet only	£ 33.00 + VAT

Special delegate overnight rate for accommodation £75 (inc. VAT) - please make reservations direct with the Royal Court Hotel Tel: 02476 334171 or Fax: 02476 333478

Conferences:

JSIC Winter Conference 10 February 2004 Olympia

See the JSIC website for details

Training - Learning and Development Officer appointed

On the recommendation of the Training Sub Committee, a short-term part time engagement has been agreed with **Tony Bainbridge** to undertake the duties of Learning and Development Officer for the Association.

In that capacity Tony will be responsible for the development, accreditation and delivery of IPSA courses, ensuring that courses and trainers meet the standards and curriculum requirements of the Security Industry Authority and the accrediting bodies.

Corp of Trainers re assessment and certification

Members of the Corp of Trainers have been attending one day re-assessment and certification courses and thereby renewing their certificates to deliver courses on behalf of the Association. Other IPSA trainers have also been assessed and had their trainers' certificates renewed. Any IPSA trainer one who wishes to attend a re-assessment day should contact Tony Bainbridge or the IPSA Office.

Vetting Courses

Two one day Vetting Courses for recruiters and vetting staff have been held at the University of Birmingham Conference Centre. In a further development and in association with WSG Associates (Stuart Galloway) a Vetting Course was held in Glasgow on 29 September 2003.

Risk Analysis and Surveying

This two day course, recently upgraded and reintroduced, has been well received and likely to become increasingly popular.

Train the Trainers Courses

Trainers' Courses are being held as usual over two weekends with preparatory work and a project being done during the break between the Part1 and Part 2 residential elements of the course. All delegates on Course 01/03 were successful and obtained their IPSA trainers certificates. Course 02/03 commenced on 30 October and will be concluded on 3 December 2003.

Door Supervisors Training requirements

The SIA have recently issued their guidelines for a four day training course for Door Supervisors. The outline syllabus is being studied and the IPSA Door Supervisors Course when finally agreed will satisfy all the given criteria and enable training in this sector to move ahead.

IPSA Guidance and Instruction Manual

The revision of the IPSA Manual has now been completed by the Caltrop Consultancy Ltd. The revised draft will go before a committee of the International Institute of Security for consideration and approval as it forms the basis of much of the required study for the Institute's distance learning qualifications. It is expected that the new edition will be available for purchase early in the New Year. During the revision of training courses, the course contents are to be brought more closely into line with the contents of the IPSA Guidelines to assist students, contribute to raising training standards and provide a foundation for continuing professional development and training.

Training Programme for 2004

The 2004 Training programme has now been announced (see opposite page).

Product	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Trainer Course Pt 1	9-11		5-7		30-2		2-4			1-3	5-7	
Trainers Course Pt 2		6-8		2-4		4-6		30/7-1/8		29-31		2-5
Advanced Trainer		23-25		19-21		21-23			20-22	18-20		6-8
Supervisors Course	26-28		22-24		17-19		19-21		13-15		22-24	
BS 7858 Screening Course	20	17	16	13	11	15	13		7	12	16	14
Security Risk & Surveying	21-22	18-19	17-18	14-15	12-13	16-17	14-15		8-9	13-14	17-18	15-16
Security Foundation Course			1-3		24-26		26-28		27-29		29-1	
Event Stewards Foundation Course	17-18	14-15	13-14	10-11	29-30	12-13	10-11		4-5	23-24	13-14	11-12

BS 8406: 2003 Event Stewarding and Crowd Control Safety Services

A recently published Code of Practice for the infrastructure, staffing, operation and management of organisations supplying stewarding and safety personnel at either indoor or outdoor events.

Contents of the Standard:

1. Scope: The standard can assist benchmarking your event stewarding practices.
2. Terms and definitions: Clarifies the standards terminology
3. Service provider: Outlines the key elements for development of a clear management structure and the process of accountability.
4. Planning and Organisation: Ensure your events meet legal and contractual obligations.
5. Staffing: Screening and selection, terms of employment and staff code of conduct.

6. Training and Development: Induction, basic training and event familiarisation are important considerations when preparing staff.

How to order from IPSA: Fax your order to IPSA at 020 8832 7418 with payment details or request invoice.

Prices: £48.60 IPSA members and member companies

£54 non- members

Add £2.50 post and packing.

Terrorist warnings by e-mail

Those who work in the City of London can have email alerts provided by City Of London Police of terrorist warnings, etc. Anybody interested in joining the Group please send your email address and your details to Community Safety Branch of City of London Police.

CSB email address is:

csb_circulation@city-of-london.pnn.police.uk

IRISH NEWS

The Door Supervisors Support and Training Organisation (DSTO) of the Republic of Ireland issued a press statement in June 2003 announcing the launch by Willie O'Dea, Minister of State at the Department of Justice of a pilot scheme aimed at improving the standard and training of door supervisors. Initially to be piloted in Limerick City, it will in due course be rolled out across the country.

The course of training has been devised after consultation with the Security Institute of Ireland, representatives of the Garda Siochana, London Metropolitan Police and several American police agencies including the New York Police Department.

The aim is to introduce robust and consistent standards of training for door supervisors in the Irish industry

It is also reported that the Commission on Liquor Licensing has recommended the provisions of a Private Security Industry Bill 2001 currently before parliament be adopted as matter of high priority.

The national office of the DSTO is at 123 Cherryfield Road, Dublin 12.

Correspondence received...

May I draw the attention of members to the laws covering England and Wales regarding surveillance work. The Secretary of State has enforced guide lines into how we can operate as private individual, company or public sector. Whether we like it or not we have to abide by the guidelines because that's the law of the land. The Investigator Powers Tribunal and other Government Departments will be keeping a close eye to any breaches. May I suggest IPSA members who operate in surveillance work read the following topics...

The Regulation of Investigator Powers Act 2000(RIPA)
The Data Protection Act
The Human Rights Act
Telecommunication Act
Stalking Law including 'Cyberstalking'
Harassment Act
Codes of Practice (PACE)

Let us not fall in to the trap of Hunters being hunted!

Suresh Kumar Retnasingham

Government Launches Skills for Employers Portal with Skills Strategy

The Government has launched its *Skills for Employers* portal aimed at helping businesses access clear information on developing beneficial staff training programmes in accordance with the Skills Strategy announced in July.

The Skills for Employers website www.skillsforemployers.gov.uk provides an important signposting service for businesses looking to improve the skills base within their workforce. Information is provided within three key areas:

- Support for Training (includes information on funding, courses and qualifications)
- Policy Information and Initiatives
- Training Providers

Employers can also register to receive timely business updates as well as network and discuss business related issues within the Small Business Forum section. The aim of the forum is to encourage businesses from a diversity of vertical markets to engage with the DfES, instigate quality discussions about topics and issues relevant to employers, and to raise issues with and obtain advice from, other employers experiencing similar issues.

Welcoming the *Skills for Employer's* portal, Ivan Lewis, Minister for Young People and Adult Skills, said,

"The Skills for Employer's portal has been created to provide an immediate interface between businesses and the Government. Businesses benefit from a one-stop shop of succinct information and useful links, enabling them to easily enhance their workforce's productivity through effective training."

The Skills Strategy:

The Government's Skills Strategy focuses on raising the UK's skills base, enabling businesses and individuals to play a leading part in the global economy. Employers are set to benefit from a series of initiatives geared towards upping the skills of their workforce, leading to enhanced productivity including:

- The development of a national programme for employers to deliver training in their preferred format
- The expansion of Sector Skills Councils to identify, map and meet key skills needs in employment services
- Reformed, appropriate and employer-friendly qualifications
- Greater employer involvement in course design, content, assessment and teaching and learning styles of Modern Apprenticeships
- Provision of an 'Employers Guide to Good Training' manual providing clear information for employers looking to improve the skills of their workforce
- Introduction of a new management and leadership drive through Investors in People

A Skills Alliance, comprising government agencies and key delivery partners has been drawn together to drive forward the strategy with the help of the regional development agencies.

Membership News

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

Mr D H Allen	Mr R Barker
Mr T Branch	Mr S J Brennan
Mr M J Burke	Mr R T Culver
Mr E H Diab	Mr J Dixon
Mr G U Dodd	Mr D J Donaldson
Mr D Duffield	Mr J Edgeller
Mr L M Gay	Mr G Giddy
Mr J Grieve	Mr B Hall
Ms V Hall	Mr F Herring
Mr R G Hill	Mr C D Holman
Mr C P B Langlands	Pearse
Mr S Lewis	Mr R Lynch
Mr S Macphee	Mr A J Marr
Mr E L McCann	Mr B R McNulty
Mr J Nelson	Mr J J O'Neill
Mr C Pennington	Mr R M Rushton
Mr P J Simpson	Mr C P Smith
Mr A Stephenson	Mr M M Swar-Eldahab
Mr J H Swatton	Mr M R Urand
Mr J M Weathers	Mr P J York

ERIC DUTFIELD - A TRIBUTE

It was with great regret that we report the sudden death in August 2003 of Eric Dutfield, a long time member of IPSA and for some years the Quality Manager responsible for Company Inspections and the Inspectorate. Eric was with Jean his wife of forty-two years at the local leisure centre and had just enjoyed a morning swim, when he collapsed and died peacefully in the changing room.

Writing to Mrs Dutfield on behalf of the present and past members of the International Council and all who knew Eric, the Chairman, Patrick Somerville expressed our deepest sympathy and condolences on the sudden passing of her dear husband and our colleague. News of Eric's death was not received until after the funeral had taken place.

Those who knew Eric well speak of him with great affection and admiration. He was a strong supporter and advocate of the role of the Association. As an office holder he brought to his duties a wealth of experience and ability and much of his valuable work and advice remains to guide the Association even to this day.

He laid the groundwork for high quality inspections of security companies and guided many emerging companies through the early stages of development towards the achievement of recognition and high standards. He was himself highly regarded as a thoroughly nice man, always professional, approachable and friendly.

His interests were many and included support for Diabetes (UK), he having been a diabetic for much of his life, and the Royal National Lifeboat Institution which he served with distinction as Chairman of the Penarth Branch for five years.

Eric Dutfield holds a place of high esteem in the memories of Association and is much respected for his contribution to it over many years.

Patrick J Somerville QPM
17.November 2003