



# UK Security & Events Limited

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# OUR **BUSINESS**

We are a rapidly expanding ACS Approved and ISO9001:2015 registered Company with nationwide coverage operated by a dedicated team of security industry professionals with over 60 years of frontline experience.

The Organisation is obliged to ensure that its Quality Policy is fully and completely understood by its employees, and that its procedures are implemented and maintained at all times in accordance with the requirements of BS7499, BS7858 & BS EN ISO 9001:2015. All of the components of the Quality Management System shall be periodically and systematically reviewed by both internal and external Quality Audit procedures to ensure our core business processes are adhered to at all times.

The Management Representative/Quality Manager & Senior Management team, appointed by the Organisation's Managing Director, are responsible for the control of all matters relating to the implementation of these procedures.

The assurance of quality is fundamental to all the work undertaken by the Organisation. All personnel at every level in the Organisation's structure shall practise the procedures established.

We are an SIA ACS Approved company and comply with the standards relating to the provision of Static Guarding, Door Supervision and Vetting and Screening as dictated by BS7858, BS7960 & BS7499.

UK Security and Events Ltd is dedicated to providing the very best of services and support to all our customers and employees, and offer a full consultation service to regularly review the individual security needs of each customer and the individual training and development needs of each employee and in line with the objectives set by the Company.







# STATIC PREMISES & RETAIL SECURITY GUARDING

For all styles of businesses, both during operational hours and over closed periods at night and weekends. From offices to factory and retail premises, including covert security, we offer specialist security solutions to all manner of static sites and gate security.

The presence of static security guards on site is an extremely effective method of securing your business premises. The physical presence of a guard to act quickly in the case of any event, clearly gives a site extra safety guarantee to your facilities. The presence of a uniformed static security guard will probably deter risk of thieves or vandals within your property or event.

UK Security and Events Ltd has the flexibility to give you cover when you need it and will quote competitive prices. We can offer your business long or short term cover to suit your requirements.

Our guards will follow a detailed procedure designed by us following your suggestions, as part of their operations manual. If you'd rather design your own set of procedures we will welcome your submission to be included in our contract.

A permanent, uniformed static guard can give your business an element of prestige as they welcome your staff and visitors. Our static security guards can be instructed to help your business with additional security related issues and routine tasks that enhance the security activity (such checking vehicles and filling check lists).





# OUR **OTHER SERVICES**

In addition to our core services UK Security and Events offers a wide and varied selection of services to cover all security needs including:

## Taxi **Marshalls**

At UK Security and Events Ltd we provide Taxi Marshalls trained to the highest standard. They are a visible presence to the late night economy and are friendly and polite to help reassure visitors to your cities and towns. Also they are there to minimise trouble in your cities and towns to provide assistance to emergency services as and when needed

## Hotel **Security**

UK Security and Events Ltd already provide Hotel security to a number of Hotels at present. We understand Hotels need a certain calibre of staff and we only provide them of the highest level. The staff can carry out a number of duties which include floor walks, room checks and customer services to name but a few and they will provide a friendly visible presence with good communication skills. For further information please don't hesitate to contact us

## Close **Protection**

Close Protection requires specially trained staff and expert planning. At UK Security and Events Ltd we will provide this to all our clients. Our staff are of the highest calibre with years of experience covering all aspects of this service. To discuss how we can help you with one of our trained experts don't hesitate to contact us over the phone or for a free visit to discuss in private your requirements.





# MORE **SERVICES**

In addition to our core services UK Security and Events offers a wide and varied selection of services to cover all security needs including:

## **Events Security**

For single night special events such as sporting competitions like boxing to specialist music events and promotions. We also cater for large scale sporting and promotional events and in the past have supplied large teams of guards and stewards for events such as the British Superbikes, Land Rover Jaguar 60th Anniversary, Horse of the Year Show and various Premier League matches.

## **Licensed Premises Door Supervision**

For all types of premises and sizes, from small bars to large capacity clubs and special events. At present we supply Door Supervisors to Hotel chains as well as clubs and pubs so we have a very diverse work force to cater for all your requirements. In addition we also have the facility to provide short term solutions for live events and private parties.

## **Car Park Security**

Ensure your car parks are secure with a visible presence to give your customers peace of mind whilst leaving there vehicles in your care and help to reduce crime and vandalism to there property.

## **Risk Assessments and Site Surveys**

Get a free no obligation site visit from a fully trained professional to ensure your sites security requirements are suitable. We can advice and recommend the best way to improve your requirements to a level that you are happy with and to ensure that your site is secure.

(For more information on the legal requirements please visit [www.the-sia.org.uk](http://www.the-sia.org.uk))





# MEET OUR TEAM

## Neil Underwood – Managing Director

Neil has worked within the security industry for nearly 20 years, gaining great experience working within many sectors of the business. Also having worked within management roles in different business sectors where Neil gained a great wealth of knowledge with regards to managing a Business. Neil was a Security Manager at one of the largest entertainment centres in the country covering a wide variety of duties. Neil's knowledge of the industry and his contacts within it are invaluable to the progression of the business

## Lloyd Lewis – Operations Manager

Lloyd has over 20 years of experience as a security industry professional operating as a front line operative in the entertainment industry and as close protection for numerous high profile VIP's. His experience of recruitment within the industry whilst operating as a Security Manager for one of the Midlands largest security providers lends itself perfectly to the recruitment side of the business. Due to his experience in recruitment and the vetting of security personnel Lloyd will be working closely with our vetting and screening team to ensure the quality of our guards and the service provided to our clients is second to none







# MEET OUR TEAM

## Majid Hussain- Operations Manager

Majid has many years experience within the Security Industry at different levels, he was also Head Doorman for many years for one of the largest security companies in the country with his responsibility being the recruitment and vetting of staff for varied positions within the industry. During this time Majid gained extensive experience in formatting rotas for various sites whilst understanding the complexities of operating at a management level within a large security company. Majid also has extensive experience of Police liaison.

## Claire Leason - Compliance Manager

Claire has worked within an office environment her whole career covering such employers as Solicitors and Insurance companies. Claire's role within the company is to ensure that everything runs smoothly on a daily basis and to ensure that all our standards are met to ensure we comply with the accreditations that the company has gained. Claire is responsible for all our Management systems and to ensure the office team are working to the standards that we require as a company

## Office team

We operate with a very efficient and dedicated office team ranging from our accounts department, to vetting and screening and also our dedicated sales team. Which provides us with the confidence that we have the infrastructure in place to manage your every need.





# OUR DEDICATED **CONTRACT MANAGER / SITE ASSESSMENTS**

## Dedicated **Contract Manager**

Due to the need for close control over contracts which encompass multiple sites and/or large numbers of security operatives operating over a given weekly period it is our policy to appoint a single member of management to have overall operational control of the contract for the duration of its operation.

The Contract Manager will be responsible for the rostering of guards for the contract period who will be taken from our database of over 150 licensed guards and for the recruitment of additional suitable guards as the contract dictates.

In the event that there are staff who currently work at the venues that Unit Management would like to retain we would be willing to take these staff on subject to successful security screening in compliance with BS7858.

To do this we would need to establish whether the current supplier has any clauses within their current contract making this unworkable. In some cases suppliers will include a clause stating the client is not permitted to recruit said suppliers staff for their unit for a fixed period after the cessation of the contract.

## Site **Assessments**

For the first four (4) weeks after take over we will ensure that the Contracts Manager, or a suitable member of senior management, visits the units in question to ensure operational policies and procedures are being adhered to.

Subsequent visits to site would be performed on a monthly basis if and as required by the client.







# RECRUITMENT & SELECTION

Guards are recruited through job advertisements placed local to the client premises and through local press advertisements.

Interviews will be conducted by a panel which will include the Contracts Manager and a senior member of company management.

During the selection process each guard is required to complete a Skills Test relative to the role they will be performing within any given contract.

Once a detailed Interview Assessment has been reviewed by the panel, each applicant, who passes the initial interview stage is subject to a stringent 5 years vetting process which includes a full work history clarification, criminality check and residential history check to confirm identity and references.

Once selected each successful applicant will be given a full and comprehensive company induction coupled with a full site induction for each clients site they will be required to work at.

## Staff Development

Through our Management Team all staff will be subject to periodic training and evaluation in line with company procedures to ensure they are fully aware of changes in both legislation and best working practice for the role they will be expected to perform.

Each guard will also take part in a bi-annual appraisal process to evaluate their individual training needs and to agree performance related targets for the following period.

We have also instigated a system of staff incentives based on performance to reward aspects of work such as time and attendance, code of conduct, and performance within their role. These incentives will take the form of monetary incentives and/or staff events to raise morale and develop a team building work ethic within the corporate structure.





# OPERATIONAL SYSTEMS

With our company holding SIA ACS Status and ISO 9001:2015 we are obliged to ensure that all of our policies and procedures comply with BS7960, BS7858 & BS7499.

With this in mind we have a comprehensive Site Operations Manual which encompasses all relevant paperwork systems including:

- A COPY OF THE SITE RISK ASSESSMENT
- SITE OPENING / CLOSING CHECKLIST
- RADIO ISSUE RECORD
- PATROL RECORDS
- WEEKLY SECURITY TIMESHEET
- INCIDENT REPORT
- INCIDENT STATEMENT
- INCIDENT ANALYSIS (COMPLETED BY UKSS MANAGER)
- CUSTOMER COMPLAINTS FORM
- REQUEST TO DEPLOY
- SITE SPECIFIC INDUCTION
- HOLIDAY REQUEST FORM
- INCOME REPLACEMENT CLAIM
- CODE OF CONDUCT
- EQUAL OPPORTUNITY POLICY





# SUMMARY

Below is an overview of our terms of contract:

Dedicated Contract Manager

No less than 2 weeks prior to takeover we will need to perform a site visit and risk assessment of each unit

A 4 week lead period prior to take over to assess suitability of staff for each unit & to complete any required recruitment

Site Assessments for the first four (4) weeks after take over we will ensure that the Contracts Manager, or a suitable member of senior management, visits the site in question once a week during operating times to ensure operational policies and procedures are being adhered to.

Subsequent visits to site will be performed on a monthly basis

Management Reviews with each unit performed at the same time

Operational Systems compliant with BS7499, BS7960 & BS7858

Standard hourly rates are negotiated per contract and dependent on geographical location and shift breakdown

All invoices will be subject to VAT at standard rate







# CONTACT DETAILS

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