

# Premises Security



**NATIONAL BUSINESS  
CRIME CENTRE**

Reducing crime through partnership and prevention



If you own property as part of your business, whether it is open to the public or not, it will often contain your assets and needs to be secure.

Having a tidy, professional and secure premises is often enough to deter a thief and at least move them on, however, there are many different layers to premises security that this document will take you through.

## What's in this guide

*Click on the items in the interactive menu below to jump to that section.*

### TOP TIPS

- Is your perimeter secure?
- Are your doors and windows secure?
- Does your alarm and CCTV work properly?
- Is it financially viable to hire security staff?
- Are you Cyber Secure?

# Premises Security



## Security Measures



### Secure the Perimeter

Fit decent gates and high fencing to deter would be intruders and make sure all gates are padlocked securely with good quality locks.



### Use Anti Climb Measures

From plastic spikes to anti climb paint, these permanent measures will make it difficult for intruders to enter the grounds or premises.

Often these passive security systems may be enough to ensure the opportunist burglar goes elsewhere. **Note:** anti climb paint should only be painted on roofs that are at least 2m from the ground.



### Security Posts and Bollards

Security posts and bollards are both practical and helpful solutions, which are often the most cost-effective. They can help protect your property from ram raid offences and theft of vehicles from garages or driveways. In addition, they prevent access from unauthorised parking. The police recommend all security products that are tested to 'Secured by Design' standards.



### Security Shutters

Security shutters are common in commercial premises creating a physical barrier to stop intruders, vandals, trespassers and burglars.

In the UK there are different types of 'shutters' available, such as security grilles which better protect windows and doors yet don't hinder flow of light and air.



# Premises Security



## Locks and Smart Access



### Good Locks Are Fundamental

Whether operating an office or a shop, it is vital to invest in good locks.

A professional locksmith that is properly accredited with the Master Locksmiths Association (MLA) will be able to provide you with a full security review and the relevant advice to ensure that every point of entry is secure.

<https://www.locksmiths.co.uk/find-a-locksmith/>

It could mean changing lock systems adding anti-snap locks or deadbolts for exterior doors, so that external access is as secure as possible. You should also ensure all windows have proper locks and are securely locked when the building is empty.



### Review and Replace Locks If Access Is Compromised

If you recently purchased or leased the property, you never know who else might possess keys to your new business establishment.

It is advisable to change locks and it is likely to be an insurance requirement. The standards for locks should meet BS3261 or PAS 3621:2011.

This standard is recommended by police as they are thief resistant locks and multipoint locks. This is the minimum standard for locks on external or entrance doors to be acceptable to the Association of British Insurers (ABI) and the police service. The effectiveness of the lock also depends on the quality of the door, frame and other hardware, which is not tested by this standard and which may fail before the lock.



### Smart Access

Consider smart locks and automatic door lock systems instead of standard locks. Although more expensive initially, they will give you an added element of control, making it easy to restrict or change access without needing new locks.

Smart keypad and fob entry devices can let you know who has entered a property, and when, as well as allowing you to quickly remove access if necessary. They easily allow you to keep an updated record of who has access to which doors and areas too.



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## Doors, Glazing & Windows



### Doors

Certified steel doors are a great option to satisfy specific security requirements. You should be looking to install doors that have been certified to PAS 24:2016 or STS202 BR3. The doors are perfect for applications that require an increased security rating to fulfil insurance purposes, these doors are suitable for industrial, commercial or residential use. Additional options include a range of powder coating options and door ironmongery. Door locking mechanisms should conform to the British Standard BS3621.



### Glazing

Glass in and adjacent to doors should be laminated and to a minimum thickness of 6.4mm, in high crime areas the glass should be at least 6.8mm in thickness.



### Window

Laminated safety Glazing in windows should be a minimum thickness of 6.4mm, and should conform to British Standard BS7950 or PAS24.



### Helpful resources

For more information visit [www.securedbydesign.com](http://www.securedbydesign.com)



## Lighting and Security Fog



### Lighting

Make sure you limit dark areas on your property by installing security lighting, if not the only person to benefit from lighting is the thief. We recommend dusk to dawn lights around all aspects of the establishment. These will provide a low level of ambient light.

If you're considering CCTV make sure you design the lighting to give good images in low light conditions.



### Security Fog

Security fog is a non-violent, non-confrontational, visual impenetrable barrier. The security fog confronts the criminal and hides people and property, forcing the intruder to leave.

Security fog reinvents the element of surprise and takes control away from the criminal.



# Premises Security



## Alarms, CCTV and Remaining Vigilant



### Alarms

The presence of a security alarm also is a big deterrent, letting potential criminals know you take security seriously. If you opt for a system that lets you monitor the premises whilst you're at home, you will know if someone has entered your property and you will have peace of mind that your building and livelihood is safe.



### CCTV

The police are not able to provide information on companies who supply and install security systems such as intruder alarms, personal attack alarms, CCTV systems etc. We advise you contact the following independent inspectorate bodies who will provide you with the relevant details.



### Always Be Vigilant

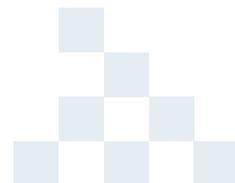
If you notice someone acting strangely around your property or causing trouble, don't ignore it. Make sure you know how to report suspicious behaviour. Remember your personal safety should be paramount, if you feel at risk either stay securely in the building, or if necessary, contact police for assistance.



### Helpful resources

National Security Inspectorate NSI on [www.nsi.org.uk](http://www.nsi.org.uk) 01628 637512

Security Systems & Alarms Inspection Board (SSAIB) on 0191 296 3242 [www.ssaib.org](http://www.ssaib.org)



# Premises Security



## Online and Cyber Security, and Hiring Guards



### Online and Cyber Security

Many businesses think that security stops with physical security. In the 21st Century crime is often either linked to online or social media behaviour. As an example, don't post about going on holiday on a social media account managed and linked to your business pages, ensure that you restrict who can see your personal posts and details.

In many instances' theft takes the form of a digital attack, make sure that electronic devices and computers are never left open to public access. Ensure passwords are never displayed or shared unnecessarily, and that systems are setup with proper encryption and security.



### Hire a Security Guard

For high-risk premises and 24-hour protection you might want to enlist the help of a security firm to keep your property safe and sound all night long. Although this might add to your costs, you can never put a price on safety.

The security industry in the UK is regulated by the Security Industry Authority and they have produced a guide on buying security services. This can be found at [Do you buy security? \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)

Consider talking to other local businesses as they may be interested in sharing the cost of security guarding, or joining forces on security measures.



# Premises Security



## Always Report Crimes to the Police

Always report crime to police. This allows police to capture the data and understand the full scale of the crime, which in turn informs their resources and tactics to tackle it.



**When a crime is taking place, dial 999 in an emergency.**



**You can also report to the Police on 101 or alternatively, you can report online at [www.police.uk](http://www.police.uk)**



### Helpful resources

Police recommended security products can be found at [www.securedbydesign.com](http://www.securedbydesign.com)

National Security Inspectorate NSI on

[www.nsi.org.uk](http://www.nsi.org.uk)

Tel: 01628 637512

Security Systems & Alarms Inspection Board (SSAIB) on [www.ssaib.org](http://www.ssaib.org)

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