



1998 – 99

New
Issue

8557.0

SECURITY SERVICES

AUSTRALIA

EMBARGO: 11.30AM (CANBERRA TIME) WED 28 JUNE 2000

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- For further information about these and related statistics, contact the National Information Service on 1300 135 070, or Paul W. Taylor on Melbourne 03 9615 7431.

INTRODUCTION

This publication presents results, in respect of the 1998–99 financial year, from an Australian Bureau of Statistics (ABS) survey of businesses in the Security Services industry. The survey covered businesses whose main activity was the provision of security, protection and private enquiry services, except for police services.

This publication is one of a series to be issued in respect of 1998–99 for a range of property and business services industries. Other publications in this series, are:

Cleaning Services Industry, Australia, 1998–99 (Cat. no. 8672.0) - issued 13 June 2000

Computing Services Industry, Australia, 1998–99 (Cat. no. 8669.0)

Employment Services, Australia, 1998–99 (Cat. no. 8558.0)

Legal Services Industry, Australia, 1998–99 (Cat. no. 8667.0)

Market Research Services, Australia, 1998–99 (Cat. no. 8556.0) - issued 5 June 2000

Real Estate Services Industry, Australia, 1998–99 (Cat. no. 8663.0) - issued 24 May 2000

COMMENTS ON THIS PUBLICATION

The ABS welcomes comments and suggestions from users recommending industries and data items for inclusion in future surveys. These comments should be addressed to the Director, Service Industries Surveys, Australian Bureau of Statistics, PO Box 10, Belconnen ACT 2616.

ROUNDING

Where figures have been rounded discrepancies may occur between the sum of component items and the total.



ABBREVIATIONS

ABS Australian Bureau of Statistics

ANZSIC Australian and New Zealand Standard Industrial Classification

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Australian Statistician

SUMMARY OF FINDINGS

INTRODUCTION

This publication presents results, in respect of the 1998–99 financial year, from an Australian Bureau of Statistics (ABS) survey of businesses in the security services industry. For the purposes of this survey the security services industry was defined as businesses mainly engaged in providing security, protection and private enquiry services. The industry excludes police services and businesses mainly providing locksmith services, alarm installing or manufacturing and wholesaling of alarms.

SIZE OF INDUSTRY

At the end of June 1999, there were 1,714 businesses in the security services industry. The provision of static guard/crowd control services was the main activity of 811 (47%) businesses, while the provision of mobile patrol services was the main activity of 420 businesses. Of the remaining businesses, 368 were mainly involved in private investigative and enquiry services, 54 businesses in security monitoring services and 26 businesses in cash-in-transit/armoured car services.

The industry generated \$1,395 million of income during 1998–99 and had total employment of 31,752 persons.

Of the 1,714 businesses in the industry, 19 businesses employed more than 100 persons. These large businesses accounted for 54% of industry employment and 63% of industry income.

In 1998–99, the operating profit before tax of the industry was \$90 million, which represented an operating profit margin of 6.5%.

SOURCES OF INCOME

During 1998–99, the total income of the security services industry was \$1,395 million.

Income from security services accounted for 96% of this industry income. Businesses carried out a diverse range of security work, with 38% of total income (\$532 million) being sourced from static guard and crowd control services, 23% (\$321 million) from mobile patrol services and 22% (\$312 million) from other security services including cash-in-transit and armoured car services. The other sources of security income were security monitoring services (\$121 million) and private investigator and enquiry services (\$53 million).

Other sources of income for businesses in the industry were the installation of security equipment (\$40 million) and sales of security equipment and other goods where these activities were secondary to the provision of security services.

EXPENDITURE

Total expenses of the security services industry during 1998–99 were \$1,304 million.

Labour costs of \$756 million represented 58% of total expenses of the industry. This ratio of labour costs to total expenses was much higher for businesses employing between 20–49 persons (71%) and 50–99 persons (73%) and reflected the high involvement of these businesses in static guard and crowd control services.

The average labour cost per employee was \$24,200, which varied from \$28,100 for businesses with employment of 100 persons or more to \$17,100 for businesses with employment between 20–49 persons. There was a large number of casual and part-time employees in the industry which would tend to reduce the average labour cost.

SUMMARY OF FINDINGS *continued*

EXPENDITURE *continued*

Payments to sub-contractors for security services was \$206 million, and other major expenses included depreciation and amortisation (\$43 million), telecommunication expenses (\$32 million), motor vehicle running expenses (\$31 million), purchases (\$27 million), and rent, leasing and hiring expenses (\$26 million) and interest expenses (\$13 million).

Other operating expenses, which were not separately itemised, were \$140 million and included such expenses as consultancy fees, management fees paid to other businesses, provision of staff amenities, accounting expenses, electricity charges and payments for cleaning services.

EMPLOYMENT

At the end of June 1999 there were 31,752 persons working in the security services industry.

Employment in the industry was mainly on a casual basis with 14,934 persons (47% of total employment) working on this basis. Permanent full-time employees and permanent part-time employees accounted for 37% and 14% of the industry employment respectively.

Of the 31,752 persons working in the industry, 51% (16,147 persons) were involved in static guard/crowd control, compared with 38% of industry income being generated from this activity. Other major occupations in the industry were 6,692 mobile guards (21% of total employment), 4,192 managerial and administrative staff (13% of total employment) and 3,653 other security staff (including car crew and armoured vehicle operators).

The security services industry was dominated by males, accounting for 81% of total employment at the end of June 1999. The only occupation category where females predominated (56%) was managerial and administration.

STATE AND TERRITORY DIMENSION

At the end of June, there were 781 security service businesses (46% of all security businesses) operating in New South Wales. These businesses accounted for 35% of industry employment and 40% of industry income compared to New South Wales proportion of the Australian population of 34%. Businesses in Victoria accounted for 28% of industry employment and 25% of industry income compared to its share of the Australian population of 25%.

The contributions to industry income of businesses operating in other States and Territories were below their respective proportions of the Australian population, except for the Australian Capital Territory. The 26 businesses operating in the Australian Capital Territory accounted for 3% of industry income compared to Australian Capital Territory's proportion of the Australian population of 1.6%.

Businesses operating in the Australian Capital Territory and Victoria had the highest income per business with \$1,503,800 and \$967,900 respectively. The lowest income per business was recorded by businesses in Tasmania and New South Wales with \$625,600 and \$716,400 respectively.

BUSINESS SIZE

At the end of June 1999, there were 19 businesses in the industry employing 100 persons or more. These 19 large businesses accounted for 54% of industry employment and

SUMMARY OF FINDINGS *continued*

BUSINESS SIZE *continued*

63% of industry income. The operating profit before tax of these large businesses was \$68 million, which was 76% of the industry operating profit before tax.

In terms of number of businesses, the industry was dominated by the 1,006 businesses with employment of less than 5 persons. These micro businesses mainly comprised 363 static guard and crowd control businesses, 340 private investigation businesses and 233 mobile patrol businesses. While these businesses represented 59% of all businesses in the industry, their contribution to industry employment and industry income was 7% and 10% respectively.

The industry recorded an operating profit before tax of \$90 million, which represented an operating profit margin of 6.5%. This profit margin varied by size of business with large businesses (i.e. those with employment of 100 or more persons) recording an operating profit margin of 7.8% compared to 2.7% for businesses with employment between 50–99 persons and 3.4% for businesses with employment between 20–49 persons. The operating profit margin for businesses with employment less than 5 persons was 5.2%.

The labour intensive nature of the industry is evident, with 58% of total expenses being attributed to labour costs. This proportion was even higher for businesses with employment between 20–49 persons and 50–99 persons, which recorded labour costs to total expenses proportions of 71% and 73% respectively. While the average labour cost per employee was \$24,200 for the industry, this average was lower for businesses with employment between 20–49 persons (\$17,100) and between 50–99 persons (\$18,000). Businesses in these two size ranges received the large majority (79% and 85% respectively) of their income from static guard and crowd control services.

While businesses in all size ranges had a heavy involvement (industry average of 40%) in static guard and crowd control services, businesses which employed 100 or more persons sourced only 27% of their income from static guard and crowd control services.

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KEY FIGURES

Value

.....

Businesses by main security activity			
Cash-in-transit/armoured car service	no.		*26
Mobile patrol service	no.		420
Static guard/crowd control service	no.		811
Security monitoring service	no.		54
Private investigator/enquiry service	no.		368
Other security services	no.		*35
<i>Total</i>	no.		1 714
Locations at end June			
Capital city and suburbs	no.		1 412
Other	no.		571
<i>Total</i>	no.		1 984
Employment at end June	no.		31 752
Income			
Income from security services	\$m		1 339.2
Other income	\$m		55.6
<i>Total</i>	\$m		1 394.8
Expenses			
Labour costs	\$m		756.2
Payments to sub-contractors for security services	\$m		205.9
Other expenses	\$m		341.5
<i>Total</i>	\$m		1 303.6
Operating profit before tax	\$m		89.7
Operating profit margin	%		6.5

.....

* estimate has a relative standard error of between 25% and 50% and should be used with caution

SOURCES OF INCOME

	<i>Businesses at end June(a)</i>	<i>Value</i>	<i>Proportion of total income</i>
	no.	\$m	%
Sales of goods and services			
Income from security services			
Mobile patrol service	704	320.9	23.0
Static guard/crowd control service	1 088	532.2	38.2
Security monitoring service	200	121.2	8.7
Private investigator/enquiry service	440	53.3	3.8
Other security services(b)	268	311.6	22.3
<i>Total</i>	<i>1 714</i>	<i>1 339.2</i>	<i>96.0</i>
Installation of security equipment	166	40.0	2.9
Sales of security equipment and other goods	25	*1.7	0.1
Other operating income	219	8.2	0.6
<i>Total</i>	<i>1 714</i>	<i>1 389.1</i>	<i>99.6</i>
Other sources of income			
Interest income	303	1.0	0.1
Other non-operating income	144	4.9	0.4
<i>Total</i>	<i>402</i>	<i>5.8</i>	<i>0.4</i>
Total	1 714	1 394.8	100.0

* estimate has a relative standard error of between 25% and 50% and should be used with caution

(a) Businesses may be involved in more than one activity, hence the counts of businesses do not sum to the total.

(b) Includes cash-in-transit and armoured car service.

ITEMS OF EXPENDITURE

	Value	Proportion of total expenses
	\$m	%
.....		
Labour costs		
Wages and salaries	698.6	53.6
Employer contributions to superannuation funds	37.9	2.9
Workers' compensation costs	19.6	1.5
<i>Total</i>	756.2	58.0
Selected expenses		
Payments to sub-contractors for security	205.9	15.8
Security licence fees	1.9	0.1
Training services provided by other businesses	3.0	0.2
Telecommunications services	31.6	2.4
Motor vehicle running expenses	30.9	2.4
Rent, leasing and hiring expenses		
Land, buildings and other structures	9.6	0.7
Motor vehicles	11.6	0.9
Other rent, leasing and hiring expenses	5.0	0.4
<i>Total</i>	26.2	2.0
Advertising expenses	5.4	0.4
Repair and maintenance expenses	6.0	0.5
Other operating expenses	139.6	10.7
<i>Total</i>	450.5	34.6
Other costs		
Purchases		
Alarms and other security equipment for resale	**0.6	—
Uniforms	4.9	0.4
Other purchases	21.0	1.6
<i>Total</i>	26.5	2.0
Insurance premiums	8.9	0.7
Interest expenses	12.7	1.0
Depreciation and amortisation	43.3	3.3
Bad and doubtful debts	5.5	0.4
<i>Total</i>	97.0	7.4
Total	1 303.6	100.0
.....		

** estimate has a relative standard error greater than 50% and is considered too unreliable for general use

— nil or rounded to zero (including null cells)

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CHARACTERISTICS OF EMPLOYMENT

	Males.		Females.		Total.	
	no.	%	no.	%	no.	%
Working proprietors and partners of unincorporated businesses	364	1.4	131	2.2	495	1.6
Employees						
Permanent full-time	8 795	34.3	2 941	48.4	11 735	37.0
Permanent part-time	3 668	14.3	920	15.1	4 588	14.4
Total permanent employees	12 463	48.5	3 860	63.5	16 323	51.4
Casuals/temporaries	12 851	50.0	2 083	34.3	14 934	47.0
Total employees	25 314	98.6	5 943	97.8	31 258	98.4
Total employment at end June 1999	25 678	100.0	6 074	100.0	31 752	100.0

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MAIN ACTIVITY OF PERSONS EMPLOYED

	Males.		Females.		Total.	
	no.	%	no.	%	no.	%
Mobile guards	np	np	np	np	6 692	21.1
Static guards/crowd control	14 337	55.8	1 810	29.8	16 147	50.9
Monitoring room operators	373	1.5	230	3.8	603	1.9
Investigators	386	1.5	80	1.3	465	1.5
Managerial and administrative	1 847	7.2	2 344	38.6	4 192	13.2
Other(a)	np	np	np	np	3 653	11.5
Total	25 678	100.0	6 074	100.0	31 752	100.0

np not available for publication but included in totals where applicable, unless otherwise indicated

(a) Includes car crew and armoured vehicle operators.

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STATES AND TERRITORIES

	<i>Businesses at end June(a)</i>		<i>Locations</i>		<i>Employment at end June.</i>		<i>Wages and salaries.</i>		<i>Total income. . .</i>	
	no.	no.	%	no.	%	\$m	%	\$m	%	
New South Wales	781	869	43.8	11 157	35.1	262.9	37.6	559.5	40.1	
Victoria	364	419	21.1	8 881	28.0	191.5	27.4	352.3	25.3	
Queensland	285	318	16.0	4 856	15.3	100.2	14.3	207.4	14.9	
South Australia	86	94	4.7	1 732	5.5	36.7	5.3	75.3	5.4	
Western Australia	163	191	9.6	3 394	10.7	66.3	9.5	121.4	8.7	
Tasmania	39	45	2.3	444	1.4	9.9	1.4	24.4	1.7	
Northern Territory	21	22	1.1	422	1.3	7.4	1.1	15.4	1.1	
Australian Capital Territory	26	26	1.3	867	2.7	23.7	3.4	39.1	2.8	
Australia	1 714	1 984	100.0	31 752	100.0	698.6	100.0	1 394.8	100.0	

(a) Multi-State organisations are counted in each State in which they operate. Hence, the counts of businesses for States and Territories do not sum to the total for Australia.

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BUSINESS SIZE

		0-4	5-9	10-19	20-49	50-99	100 or more	<i>Total</i>
		<i>persons</i>	<i>persons</i>	<i>persons</i>	<i>persons</i>	<i>persons</i>	<i>persons</i>	
Businesses at end June	no.	1 006	297	189	151	51	19	1 714
	%	58.7	17.3	11.0	8.8	3.0	1.1	100.0
Employment at end June								
Working proprietors & partners	no.	278	127	63	*27	—	—	495
	%	56.2	25.7	12.7	5.5	—	—	100.0
Employees	no.	1 882	1 780	2 513	4 516	3 285	17 282	31 258
	%	6.0	5.7	8.0	14.4	10.5	55.3	100.0
Total employment	no.	2 160	1 908	2 575	4 543	3 285	17 282	31 752
	%	6.8	6.0	8.1	14.3	10.3	54.4	100.0
Wages and salaries	\$m	41.2	29.3	51.1	70.6	54.4	452.1	698.6
	%	5.9	4.2	7.3	10.1	7.8	64.7	100.0
Total income	\$m	134.2	75.4	109.3	112.3	83.3	880.1	1 394.8
	%	9.6	5.4	7.8	8.1	6.0	63.1	100.0
Operating profit before tax	\$m	7.0	4.8	3.8	3.8	2.3	68.1	89.7
	%	7.8	5.4	4.2	4.2	2.6	75.9	100.0

* estimate has a relative standard error of between 25% and 50% and should be used with caution
 — nil or rounded to zero (including null cells)

SELECTED PERFORMANCE RATIOS



		EMPLOYMENT SIZE						Total
		0-4 persons	5-9 persons	10-19 persons	20-49 persons	50-99 persons	100 or more persons	
Total income per person employed	\$'000	62.2	39.5	42.5	24.7	25.4	50.9	43.9
Labour costs per employee	\$'000	24.4	17.9	22.4	17.1	18.0	28.1	24.2
Labour costs to total expenses	%	36.0	45.2	53.2	71.2	73.0	59.9	58.0
Operating profit before tax per person employed	\$'000	3.2	2.5	1.5	0.8	0.7	3.9	2.8
Operating profit margin	%	5.2	6.4	3.5	3.4	2.7	7.8	6.5
Income from mobile patrol services to total income from security services	%	20.2	29.9	17.9	14.8	12.3	np	24.0
Income from static guarding/crowd control services to total income from security services	%	43.3	42.4	62.3	79.4	84.5	27.1	39.7



np not available for publication but included in totals where applicable, unless otherwise indicated



EXPLANATORY NOTES

- INTRODUCTION**
- 1** This publication presents results, in respect of 1998–99, from an Australian Bureau of Statistics (ABS) survey of 852 businesses mainly engaged in providing security and investigative services.
- SCOPE**
- 2** The scope of the survey was all employing businesses recorded on the ABS business register and classified to Class 7864, SECURITY AND INVESTIGATIVE SERVICES, of the Australian and New Zealand Standard Industrial Classification (ANZSIC). Class 7864 includes businesses mainly engaged in providing protection or private enquiry services, other than police forces and government security agencies. Businesses mainly providing locksmith services, alarm wholesaling and security equipment installation services were not included in the survey.
- IMPROVEMENTS TO COVERAGE**
- 3** Data in this publication have been adjusted to allow for lags in processing new businesses to the ABS business register, and the omission of some businesses from the business register. The majority of businesses affected and to which the adjustments apply are small in size.
- 4** Adjustments have been made to include new businesses in the estimates in the periods in which they commenced operations, rather than when they were processed to the business register. Adjustments of this type will continue to be applied in future periods.
- 5** Further adjustments have been made for businesses which had been in existence for several years, but, for various reasons, were not previously added to the ABS register. The ABS is remedying these omissions.
- 6** For more information on these adjustments, please refer to the ABS publication *Information Paper: Improvements to ABS Economic Statistics, 1997* (Cat. no. 1357.0).
- STATISTICAL UNIT**
- 7** The unit for which statistics were reported in the survey was the management unit. The management unit is the highest-level accounting unit within a business or organisation, having regard to the required level of industry homogeneity, for which a set of accounts is maintained. In most cases it coincides with the legal entity owning the business (i.e. company, partnership, trust, etc.). However, in the case of large diversified businesses, there may be more than one management unit, with each coinciding with a 'division' or 'line of business'. A division or line of business is recognised where separate and comprehensive accounts are compiled for it.
- REFERENCE PERIOD**
- 8** Data contained in the tables in this publication relate to all security and investigative services businesses which operated in Australia at any time during the year ended 30 June 1999. Counts of businesses include only those businesses that were operating at 30 June 1999.
- RELIABILITY OF THE DATA**
- 9** The estimates in this publication are subject to sampling and non-sampling error.
- 10** The estimates in this publication are based on information obtained from a sample of businesses in the surveyed population. Consequently, the estimates in this publication are subject to sampling variability, that is, they may differ from the figures that would have been obtained if all units had been included in the survey. One measure of the likely difference is given by the standard error (SE), which indicates the extent to which an estimate might have varied by chance because only a sample of units was included.
- 11** There are about 2 chances in 3 that a sample estimate will differ by less than one SE from the figure that would have been obtained if a census had been

EXPLANATORY NOTES *continued*

RELIABILITY OF THE DATA *continued*

conducted, and approximately 19 chances in 20 that the difference will be less than two SEs.

12 Sampling variability can be measured by the relative standard error (RSE) which is obtained by expressing the SE as a percentage of the estimate to which it refers. The RSE is a useful measure in that it provides an immediate indication of the percentage errors likely to have occurred due to sampling, and this avoids the need to refer also to the size of the estimate.

13 The following table contains estimates of RSEs for a selection of the statistics presented in this publication.

RELATIVE STANDARD ERRORS FOR TABLE 1, KEY FIGURES

	RSE
	%
Businesses by main security activity	
Cash-in-transit/armoured car service	37
Mobile patrol service	8
Static guard/crowd control service	5
Security monitoring service	21
Private investigator/enquiry service	9
Other security services	32
<i>Total</i>	3
Locations at end June	
Capital city and suburbs	3
Other	6
<i>Total</i>	2
Employment at end June	2
Income	
Income from security services	2
Other income	4
<i>Total</i>	2
Expenses	
Labour costs	2
Payments to sub-contractors for security services	5
Other expenses	2
<i>Total</i>	2
Operating profit before tax	2
Operating profit margin	2

14 As an example of the above, an estimate of total income for the security services industry is \$1,394.8 million and the RSE is 2%, giving a SE of \$27.9 million. Therefore, there would be 2 chances in 3 that, if all units had been included in the survey, a figure in the range of \$1,366.9 million to \$1,422.7 million would have been obtained, and 19 chances in 20 (i.e. a confidence interval of 95%) that the figure would have been within the range of \$1,339.0 million to \$1,450.6 million.

15 Errors other than those due to sampling may occur because of deficiencies in the register of units from which the sample was selected, non-response, and imperfections in reporting by respondents. Inaccuracies of this kind are referred to as non-sampling errors and they may occur in any collection, whether it be a census or a sample. Every effort has been made to reduce non-sampling error to a minimum by careful design and testing of questionnaires, efficient operating procedures and systems, and appropriate methodology.

EXPLANATORY NOTES *continued*

ACKNOWLEDGMENT

16 ABS publications draw extensively on information provided freely by individuals, businesses, governments and other organisations. Their continued cooperation is very much appreciated; without it, the wide range of statistics published by the ABS would not be available. Information received by the ABS is treated in strict confidence as required by the *Census and Statistics Act 1905*.

GLOSSARY

Advertising expenses	This includes expenses paid to advertising agencies, direct payments to the press, radio and television stations, and other advertising expenses.
Bad and doubtful debts	Bad and doubtful debts is the amount of accounts receivable that are either written off, or estimated to be uncollectable during an accounting period, that are expensed in a period's profit calculations.
Capital city and suburbs	Capital city and suburbs are the metropolitan areas of Sydney, Melbourne, Brisbane, Adelaide, Perth, Hobart, Canberra and Darwin.
Car crew/armoured vehicle operators	These are licensed staff engaged in the transportation of cash in a secured vehicle.
Cash in transit/armoured car service	This service provides for the transportation of cash in a secure vehicle by licensed car crew and armoured vehicle operators.
Casual/temporary employees	This includes employees not entitled to take paid holidays.
Depreciation and amortisation	This item refers to financial charges made to the accounts to reflect that part of the value of the asset which may be regarded as having been used up in producing revenue in a particular accounting period.
Employees	This item includes working directors, and other employees working for a business during the last pay period in June. Employees absent on paid or prepaid leave are included. Also included are employees being paid a retainer plus commission. This item excludes working proprietors and partners of unincorporated businesses.
Employer contributions to superannuation funds	This item includes all employer contributions to superannuation schemes (including the employer productivity contribution).
Employment at end June	This item includes working proprietors and partners, working directors, and other employees working for a business during the last pay period in June. Employees absent on paid or prepaid leave are included.
Installation of security equipment	This item includes the installation of alarms and other security equipment by businesses in the security services industry, where the installation service is separately invoiced.
Insurance premiums	This item refers to expenses incurred by a business in respect of different types of insurance policies but excluding workers' compensation and compulsory third party motor vehicle insurance.
Interest expenses	This item includes interest on bank loans, loans made from related and unrelated businesses, and interest in respect of finance leases, interest paid to loans from partners, interest equivalents, such as hedging costs, and expenses associated with discounted bills. It excludes bank charges and capital repayments.
Interest income	This item includes interest from deposits in banks and non-bank financial institutions, loans and advances made to other businesses, interest on finance leases, and earnings on discounted bills. It excludes capital repayments received.
Investigators	This includes licensed staff mainly employed in the provision of private investigation, enquiry service and process serving, etc.
Labour costs	This item includes wages and salaries, employers' contributions to superannuation, and workers compensation and excludes payments to self-employed persons such as consultants, contractors and persons paid solely by commission without a retainer and payments to proprietors/partners of unincorporated businesses.
Mobile guards	These are licensed staff mainly providing mobile patrol service.
Mobile patrol service	This service involves licensed mobile guards travelling between sites, ensuring that buildings/properties are secure. It also includes alarm response services.

GLOSSARY *continued*

Monitoring room operators	These staff are employed to monitor back to base alarms, surveillance equipment and close circuit television equipment, at a base station.
Motor vehicle running expenses	This item includes the costs incurred when using motor vehicles owned by the business for business purposes, e.g. fuel, registration, compulsory third party and repair and maintenance expenses.
Operating profit before tax (OPBT)	A measure of profit before extraordinary items are brought into account and prior to the deduction of income tax and appropriations to owners (e.g. dividends paid).
Operating profit margin	The percentage of sales of goods and services available as operating profit, i.e. OPBT times 100 divided by sales of goods and services.
Other non-operating income	This includes net profit (loss) on sales of fixed tangible assets, dividend income, net profit (loss) on share trading, and net profit (loss) on foreign loans as a result of variation in foreign exchange rates/transactions. It excludes extraordinary profit (loss), i.e. not associated with the normal operations of the business and of a non-recurring nature.
Other operating expenses	This includes consultants' fees, provision of staff amenities, management fees paid to related businesses, audit and other accounting expenses, payroll tax, electricity charges and payments for cleaning services.
Other operating income	Includes income from the provision of security training services, process serving, cleaning services and rent, leasing and hiring income.
Other purchases	This includes the purchase of containers and packaging materials and of materials and components, used in the installation of security surveillance systems.
Other security services	This includes various security related services e.g. security consultancy.
Payments to sub-contractors for security/surveillance services	This includes payments to other businesses or self-employed persons for security/surveillance services made on a contract basis.
Permanent full-time employees	Permanent full-time employees are those who are entitled to take paid holidays and who normally work the agreed or award hours for a full-time employee in their occupation; employees should be regarded as full-time if they ordinarily work 35 hours or more a week.
Permanent part-time employees	Permanent part-time employees are those who are entitled to take paid holidays and who are not full-time as defined above, i.e. ordinarily work less than 35 hours per week.
Private investigator/enquiry service	This service includes the provision of licensed private investigators, surveillance operatives, and process servers.
Purchases of alarms and other security equipment for resale	This is security equipment and alarms which are purchased for resale rather than used as part of an installation of a security monitoring service.
Rent, leasing and hiring expenses	This item includes operating lease payments and all expenses paid/payable to landlords for the rent, leasing and hiring of land; buildings and structures; and facilities and equipment. This item excludes expenses in respect of finance leases and other business loans, vehicles or equipment hired with a driver/operator, interest expenses, and depreciation and amortisation.
Repair and maintenance expenses	Includes repair and maintenance to machinery, facilities and equipment. Excludes wages and salaries paid to own employees.
Sales of security equipment and other goods	This is income generated from the sale of security equipment sold separately, and not as part of an installation or monitoring service. Businesses whose main income is from the sale of security equipment are excluded from this survey.

GLOSSARY *continued*

Security licence fees	This includes all security related licence fees paid by the business. It includes private agents licence fees, private enquiry licence fees, firearms licences, and reimbursements to employees for licence fees.
Security monitoring service	This is the electronic surveillance of properties providing back to base alarms, surveillance equipment and close circuit television equipment, at a base station.
Static guard/crowd control service	This service includes the provision of static guarding and crowd control services. It includes such areas of security services, as nightwatchmen, retail security, nightclub security, store detectives, security guards at building entrances.
Static guards/crowd controllers	These are licensed staff providing static guarding and crowd control services, such as, nightwatchmen, retail security, etc.
Telecommunication services	Includes charges on fixed and mobile phones, facsimiles and leased lines for computers.
Training services provided by other businesses	This is the amount spent on the provision of formal training to workers. Formal training is defined as all training activities which have a structured plan and format designed to develop job related skills and competence. It excludes informal on-the-job training.
Wages and salaries	This item refers to payments accruing to all employees during the financial year including provisions for employee entitlements, severance, termination and redundancy payments.
Workers' compensation costs	This item refers to compulsory insurance cover taken out by employers, except for self-insured workers, according to legislative schemes to cover employees suffering injury or disease in the course of or arising out of employment.

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2855700007983

ISBN 0 642 54264 3

RRP \$16.00

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Produced by the Australian Bureau of Statistics