

ASSESSING WHETHER YOUR PREMISES ARE IN SCOPE

Aligned to Home Office Supplementary Guidance, Terrorism (Protection of Premises) Act 2025

Why this matters

Home Office guidance states that organisations must assess the number of individuals that can reasonably be expected to be present at the same time, from time to time.

This determines whether premises fall within scope.

Common misunderstanding

Many organisations rely on average daily footfall or total visitors. This is not correct.

The correct measure is peak simultaneous occupancy, even if it only happens occasionally.

What must be included

All individuals must be included in the assessment. This includes staff, contractors, agency workers and others.

Accepted methods for assessment

- Fire safety occupancy
- Historic peak attendance
- Physical capacity and layout
- Tickets or controlled entry
- Licence or capacity restrictions
- Other justified methods with evidence

Key points from guidance

- The threshold can be met at certain times and still apply.
- The assessment must reflect what can reasonably be expected.
- The assessment must be reviewed if circumstances change.

Sense check questions

1. What is your maximum occupancy?
2. What are your busiest periods?
3. How many people are present at the same time during those periods?
4. Have staff been included?
5. What evidence supports the position?

Important note

The Security Industry Authority can request evidence of how the assessment was carried out.

The assessment should be documented and defensible.

Support

We can support validation of assessments and provide a structured approach if required.