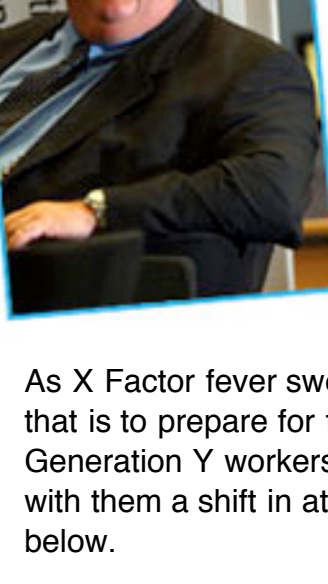


Welcome

winter update



I hope you are all well and looking forward to the Christmas festivities!

Looking back over the past twelve months, 2011 has been a great year for the Bbi Group and the exciting times look set to continue as we have just opened a prestigious **new office in London**. Our new office is an investment in our client base located in the south east, which continues to grow, with 25 per cent of our revenue today generated within the M25 area.

As X Factor fever sweeps the country, Bbi is urging businesses to get ready for the 'Y Factor' – that is to prepare for the current influx of 'Generation Y' workers. Recent research reveals that, as Generation Y workers begin to replace the retiring generations in the workplace, they are bringing with them a shift in attitudes and behaviours. You can read more about this interesting trend below.

I hope you enjoy reading about our latest news and events. As always, I'd love to hear from you so feel free to email me at agraham@bbi-uk.com



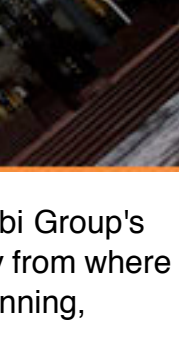
Have a merry Christmas!

Andy Graham

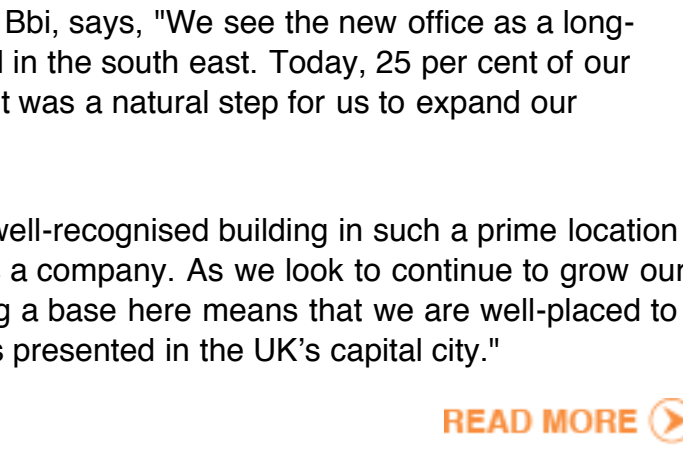
Executive Chairman

Latest news

Bbi & PJE open new London office



Bbi & PJE have responded to continued growth in their client base by opening a new London office with an investment worth over a quarter of a million pounds.



The office is located in the landmark London Underwriting Centre at Three Minster Court, Mincing Lane and adds to the Bbi Group's growing network across the UK, which includes operations in Brecon, Leeds and Gloucester.

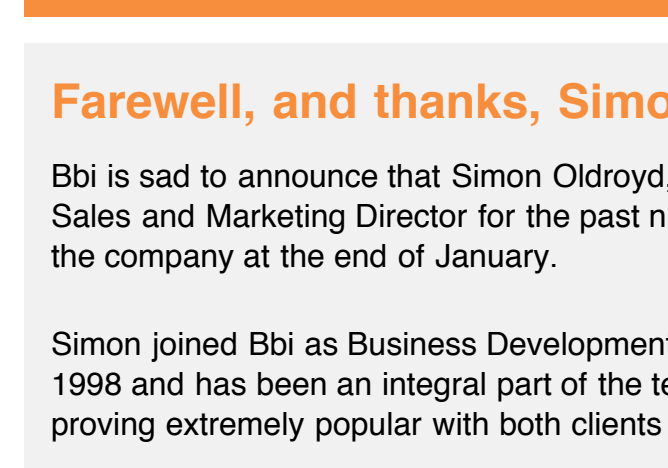
The renowned ten-storey building, with views of Tower Bridge, aims to provide the Bbi Group's growing number of London-based clients with a conveniently located office in the city from where it will offer its full suite of facilities support services, including interior design, space planning, mechanical and electrical design, project management and internal construction.

Andy Graham, founder and executive chairman of Bbi, says, "We see the new office as a long-term investment in our growing client base located in the south east. Today, 25 per cent of our revenue is generated within the M25 area and so it was a natural step for us to expand our offering by having a physical presence in the city."

"Becoming established in such a prestigious and well-recognised building in such a prime location represents a significant milestone in our growth as a company. As we look to continue to grow our portfolio of clients in this part of the country, having a base here means that we are well-placed to make the most of the many business opportunities presented in the UK's capital city."

[READ MORE](#)

Bbi urges businesses to prepare for the 'Y Factor'



Bbi is advising businesses to ensure their office space is able to accommodate the Y Factor – that is the current influx and growing influence of 'Generation Y' workers.

The advice comes on the back of research from Bbi's office supply partner, Steelcase, which reveals that, as Generation Y workers begin to replace the retiring 'Traditionalist' and 'Baby Boomer' generations in the workplace, they are bringing with them a shift in attitudes and behaviours.

Generation Y is the term used to describe those born from between the 1980s and the mid-1990s. According to research, Gen Ys' influence has led to growing trends which include working on the go, proactive use of new technologies, constant switching between activities and continuous collaboration with colleagues.

Group director, Simon Oldroyd, believes companies need to respond to this shift by adapting their workspaces to attract the best and brightest employees.

"Gen Ys are the fastest growing segment of the workforce," says Mr Oldroyd, "and, as their ways of working and expectations of the workplace are now being adapted by workers of all ages, they are influencing offices faster than any other generation."

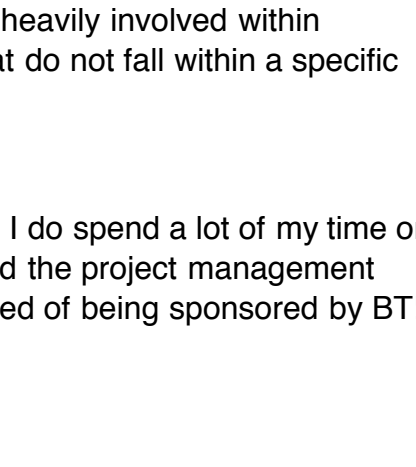
"Businesses should begin to think about flexible workspaces that cater for different tasks, providing open, informal areas for collaboration and group discussions, as well as areas that allow workers to get away from noise and distraction to concentrate on heads-down, individual work."

"By providing spaces and policies which reflect the expectations and needs of the growing Generation Y workforce, businesses can attract the best people and maximize the productivity of their staff, helping them fulfill their growth potential whilst also ensuring the creative development and growth of the organisation."

[READ MORE](#)

Farewell, and thanks, Simon

Bbi is sad to announce that Simon Oldroyd, who has been our Sales and Marketing Director for the past nine years, is leaving the company at the end of January.



Simon joined Bbi as Business Development Director back in 1998 and has been an integral part of the team ever since, proving extremely popular with both clients and colleagues.

Simon has been instrumental in overseeing the opening of our additional offices over the years, introducing Leadership Trust training across all senior managers and board members, as well as being personally responsible for key account development and the delivery of multi-million pound construction projects.

Speaking about his time at Bbi, Simon says: "I am proud to have worked at Bbi and seen it develop from a £4million regional furniture dealer in Brecon, to a national £16million facilities support organisation, now with offices in London, Leeds, Gloucester and Brecon."

"During this time, I've seen some major changes in facilities management as technological advancements and the growing influence of the internet in the workplace has transformed the way the industry operates."

"The thing I will miss the most about Bbi is the people. It's all about team work here, and the company is fortunate enough to have some great individuals, not only knowledgeable and experienced, but also friendly and great fun to work with."

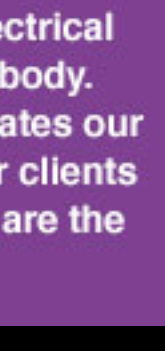
So, what next?

"I'm looking forward to spending some quality time being a Grandpa to my two year old granddaughter and I'm soon to have a Grandson too" says Simon. "I'm sure that they'll manage to keep me busy whilst I decide what to do next!"

Bbi's Executive Chairman, Andy Graham, added: "I would like to thank Simon for his invaluable contribution to Bbi over the years. Simon is widely respected throughout the industry and will be sorely missed by both staff and clients alike. We wish him nothing but the best for the future, and I know I speak for everyone here when I say that we're going to really miss his energy and enthusiasm."

Following Simon's departure from Bbi in January, Paul Carey will become Managing Director of the group M&E division (PJE Engineering), based out of the Gloucester office, and Adrian Bateman will become Group Sales Director, whilst remaining as Managing Director of PJE Business Solutions.

Getting to know you!



Helen Price Logistics Manager

What is your role within Bbi?

As logistics manager, I am responsible for the transport, warehousing and sub-contractor database. I am also heavily involved within procurement and various other areas that do not fall within a specific department's responsibility.

Describe a typical day

I am lucky that every day is different, but I do spend a lot of my time on the phone liaising with the sales guys and the project management team. So much so that I am often accused of being sponsored by BT!

What's your favourite type of project to work on?

I really enjoy working on large-scale furniture installations.

Why?

I like that furniture installations are precisely planned and meticulously managed. I also enjoy their fast pace as such projects can be completed very quickly.

What's the best thing about working at Bbi?

The people and our lovely office make Bbi a great place to work. Also, my job role is so varied that I never get bored.

What are you looking forward to most this Christmas?

Unfortunately, I am dreading this Christmas as it will be the first year without my oldest son, Ben, who has just emigrated to Australia. It won't be the same without him!

What three things couldn't you live without?

Friends and family, my local pub and my car.

Tell us an interesting fact about yourself.

In February last year I climbed Kilimanjaro, which is a staggering 19,340 ft above sea level! The climb was the toughest thing I've ever done and I am incredibly proud to have reached the top!

Compliance Corner

with Jeff Lee Group Compliance Officer for the Bbi Group

It's just Health and Safety gone mad...

Over the past few years, countless stories criticising and ridiculing the Health and Safety Executive have hit the headlines, citing examples from the unlikely to the downright absurd.

According to the tabloids, the Health and Safety Executive (HSE) have stopped pupils from wearing school ties, banned the game of conkers, prevented graduates from throwing their mortar boards in the air at graduation and have even had the audacity to stop people celebrating the royal wedding earlier this year!

Of course, none of the above stories are true. Despite this, such myths are used frequently by the media, businesses and politicians alike as evidence of 'health and safety gone mad'.

In reality, organisations often hide behind the excuse of health and safety restrictions to avoid the ever increasing number of personal injury claims in today's 'no win, no fee' society.

Despite the headlines that cause eyes to role and raise a disbelieving chortle, the latest HSE accident statistics show why health and safety is no laughing matter.

During 2010/11 a shocking 171 people were killed at work in the UK, 24 more people than in the previous year. In addition, 1.2 million working people were suffering from a work-related illness, 200,000 reportable injuries occurred and a staggering 26.4 million working days were lost due to work-related illness and workplace injury.

Such appalling statistics clearly demonstrate the importance of effective health and safety policies which are designed to manage risks and keep people safe rather than restrict people and businesses from operating effectively.

5 top Health and Safety Myths EXPOSED:

- Workers are banned from putting up office Christmas decorations - MYTH
- Children are stopped from throwing snowballs - MYTH
- You can't throw sweets during pantomimes - MYTH
- Pin the tail on the donkey' is banned – MYTH
- Audiences have to wear earplugs during noisy concerts – MYTH

Did you know that BBI has just been assessed and approved by the NICEIC? NICEIC is the UK electrical contracting industry's independent voluntary body. Having NICEIC registration not only demonstrates our skills and professionalism, it also gives all our clients peace of mind that our products and services are the best in the industry.