



InSite

Jaguar's in-house Quarterly Newsletter

Happy New Year!

In this issue, we announce the winners of our Employee of the Quarter scheme, provide some handy financial tips and get to know some individuals within the organisation a little better.

We also have some exciting announcements from Paul Roberts, Managing Director - so please take a quick read!

HIGHLIGHTS

- ✂ **A note from Paul Roberts, Managing Director**
Paul provides a business update from our Directors and introduces new plans and initiatives for 2021 (pg. 2).
- ✂ **'A Day in the Life' of Neil House**
We meet Neil House, Support Engineer Supervisor at Jaguar. He tells us more about his role and the team he works with (pg. 4).
- ✂ **'Spotlight on a Site' - Rathbone Square**
We get to know Stuart and the team at Rathbone Square and find out some unique facts about the site (pg. 6).
- ✂ **Happy New (tax) Year**
PK Group provide some handy tips and tricks on savings, tax, financial housekeeping and much more! (pg.10).

A note from Paul Roberts, Managing Director



“ Firstly, I would like to wish you a belated **Happy New Year.** Let’s hope that 2021 allows us the freedom to regain so much of what we used to take for granted! I have particularly missed seeing the site teams visit Head Office and it seems like a lifetime ago that we got to meet socially!

It is fair to say that the second wave of COVID-19 has been worse than any of us could have expected, this time around we all seem to know someone that has been directly affected. **I would like to give special thanks** to those of you that continue to support our sites, your efforts are very much appreciated!

Having gone through a period of massive growth we have decided to begin this year by placing all tendering on hold until 1st April. We hope to use this time to review the way the business operates both at Head Office and at site. This is not about reducing head count but about accepting that there are many areas across the business that we can improve. January has been spent talking to the Head Office teams and **in February we will begin visiting each and every site team to understand how the business can**

better support you going forward. The business has an excellent reputation within the industry and this is largely down to our service delivery at site. Myself and the Directors are very much looking forward to receiving your feedback and investing in ways to further improve our reputation and become leaders in the central London Market!

"The business has an excellent reputation within the industry, and this is largely down to our service delivery at site. Myself and the Directors are very much looking forward to receiving your feedback and investing in ways to further improve our reputation and become leaders in the central London Market!."

This year we will be setting up a **new Energy and Sustainability department** whilst also focusing on innovation and the implementation of smart technology within the workplace. We are trialling the use of air quality monitoring equipment that will give the tenants of our buildings reassurance that their environment is being properly managed, an area that we think is likely to become topical when people are encouraged to return to the workplace.

Over the past year we have also been working on a **new monthly site reporting tool called ‘Apprise’** which is due to be trialled on two sites in February before being rolled out across the business towards the end of the year. We look forward to introducing this and to meeting with you all soon. ”

Paul Roberts, Managing Director

Business highlights throughout 2020

We took a look back at some highlights that the business achieved in 2020!

2020 in review

Looking back in review of 2020, despite the circumstances with COVID-19, Jaguar still reached some amazing milestones. Although it has been a very tough year for all of us, we have pulled together and managed to keep our customers happy and our buildings running. We also introduced new benefits, focused on prioritising our mental health & wellbeing and continued with our training and development programmes.

We have summarised some of our biggest achievements in 2020 below...



In February 2020, the business trained 11 Mental Health First Aiders who can deal with issues or concerns relating to health and wellbeing. We recognise the importance of mental health, so we also created the 'Health & Wellbeing' Group which can be accessed by all Jaguar members via the Intranet. In March 2020, our Health & Safety team were awarded Jaguar's first Gold RoSPA award! This was only achievable through the whole organisations efforts. 2,271 online safety courses were completed in 2020, which proves our dedication to making the environment we work in a safe one. We were also awarded the ISO 45001 certification in November 2020, which was

yet another milestone for us! In April 2020, Jaguar introduced private medical insurance and death in service benefits. Vitality offers excellent promotions and incentives to stay healthy and active. Over the last 12 months, we have also introduced 91 employees to the organisation and have won 30 new M&E contracts! We also started to look into developing our Energy and Sustainability department and will continue to expand on this initiative in 2021. As of December 2020, we now have 47 Appointed Authorised Persons and 7 Appointed Senior Authorised Persons. This is a fantastic achievement for the business,

well done and congratulations to those who have completed the training. And finally, as 2020 was so different for all of us in so many ways, Jaguar decided to change our approach to gift giving. For the last 25 years, we have delivered small gift packages to all of our clients' premises as a token of our thanks for their ongoing custom and support. This year, due to the real suffering caused in many areas of our society, we instead decided to support some of those struggling to exist in what has become a very tough environment for many and contributed £30K to The Trussell Trust who support food banks across the UK.

'A Day in the Life' of Neil House, Support Engineer Supervisor



Neil joined Jaguar as a Support Engineer Supervisor, a relatively new role to the business. We asked him what it has been like over the last year, and what he enjoys most about the industry.

How did you get into the building services industry?

When I left school, I worked in banking. It was very repetitive, a bit like Groundhog Day! I decided that I needed a change in career so in my mid 20's, I enrolled in night school where I gained my electrical qualifications and took a job as an Improver with an electrical contracting company.

I then progressed from an Electrical Improver to an Electrical Installation Engineer. During the 2008/2009 recession period I was made redundant. A couple of months later, as the situation improved, I was re-employed in the same companies' maintenance division, and I have luckily remained in the industry ever since. I have worked for both small family run companies, as well as large corporate organisations.

What's a typical day for you?

My working day can change on the train on my way in to work! If a situation arises on site where my assistance is required, such as an engineer calling in sick, or any other unforeseen circumstances could lead to a change in my planned day. We cover around twenty sites between

nine of us, including both single and multi-engineer site teams. I also get to know the sites we work on from a technical standpoint, so that the right support resource can be allocated for our buildings.

If I am not required for cover, I use the time to catch up on paperwork, either at Head Office or out on site as required. I also like to meet up with the Roving Engineers, Site Managers and Account Managers as often as possible to discuss upcoming events and plan for future works.

What do you enjoy most about your job?

I enjoy being part of a good team who work well together and always support each other.



Pictured: Jaguar's Head Office, 6 Gracechurch Street

What advice would you give to your younger self?

Without a doubt, this would have to be: "be more confident and don't be shy." I believe shyness and lack of confidence have both held me back in the past.

What advice would you give to someone who wants to work in the industry?

I would say give it a go! After having worked in banking for several years, I can honestly say our industry offers a much wider variety of roles and I personally think it is much more interesting.

How is your team working during COVID-19?

The whole of the Red Roving team have been absolutely fantastic since the start of the pandemic in March 2020. I couldn't ask for a better team and I can't speak highly enough about them! I have experienced first-hand how difficult things have been on site and how uncomfortable travelling in London has been at times. I would like to take this opportunity to say a big thank you to everyone in the team for all of their hard work, commitment and support, not just since the start of the pandemic but since I started with Jaguar.

Sid Newbon, Business Unit Head leads the Red Team (pictured below)

alongside Account Managers, Garry Price, Arron Walker, Danny Howell, Ian Fairly and Andrew Gombas. Julian Norton is the Mobilisation Manager for the Business Unit, with Demi Richards as CAFM Supervisor, Hannah Watters as Contracts/Mobilisation Administrator and Jade Stevens as the teams General Assistant.



QUICKFIRE QUESTION ROUND:

What site is most likely to make you a tea when you visit?

Any site with a Rover!

What's the last book you read?

Parkhurst Tales Norman Parker.

Favourite film?

Casino.

What's something no one knows about you?

My right eye squeaks when I'm tired!

Best thing about the job?

Having a strong, supportive, and committed team around me.

This quarters Spotlight on a Site focuses on Rathbone Square, the home of Facebook's headquarters, just 50 yards from Tottenham Court Road

Spotlight on a Site:

1 Rathbone Square



The Rathbone Square engineering team is led by Stuart Chapman, Technical Services Manager. Stuart told us some interesting historical facts about the site and how it's run today...

Our contract at Rathbone Square started back in August 2019. The building is 245,000 ft² and the residential area covers 150,000 ft², so the area covers a total of 395,000 ft²! The site is fairly new, having been constructed in 2017 and is a BREEAM building design. It was built on what was the Western District Post Office and still has the remains of the Royal Post Office Railway beneath it! Stuart Chapman, Technical Services Manager said: "A unique fact about our site is that there are actually no signposts to the building!

Also, the residential apartments house a car stacker. The stacker is a robotic system which parks cars automatically and is only the second to be built in the country. It's one of the many luxuries for the residents here!"

The site consists of multi tenanted buildings (main tenant Facebook), a Landlord Energy Centre, 142 apartments and 14 retail units.

The engineering team operates a normal working week (Monday to Friday) and call out rotation 1-4 from Friday to Friday. The team is led by Stuart and the rest of the team is made up of: Roy Turner, Technical Lead; Laura Denny, Electrical Engineer; Chris Fitzgerald, Mechanical Engineer; Gareth Nicholass, Apprentice and Oliver Brewster, Administrator

who visits the site 2 days a week. Chris Howlett is the Account Manager, with Edward Spencer as the Senior Account Manager.

Jaguar's key areas are the Basements -2 and Basement -1 and 6th Floor/Roof where the majority of the main plant and equipment is spread out across 45 Plant Rooms.

A few technical facts...

Low Temperature Hot Water (LTHW) at Rathbone

Square is generated and distributed throughout the estate from a single CHP unit (309kW heat output). This acts as the lead heat source supported by 4 x 1200kW Gas Fired Boilers which alternate

"A unique fact about our site is that there are actually no signposts to this building! It's completely off the beaten track and you wouldn't know this modern square and Facebook office is located so close to the crowded and busy shopping area of Oxford Street!"



Building Facts

Client: CBRE

Square Footage: 395,000 ft²

Size of team: 5

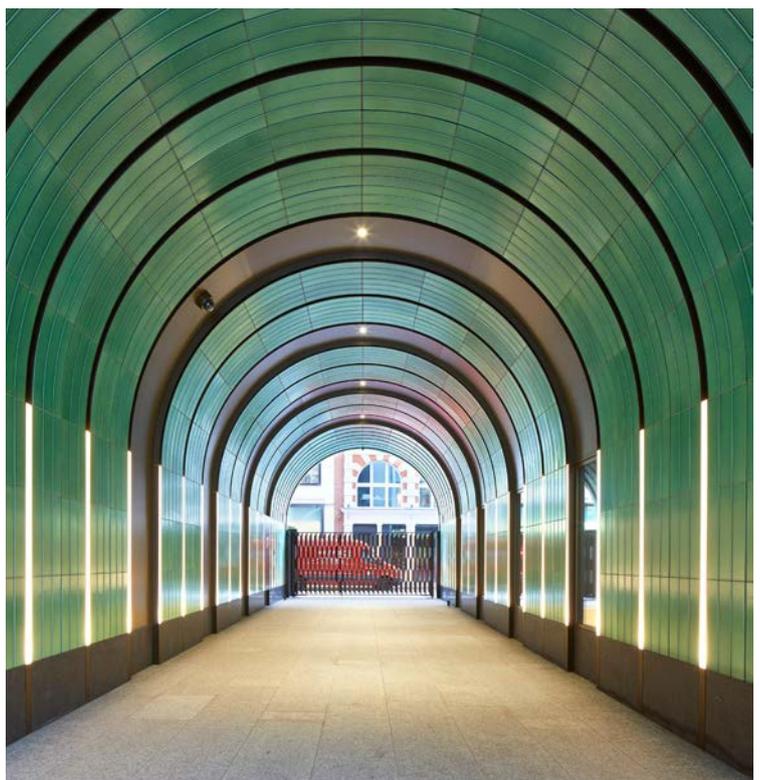
Cooling Towers: 4 x Cooling Towers with Ozone dosing equipment

Chillers: 4 x Mitsubishi TECS-W-LC-1353 320kW Climaveneta Chillers that form part of the Energy Centre plant.

Boilers: 4 x Hartley & Sugden 1200kW Boilers with a Riello RS 160/M Burners and 4 x Dunphy Elprom Gas Boosters.

Generator: 1 x CTM MT780A 12V2000 G6S which supports life safety only and has no critical load

on a lead/lag arrangement. Hot Water Services (HWS) are fed to the estate from the boilers via a heat exchanger and stored within three thermal stores, consisting of six vessels. The Chilled Water (CHW) is generated and fed to the estate from four x 320kW water cooled chillers. A condenser water system connects the water-cooled chillers to four cooling towers. The cooling towers operate as closed-circuit towers via plate heat exchangers. All of the landlord plant is controlled via a centralised Tridium BMS System. The building also has Combined Heat and Power unit (CHP) ENER.G 185k. The building takes on most of the hot water and heating demands of the Energy Centre and it allows the boilers to cut in to just top up, making the gas consumption much more economical. The site also has a Greywater recycling system which collects water from the residential apartments that has been used in sinks, dishwashers, showers and baths etc. The system cleans the water which is then supplied back into the apartments to be reused.





Pictured from left to right: Gareth, Roy, Stuart, Chris and Laura

We asked the Rathbone Square team a few questions to get to know them a bit better, and find out what they do to unwind...

Getting to know the team!

QUICKFIRE QUESTION ROUND:

What was your first job?

Stuart: My first job was a YTS scheme electrical / mechanical apprenticeship with Matthew Hall.

Roy: Before leaving school, I worked in an industrial laundry, then started as an Apprentice Electrician with Greenwich council.

Laura: My first job was walking 20 dogs a day at a local kennels for £20!

Where's your favourite place in the world?

Stuart: South Africa – I love its change in terrain. I would love to cycle the Garden route, as I have only ever driven it.

Roy: Toronto.

Laura: Favourite place in the world isn't as simple as one answer! It would have to be: Romania / Brazil / Cambodia / Philippines / Norway.

What's the last series you watched?

Stuart: Mandalorian - had to binge watch it as we only had Disney+ for 1 month!

Roy: Tin Star.

Laura: Last series was Sons of Anarchy.

What's your favourite way to unwind after a busy day?

Stuart: T.V, ticking off my to do lists,

3 x 5k city runs per week and on the weekends, a country road cycle with mates.

Roy: Crash on the sofa in front of the TV!

Laura: Favourite way to unwind is a dog walk followed by hot bath and then good food.

If you could trade places with anyone for a day, who would you choose?

Stuart: The Prime Minister so I could sort this mess out!

Roy: Any F1 racing driver.

Laura: If I could trade places with anyone - no one springs to mind at all!

Jaguar Projects

5 Merchant Square, Electrical Distribution Project



Client: JLL

Site: 5 Merchant Square, Paddington, London

Account Manager: Rob Clark

Project Manager: Byron Trew

Description of works: Corrosion damaged enclosures & associated LV Switchgear

Project duration: 16 Weeks

Project delivery team: JTW & Elite Electrical Services

What we did:

The works began with a validation of all electrical equipment supplied from the location to confirm what was in use and what was redundant.

We designed and procured 3 x. bespoke GRP Enclosures to replace the existing corroded units. We then constructed a temporary LV Distribution setup in the compound and migrated the existing supplies over during organised scheduled shutdowns.

Once all the supplies had been migrated and temporarily re-fed, we constructed new stainless steel support framework for the new GRP enclosures to stand on and progressed to install the new LV Switchgear inside the new GRP enclosures, including power, lighting and heating for the enclosures.

Once the fitout to new enclosures was completed, we began to reverse migrate the temporarily fed supplies back into the new enclosures during more organised scheduled shutdowns. We completed these works by carrying out testing and inspection of all circuits worked upon and issuing the appropriate certification.

What Account Manager Rob Clark said:

“It was a pleasure working with our Projects team! It was great that we were able to share a collaborative approach, keeping to excellent standards and ensuring that we delivered a seamless project to our client. One of the key deliverables was the level of communication that both the onsite team and our client received. Weekly status reports and programme updates were provided by the Projects team which were great in keeping everyone informed at every stage of the works.”

The onsite Manager commented:

“It was good to work with our Projects team who took full responsibility of the works they were carrying out. The project was managed from the start to the final completion date, and was delivered on time and within budget thus leading to a very happy customer! Thank you, Richard, to you and your team and we look forward to working with you on other project opportunities.”



If you require any further information on this project, or have any future project opportunities please contact **Richard George, Head of Projects**
Email: rgeorge@jbs-ltd.co.uk
Mob: 07989 206 759

Happy New (Tax) Year!



PK Group's Senior Consultant, Tim Philpott has put together a few tips on savings, tax and more to help everyone at Jaguar with your finances in 2021...

So, what have we learnt from 2020?

2020 reinforced some good old fashioned financial planning principles:

- You never know what's around the corner. Have a contingency fund and pay down your debts as much as you possibly can!
- Markets usually bounce back so 'Keep calm and carry-on investing'.

So, a sensible financial plan helps to absorb short term shocks as well as planning for the long term. Here are some statistics that we find a little worrying*:

1. A third of Brits have less than £600 in savings
2. Around 15% have no savings at all
3. Half of UK consumers are in debt

What should we be doing in 2021?

How about a few financial New Year resolutions? Here are three to start with:

1. Sort out your emergency fund and pay down your debt
2. Start investing and make the most of your tax allowances
3. Do some financial housekeeping

Sort out your emergency fund

Both COVID-19 and Brexit are likely to have economic consequences. You may find that it's more important than ever to have some money tucked away. If you haven't got savings, start now. Learn to live within your means. It's hard to change your behaviour but this really is a 'must do'. I'm not going to tell you how to do it

here, there are plenty of websites that will do that. It's really just like quitting smoking - at the end of the day, it's up to you and your willpower. It doesn't matter if you have to start small – **even stopping buying that daily £3 coffee would save about £750 a year.**

Start investing

Once you've paid down debt and got an emergency fund in place, you can start to plan. You can make a real difference to your future just focusing on two things:

- 'invest' rather than 'save' – by this I mean put money in investments that may grow better than inflation over time. Shares and property may fluctuate in value but in the past have beaten inflation over the long term. If you're not beating inflation, the real value of your money's going down. You can invest in these things via funds in pensions, ISAs

- and other investment accounts.
- Make the most of your tax allowances to make your investment as efficient as possible

Use tax allowances to be efficient

The new Tax Year starts in April, so you have three months left to use your 2020/21 Allowances. Most people can invest up to £40,000 in a pension each year* and we all have an annual ISA allowance of £20,000. You can top up either by paying in a lump sum or by increasing your monthly contribution.

Don't underestimate your pension!

What looks like a boring off-the-shelf savings plan given to you by your employer is likely to be the most powerful investment you'll ever make:

- **Jaguar let you use Salary Sacrifice which saves you tax and NI on any money you invest.**
- **When you do this, they save NI and 'rebate' this into your pension**
- **If you're a Basic Rate taxpayer, you get £167.35 invested at a cost to you of £100.00****
- **Higher Rate taxpayers do even better - £100 gets them £196.21 invested****

You can't use any of your pension before you're 55 so, if you'll need your money before then, you might want to consider the second most tax efficient investment – ISAs

ISAs

Unlike a pension, you don't get tax relief on what you pay in, so you'll have to pay Income Tax and NI on your money before you invest. However, once your money's in an ISA, you won't pay any further Income or Capital Gains taxes no matter how much profit you make.

There are plenty of ISA providers available, but PK give you access to an easy online option - <https://www.pkgroup.co.uk/pk-specialist-service/klikinvest/>

While we're on the subject of tax...

Did you know you can get a tax rebate for working from home?

<https://www.gov.uk/tax-relief-for-employees/working-at-home>

If you're married or in a Civil Partnership and one of you earns less than the £12,500 tax free Personal Allowance then some of this can be transferred from one of you to the other, potentially saving up to £250 a year in Income Tax: <https://www.gov.uk/marriage-allowance>

****This document deals in generalisations and is intended for information purposes only and is not intended to provide advice.****

Need help?

PK give you access to an experienced adviser so get in touch if you have any questions or need any pointers.

Take a look at PK's [Guide to the Pensions Annual Allowance](#) *individual limits may apply.
**** to take home £100, a Basic Rate taxpayer needs to earn £147.06 before tax and NI. If they pay this into a pension, there's no Tax and NI deducted, and Jaguar add on their NI rebate of £20.29.**

Useful links:

- PK Pensions Tax Relief factsheet
- PK Employee Salary Sacrifice Guide
- Royal London Beneficiary Nomination
- How to download PK Engage App



To recap...

- Pay off as much of your debt as you possibly can.
- Try your best to have some form of 'emergency fund.' This could be just by putting £2 or £3 per day away!
- Do some financial housekeeping and make a will.
- Ensure your death benefit nominees are up to date. Jaguar provide a lump sum death benefit and your pension can be paid as a lump sum to someone when you die – make sure you've made us aware of who you want your money to go to. You can do this via the PK Engage App.

Our Health & Safety Champion

This quarter, we have selected Darren Love as our Health and Safety Champion!

Darren has been chosen due to his proactive approach to health and safety matters. Darren is in regular contact with our health and safety team to communicate site hazards that have been identified and adequately controlled.

Darren has a vested interest in the safety of himself and others around him and has demonstrated his aptitude for working safely during a recent confined spaces task at Park House. He liaised with the Health and Safety department, his Account Manager and the subcontractors completing the task. Darren has recently transferred to the position of Technical Services Manager

at St Botolph's and we wish him the best at his new site!

Anyone can be a workplace safety champion!

Do you know a colleague who has a similar passion and drive for health and safety? If so, we would like to hear about them! We are looking for nominations for the next Health and Safety Champion, which will be announced in April 2021.

To nominate a safety champion, please contact our Health & Safety Manager Louise Davies on: ldavies@jbs-ltd.co.uk.



COVID-19 update

As we continue to monitor the current COVID-19 pandemic, we feel it is important to remind everyone of the vital actions you must take regarding self-isolation.

It is important to self-isolate if you:

- Have symptoms of COVID-19
- Have booked and are waiting for a COVID-19 test
- Have taken a test and are awaiting a result
- Have received a positive COVID-19 test result (whether or not you have symptoms)
- Currently live in the same household as someone with COVID-19 symptoms, or with someone who has tested positive for COVID-19.
- Have been contacted by NHS test and trace or the NHS App.

If you fall within any of the bullet pointed categories for self-isolation, you should contact your Site Manager/ Account Manager and HR team immediately.

The HR department **must be informed** of any suspected COVID-19 cases and in the following situations:

- You have received a COVID-19 positive test result
- Have symptoms of COVID-19
- Are living in the same household as someone with symptoms/positive test
- Have received a negative test
- Have been contacted by NHS test and trace or the NHS App to self-isolate
- Are travelling or have travelled abroad to a country subject to quarantine requirements
- Have been advised to self-isolate.

How to raise a concern

If you have concerns that your workplace is not COVID-19 secure, please contact:

Louise Davies
Health and Safety Manager
ldavies@jbs-ltd.co.uk

or

Steve Jackaman
Operations Director
sjackaman@jbs-ltd.co.uk

We will fully investigate all concerns raised by employees.

We appreciate that it can be difficult to speak openly, which is why we also operate an anonymous drop box email.

In order to access this drop box simply log on to www.gmail.com and sign in as:

Jaguardropbox@gmail.com - with password: buildingservices

Keeping employees safe outside of the workplace!

As many of you will be aware, under the Health and Safety at Work Act, both employers and employees have duties for safety within the workplace. However, we would also like to help employees stay safe outside of the workplace! We are taking part in a campaign to ensure employees take home the safe working practices they observe at work.



Did you know?

- Every year in the UK more than **4,000 people die** in accidents in the home.
- **2.7 million people** turn up at accident and emergency departments seeking treatment every year!
- The total annual cost of home accident casualties who are treated for their injuries in hospital is estimated to be **£45.63 billion**, based on an average cost of **£16,900 per victim**. This figure does not include the cost of people who seek GP treatment after a home accident. So, in fact, the true cost to society of accidents at home is likely to be far higher.
- Falls are the most common accidents and can cause serious injury at any time of life, but the risk increases with age.

2.7 million people a year turn up at accident and emergency departments seeking treatment for home accidents!

How to prevent accidents within the home

Taking some small steps to improve safety within your household can be quick and easy and save you a lot of hassle in the long run! We have put together some handy tips and tricks...

- **Avoid trips, slips and falls** by ensuring halls and stairways are always well lit and free from clutter.
 - **Change light bulbs safely**, without the risk of falling by using a stable step-stool. Avoid using old chairs to climb on.
 - **Stay safe from fire** by testing smoke alarms monthly and be sure all the family know how to escape in the event of a fire.
- **Reduce the likelihood of household fires and carbon monoxide poisoning** from faulty flues or equipment by having gas, oil or solid fuel heating appliances professionally serviced once a year.
- **Reduce the risk of electrical fires**

and electrocution by never using appliances with cracked plugs or worn cables. Avoid overloading electric sockets with too many appliances.

- **Poisoning or chemical burns can be prevented** by storing medicines and household chemicals out of sight and out of reach of children, preferably in a secure, high-level kitchen cupboard.
- **When doing DIY tasks** avoid accidents and injury by always operating within the range of your skills, ability and experience. Always use personal protective equipment including gloves, goggles, helmet, facemask and safety shoes as appropriate and recommended for the task and follow manufacturers instructions.

Please visit: www.rospa.com/ros paweb/docs/advice-services/home-safety/home-garden-safety-checklist.pdf for access to the full home safety checklist. You can find out more information on home safety by visiting: www.rospa.com/home-safety/advice.aspx.



An InSite into our Community OnSite

We were very sad to hear the news that Martin Jefferys unfortunately passed away on the 26th November 2020. Martin joined Jaguar in 2016 and worked at 1 Knightsbridge as a Site Manager. He previously spent time at other Jaguar sites including the Knightsbridge Estates and Nova, he was also a member of the Roving team for a short time. Martin's wife Carole said that he enjoyed working at Jaguar and thought well of the company. He got along really well with colleague Warren Matthews – the family joked that the pair had

a 'bromance.' Warren has put some kind words together about Martin, his full tribute can be viewed on Jaguar's Intranet:

"Sometimes we spend a lifetime with someone and never know them. I only knew Martin for two years and in that time, we spent far too much time together. We always had each other's back."

Martin previously worked for the Fire Brigade and as a driver for Formula One Management. During his time at Formula One, he travelled around the world. He was also a keen motorbike enthusiast and had plans for biking adventures in the future. Martin's passing was very unexpected, and was the result of a non malignant meningioma, which was only discovered when his sight was affected. Carole would like to spread the word on this, and encourage people to get their eyes checked regularly: *"Please remember to get your eyes tested, it is very, very*

important and be especially vigilant if you have loss of sight in one eye."

We are sending our kind thoughts and sympathies to Martin's wife Carole, his two daughters, and to the rest of his family, friends and colleagues.

We have some fond memories of Martin here at Jaguar and he will be truly missed.

Martin's family have raised an amazing £3,000 since Martin's death in aid of the Fire Brigade and the Salvation Army – both of which were close to his heart.

If you would like to make a contribution to the Salvation Army, please visit
www.salvationarmy.org.uk

Site news

Despite COVID-19 restrictions, it has been a busy quarter for many of our site teams. We took part in Christmas Jumper Day for Save the Children, have raised money for charity and continued to run our buildings with as much normality as possible! If you do have any good news stories regarding your site, please do let us know. Contact Rebekka on: rgough@jbs-ltd.co.uk.



Christmas Jumper Day for Save the Children 2020

Thank you to everyone who took part in December's Christmas Jumper Day for Save the Children. For everyone who donated, the small £2 donation could help to change a child's life! We got some cracking selfies from some of our engineers. Pictured left is, Roger Taylor from Lloyd's of London, Stuart Cross, at 33 Cavendish Square and the team at 50 Berkeley Street: Jack, O'Leary James Kirkpatrick and Thomas Harrison.

Calling on all Site Managers!

This year, more than ever before, we would like to focus on improving our communication across the business. Moving forward, we would like to know more about what our site teams are getting up to throughout the organisation.

Specifically, we would like to know about any innovations, new technology or things that are working well on your site. This can be anything from newly installed equipment to energy saving or ways of managing your water treatment.

We would like to communicate this internally to share our knowledge across the company in order to help us improve our services and also, potentially share your insights externally as industry news.

Please contact:
rgough@jbs-ltd.co.uk
to share your updates.

Ivy Street update

As many of you will be aware, under normal circumstances Jaguar visit the Ivy Street Centre (and Paul Roberts dresses as Santa)! Unfortunately this was not possible this year. Instead, we took part in the 2020 Toy Appeal, which allowed us to purchase toys for children who are less fortunate and would otherwise not receive Christmas gifts. We managed to purchase everything on the list! If you would like to know more about Ivy Street and the work they do for the community, please visit: www.ivystreetfamilycentre.org.uk.



Electrician by day, dog rescuer by night

Laura Denny, Engineer at Rathbone Square is a regular volunteer for a dog charity. Her volunteering has helped to rehome more than 300 dogs under threat of being killed in Romania. The charity 'Barking Mad Dog Rescue' helps support street dogs in Romania that are under threat after what is known as the "killing law" which was passed in 2013, after a stray dog was alleged to have killed a child.

Laura has been out to Romania 10 times to help dogs, fostering dozens as well as helping rehome them in the UK. Although the law says dogs must be euthanised humanely by a trained vet, in practice the charity says thousands of dogs have been slaughtered by electrocuting, injecting with anti-freeze or even sledgehammers. To donate to Laura's work, visit: www.justgiving.com/fundraising/Wolfgirl or www.barkingmaddogrescue.co.uk.



Well done to all of our winners, runners up and nominees for October – January’s EOTQ! Keep your nominations coming in for April 2021.

Employee of the Quarter!

Yet again, we have had some fantastic nominations over the last three months. It is great to see people being recognised for the hard work that they put in, so please keep nominating! If you think a colleague deserves to be recognised, please nominate them for the next quarter.

Voting has now reopened for 2021! Click on the following link to nominate April's EOTQ: www.surveymonkey.com/r/SH3JQVX

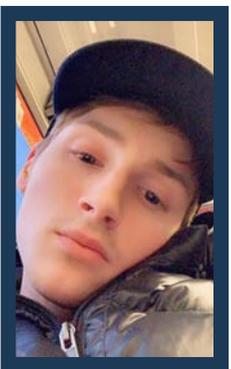
Please submit all nominations by 15th April 2021 for your vote to be counted.

Our Winners



Conor Tomlin, Site Manager at The Stage

Conor has made a fantastic impact since starting with Jaguar. Prior to starting his new role at The Stage, Conor provided cover at two other Green Team sites. Both of our customers at these two sites enquired whether it was possible to assign Conor permanently! Roger Starling, Senior Account Manager commented: “These enquiries highlight the fact that Conor is very customer facing, understands our clients’ needs and is prepared at all times to go the extra mile. He is a brilliant advocate for the business!”



Ryan Hunter, Electrical Shift Technician at Berkeley Square House

Ryan joined the business in 2018 as an Improver with electrical qualifications but very little experience. His management team have noticed Ryan’s efforts in applying himself in order to gain experience and he has now been electrically certified by our Technical Assessor, Rob Clayton. This has enabled Ryan to take a role at Berkeley Square House as an Electrical Shift Technician. The customer feedback he has received so far has been very positive. Well done Ryan, and thank you for going the extra mile.



The whole team at 88 Wood Street

The team at 88 Wood Street were commended for their excellent Water Hygiene Audit Report. Our customer commented: “Many thanks for the team’s continued high-quality service within the building, it is an exceptional result given the challenges you are currently experiencing on site with the various landlord refurbishment works across the site. Please pass on my appreciation to your team for the commitment that they continue to show to the building every day and especially in a very difficult 2020.” Congratulations to all at 88 Wood Street!

Our Runners up



The whole team at the Blue Fin Building

The Blue Fin team were nominated following excellent results from their Fire Risk Assessment and Health & Safety audit.

Our customer commented:

"The whole team deserves credit for presenting a well-run, well-kept building with no major issues raised 10 months into a global pandemic."

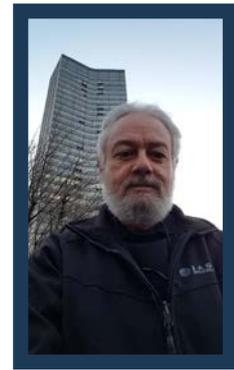
The team were also commended for their 'spotless' plant rooms, and a special mention went to Doug for his explanation of the permit procedure! Well done everyone, great work.



Amy Marchant, Accounts Assistant at Head Office

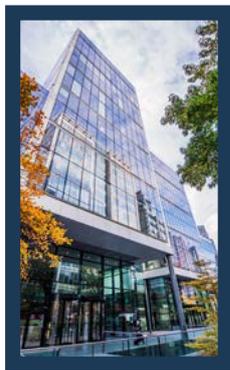
Amy was nominated for her Focal Point patience! Amy provides all of Jaguar's Focal Point training and was nominated by her manager Liza McGuigan after she received some excellent feedback from Jaguar employees on what a great job she does.

Amy often attends site to help people get to grips with the system and goes out of her way to ensure that if extra training is needed then it is provided in a timely manner. Thank you, Amy, and well done!



Henry Groenewald, Site Supervisor at Millbank Tower

Henry received high praise from our customer at Millbank Tower. Our customer comment speaks volumes: "I have to stress at how relieved I am that when I ask for support, I get it in a timely, professional and genuine way. Henry always manages to do something to solve our issues, even if not completely due to the old AC system. I know, we tend to say this is his job, but Henry is going beyond, it is his attitude and behaviours, his sense of urgency and the willingness to do a good job." Well done and thank you Henry, your support and care for our customers is greatly appreciated.



Brian Bantam-Scott, Mechanical Technician; John Foye, Water Treatment Engineer and Matt Gonella, Engineering Supervisor at Allen & Overy

Matt, John and Brian were nominated for amazing audit scores. Our customer commended the team for their co-operation at very short notice, "without any delays or complaints!" He also said: "The Auditor was very impressed with the way John demonstrated the controls around the management of Legionella, and Matt, well, the auditor was just impressed!"

The Nominees

- **Tony Wooster**, Support Engineer (Blue Team) at 150 Cheapside
- **Jarrel Williams**, Site Supervisor at 100 New Oxford Street
- **Paul Cheyne**, Electrical Engineer at One Angel Court
- **Francesca Jordan**, Roving Administrator (Green Team) at the Television Center
- **Sophie Coulson**, HR Administrator at Head Office
- **Neil Vincent**, Site Supervisor for Nova tenants
- **Moses Miah**, Electrical Technician for Nova tenants
- **Hristo Slavov**, Apprentice (Green Team) for Nova tenants
- **Tilly May**, Roving Administrator (Green Team) for Nova tenants

**Well done to all of our nominees this quarter!
We had some fantastic nominations!**

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Enter Jaguar's competition to win a
£20 Amazon voucher!
Good Luck!

Your Chance to Win

Everyone can enter our competition whether you are technical or non-technical!
As long as you **send the correct answer to Rebekka at rgough@jbs-ltd.co.uk by 10th April 2021**, your name will be entered into a prize draw. The winner will be informed via email and announced in the next issue.
Good luck!

January's Technical Question



Can you name
the 4 main
components
of a Static
UPS system?

The correct answer to October's technical question: **In electrical terms what is often referred to, or abbreviated as, P.S.C.C?**

Answer: **Prospective Short-Circuit Current**

The winner of the prize draw was **Simon Lea**, pictured right. Simon is the Site Manager at Park House. Thank you for entering and well done! Your voucher is on its way!



And there's more...

In the month of February, we're giving away over £1,500 in Amazon vouchers!

The challenge:

Get 40 Vitality points for 2 consecutive weeks in February. This can be through running, walking, cycling – pretty much any exercise you can think of.

The Prize:

Everyone who completes the challenge will be entered into a prize draw. 11 people will be selected at random and will each receive a **£100 Amazon voucher!**

Don't fancy the challenge or you're not a member of Vitality? You can still win something...

We're giving you the chance to enter a prize draw! Everyone who signs up for the class 'Understanding Health & Wellbeing' will be in with a chance to win a **£25 Amazon voucher**. 20 winners will be selected at random by Vitality. The class is a gentle introduction to understanding your mental health and how to look after it – nothing too heavy!

The virtual workshop will be held at 11am on Thursday 4th March.

If you would like to find out more on how to make the most of your Vitality points and join in February's competition, please email: rgough@jbs-ltd.co.uk.

If you have any questions regarding your Vitality membership, you can email the Corporate Health team at: Corporate_Health@vitality.co.uk.

Don't forget!

Please remember to vote for the next Health & Safety Champion and nominate for our next Employee of the Quarter! Your nominations give us an insight into the business and we love to hear from you, so please continue to vote.

This quarter, we have plenty of chances to win an Amazon voucher, so get involved! Look out for all email correspondence from Rebekka Gough, Publicity: rgough@jbs-ltd.co.uk. If you have any questions on any of the schemes, competitions, Vitality or Perkbox just email the above address.



If you have any suggestions or feedback for our newsletter, Instagram or LinkedIn accounts, please let us know! We would like to hear from you for the next edition in April 2021.



Attend the workshop on Thursday 4 March @

11:00

Understanding Mental Wellbeing

and you will be entered into a prize
draw to win one of
20 x £25 Amazon gift cards



Contact us

For regular updates, visit our website and follow us on Twitter, Instagram & LinkedIn for our latest news and announcements:

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