

Going Spaces

... beyond your expectations

Pulling Out All The Stops For CLS Holdings

What do you do when the timescales for an £850,000 relocation and refurbishment project are cut by a third?

You pull out all the stops. And that's exactly what we did to make sure CLS Holdings were in their new offices on the date they specified when the 12 week project was reduced to just 8 weeks.

CLS Holdings, a property investment company, were relocating to new premises on the 26th floor of Portland House in central London.

At the start of the project we assumed that the restricted lift space up to the 26th floor was going to pose the biggest problem. This meant all the glass panels, doors and plasterboards had to be produced to restricted measurements in order to fit them in the lift.

But when the deadline was reduced by 4 weeks we realised that fitting out the 11,000sq ft offices within the required timescales was going to be a major challenge.



Despite the requirement for many bespoke furniture and glass elements, and the fact that the rest of the building was occupied so many features including the marble and limestone floor had to be fitted over night, we achieved the new deadline without any impact on the quality of our workmanship.

Robert O'Dwyer, Director of CLS Holdings commented, *"Concept performed marvellously to achieve the very tight timescales on this project. I was extremely impressed with how well the team worked together and how professional they were - from the project manager right through to the contractors that were brought in."*

Welcome to Going Spaces

Concept's customer newsletter packed full of our latest news and useful advice on all things office and workspace related.

We'd love to receive your feedback on this issue. Was it helpful to you? Are there any topics that you'd like us to cover in future issues? Email the editorial team at talk2us@concept-uk.com

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It Pays To Match Your Property Plan With Your Business Plan

It's a fact...choosing the right premises can be key to the success of your business. Research by The Royal Institute of Chartered Surveyors shows that with the right property strategy, UK businesses could boost profits by up to 13% a year. That's a lot of profit!

So how do you make sure your next property is the catalyst that propels your business forward?

You need to start with a detailed understanding of your wider business strategy. Whilst the following questions may not be easy to tackle, taking them into consideration before you look at new premises will pay dividends.

Start by asking yourself:

- How much will the company grow/downsize in the next 5 years?
- What equipment will we be investing in and needing to house?
- Will we require any additional parking or loading areas?
- How will we work - will we want open plan, closed offices or hotdesking facilities?

Then, when you view a potential property, these three issues need careful consideration:

- Does the building have space for expansion or an option for reducing or renting out redundant space?
- If we want to make changes to the building, will the landlord approve this, or will we need planning permission?
- Are there any risks with the property such as local crime or hidden costs for security or cleaning?

Your property can be a key commercial asset. Making sure your property plan closely matches your business strategy can be the best way to improve your long-term business success. Isn't it time you moved property higher up your corporate agenda?

Need more advice on what to consider when choosing new premises? Then read the full article at www.concept-uk.com. Alternatively give us a call on 01494 465847.



Turning Sceptics Into Converts

When Patrick Gracey, the Commercial Director of Latent Zero approached us to design and fit-out their new office space, we had a job to convince him that we were up to the task.

Why? Because he'd had several bad experiences with other design and re-fit companies in the past. Of course, that only made us all the more determined to exceed his every expectation.

Latent Zero already occupied 6,500sq ft in central London and had taken a further 5,000sq ft in an adjacent building. The entrance to the new offices was far superior to their existing reception, so we proposed an impressive new approach point that included a reception and waiting area, as well as meeting spaces with conference and demonstration facilities.

To connect the different working areas within the open plan offices we designed bespoke joinery units including feature walls, cupboards, a fish tank and visual display points. And because orange was to be their new corporate colour, we used it subtly in their upholstery and furniture.

But did we succeed in converting them from sceptics to advocates of Concept? Of course we did! Here's what Patrick Gracey had to say,

"Working with Concept was a significantly improved experience from previous fit out companies. From the start their initial concept was excellent. Once the build started they provided a dedicated site manager who ensured that any issues were raised as soon as they arose enabling prompt resolution. This proactive approach was both refreshing and helpful."

Concept Goes PLC

William Shakespeare once said "What's in a name?" We believe everything...

...that's why we've changed our name to Concept Corporate Interiors PLC! Why is this important to you? Let me explain.

You will get even greater peace of mind regarding the financial stability of our company as we strengthen the capital base of Concept, offering you more security of our intention to extend our existing 14 years standing.

You will see more clarity as our finances and operation systems are audited to the highest standards. It means that our books and processes have to be completely transparent as they're regularly audited.

We have appointed a qualified Lawyer as an independent Company Secretary to maintain and improve our high standards of corporate integrity which we believe every client should expect to receive.



Meet The TLC Team

Everyone enjoys a little bit of TLC now and then. That's why we've created a TLC Team. Their role going forward is to look after our clients who have completed sizeable design and refit projects with us.

That's because we see ourselves as more than just an office design and refit company. The right office environment can be the catalyst that propels your business forward. And we want to be there to support you all the way.

You see over the course of working with you, we'll learn a lot about your business. We'll understand what your office requirements are for the present and for the future. And from past experience we know that we've got a lot of knowledge and information that will be of benefit to you.

That's where our TLC team come in.

They'll meet with you on a regular basis once your project is complete (normally once a quarter) to make sure that everything is ok and offer advice and information on anything workspace related.

Whilst that gives us an opportunity to make sure you're 100% satisfied with our workmanship, it gives you the reassurance that we're on hand should you need us. But more than that, it gives you access to a wealth of knowledge and experience that's yours for the taking.

You'll find a little bit of our TLC will go a long way!

A Quick Guide to Data Cabling

Data cabling – perhaps not the sexiest subject, but when you consider that your communication system is crucial to the success of your business, then choosing the right cabling system to support your network is essential.

That's why we've produced a quick guide in conjunction with Admiral Voice & Data Ltd, to explain a bit about the different categories of cabling available.

Why are there different categories of cabling?

The different categories range from Cat-1 through to Cat 7. The main difference is their bandwidth capability, which affects data transmission speeds. Categories 1 to 4 are rarely used as they have limited speed. Category 5e and Cat 6 are the most commonly used.

Category 7 systems have a bandwidth of 600MHz. This is considerably higher than Category 6, but the standard has not yet been finalised and there are no guarantees that it is compatible with other systems.

What's the difference between Category 5e and Category 6 cabling?

The real differences between Category 5e and Category 6 are in transmission performance and extension of the available bandwidth from 100MHz for Category 5e to 200MHz for Category 6.

Which do I need?

Category 5e will work quite satisfactorily for most applications and is fine for the average home and small office network. Category 6 however provides faster network speeds and higher reliability. If your business has a lot of users or transfers large amounts of data e.g. drawing and CAD files, then Category 6 is the one for you.

It is also worth noting that because Category 6 cabling is very fragile it has a limited bend radius. This can make installation quite difficult as it restricts where the cabling can run and will require wider trunking.

When selecting your data cables you should take into consideration whether your business is going to grow in the future, and whether your network will be required to support more applications and larger amounts of data - in which case Category 6 is more likely to meet your business needs in the long term.

There are more Guides on our website – visit www.concept-uk.com



Ten Things You Didn't Know About Us

1. Ray Bing one of Concept's site managers played football for Wycombe Wanderers.
2. Since Concept's inception in 1993 they have worked on over 1,200 projects.
3. Rebecca Harris from our marketing department appeared in the Coca Cola advert of "I'd like to teach the world to sing."
4. Concept has carried out work for over 160 different clients.
5. Senior Project Manager Grant Millea swam free style for Elmbridge County.
6. Denis Phelan has 12 brothers and sisters and his dad was a horse breeder.
7. Jackie Harding who leads our tele marketing team recorded a Christmas record when she was only 12!
8. Designer James Foster cycles 10,000 miles per year!
9. Concept were named as United States Gypsum's Designer of the year 1999 for an innovative ceiling utilising USG's Curvatura system.
10. Concept combined experience in the Interior Industry is 173 years.



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The Concept Team Take To The Seas

We certainly left everything office and workspace related behind as we took to the seas on our team day out this summer.

The trip from Hamble to the yacht club at Cowes on the Isle of Wight where we all enjoyed a slap up lunch, was to celebrate smashing our targets for the first half of the year.

Many thanks to Lawrence Dawson who kindly hosted the day on his yacht and skippered us safely for what was a great day out in the sunshine!

Need Help Working Out How Much Office Space You'll Need?

If you're planning an office move and you're not sure what size of space you're looking for, then we've got just the tool for you.

The space calculator on our website will do all the calculations for you and give you an estimate of the size of space you'll need.

All you have to do is tick the rooms from the list that you think you'll need in your new offices and then decide whether they should be small, medium and large. Then click "calculate" and the space calculator will tell you the estimated space in square metres and square feet.

The total figure it comes up with also includes 15% for "circulation space" – space to manoeuvre and walk around, and is a great guide when you're looking for new premises.

To use the space calculator:
visit www.concept-uk.com. You'll find it on the home page. If you have any questions, then give us a call on 01494 465847.

Did You Know We Offer A Finance Option?

Why pay for your office fit out in one go?

We offer a finance option that allows you to pay off all elements of the project over a number of years.

And to help you work out what those monthly payments might look like we've designed a "cost calculator" that's available on our website.

Simply input the total cost of the project and click away from the box. The cost calculator will then tell you what the initial cost and monthly payments will be over 3 or 5 years.

Of course, it's only a rough estimate and is subject to status, but it may help you see how you can overcome budget limitations and preserve your borrowing power.

To use the cost calculator:
visit www.concept-uk.com. You'll find it on the home page. If you have any questions, then give us a call on 01494 465847.

