

Case study

A Local Authority in the Midlands

Engagement:

Workspace Appraisal & Design Brief – a structured programme of work to support the development of a design brief and implementation of an accommodation project to pilot new ways of working.

Challenges:

- Providing practical data on current utilisation of space
- Providing practical data on the effect of the current environment on workspace performance
- Engaging with staff, managers and key stakeholders
- Identifying and base-lining benefit opportunities
- Relating benefit opportunities to design considerations
- Making recommendations on implementation
- Making recommendations on a workspace management process
- Making recommendations on a process to measure and track benefits throughout implementation

Deliverables:

- Desk and meeting room utilisation study
- Workspace activity study
- Environmental symptom and opinion survey
- Mobilisation, communication and feedback sessions with staff, managers and key stakeholders
- High level Business Case and Risk Log
- Support with the development of an implementation plan
- Recommendations on a process for continuous improvement

Benefits:

- Mobilised organisation – staff, managers and stakeholders involved throughout the process
- Provided baseline data to measure and track benefits
- Effective delivery – utilised better practices and lessons learnt from similar projects
- Knowledge transfer provided via the development of a 'Toolkit' to manage potential roll-out

