



Agile Working and Modern Workplaces

Achieving the highest workplace performance through flexible ways of working

2-day course

Aim

This course aims to help you achieve the most challenging reductions in space costs while maintaining the organisational value of your space. It is structured to develop your understanding of the two different approaches that will help you achieve these goals. Day One covers space supply issues, looking at asset management in terms of organisation and stakeholder value as well as occupancy cost. Day Two focuses on managing space demand. The skills sets and levels of organisational effort required to achieve and sustain very low space utilisation are quite different.

Objectives

By the end of this course you will understand:

From Day One:

How space impacts the bottom line in terms of capital costs, running costs - and staff performance

The potential for achieving business transformation while improving the bottom line

How attitudes and expectations about space are changing, bringing new opportunities

Why both space supply and demand are important to you as a Facility Manager

The impact of your space planning decisions on employee health, wellbeing and performance

How to undertake asset management in a way that relates to your business objectives

From Day Two:

How reasonable user behaviour can lead to unreasonable expense

The importance of understanding and profiling the key aspects of how people work: wants, needs and workstyles

The key management allies who need to be involved in your project

Managing change in the workplace: involving staff and achieving buy-in

Measuring success and sustaining change

Description

This course is aimed at Facilities staff with a good general knowledge of office buildings and their use and is intended to develop more advanced thinking with regard to the way space is valued and managed. It employs a combination of thought-provoking material, case studies of what others have done and exercises to explore techniques.

This workshop is not a space planning course as such. The aim is to provide a framework for attendees to consider the needs of their own organisation and to understand that there is no single solution to the challenges they face in implementing appropriate modern working environments.

At the conclusion of the workshop, attendees should be capable of developing strategies for maximising the value of their space - appropriate for their own organisation.

Programme

DAY ONE

- 0930 Introduction & themes**
- 1045 Break**
- 1100 Vision & Opportunity - two case studies for discussion**
- 1115 Diagnosis and Strategic Brief**
- 1215 Introduction to Exercise**
- 1230 Lunch**
- 1330 Exercise Part 1 - your diagnosis**
- 1400 Change Management**
- 1500 Break**
- 1520 Programme and Leadership**
- 1630 Exercise Part 2 - your project programme**
- 1700 Close**

DAY TWO

- 0900 Review of Day One**
- 0915 Suitable Space**
- 1015 Exercise Part 3 – Scenario Building**
- 1045 Coffee break**
- 1100 Space Design**
- 1200 Exercise Part 4 – Design Challenges and Opportunities**
- 1230 Lunch**
- 1330 People and Process Design**
- 1430 Moving In – Two Communication Samples**
- 1500 Tea break**
- 1520 Exercise Part 5 – People, Process, Place**

1600 Presentation of Projects and discussion

1630 Close

How do I book?

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