



PARTICIPATORY BRIEFING





40 – 50%

Workspace occupancy studies from over the past decade and more have consistently found that desks are occupied on average around 40–50% through the core working day.

Space Utilisation by Industry



Government

27 % empty



Education

51 % empty



Legal Services

29 % empty



Business Service/Consulting

65 % empty



Real Estate

31 % empty



Telecommunications

70 % empty

BCO – 2018. Office Occupancy: Density and Utilisation.

CBRE – 2015. Space Utilisation: The Next Frontier.

8%

Percentage of British employees
who are engaged at work

£33 and

£42 billion

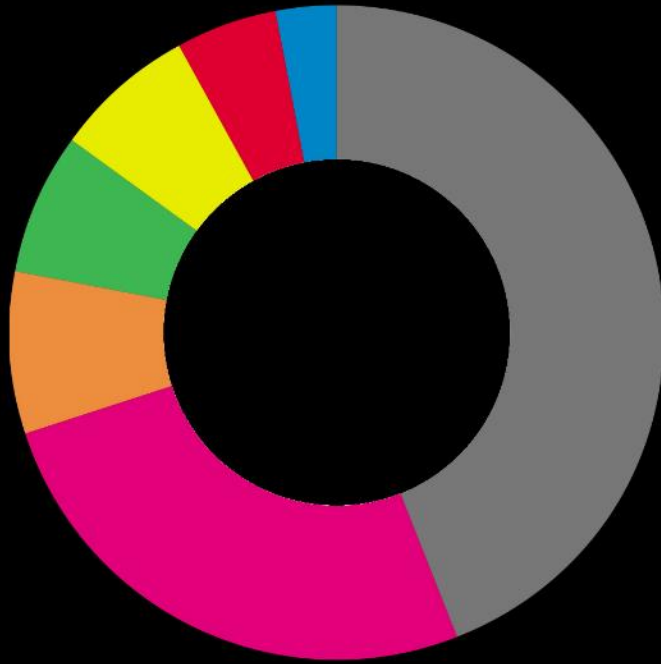
Annual cost of mental health related
absenteeism and presenteeism to employers.



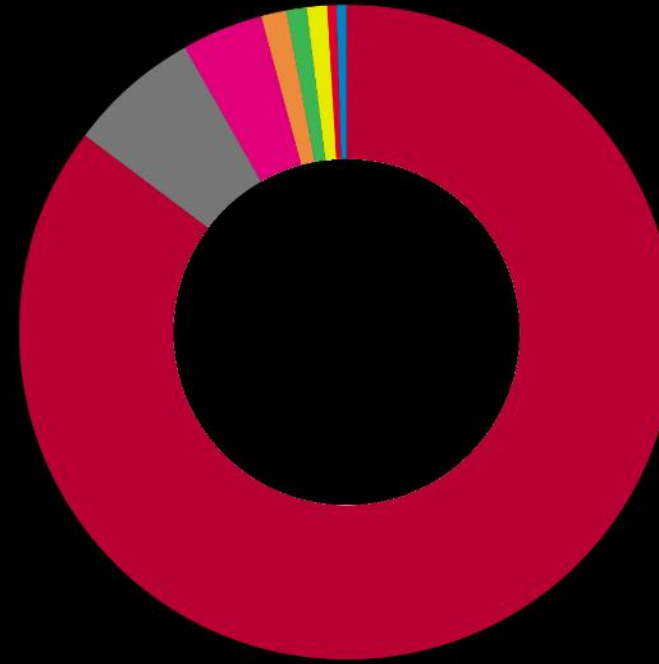
OECD – 2016. Gallup World Poll
2016.

Stevenson & Farmer / Deloitte
2017. Thriving at Work

Sources: Office Space 1999



- Building - construction 44%
- M&E services - running & maintenance 26%
- Furnishings and furniture - capital cost 8%
- Building - maintenance 7%
- Cleaning, security etc 7%
- M&E services - depreciation 5%
- Furnishings and furniture - maintenance and depreciation 3%



- Salaries of occupants 85%
- Building - construction cost 6.5%
- M&E services - running and maintenance 4%
- Furnishings and furniture - capital cost 1.25%
- Building - maintenance 1%
- Cleaning, security etc 1%
- M&E services - depreciation 0.75%
- Furnishings and furniture - maintenance and depreciation 0.5%

DISCOVER
STRATEGIC BRIEFING
METHODOLOGY

QUANTATIVE & QUALITATIVE
CONSULTATION

BRIEF DEVELOPMENT &
TESTING

BRIEF FORMATION &
REPORTING BACK

DEVELOP
ARCHITECTURE &
INTERIOR DESIGN

ARCHITECTURAL / INTERIORS
PROPOSAL

TECHNICAL COORDINATION
WITH CONSULTANT TEAM

VISUALISATION & SIGN OFF
PROCESS

DELIVER
COORDINATION & BUILD

TENDER & CONTRACTOR
SELECTION

TECHNICAL DESIGN TEAM
LEAD

PROJECT MANAGEMENT &
CONTRACT ADMINISTRATION

CHANGE MANAGEMENT

ENGAGING PROJECT TEAM &
BUILDING CONSENSUS

WORKING WITH CORE TEAM &
PROJECT CHAMPIONS

DEVELOP PROTOCOLS & AID
MOVE COORDINATION

**POST OCCUPANCY
EVALUATION**

IN USE STUDY

**POST MOVE
ANALYSIS**

FEEDBACK LOOP INFORMS
IMPROVEMENTS

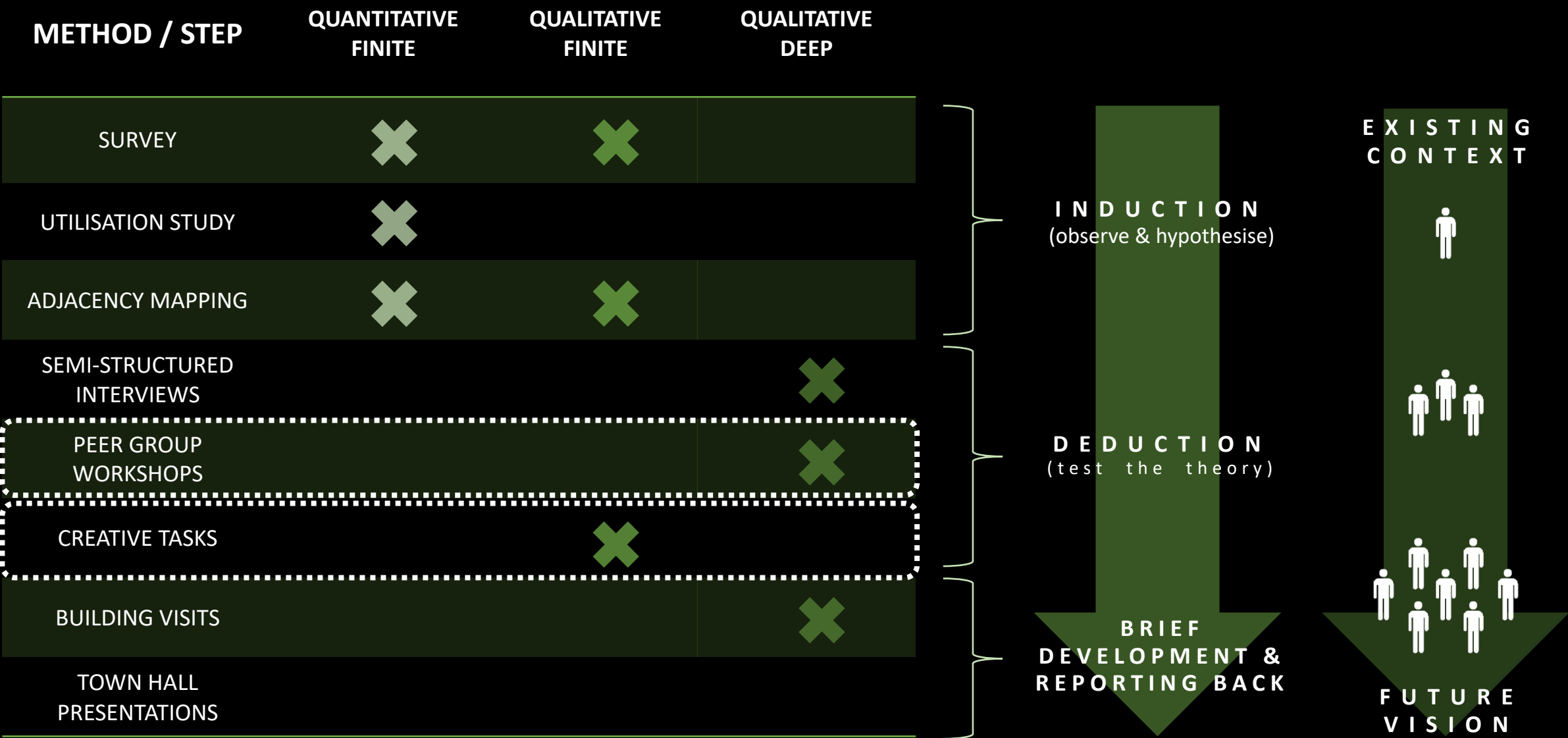
**YOUR
FUTURE
WORKPLACE**

STRATEGIC BRIEFING METHODOLOGY

METHOD / STEP

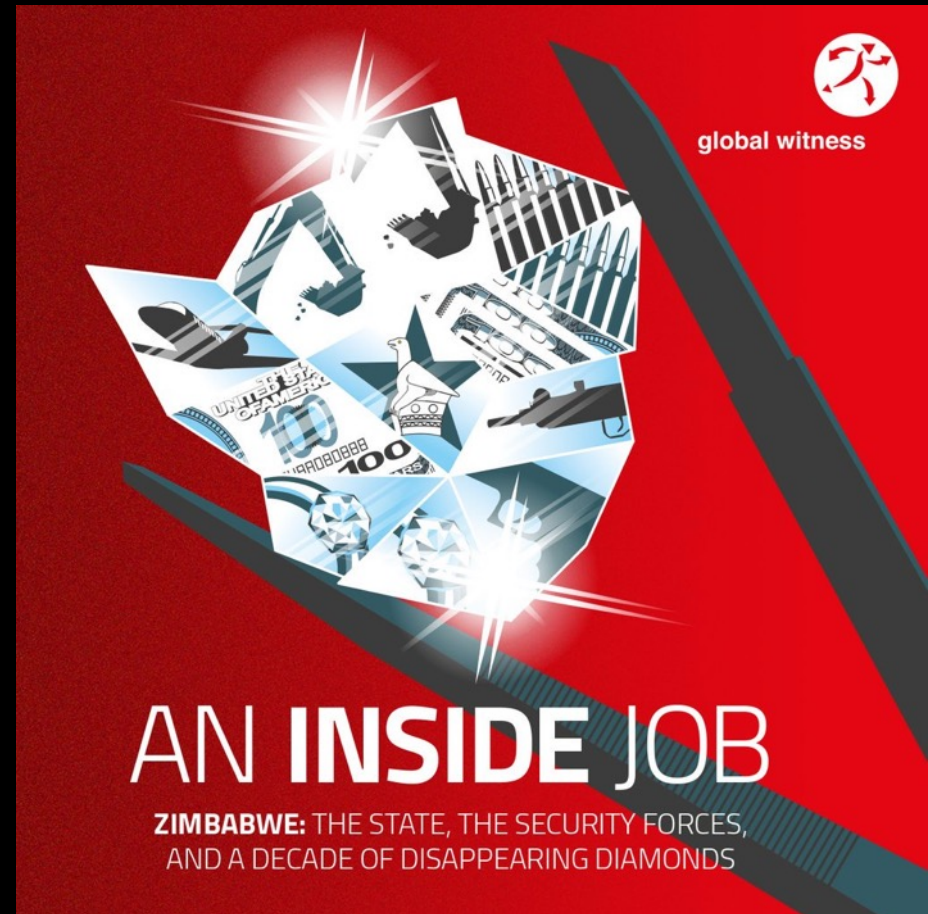
| | |
|----------------------------|--|
| SURVEY | Anonymous survey. Based on BUS / Leesman templates |
| UTILISATION STUDY | Establish workstation and meeting room utilisation |
| ADJACENCY MAPPING | Organisational interdependency mapping |
| SEMI-STRUCTURED INTERVIEWS | Situated to contextualise discussion via visual prompts |
| PEER-GROUP WORKSHOPS | Peer-groups to avoid overseeing and facilitate free speech |
| CREATIVE TASKS | Using participant skill set to engage them in the project |
| BUILDING VISITS | Exemplar building visits to build enthusiasm |
| TOWN HALL PRESENTATIONS | Reporting back to wider organisation and getting feedback |

STRATEGIC BRIEFING METHODOLOGY



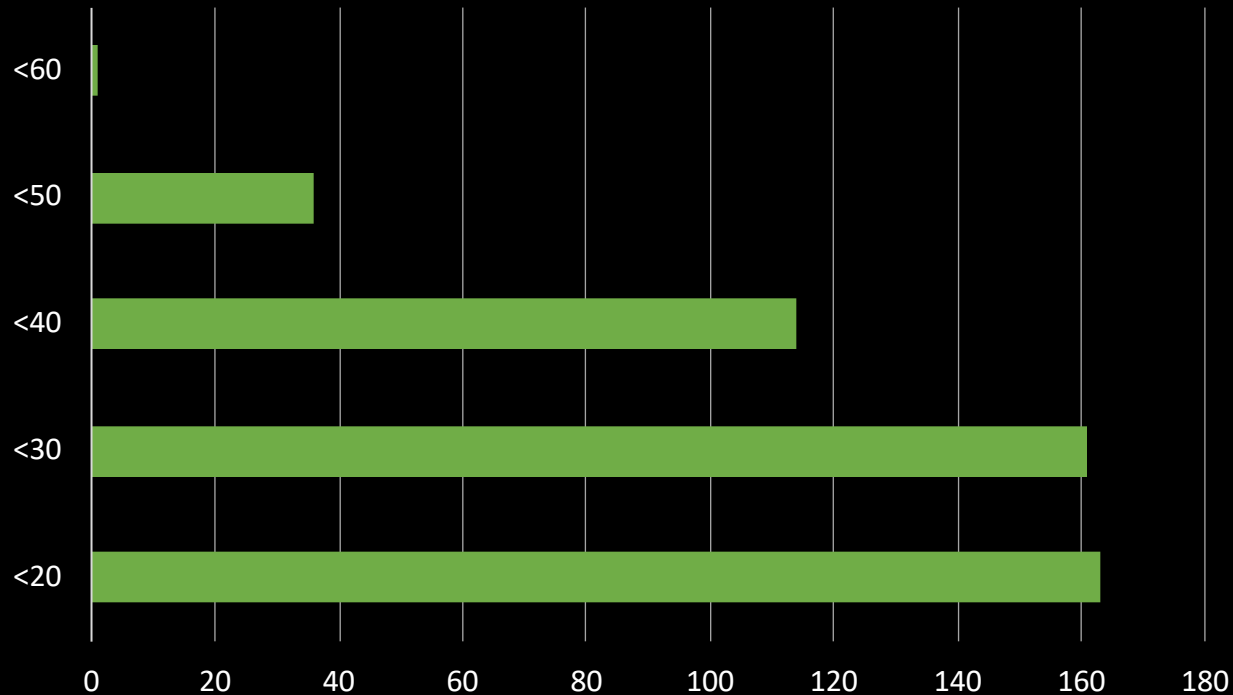


global witness





OCCUPANCY - DESKS



- 1 DAY ABOVE 60 PEOPLE (61)
- 36 DAYS ABOVE 50 PEOPLE
- 114 DAYS ABOVE 40 PEOPLE
- 161 DAYS ABOVE 30 PEOPLE

Sample taken for 163 days over a 37 week period

PEER GROUP WORKSHOPS







CREATIVE TASK



INVESTIGATE YOUR WORKPLACE AND REPORT BACK WITH HEADLINES





Global Witness Workplace Survey

Please aim to complete the survey with concise answers and drop into the box for collection.
Aim to complete in around 20 minutes.
This can be submitted anonymously.



Nobody but NOBODY likes hearing the noises or smelling the smells :-)



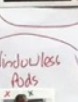
Global Witness Workplace - CAMERA INSTRUCTIONS

- Please keep to a maximum of 3 images per person (please remember you have other avenues of giving us feedback too).
 - If in doubt about how to use the camera or reloading the film - please ask Martha G.
- Please keep in mind that this is public and certain things could annoy or upset others.



OUR FUTURE LONDON WORKSPACE

DISLIKES



LIKES



Coming Soon to near where you already are

The Adventures of ibex

Jan Feb

Consulation

16th Jan Briefing All Staff Meeting
17th/18th Jan Team Workshops
27th Feb Reporting back ASM

Project Group

9th Jan The Plan
31st Jan Workshop findings & design ideas
6th Feb Workshop design
13th Feb design finalisation

MARCH

CONTRACTOR SELECTION

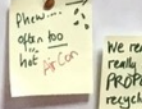
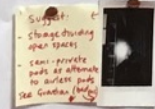
MAY JUNE

CONSTRUCTION

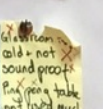
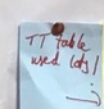
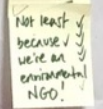
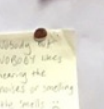
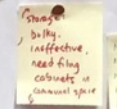
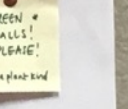
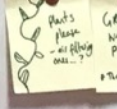
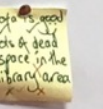
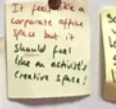
AND MOVE



Comments And Sugestions



We really need PROPER recycling!



OUTCOMES













“I have heard so much positive feedback on the first month. The positive energy in this office hits when you walk into the room. Great stuff!”

“Staff were generally skeptical (to put it politely) about the prospects of introducing agile working and reducing the size of our office by over 30%. The change has been transformational from great people putting up with a mundane office and library atmosphere to great people enjoying a great office with a great atmosphere. I still smile every time I step into the office”

THANKS

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