

Leveraging workplace data in your strategic and tactical plans

Sharing best practices

In today's session we'll cover

- How to leverage insights from workplace data in your workplace strategy
- How to combine occupancy and space booking data to inform contact tracing protocols
- How to leverage utilisation data to manage day to day building operations
- What air quality data to monitor to maintain a safe environment for employees to return to



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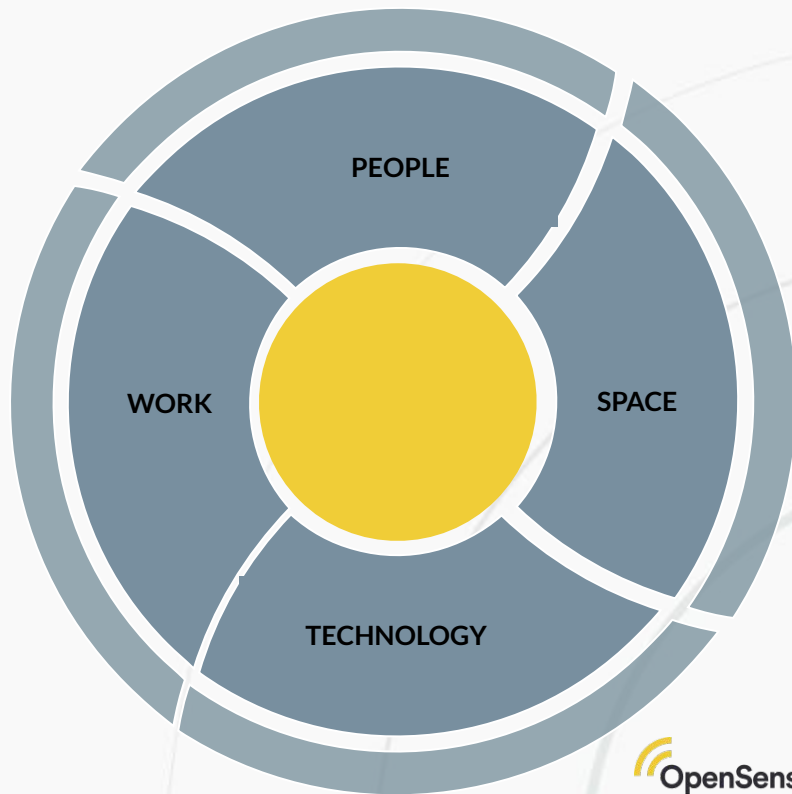
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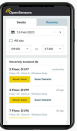
Start planning your return to work plans now

It's about bringing together **people, space, technology and work** to:

- Enable change
- Business continuity
- Sustainable business
- Leveraging workplace data to be efficient

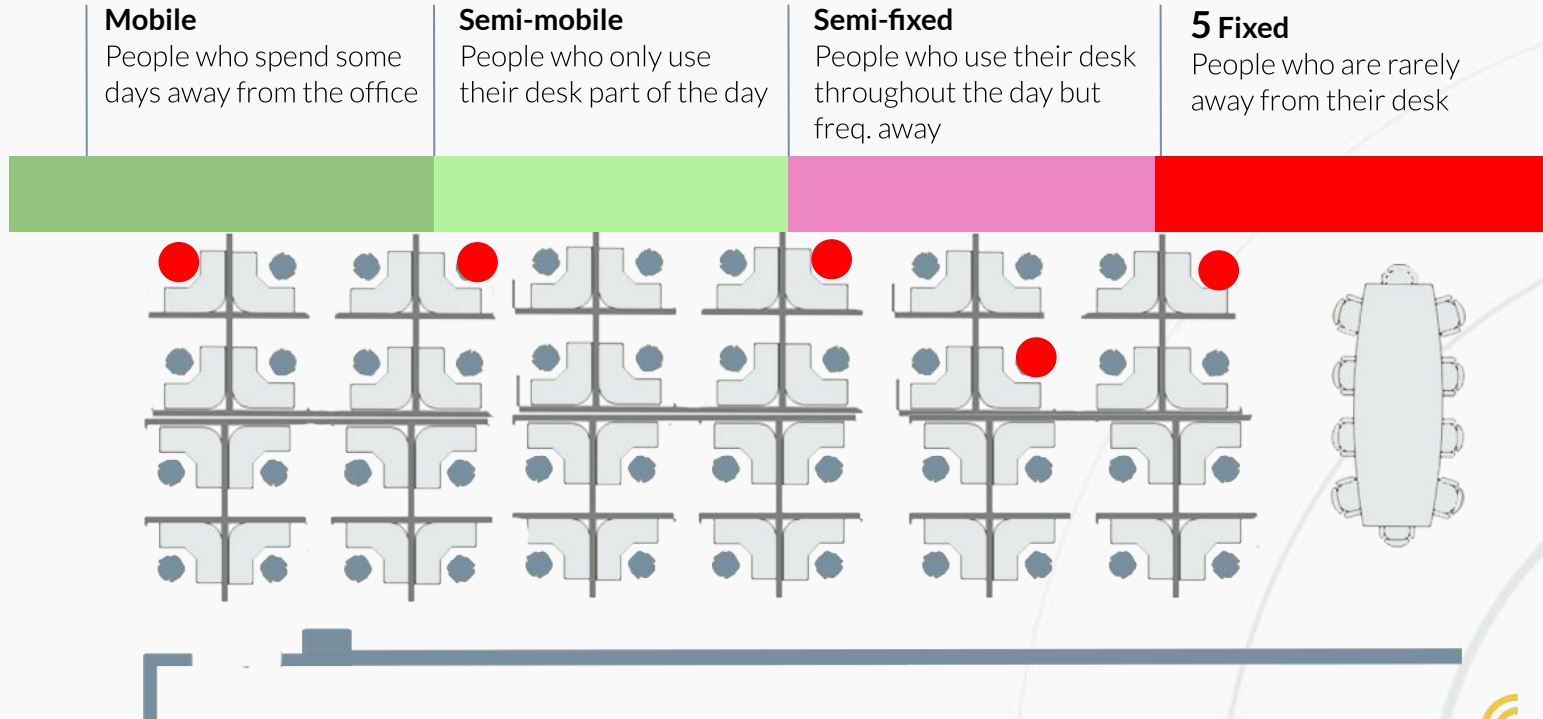


Why you need to start your return to work plans now

	Phase 1	Phase 2	Phase 3
Scenario	 Essential workers only <5% in the office	 Home working challenges House sharing Young families <5% in the office	 Higher levels of occupancy Flexible working
Bus. strain	Minimal complexity	Minimal complexity where space available. Higher rate of awareness of employees on site	Who is working where/when? Higher management for safe and healthy work environment Allocating the use of workspaces and cleaning Managing social distancing
Approach	Fixed desk 	Internal system for approval to be in office 	Utilise seat booking systems to manage more employees returning safely <div> <div> Booking  </div> <div> Air quality  </div> <div> Contact tracing  </div> </div>

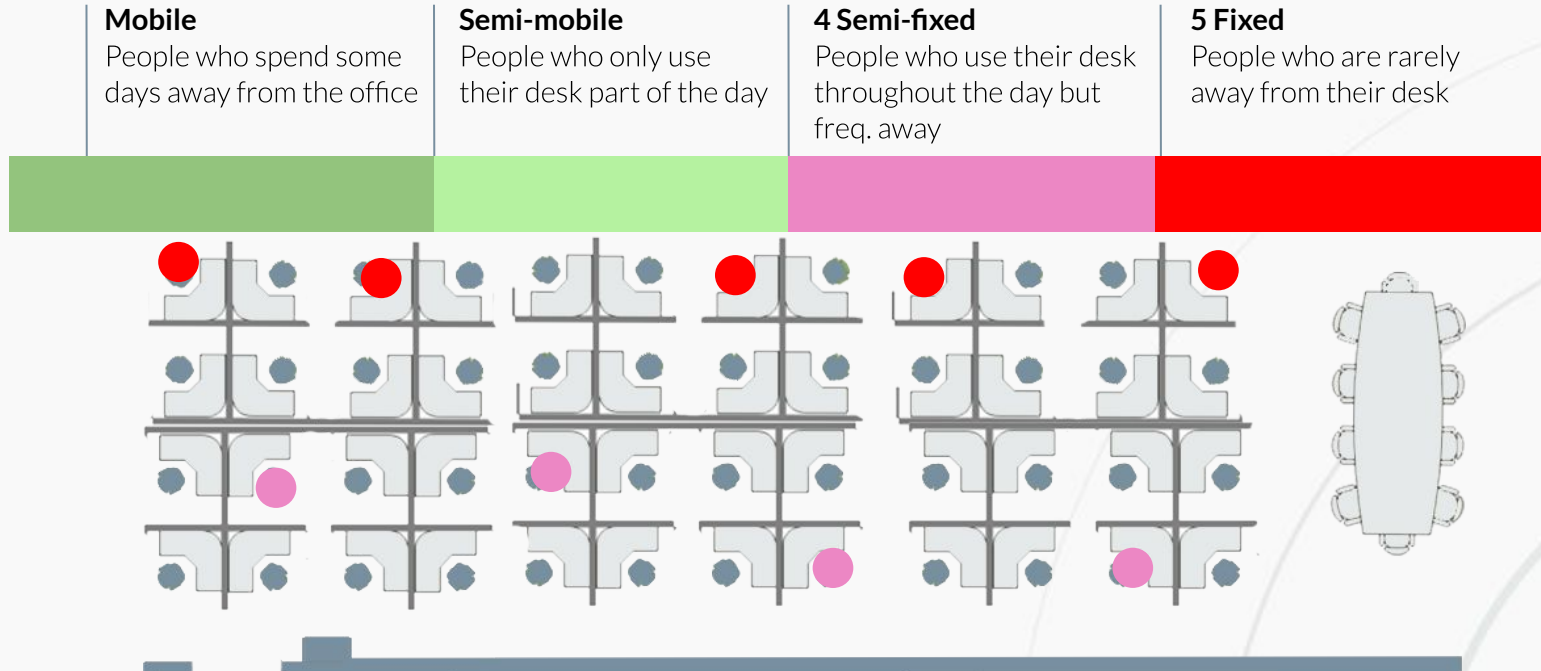
Mobility profiles today

Social distancing setup



How mobility profiles - Returning to the office

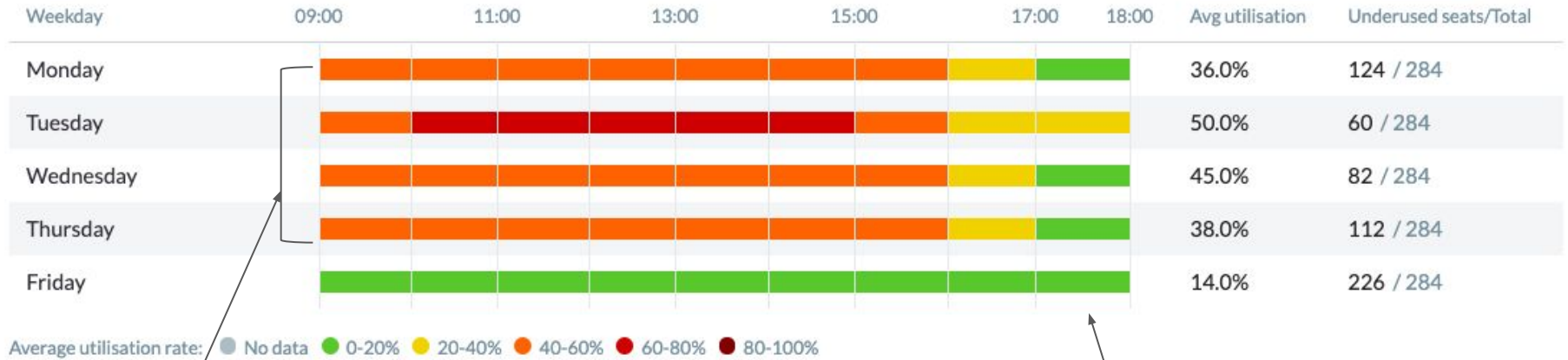
Differing work patterns, rotation and usage



Weekly utilisation pre-COVID19

A typical week in the office

Weekday Seat Utilisation



More people in the office Mon-Thur
Average utilisation between 40%-60%

Typically quieter in the office on Fri
Average utilisation 20%

Seek feedback from employees

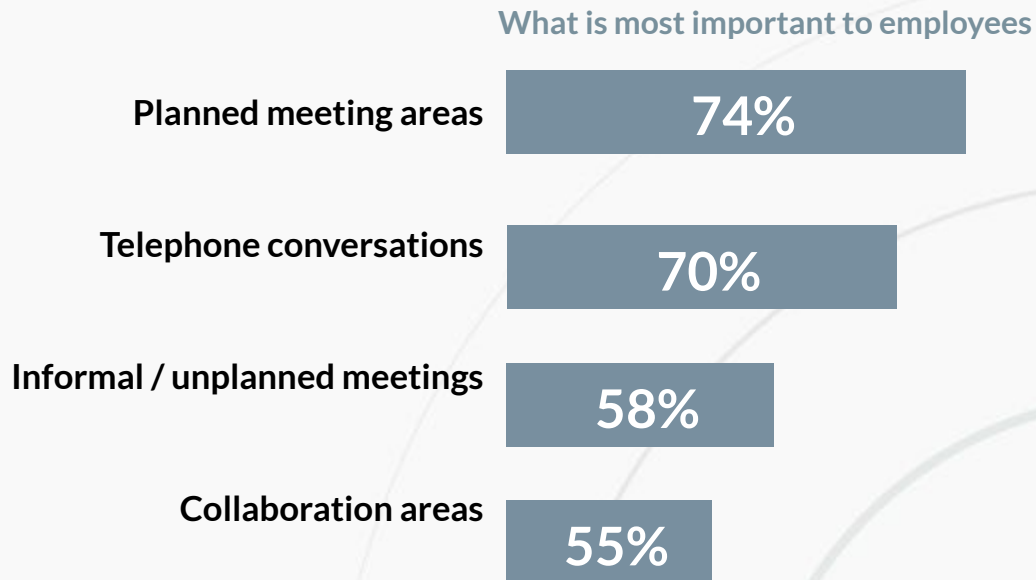
Rethink how employees will use the office

90% of people want to work remotely
1-2 days a week

40% need to interact and socialise with
colleagues - the office is not dead

19% are more productive in the office

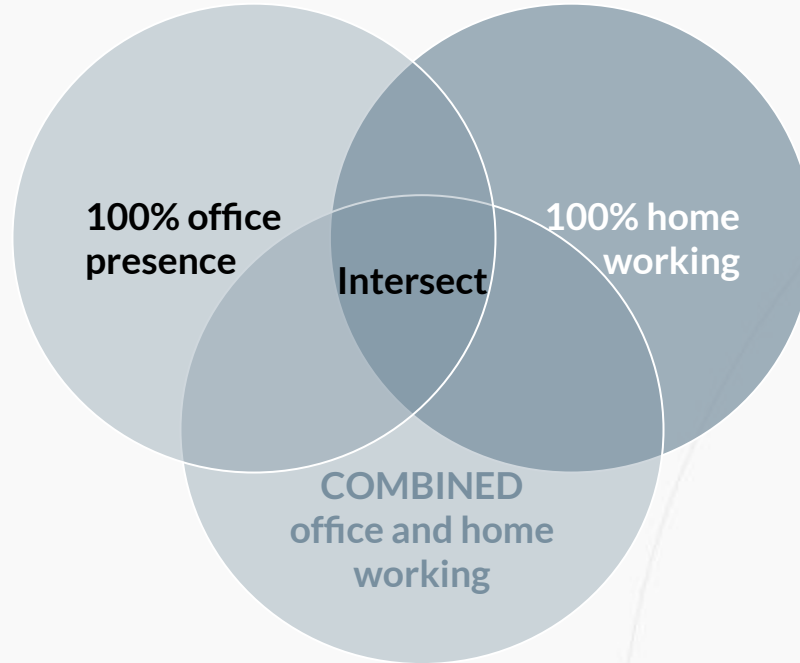
Source: Smartways survey 2020



Source: [Leesman index](#)

Managing blended work styles

Blended work styles



Forecasting weekly utilisation of the future

Work patterns and rotations will significantly impact how busy the office becomes during the week.

Weekday seat utilisation



Tuesday and Wednesday will see a higher number of people in the office earlier in the day

Monday and Fridays will become less busy

Thursday will have the highest number of people in the office throughout the day

Changes to mobility profile

12 months from now

8 Mobile

People who spend some days away from the office

5 Semi-mobile

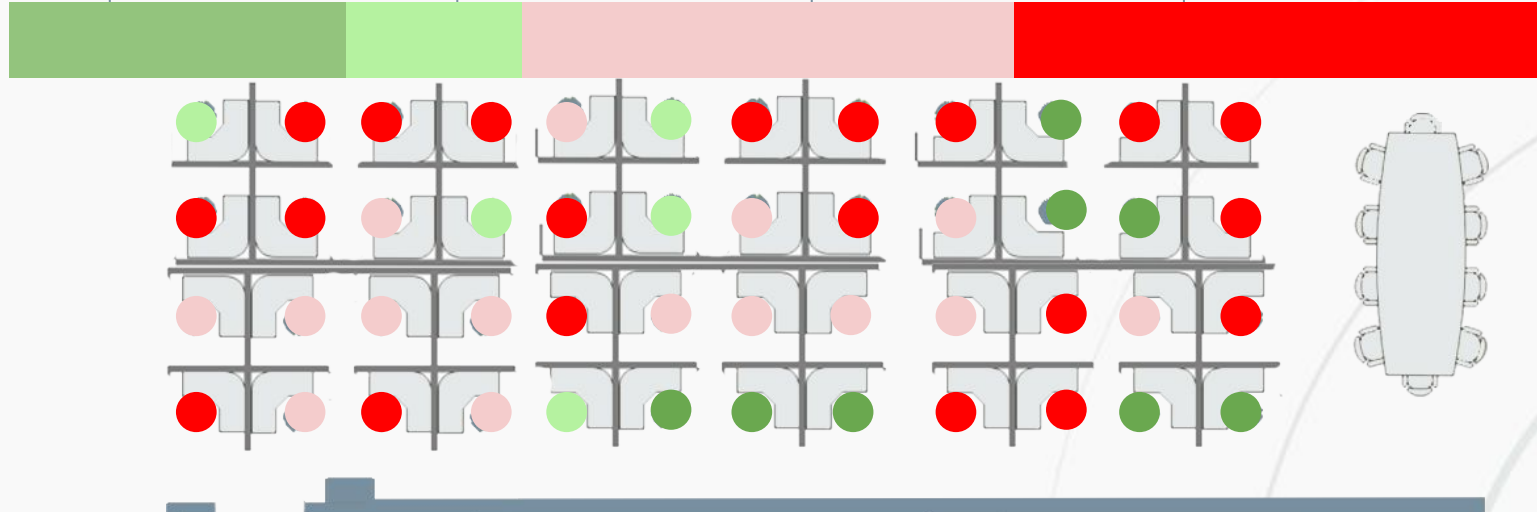
People who only use their desk part of the day

15 Semi-fixed

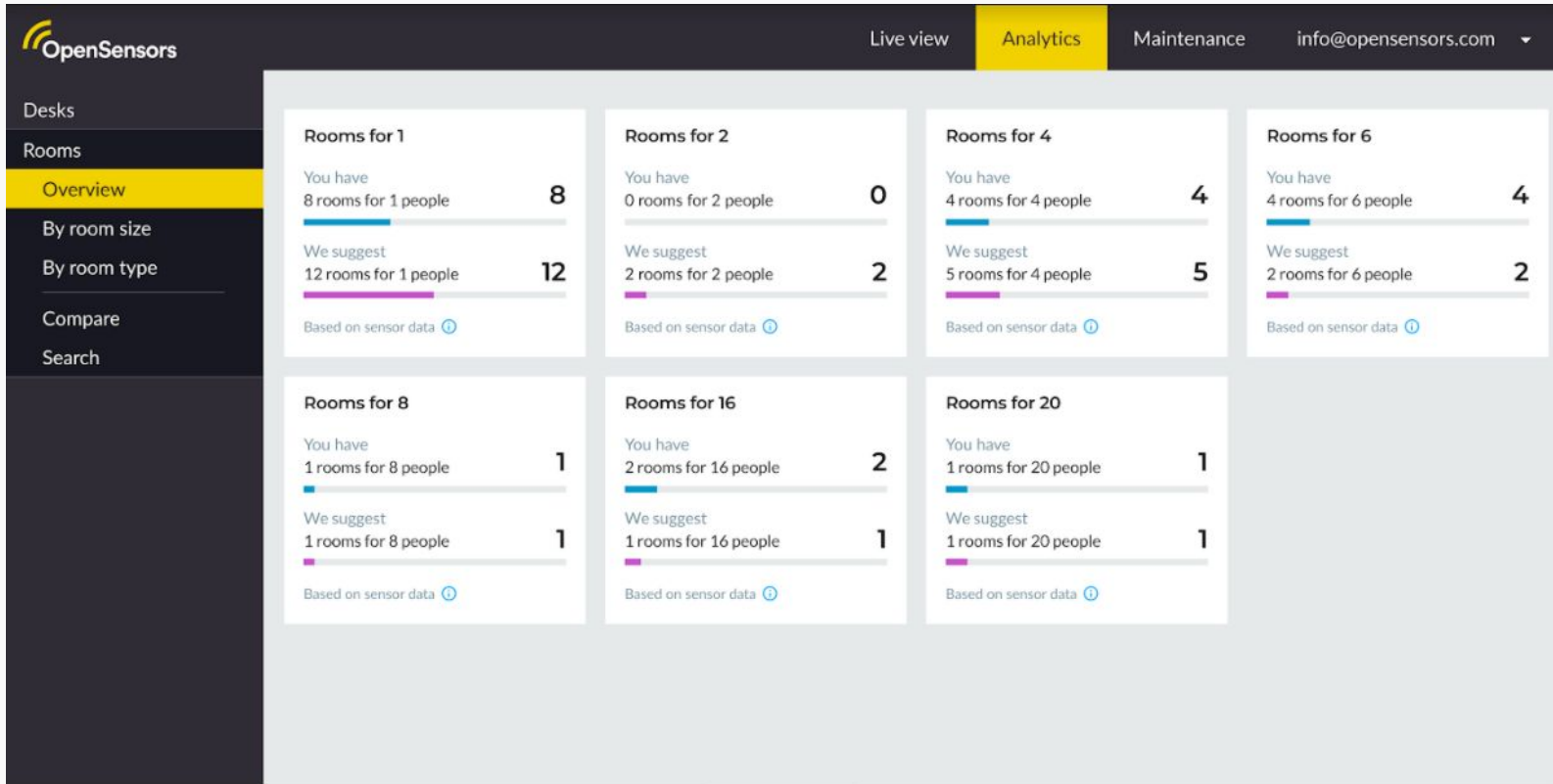
People who use their desk throughout the day but freq. away

20 Fixed

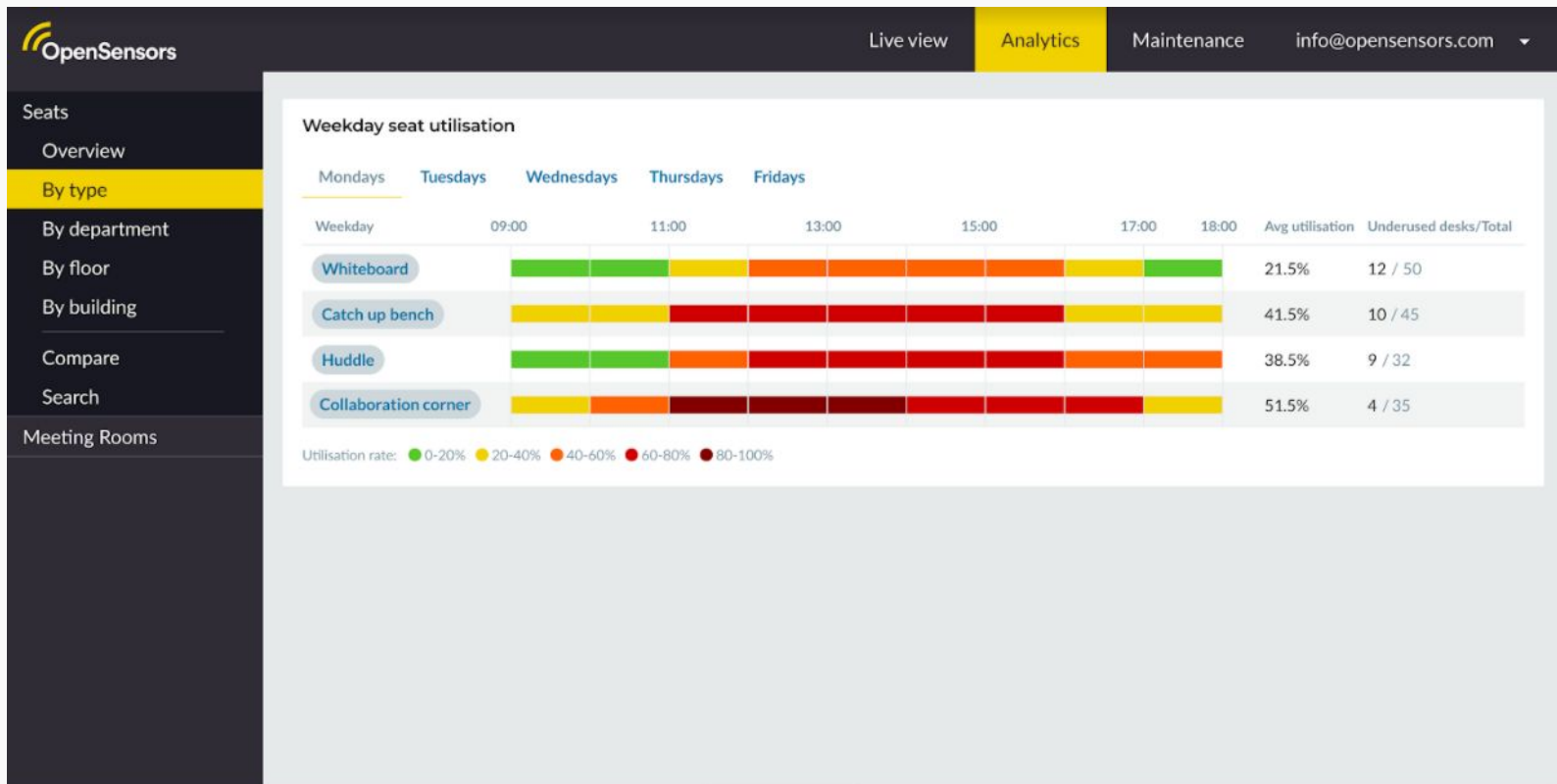
People who are rarely away from their desk



Monitoring meeting room usage overtime



Utilisation of shared spaces



Management of space

Manage work rotations, pre-plan social distancing and daily operations by combining occupancy and booking data to understand office usage.

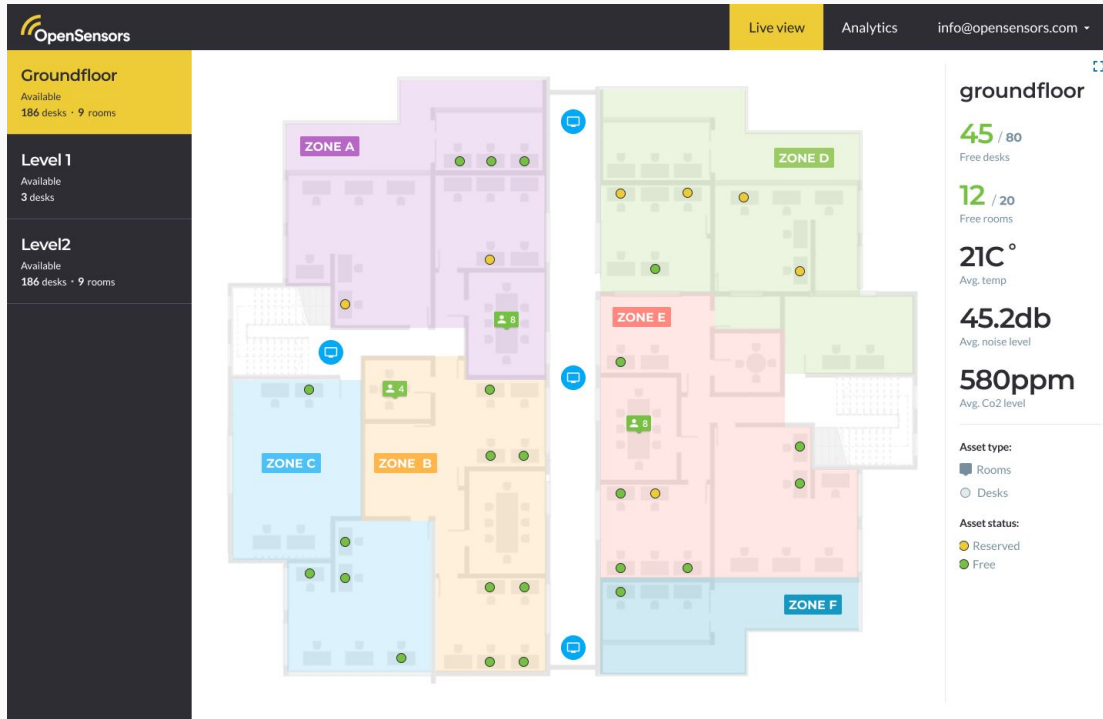
How do you provide the space people actually need and manage space capacity?

- Ease of navigation
- Book space for task
- Easy booking & identifying space



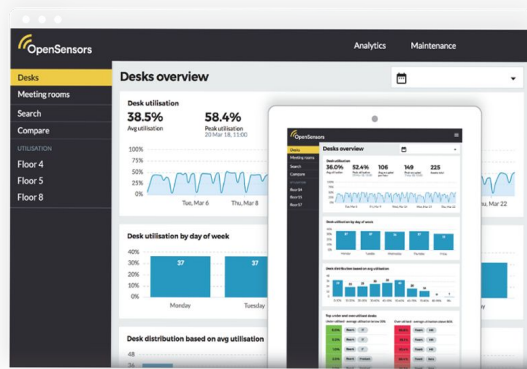
Leverage occupancy data to manage social distancing

Quickly re-organise workspace | Monitor social distancing is followed | Gather data for contact tracing



Start gathering utilisation data

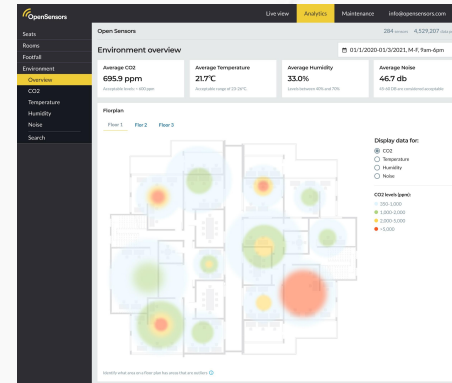
69% are
investing in
space usage
analytics



55% are
investing in
contact tracing
apps



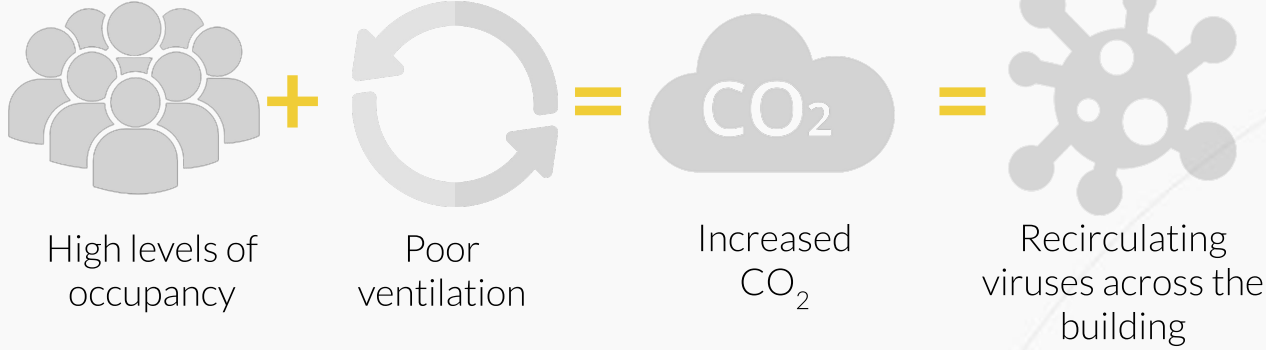
59% are
investing in air
quality
monitoring



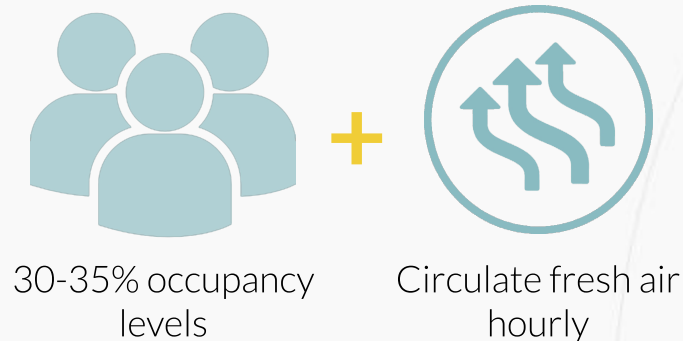
Source: Verdantix survey 2020

The link between occupancy and increased CO₂

How viruses
are spreading



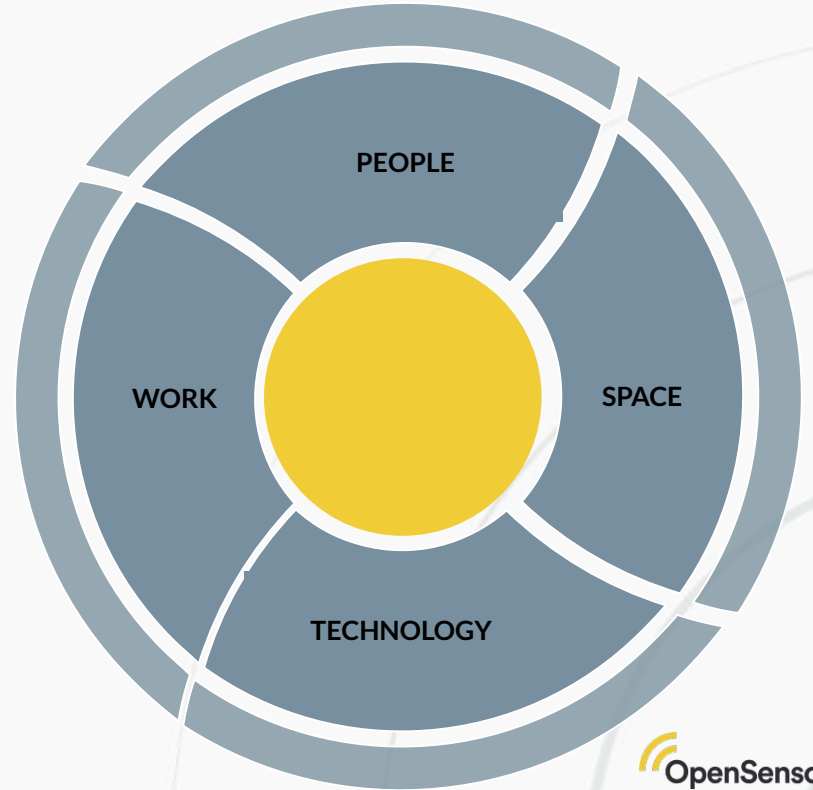
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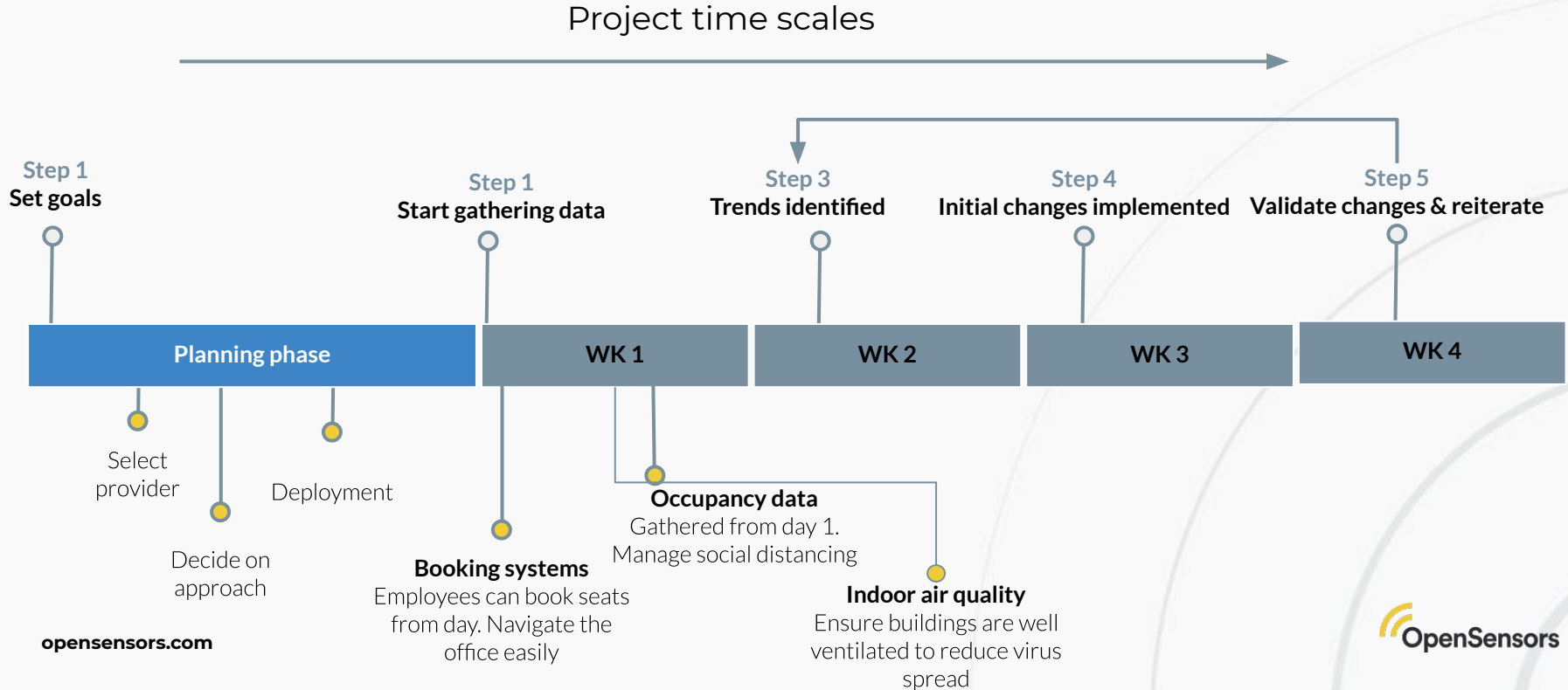
Start planning your return to work plans now

Bringing together **people, space, technology and work** to:

- Enable change
- Business continuity
- Sustainable business



Start gathering data



Key takeaways

The purpose of the office



Rethinking the workplace

The purpose of the office will change as work patterns and behaviours change

Leverage workplace data



Utilisation data

Understand what and how teams or dept. using the office

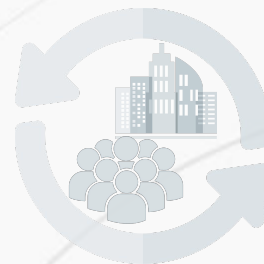
Gather employee feedback



Instill confidence

Give employees confidence the office is a safe and clean environment to come back to

Adapting the workplace



Building sustainability

Create the foundation for long term success.
Adapting spaces for individual activity and collaboration

Q&As



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