Quadrilect
LTD

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. The course covers space supply issues, looking at asset management in terms of organisation and stakeholder value as well as occupancy cost. It also focuses on managing space demand and the skills sets and levels of organisational effort required to achieve and sustain very low space utilisation.

Objectives

By the end of this course you will understand:

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

- Evolution of the Workplace
- What Does Agile Mean?
- Agile Software Development
- Applying Agile to your Organisation
- Stakeholder Engagement Communication
- Planning Requirements Gathering Techniques Case Study Exercises
- Space Utilisation
- Understanding Work Styles & Patterns
- Employee Wellbeing
- Investment Appraisal Methods
- Developing the Programme
- Estimating Techniques
- Project Planning
- Sustaining Innovation
- Embedding New Ways of Working

Day 1 Start   9.30   Break 10.30   Lunch 12.30 Break 2.30   Close 5.00

Day 2 Start   9.00   Break 10.30   Lunch 12.30 Break 2.30   Close 4.30

How do I book?

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