



Getting back to work

Your post COVID-19 office

Background

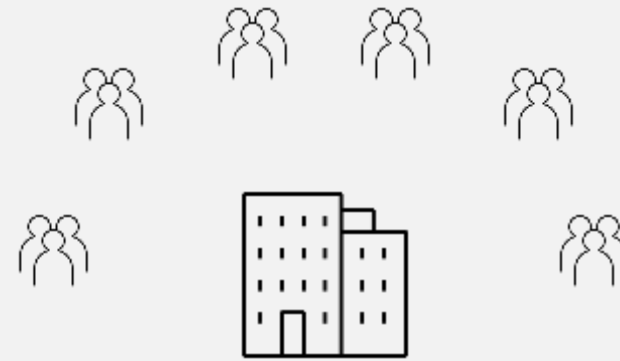
What are we dealing with?

The world has gone through a period of extremely rapid digital transformation.

Working remotely has - almost overnight – become the new normal.

Most of us were used to working and delivering in one way. Now, we have to rapidly adapt to new ways of thinking, team dynamics, structural changes to the working day, the impact on our wellbeing and more.

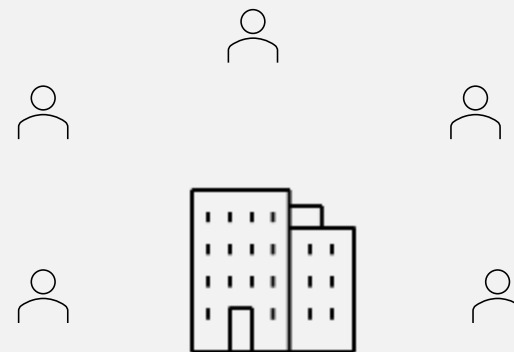
This presentation aims to give you some constructive advice on how you may need to adapt your office in a post COVID-19 world.



**From central,
physical hubs...**



**... to
decentralised
networks
connected
digitally**



**... to an adapted
central hub with
the best of both
worlds**

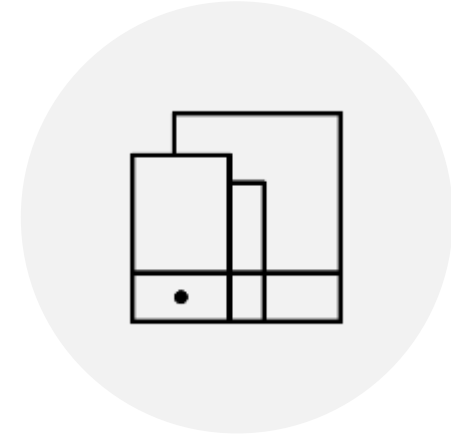
A global challenge

This area is a complex, multi-faceted problem which is impacting businesses across the globe.

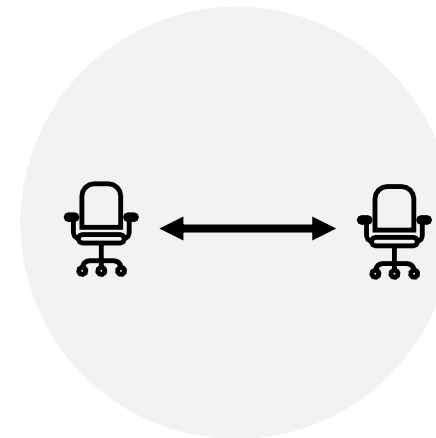
There are lots of different strands to consider: to tackle the problem, we should use knowledge from various sources including reports, examining working cultures, practices and methodologies of teams that are thriving in the environment, and try to understand the impact on our business.



How are team dynamics going to change – and how can we work effectively together?



What tools, techniques and methodologies are the best fit for the job?



What's the post-COVID office going to look like?

Research and lessons learned

Cultural attitudes

Underpinning our attitudes towards office life are broader cultural attitudes and practices – two countries which have been able to avoid some of the biggest impacts of lockdowns are Sweden and South Korea:

Sweden:

Some have criticised Sweden for their reaction to the crisis, accusing them of ‘not taking serious steps’. However, research suggests that due to their cultural attitudes before Coronavirus (e.g. hugging culture, interpersonal distancing, working ‘*ensam*’ or ‘alone’) they have been less impacted by the outbreak.

South Korea:

We can also take lessons from South Korea, who have coped with the crisis extremely well. Not only do they already have a high cleanliness standard, they are a very respectful culture – abiding by rules and respecting other members of the community. This extends to office environments.



Looking at the data

Getting to the 'new normal' will be a slow transition, with remote working inevitably playing a huge part in this. Additionally, we need to make sure we build up our resilience to any future outbreaks or shocks.

Prior to COVID-19, we can see the impact of remote working and the number of companies moving towards this way of working.

This comprehensive report from Buffer (based on 3500+ remote workers worldwide, cross-industry) highlights the state of remote working (prior to the lockdown). There's some interesting points we can use to guide our attitudes and try to pick out the key points as we look at reopening the office.

<https://lp.buffer.com/state-of-remote-work-2020>

What's the biggest benefit you see to working remotely?



- 32% Ability to have a flexible schedule
- 26% Flexibility to work from anywhere
- 21% Not having to commute
- 11% Ability to spend time with family
- 7% Ability to work from home
- 3% Other

What's your biggest struggle with working remotely?



- 20% Collaboration and communication
- 20% Loneliness
- 18% Not being able to unplug
- 12% Distractions at home
- 10% Being in a different timezone than teammates
- 7% Staying motivated
- 5% Taking vacation time
- 3% Finding reliable wifi
- 5% Other

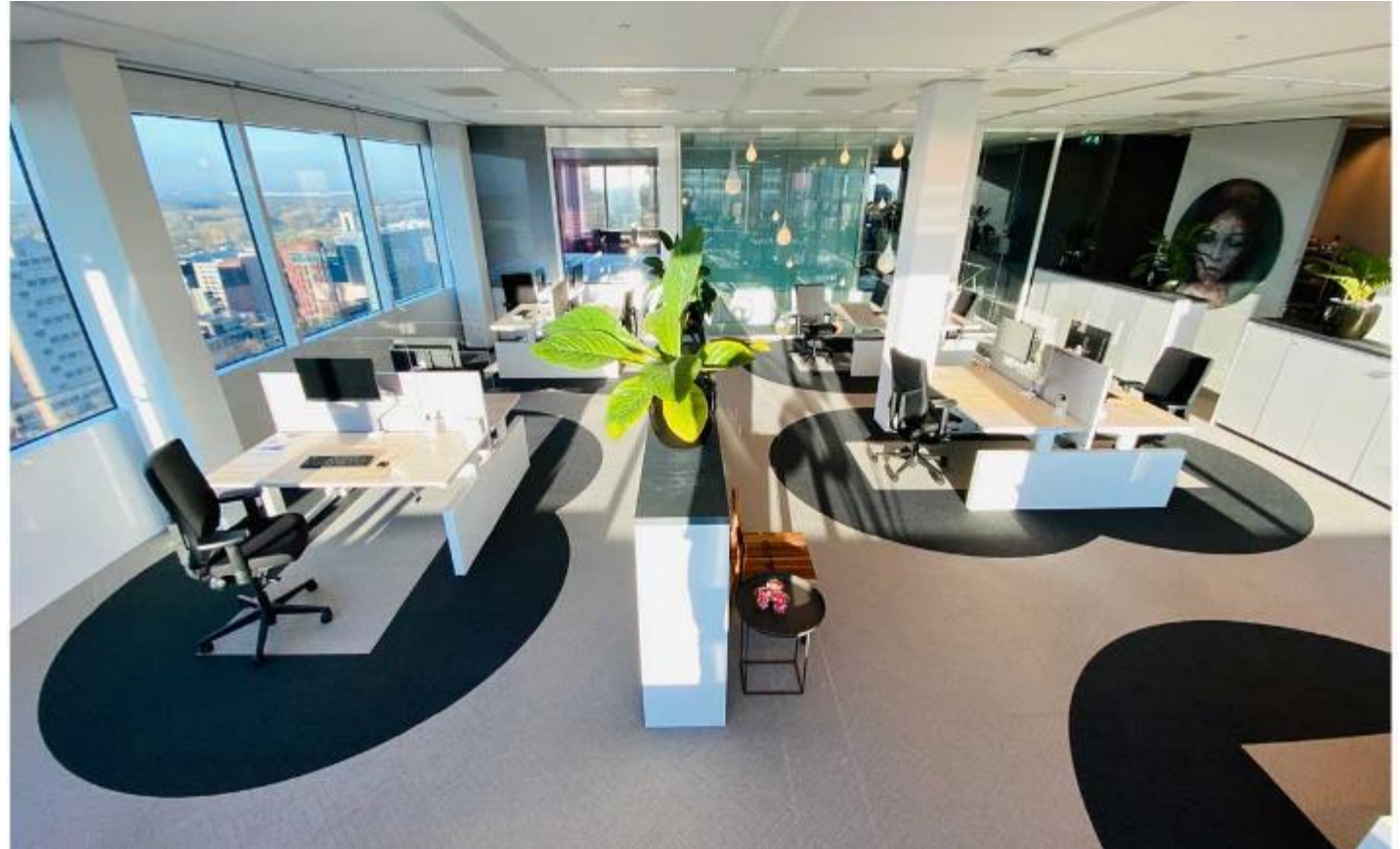
Case study

It looks like even once restrictions are eased, we are going to be living with the 6ft social distancing rule (2m) for the foreseeable future. So, we are going to have learn how adapt when it comes to reopening the office.

Cushman & Wakefield have designed a '6 Feet Office' concept. They've put together a detailed guide (see image for what a '6 feet office' could look like) covering some of the complexities – PDF below.

Key points include:

- Regular cleaning of work-station
- Marked carpet to highlight social distancing
- Adapting flow of office
- Clear signage
- Reduce touch points
- Prepare staff to reduce anxiety
- Increased square footage per employee



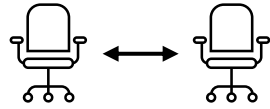
What this means for your office

What do you need to consider?

Things are unlikely to go back to how they were before the outbreak. Even once restrictions are eased, some changes might be permanent. From shaking hands to desk spacing, there's a lot of adapting to be done.

Looking at the research, we have come up with an initial list of aspects that will need to be considered when planning the reopening of your office.

We should be looking for the opportunities this change offers us. Let's not just think about 'getting back to normal', but how we can be better from this.



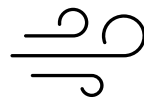
Adapting work stations

This may include increased distance between desks, markings on the floor to highlight safe distance, and Perspex screens.



Office floor plan

The capacity and size of meeting rooms will need to be considered. Will offices need wider corridors and doorways? Less touch points and open doorways?



Improved air flow

Buildings will need to consider extra air filtration and bringing in more outdoor air to capture virus particles.



Introducing 'routes' throughout the office

The reason hospitals have arrows on the floor is to encourage people to walk clockwise – this reduces the spread of pathogens.



Flexibility to work from home

Perhaps we will see an increase in this way of working. Not only as a way of reducing the spread of viruses but for productivity levels & wellbeing.



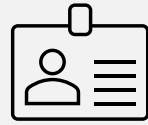
More frequent/deeper cleaning

As well as regular professional cleaning, employees have a responsibility to regularly clean their workstation. Easy access to hand sanitiser, anti-bac wipes etc should be maintained.

Co-working

In order to comply with social distancing measures, co-working spaces across Manchester will need to adapt before reopening.

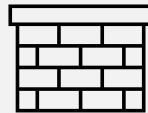
We have highlighted some of the main areas that will need to be considered, so please get in touch if you would like to discuss any of these.



Increase in level of security with passes being shared around for visitors too regularly.



Fewer 'touch' points. Whether that's through increased use of contactless technology or installation automatic doors – this will need to be considered.



More closed plan areas. Although this goes against the 'ethos' of co-working, a change will have to be made to adhere to social distancing. For example the use of dividers and some private offices.



On a positive note, businesses requiring an increased degree of flexibility due to business uncertainty may be looking to co-working spaces for this (month to month payment terms).

How can Workspace help?

Our offering

We know the thought of having to **reconfigure your whole office** is daunting.

Let us take the stress away. We'll work alongside you to **create and implement your post COVID-19 workspace.**

Our team will **research your needs**, find the **optimal solution**, **design and build efficiently and effectively** – and help you and your team **get back to work.**

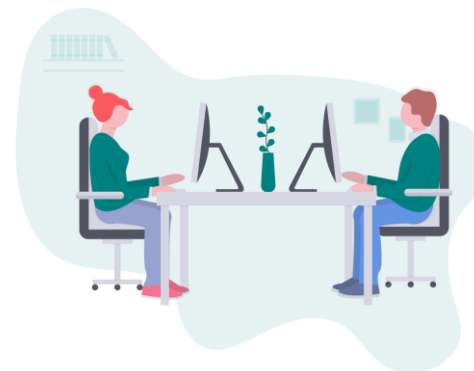


RESEARCH

- Finding the optimal solution
- Sustainable changes
- Expert knowledge

DESIGN & BUILD

- Implementing design effectively
- Efficient and professional service
- In line with new measures



HELPING YOU

- Making sure you're compliant
- Be productive sooner
- Become resilient against future shocks



**Get in touch to
find out how we
can help:**

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