

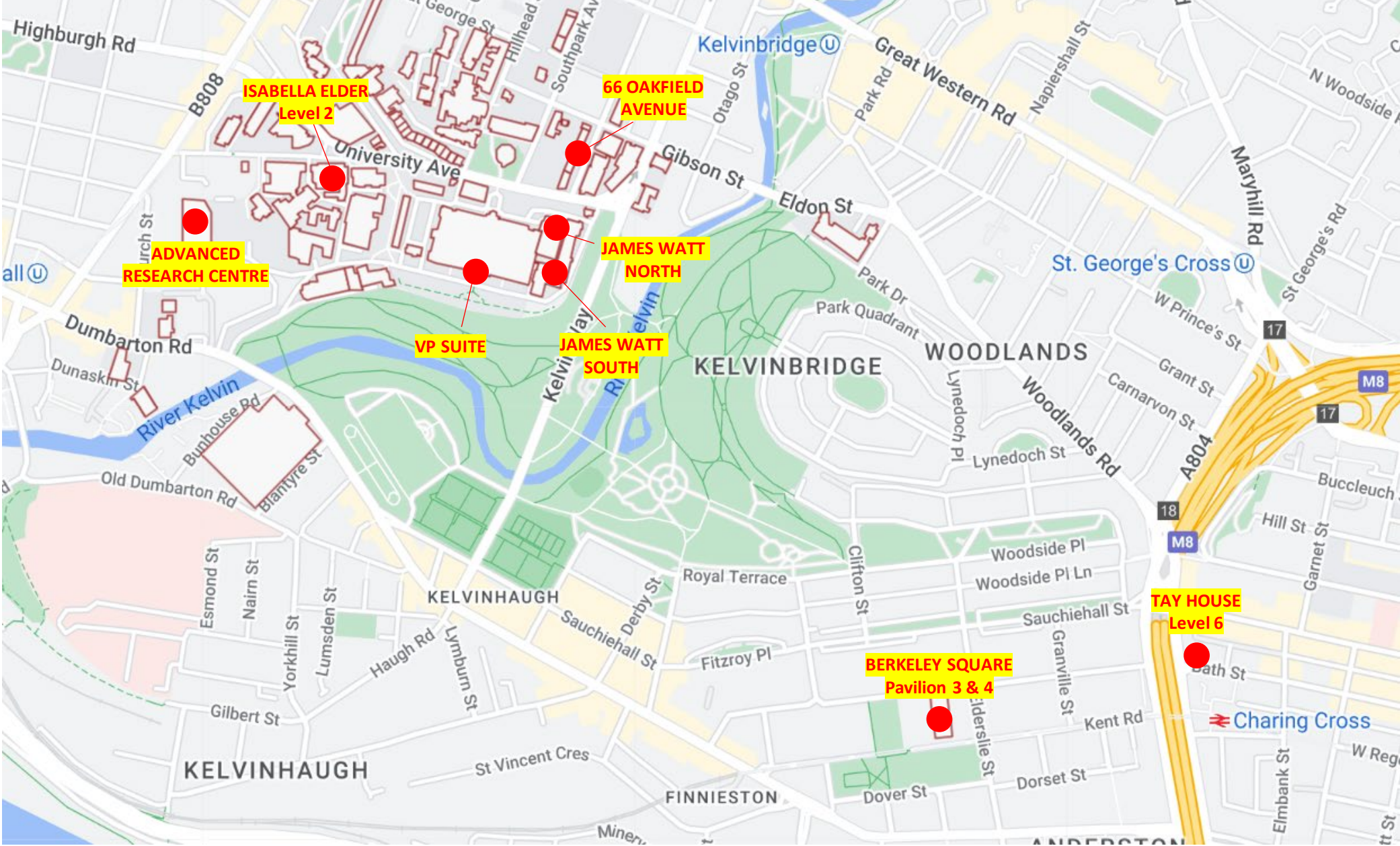


University
of Glasgow

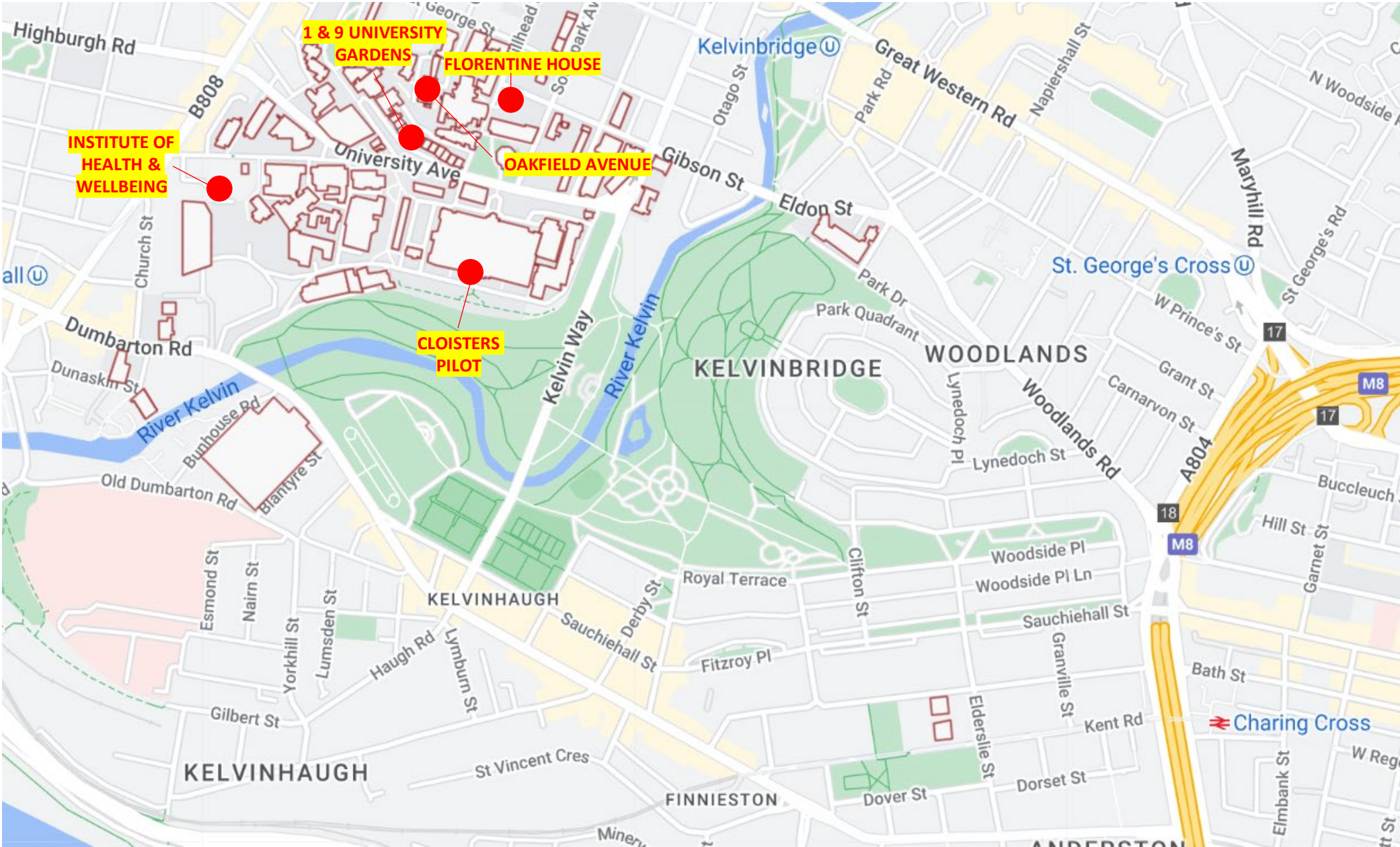
Agile Workspaces

The University of Glasgow
January 2023

Agile Workspace - Existing



Agile Workspace – In Progress/Planning



Isabella Elder

Status: Existing

Available to: Estates Staff



A proportion of Level 2 within the Isabella Elder building is occupied by the Estates department. The space is an agile environment, comprising of large team tables, monitor occupied desks and soft seating. Staff are asked to clear their desk when not in use and an allocation of lockers provides secure space for personal belongings.

The space has two meeting rooms which can be booked on the university’s booking system. Two single person pods are also available for use and are highly popular with staff participating in video calls or private phone calls. These pods are currently not bookable spaces. A small kitchen with boiling/chilled water tap, microwave and fridge provision is accessible to all staff and high height break-out seating within the kitchen offers an informal space to enjoy lunch. Lounge seating, combined with fabric dividers and artificial foliage helps to soften the acoustics within the space.

- ON CAMPUS LOCATION
- LOCKERS
- BOOKABLE MEETING ROOMS
- MONITORS/DOCKING STATION
- TEA PREP FACILITIES
- SHARED STORAGE
- BOOKABLE WORKSTATIONS
- LAB SPACE
- REFLECTION/FAITH ROOM
- DISABLED ACCESS
- PUBLIC ACCESS

| Tay House - Level 6

Status: **Existing**

Available to: **Estates Staff**



Level 6 of Tay House is occupied by Estates & Commercial Services, Finance, HR, Planning & Business Intelligence and Data Protection. The front reception is manned during building opening hours (7.00am-8.30pm) whilst the security office at the rear of the building can be accessed 24/7. University staff are required to have a fob to access the turnstiles on the ground level and staff cards are used to open the doors into level 6.

Tay House is an agile, open-plan office environment. Desks are unassigned and staff are encouraged to use the lockers provided to store personal belongings. Meeting rooms are bookable and ad-hoc communal spaces within the open floorplate can be used for informal conversation. Level 6 has 3 kitchenettes all equipped with fridge, sink, microwave, boiling/chilled water tap and dishwasher (1 kitchenette only). There are 8 MFD's (printer/scanner) across Level 6.

BOOKABLE MEETING ROOMS	<input checked="" type="checkbox"/>
MONITORS/DOCKING STATION	<input checked="" type="checkbox"/>
LOCKERS	<input checked="" type="checkbox"/>
SHARED STORAGE	<input checked="" type="checkbox"/>
TEA PREP FACILITIES	<input checked="" type="checkbox"/>
DISABLED ACCESS	<input checked="" type="checkbox"/>
ON CAMPUS LOCATION	<input type="checkbox"/>
LAB SPACE	<input type="checkbox"/>
BOOKABLE WORKSTATIONS	<input type="checkbox"/>
REFLECTION/FAITH ROOM	<input type="checkbox"/>
PUBLIC ACCESS	<input type="checkbox"/>

| Berkeley Square (Pavilion 3)

Status: **Existing**

Available to: **External Relations (Pavilion 3)**



Pavilion 3 of Berkeley Square was acquired by the university in 2018 and redesigned in 2019 to provide agile workspace for various departments within the University of Glasgow. The external doors are salto accessed and has a small reception area/lobby located close to the entrance for visitors to the space. It also has lift access to all floors.

All desks are currently unassigned and have a monitor, docking station and under desk pedestals. Pavilion 3 operate a clear desk policy and users are asked to remove belonging from pedestals at the end of each day. Staff have access to shared storage which is typically positioned at the end of desk runs. Enclosed meeting pods of various sizes can be booked through the internal booking system and have AV provision, allowing staff to participate in presentations and video calls in a quiet and private space. The pods, combined with suspended acoustic screens and high desk dividers help to segment the space and reduce noise transfer.

Soft seating and break-out areas facilitate lunch hours and collaboration. Collaborative spaces are equipped with power and writable surfaces to promote thought sharing and group conversation. Staff have access to zip taps, fridges and microwaves within the tea-prep area. Each floor of both pavilions has a print room and access to a provision of spare laptops, making Hybrid working an easier task for staff.



BOOKABLE MEETING ROOMS



LOCKERS



MONITORS/DOCKING STATION



TEA PREP FACILITIES



SHARED STORAGE



DISABLED ACCESS



ON CAMPUS LOCATION



BOOKABLE WORKSTATIONS



LAB SPACE



REFLECTION/FAITH ROOM



PUBLIC ACCESS



| Advanced Research Centre (ARC)

Status: **Existing**

Available to: **University Staff and Students, General Public (Level 2)**

Creative Economies & Cultural Transformation, Digital Chemistry, Global Sustainable development, Quantum and Nanotechnology, and Technologies Touching Life (Level 1, 3-5)



The Advanced Research Centre is the 2nd building to be delivered as part of the University of Glasgow Campus Development Project. The ARC building will house 600 academics, postdoctoral researchers and PHD students from various disciplines and facilitates high levels of collaboration.

The ARC is situated over 5 floors and will be home to academics working on global challenges across five broad themes: Creative Economies & Cultural Transformation, Digital Chemistry, Global Sustainable Development, Quantum and Nanotechnology, and Technologies Touching Life. Staff working areas will be compartmented into ‘neighbourhoods’ and desks within these spaces will be used in an agile manner. Neighborhoods are provided an allowance of shared storage, and staff can store personal belongings within unallocated lockers. Users will have access to Lab facilities located on levels 3-5.

Levels 3-5 are also accessible and, in addition to desk areas, will feature a collection of break-out, meeting and project spaces; facilitating both spontaneous and organised collaboration. Each of these levels will have 2 tea prep points available for staff and student use. Level 2 will be open to the public who, along with occupants of the building, can use the Eusebi Café which is located on this level. Level 2 will also act as the initial welcome point, with a large reception counter providing visitors to the building with information and direction. Showers changing facilities and additional lab provision can be found on Level 1.

ON CAMPUS LOCATION	<input checked="" type="checkbox"/>
LOCKERS	<input checked="" type="checkbox"/>
BOOKABLE MEETING ROOMS	<input checked="" type="checkbox"/>
MONITORS/DOCKING STATION	<input checked="" type="checkbox"/>
TEA PREP FACILITIES	<input checked="" type="checkbox"/>
SHARED STORAGE	<input checked="" type="checkbox"/>
LAB SPACE	<input checked="" type="checkbox"/>
REFLECTION/FAITH ROOM	<input checked="" type="checkbox"/>
DISABLED ACCESS	<input checked="" type="checkbox"/>
PUBLIC ACCESS	<input checked="" type="checkbox"/>
BOOKABLE WORKSTATION	<input type="checkbox"/>

| James Watt South

Status: **Existing**

Available to: **School of Engineering**



James Watt South recently re-configured multiple spaces to create shared PGR spaces. These spaces can facilitate between 8-16 users and are used on an agile basis. Users are provided with lockers that can be used to store personal belonging whilst working in the space.

ON CAMPUS LOCATION



LOCKERS



BOOKABLE MEETING ROOMS



MONITORS/DOCKING STATION



TEA PREP FACILITIES



SHARED STORAGE



LAB SPACE



DISABLED ACCESS



REFLECTION/FAITH ROOM



PUBLIC ACCESS



BOOKABLE WORKSTATION



VP Suite

Status: **Existing**

Available to: **Vice Principles**



The Vice Principles office recently voiced a desire for an increase in private meeting space. An increase in video calls resulted in staff having to find alternative space out-with the office to conduct calls.

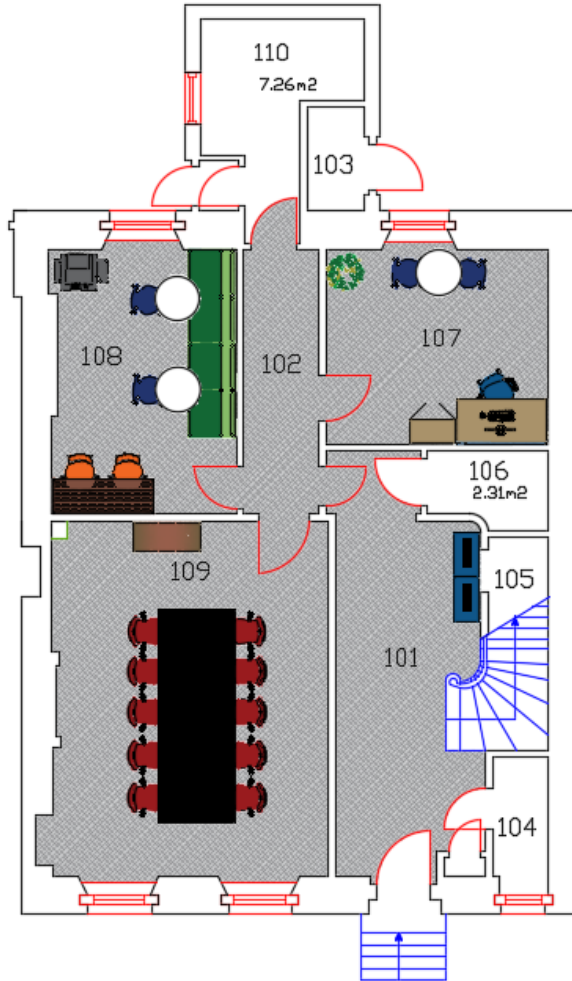
Two dual person meeting pods were added to the space in order to facilitate confidence calls and small meetings. Each pod is equipped with in-built ventilation, power and USC access and sensor operated lighting. The lighting can be dimmed to create a more relaxing atmosphere for those using the pods as private, focused space.

ON CAMPUS LOCATION	<input checked="" type="checkbox"/>
LOCKERS	<input checked="" type="checkbox"/>
BOOKABLE MEETING ROOMS	<input checked="" type="checkbox"/>
MONITORS/DOCKING STATION	<input checked="" type="checkbox"/>
TEA PREP FACILITIES	<input checked="" type="checkbox"/>
SHARED STORAGE	<input checked="" type="checkbox"/>
LAB SPACE	<input checked="" type="checkbox"/>
REFLECTION/FAITH ROOM	<input checked="" type="checkbox"/>
DISABLED ACCESS	<input checked="" type="checkbox"/>
PUBLIC ACCESS	<input checked="" type="checkbox"/>
BOOKABLE WORKSTATION	<input type="checkbox"/>

66 Oakfield Avenue

Status: **Existing**

Available to: **School of Social & Political Sciences**



66 Oakfield Avenue was transformed into an agile working hub to support existing staff and members of staff decanting from Florentine House during its proposed refurbishment.

The space was configured to allow users to book desks, ensuring they were guaranteed an area to work whilst on campus. A previously refurbished meeting room provided capacity for larger meetings and collaboration, whilst an adjacent social space allowed users to informally touchdown with laptops or to break away from desk spaces during break and lunch hours.

A provision of height adjustable desking has been integrated into level 2 of the space to ensure staff have the choice to adjust their working height throughout the day. A small allowance of shared storage for teams to store belonging was also included.

Lockers were provided to ensure all users had secure space when working within Oakfield.

ON CAMPUS LOCATION	<input checked="" type="checkbox"/>
LOCKERS	<input checked="" type="checkbox"/>
BOOKABLE MEETING ROOMS	<input checked="" type="checkbox"/>
TEA PREP FACILITIES	<input checked="" type="checkbox"/>
SHARED STORAGE	<input checked="" type="checkbox"/>
MONITORS/DOCKING STATION	<input checked="" type="checkbox"/>
BOOKABLE WORKSTATION	<input checked="" type="checkbox"/>
DISABLED ACCESS*	<input type="checkbox"/>
REFLECTION/FAITH ROOM	<input type="checkbox"/>
LAB SPACE	<input type="checkbox"/>
PUBLIC ACCESS	<input type="checkbox"/>

| James Watt North

Status: **Existing**

Available to: **School of Engineering**



James Watt North was developed as a pilot space for the school of engineering in order to explore new ways of working for post graduate researchers and academics.

The space features a variety of touchdown workspaces, collaboration spaces, meeting rooms and recreational areas. All workspaces promote agile working and the addition of lockers encourages users to keep desk areas clear when not in use and store personal belongings in a secure space. Acoustic dividers in shared spaces can help limit transfer of noise and provide privacy if/when required.

Collaborative spaces are equipped with monitor provision and writable surfaces to encourage brainstorming and short presentations. These areas are designed in a less formal way; with soft seating and various postures being introduced in collaborative settings. A combination of open and enclosed booths ensures users have a range of privacy settings and can be used to reduce distraction and help users focus.

A tea prep area located on Level 2 provides users with social space and refreshment facilities. Staff and students are also welcome to use this area as an additional touchdown zone.

ON CAMPUS LOCATION	<input checked="" type="checkbox"/>
LOCKERS	<input checked="" type="checkbox"/>
BOOKABLE MEETING ROOMS	<input checked="" type="checkbox"/>
MONITORS/DOCKING STATION	<input checked="" type="checkbox"/>
TEA PREP FACILITIES	<input checked="" type="checkbox"/>
SHARED STORAGE	<input checked="" type="checkbox"/>
DISABLED ACCESS*	<input type="checkbox"/>
BOOKABLE WORKSTATION	<input type="checkbox"/>
REFLECTION/FAITH ROOM	<input type="checkbox"/>
LAB SPACE	<input type="checkbox"/>
PUBLIC ACCESS	<input type="checkbox"/>

| Clarice Pears Building (IHW)

Status: **In Progress**

Available to: **University Staff and Students, General Public (Level 0-1), Institute of Health and Wellbeing (Level 2-6)**



The Clarice Pears Building will be occupied by the Institute of Health and Wellbeing and is due to be delivered in the spring of 2023.

The Clarice Pears building has a combination of enclosed and open plan shared offices. Levels 2-6 will be allocated to staff and PGR/PGT students. Similarly to the ARC, the Clarice Pears building will collate staff and students into ‘neighbourhoods’, providing them with dedicated space but not dedicated desks. Shared departmental storage and lockers will ensure users have secure space to store belongings and paperwork. The zig-zag spaces overlooking the atrium on the upper levels will house a combination of collaborative and informal break-out spaces. Users will not only have access to these spaces, but can also utilise project rooms, social space and tea-prep areas located over the various levels.

The Clarice Pears building will be open to the public. An exhibition space located on level 1 will encourage social engagement and support knowledge exchange. Large seminar spaces, meeting rooms and IT labs will be bookable and can be used to hold larger conference sessions and lectures.

ON CAMPUS LOCATION	<input checked="" type="checkbox"/>
LOCKERS	<input checked="" type="checkbox"/>
BOOKABLE MEETING ROOMS	<input checked="" type="checkbox"/>
MONITORS/DOCKING STATION	<input checked="" type="checkbox"/>
TEA PREP FACILITIES	<input checked="" type="checkbox"/>
SHARED STORAGE	<input checked="" type="checkbox"/>
REFLECTION/FAITH ROOM	<input checked="" type="checkbox"/>
DISABLED ACCESS	<input checked="" type="checkbox"/>
PUBLIC ACCESS	<input checked="" type="checkbox"/>
BOOKABLE WORKSTATION	<input type="checkbox"/>
LAB SPACE	<input type="checkbox"/>

Florentine House

Status: **In Progress**

Available to: **School of Social & Political Science**



Florentine House is currently occupied by the College of Social Sciences. It is a B listed building and many of the existing features and decoration can be found particularly in the entrance hall and staircase. As the College of Social Science is experiencing growth, the project brief was to provide a more flexible environment which allowed users to transition between Florentine House, other locations on campus and their home.

The main point of entry into the building is on Level 2, with an additional disabled access at the rear of the building leading onto Level 1. Currently, the layout of the space is comprised of enclosed rooms with allocated desks, with a combination of shared and personal storage.

The proposed refurbishment involves introducing a more agile working environment. Under desk storage will be replaced by personal lockers, allowing users to work at any desk within the building. Additional space has been created for break-out and social space in order to encourage users to step away from their desks during break and lunch hours. A small kitchen will be modernised to provide tea, coffee and microwave provision. A breakfast bar style seating area will also be introduced.

Power allocation, wifi provision, lighting and decoration will be upgraded in order to provide an enhanced user experience.

The Florentine House refurbishment is due to be delivered in 2023.

ON CAMPUS LOCATION	<input checked="" type="checkbox"/>
LOCKERS	<input checked="" type="checkbox"/>
BOOKABLE MEETING ROOMS	<input checked="" type="checkbox"/>
MONITORS/DOCKING STATION	<input checked="" type="checkbox"/>
TEA PREP FACILITIES	<input checked="" type="checkbox"/>
SHARED STORAGE	<input checked="" type="checkbox"/>
DISABLED ACCESS*	<input checked="" type="checkbox"/>
BOOKABLE WORKSTATION	<input type="checkbox"/>
REFLECTION/FAITH ROOM	<input type="checkbox"/>
LAB SPACE	<input type="checkbox"/>
PUBLIC ACCESS	<input type="checkbox"/>

*Level 1 only

Cloister Rooms

Status: **In Progress**

Available to: **All Staff (via request process)**



The Cloisters Pilot will be delivered within 4 spaces in vacant rooms adjacent to the cloisters. The space has been designed to allow schools and services who have demonstrated a desire to explore hybrid working to trial various methods of working in an environment out with their own.

A total of 4 spaces will be made available to occupants. Each space will be promoted for various different activities as listed below;

Room 244/244A – Agile Collaboration Space

Room 243 – Focus/Silent Space

Room 243E – Hybrid Socialisation Space

Room 350 – Hybrid Collaboration Space

Items of furniture and AV equipment within a number of the spaces are flexible, allowing groups to transform the spaces as they feel suits them best. Lockers and wardrobe provision ensures personal belongings can be stored securely.

Estates will manage the pilot and work with the users to gather feedback and adjust the pilot based on this feedback if required. The aim of the pilot is to gather information that will help influence future changes within schools and services.

ON CAMPUS LOCATION	<input checked="" type="checkbox"/>
LOCKERS	<input checked="" type="checkbox"/>
BOOKABLE MEETING ROOMS	<input checked="" type="checkbox"/>
TEA PREP FACILITIES	<input checked="" type="checkbox"/>
DISABLED ACCESS*	<input checked="" type="checkbox"/>
BOOKABLE WORKSTATION	<input type="checkbox"/>
SHARED STORAGE	<input type="checkbox"/>
MONITORS/DOCKING STATION	<input type="checkbox"/>
REFLECTION/FAITH ROOM	<input type="checkbox"/>
LAB SPACE	<input type="checkbox"/>
PUBLIC ACCESS	<input type="checkbox"/>

*Level 2 only

| University Gardens/Oakfield Avenue

Status: **In Planning**

Available to: **College of Arts**



The School of Humanities with to run, over two semesters, a range of agile space pilots, based around the following two suggestions:

- Staff who are working from home for a number of days per week volunteer to share offices on a rota system with similar, with one office thereby freed up for use by early-career researchers, visitors, etc.
- Staff (typically more senior) volunteer to ‘give up’ large offices to be used as shared spaces/hot-desking spaces for PDRAs and PGR students. These offices will utilise One Device strategy, innovative storage facilities, and the like.

Spaces within 1 and 9 University Gardens will be transformed, as well as a currently underutilised space in Oakfield Avenue. These spaces will be available to early-career researchers, or PGR students. Equally, the space might be used by College of Arts Professional Services staff from 6 University Gardens.

The scope of this pilot is confined to those staff who have voluntarily agreed to take part and give up offices/agree to share and will involve around 20 staff currently in the buildings.

ON CAMPUS LOCATION	<input checked="" type="checkbox"/>
LOCKERS	<input checked="" type="checkbox"/>
SHARED STORAGE	<input checked="" type="checkbox"/>
DISABLED ACCESS*	<input checked="" type="checkbox"/>
MONITORS/DOCKING STATION	<input checked="" type="checkbox"/>
BOOKABLE WORKSTATION	<input type="checkbox"/>
BOOKABLE MEETING ROOMS	<input type="checkbox"/>
TEA PREP FACILITIES	<input type="checkbox"/>
REFLECTION/FAITH ROOM	<input type="checkbox"/>
LAB SPACE	<input type="checkbox"/>
PUBLIC ACCESS	<input type="checkbox"/>

*Ground level only (1 uni gardens)

BUILDING NAME	NET INTERNAL SPACE	CONTACT
Isabella Elder	325M ²	lauren.mcmillan@glasgow.ac.uk (space planner – estates)
Tay House (Level 6)	1985M ²	lauren.mcmillan@glasgow.ac.uk (space planner – estates)
Berkeley Square (Pavilion 3)	1622M ²	mary.johnstone@glasgow.ac.uk (director of business support – external relations)
Advanced Research Centre (ARC)	19,480M ²	john.harris@glasgow.ac.uk (head of operations - ARC)
James Watt North	1255M ²	Jacqueline.campbell.2@glasgow.ac.uk (change manager – school of engineering)
Clarice Pears Building (IHW)	7643M ²	asha.costigan@glasgow.ac.uk (head of administration - IHW)
Florentine House	351M ²	billy.howie@glasgow.ac.uk (operations director and deputy director – college of professional services)
Cloister Rooms	131M ²	lauren.mcmillan@glasgow.ac.uk (space planner – estates)
University Gardens/Oakfield Avenue	235M ²	michael.brady@glasgow.ac.uk (head of school – school of philosophy)