## Appendix 5

## Programme - WoW indicative Timeline (Key activity - High level)



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## From Jan '22 to Autumn 22

- Workplace Strategy Estate Appraisal approved
- Initiate FBC - lessons learned, evidence, Space configuration and Technology costs and Benefits
- Tranche 2
- All employee comms re. return to buildings (phase 2) including links to ways of working hub to ensure spaces are used appropriately
- (last batch) Workstyle e-letters/emails sent to Tranche 2a employees inc. links to guidance documents
- Managed return to County Hall and other buildings continued:
Phase 2:
- Interim spaces configured for remaining services to use, based on T1 lessons learned, Workplace strategy blueprint and estate appraisal

Tranche 2a employees working in accordance to Hybrid working, using interim spaces as per their Charter, workstyle and Ways of Working guidelines

- Workplace strategy - Designs for final permanent spaces approved
- FBC/CMA approved At latest!
- Configuration of workspaces including technology begin
- All employee comms to set out construction timelines


## Tranche 2b employees

 working in accordance to Hybrid working,using interim spaces as per their Charter,

## workstyle and Ways of

 Working guidelines
## It is expected that the enabling activity below will be delivered during this period

- Digital Mail
- Improved WIFI in agreed drop down sites
- All Council Services working in their Hybrid Models.
- All business and WoW actions/activities as per implementation plans completed - could contain some complexities that could take them to Autumn 22
- Change activities and capabilities continue to be embedded with ongoing support to Function s
- EQIAs for Tranche $\mathbf{2}$ \& b completed and approved by Project boards with all mitigations resolved by Autumn 22. One final ECC EQIA completed and included in Programme closure document
- Enabling activity delivered:
- Permanent, designed and fit for purpose workspaces including Hybrid technology and technology infrastructure
- C\&F relocation to Rowan house
- Contact Centre re-location to Colchester Library
- T\&Cs/contract changes relating to Property moves (if there is a change of admin base)
- Outside of WoW - Workforce strategy alignment including Reward and Benefits


[^0]:    Note. *Contingency space are based on those teams in buildings already and will not accommodate anything beyond
    these permissions. It is important that the existing numbers are retained and does not grow.
    RISK to be avoided

