



# Space Management

TRACK & MANAGE YOUR SPACE

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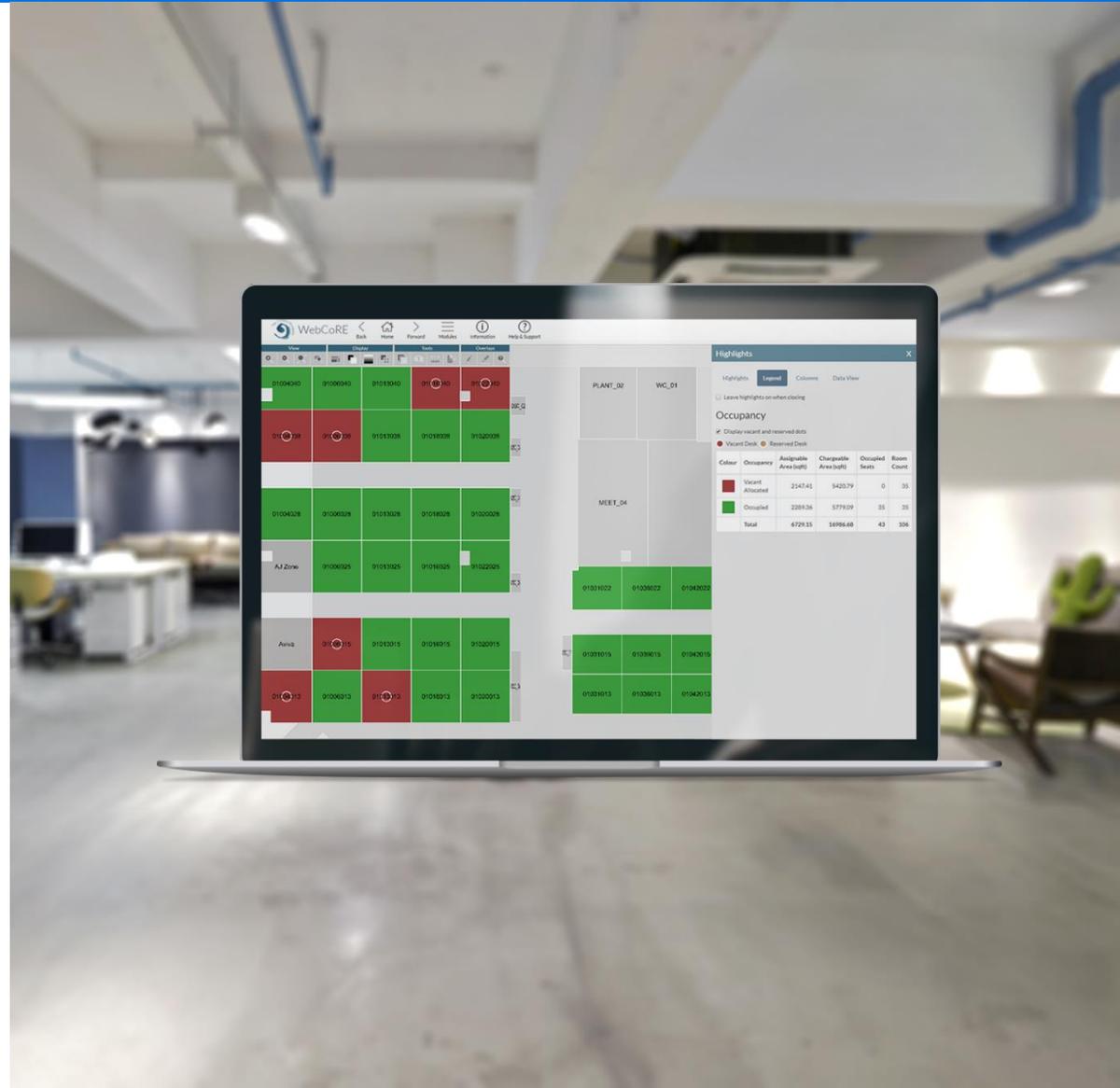


# Space Management

Space Management is an online data center that aggregates the fundamental information on your property portfolio, assets, employees and how all three interact

In order to maintain the usefulness and accuracy required for effective space management, Space Management has several backend, automated and user-specific components to understand and analyze:

- Building information
- Floor viewer
- Reporting

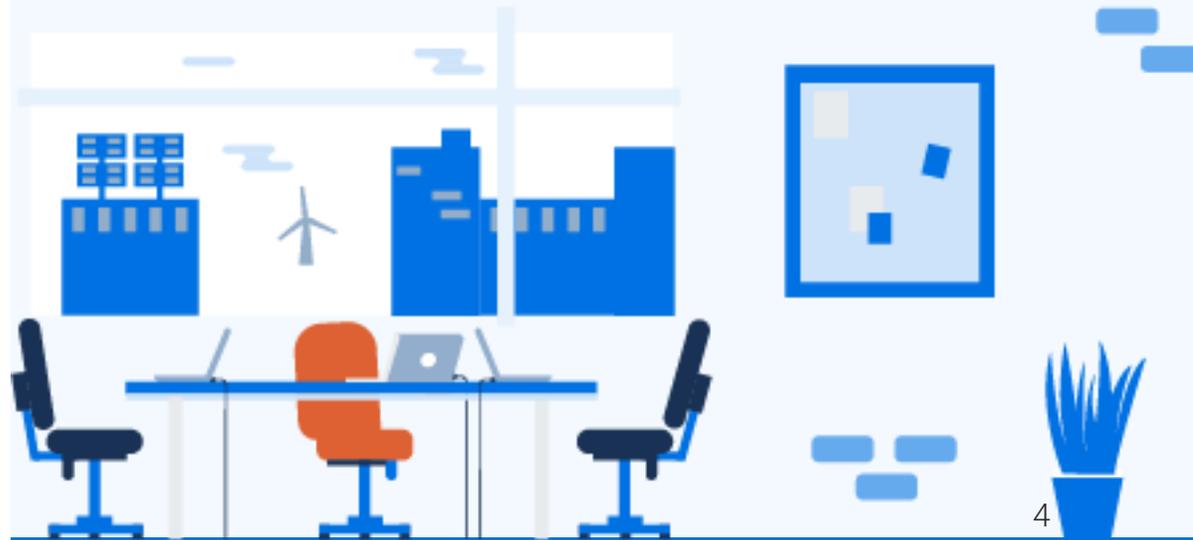


# What Space Management does

Space Management gives visibility and insight into your whole CRE portfolio and enables accurate tracking and evaluation of space

By combining digital technologies, visualization methods and all your data points, space is able to provide portfolio insight from high level to a granular level

Did you know **45%**  
of your space portfolio is **vacant** at  
any point in time?



# Benefits

- Manage all aspects of your property from one easy-to-use tool
- Identify under-utilized space & maximize estate efficiency
- Integrates with your internal feeds for greater data management
- All relevant data is centrally located - do more with fewer resources
- Align workplace initiatives with business goals
- Reduce operating costs through the better understanding and use of space
- Reduce your carbon footprint

## Space Management Averages

PER CLIENT



Clients report **saving** up to **\$30m** in the first year after implementing Space Management

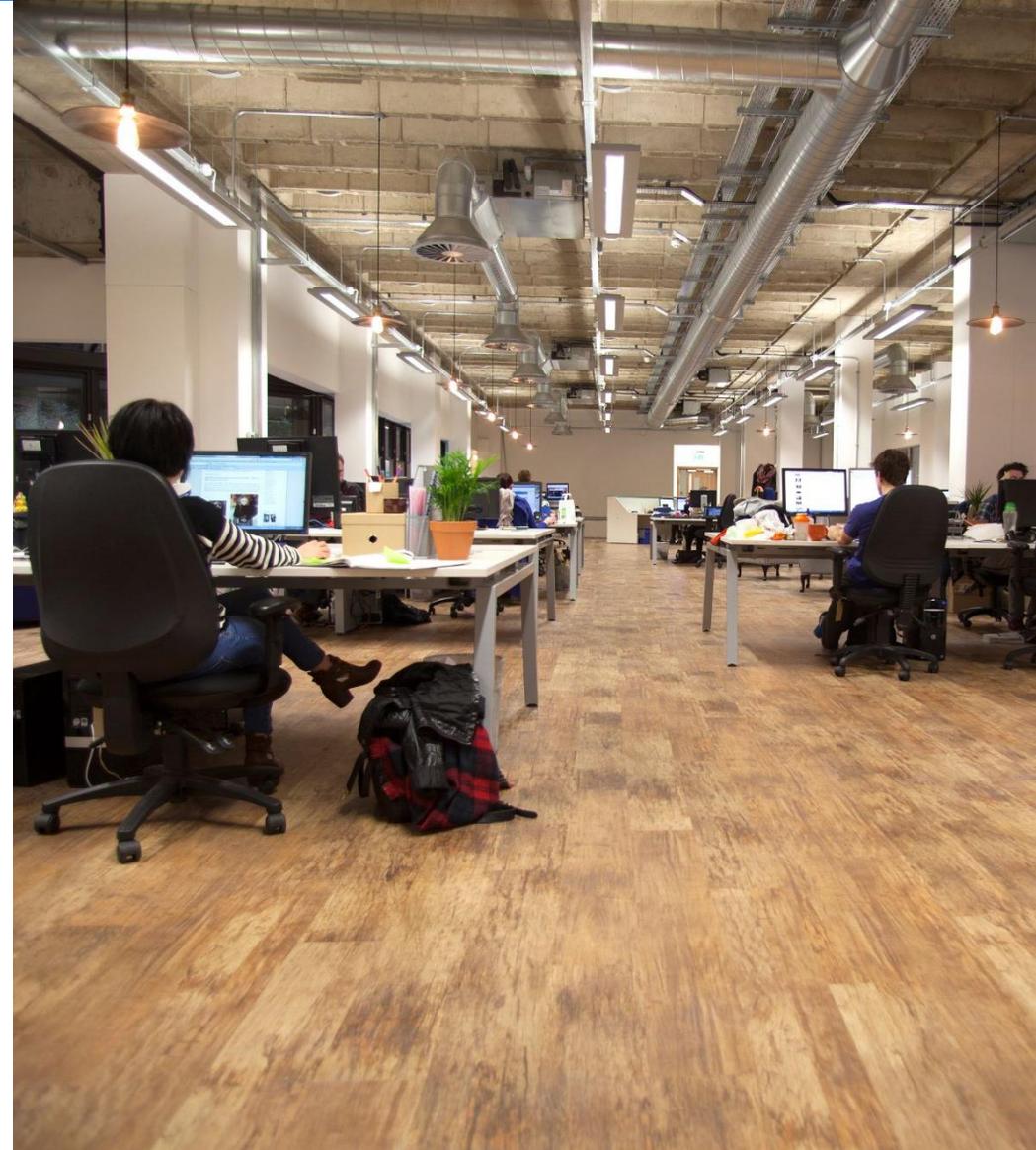
# Features

- Control permissions ensuring that changes to space data are accurate, trackable and necessary
- A database of all properties in your portfolio set against information such as addresses, key contacts for properties, etc...
- Lightweight floor plan rendering using WebGL- faster and lighter load/ refresh
- Floor plan viewer incorporates a highlighter and redline tool for further analysis and requesting



# Features

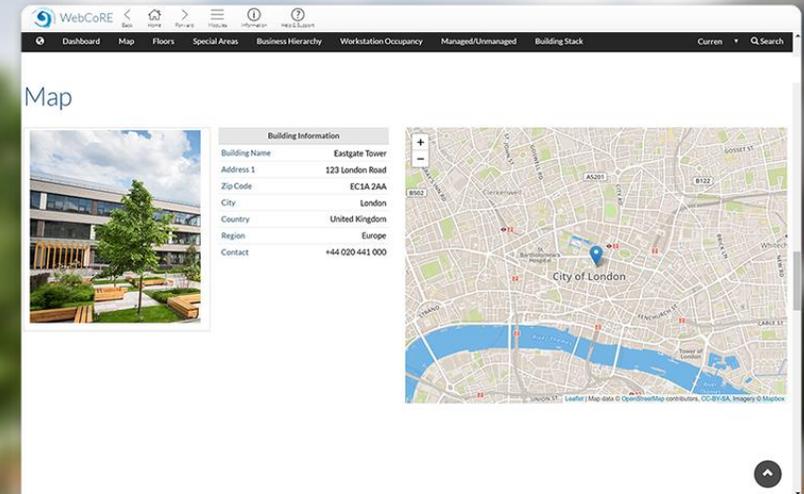
- Comprehensive standardized and configurable reporting formats
- As you drill into data the view dynamically updates displaying exactly the information you want to see
- Drill down from a map-based global portfolio view all the way down to a single floor plan view
  - Spatial data within a drawing can be highlighted to illustrate the location of a specific department or division
  - Space segmentation views - viewing whether space is common, occupied or vacant
- Enables the transparent allocation of costs to a building and across pro-rated spaces and to business groups



# Building Information

The building information component is a centralized record of all your buildings and holds key information such as:

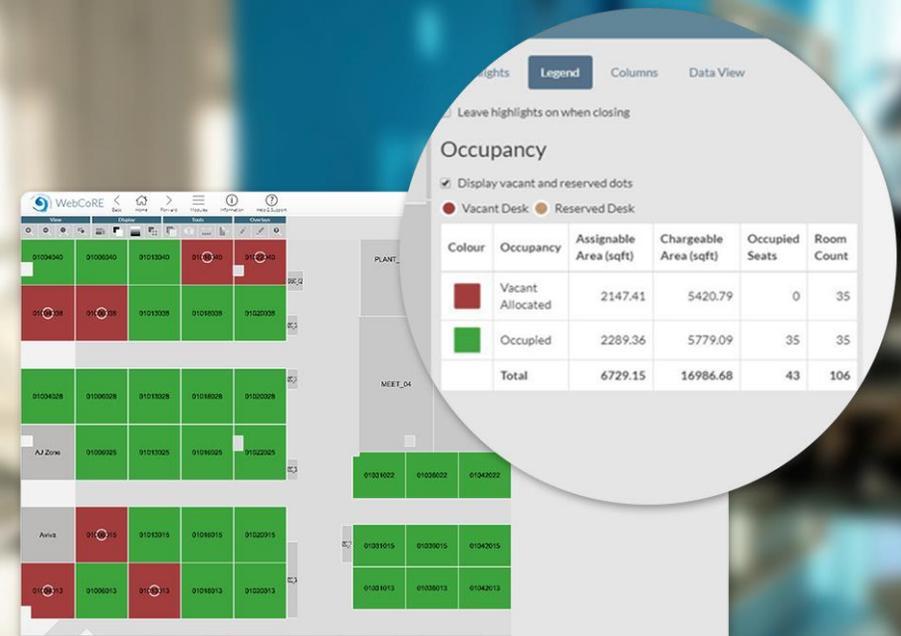
- Building images and addresses
- Key contacts including information about accessing facilities
- Information such as health and safety, transport options or lease information
- The search capability gives you the exact information you need immediately with integrated communication tools
- Link additional data feeds to automatically draw in broader information



# Floor Plan Viewer

The floor plan viewer visually represents how space has been allocated including by organization unit, occupant type and vacancy

- Adjust the level of detail on a floor plan by turning layers such as assets, infrastructure, etc... on and off
- Run and highlight specific search queries broadly covering occupancy, room category, room standards, business hierarchy and reporting columns
- Annotate floor plans using the Redliner tool – a useful communication tool when sharing proposals or requesting changes
- Export floor plans with your edits made in Redliner
- Access floor plans in a variety of formats you need to complete your task on- and off-line



# Reports

## Space Reports

A dashboard view outlines key space metrics at any point across your Location and Business Hierarchy

- Standard report columns include area, usable space, number of seats and vacancy rates
- Drill into space reports quickly navigating to specific locations:
  - Location search: by region, building or floor to navigate to a specific location
  - Department search: filter all locations with space assigned to that department
  - Employee search: highlight employees' location on a floor plan
- Multiple navigation methods
- Save regularly used search filters for greater ease-of-use and faster report generation

Dashboards and BI reports enable you to monitor **space utilization** to inform any changes needed

The screenshot displays the WebCoRE dashboard with two main report sections: Business Hierarchy and Workstation Occupancy. Both reports show a table of metrics for various departments and workstation types.

Global Business Function	Total Workstations	Employee Count	Workspace Vacancy Rate	Occupied Workstations	Vacant Allocated Workstations	Vacant Unallocated Workstations	Other Workstations	Assignable Area (SQFT)	Chargeable Area (SQFT)	Total Weekly Cost (\$000)
Engineering	74	0	0%	0	26	0	0	2,484	8,857	364,347
Finance	491	848	114%	424	17	0	245	22,940	15,803	7,088,412
Human Resources	0	1	0%	0	0	0	0	0	0	0
Operations	0	2	0%	0	0	0	0	0	0	0
Public Relations	6,799	5,849	22.34%	5,282	1,519	0	5,835	298,159	651,529	61,545,674
Recd	407	0	0%	407	0	0	407	4,045,254	0	0
Self Service	1	0	0%	1	0	0	1	37	88	3,269
Sales	129	245	146.7%	129	0	0	0	4,229	14,505	1,115,040
Technology	4,584	5,247	17.1%	3,783	791	0	4,391	177,147	408,728	43,993,423
Utilities	42	0	0%	0	42	0	42	3,062	4,764	198,783
TOTALS	74,240	89,473		59,251	14,322	711	8,542	4,992,326	4,993,947	494,387,376

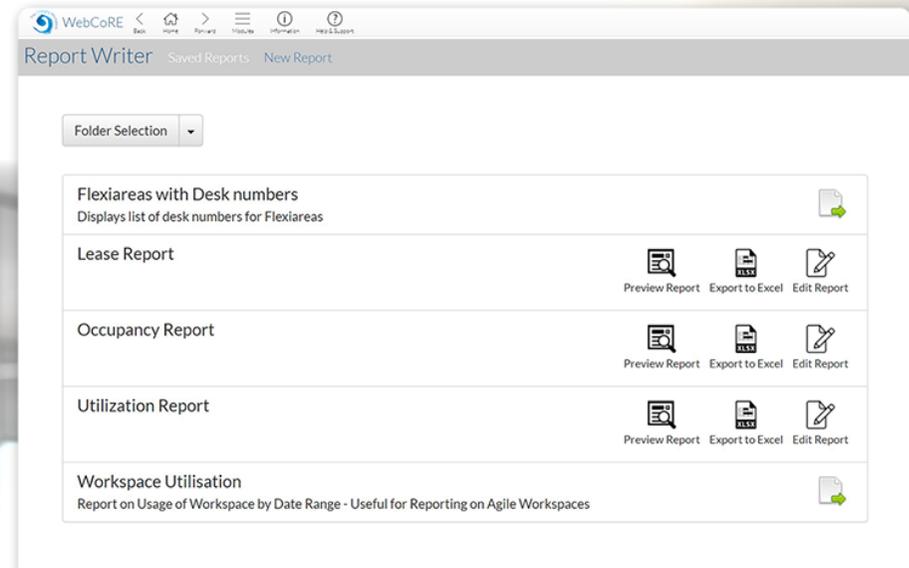
Workstation Type	Total Workstations	Employee Count	Assignable Area (SQFT)	Chargeable Area (SQFT)	Total Weekly Cost (\$000)
Executive	305	0	8,421	22,063	1,741,754
Executive	30,759	20,137	889,633	1,451,176	112,639,891
Self	0	11,854	0	0	0
Non-Executive	0	11,613	4,436,479	804,407	57,428,343
Executive	46,011	46,019	1,022,046	3,251,473	263,792,837
Executive	0	174	174	347	74,807
Executive	407	0	10,827	0	0
Workstation	34,882	0	464,243	1,141,145	73,326,091
Workstation	235	0	3,230	23,078	2,042,191
TOTALS	74,155	89,473	4,994,449	4,991,354	494,387,376

# Reports

## Report Writer

Report Writer enables users to create, edit, run and share reports using a larger selection of space and employee related data points

- Report Writer features a report creation wizard where users can select the required data sources, filters and columns to create new reports
- Reports are visible through Space and can be shared on- and offline
- Users with the advanced permissions can create pre-defined reports
- Pre-defined reports are available to all Space users



# About The Changing Workplace

The Changing Workplace was founded in 2000 after developing our portfolio management platform, WebCoRE

WebCoRE's tools are used to capture and blend metrics outlining how facilities are being used compared to how they were planned

Data visibility and platform capabilities enable users to take affirmative action creating and enabling strategies aligning with expectations from users and governance

WebCoRE is used to manage over 200 million square feet with over 20k active users across 140 countries

Offices in America, Europe and partnerships in several strategic locations globally



**£7.8<sub>b</sub>**

of unused space consolidated  
over 20 years



**200<sub>m</sub>**

Sq ft managed

**140**



Countries with WebCoRE  
presence

**23.3%**



Turnover reinvested in R&D  
annually

**20<sub>k</sub>**



Active WebCoRE  
users



Let us show you how easy accuracy is

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