

Workplace Strategy



Staff Survey Results

Project Number

J0330

Company

McLarens

Staff Entries

21

Avg Workday

8.6 Hrs

The survey results (Survey No.J0330) for McLarens were collected with participants' consent in accordance with the QTC Build Privacy Policy and Survey Terms and Conditions available on our survey portal. Non-personal information and individual submission results cannot be disclosed to ensure confidentiality. The total participant count, based on 21 submissions, is ascertained. If a higher number of participants was anticipated, kindly remind staff members who may not have submitted their responses.

Staff Identity

Teams	Staff	View	This table is constructed based on how staff perceive their placement within the company. A lack of variance indicates that staff have a clear understanding of their team and role. Conversely, a significant variance suggests potential concerns with staff identity. Minor variances are typical and generally not problematic.
Property	13	12.2	
Marine	3	4	
Liability	2	2	
Forensic	2	4	
Construction	1	1	

Staff Working Styles

These results represent the combined preferences of your staff's working methods. The scoring, ranging from 1.0 to 5.0, reflects stronger staff alignment with lower values. A healthy score is between 2.5 - 3.5

Concentration

1.4

Staff are trying to focus on their work, but the environment is either too noisy or not set up well. Acoustics might be a problem, and there's also a lack of quiet areas for work or taking calls.

Average times per day they step away for a phone call	7.3
What amount of time staff get distracted at their workpoint	81%
What percentage of time are staff at their workstation	41%
What percentage of staff use a quiet room	19%
What percentage of staff utilise the phone booth	0%

Contemplation

4.3

Staff don't currently have the necessary resources to recharge, and this could lead to lower productivity and a less positive workplace culture. This needs to be addressed

Additional Information in the Office and Amenities and Direct Feedback Section of this Document

Co-operation

3.5

Staff occasionally engage in group collaborations. It's worth evaluating the necessity of our current collaboration spaces to determine if we could potentially free up some floor space.

How many collaborate with others at their workpoint	95%
How many have regular briefs / scrums / huddles meetings	57%
How many need to book meeting rooms for visitors	81%
On average, how many people in a scheduled meeting	11 - 25

Teams that collaborate the most often as viewed by staff

Property/Liability	38%
Property/Forensic	24%
Marine/Forensic	10%

Communication

2.9

Staff frequently engage in presentations and communal sessions. Let's talk about using better technology and collaborative spaces to enhance this engagement further.

When conducting a presentation, staff utilise the following

Whiteboard / Pinboard	43%
Projector / Television	67%
Portable Electronic Device	14%
AV Link for Teams / Zooms	71%
Speakers and Microphones	38%
In desk power / modules	48%

Staff are currently using the following technologies

Desktop Computer	24%
Laptop	100%
Laptop Connection Hub	71%
Single Monitor	0%
Dual Monitor	100%
Desktop Landline	10%
Phone Charger	52%
Data Connection	76%

Commuting

2.9

Since remote work is common among staff, let's explore ways to make it even better. We can improve technology and offer more flexible hours to make remote work smoother.

How many believe they could WFH:	76%
How many would work in Hot Desk seating:	19%

Where staff think office should be located:

Near the existing office:	38%
Located in Melbourne CBD:	62%
Another location, closer to home	0%

How staff are commuting to work:

Carpooling with colleagues:	0%
Taking the Bus	24%
Taking their own car	71%
Riding a Bicycle / Scooter:	0%
Walking to work / exercising:	5%

Utilities

The utilities area is frequently overlooked in discussions about workplace strategies. However, it constitutes a crucial aspect of the office environment. A carefully planned utilities area, equipped with proper storage and tools, can significantly minimize the time staff need to spend there

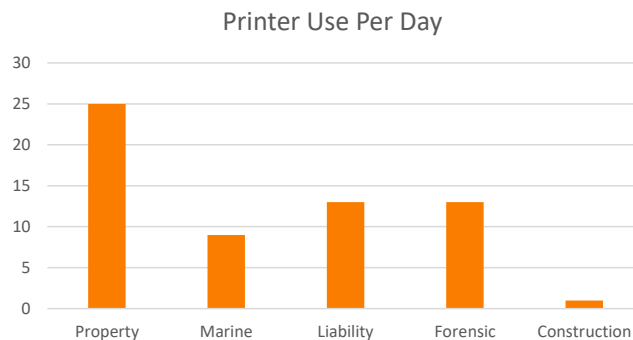
Item	Percent	Recommendation
Laminating	0%	No Laminator is present or required.
Binding	0%	No Binder is present or needed.
Stapling	33%	Since stapling is infrequent, allocate tambour storage space for staplers/accessories.
Mailing Station	0%	Staff don't engage in mailing activities.
Misc Stationary	81%	Given the frequent use, consider pedestals and stationary storage near Utilities area.
Folders	24%	Folders are used too rarely to warrant consideration.

Staff rarely use the utilities area. Let's consider storing individual utilities in a way that they can be easily taken out when needed.

Printing Patterns

The printer is being used approximately (61) times per day. Lets discuss an appropriate location for the Printer in relation to those who use it most, or discuss where certain teams will sit to be closer to the printer.

Property (25), Marine (9), Liability (13), Forensic (13), Construction (1).



Storage Use

Item	Percent	Recommendation
Desk Caddy	10%	Rarely used or not present. Safe to leave off of new design
Desk Pedestal	33%	Sometimes used, lets discuss removing this if it brings any advantages.
Compactus	0%	Rarely used or not present. Safe to leave off of new design
Shared Tambours	0%	Rarely used or not present. Safe to leave off of new design
Above Desk Storage	14%	Rarely used or not present. Safe to leave off of new design
Cupboard Storage	67%	Frequently used, let's see if it fits well with your plan.
Filing Cabinet	43%	Sometimes used, lets discuss removing this if it brings any advantages.

76% of staff believe there is adequate storage, and have listed the following as items they require access to the most:

Documents (7), Misc Stationary (9), Storage Area (5).

Office & Amenities

Workers opinions about their work environment matter a lot. When there are amenities and a well-designed office, it tends to boost the quality of their work. They're more likely to perform well in a supportive environment."

What percent of staff use the below amenities throughout the day:

Kitchenette	95%
Filtered Water	100%
Microwave	71%
Refrigerator	71%
Sandwich Press	38%
Coffee Station	57%
Breakfast Bar	14%
Provided Snacks	38%

How staff find the overall size of the office:

Too Big	Too Small	Fine
0%	71%	29%

How staff find the Natural Lighting in the office:

Too Bright	Too Dark	Fine
0%	67%	33%

How staff find the Artificial Lighting in the office:

Too Bright	Too Dark	Fine
19%	33%	48%

What percent of staff would like to see more greenery in the Workplace:	95%
What percent of staff think the office is designed well, is fun, and unique:	10%
What percent of staff enjoy the overall workplace culture:	95%

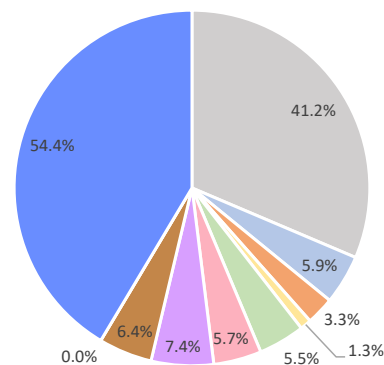
Staff Habits

The below figures are staff estimates of their daily work hours during a typical workweek. This information helps us see which areas are used the most, where staff spend their time, their average working hours, and where we can improve our workplace strategy in underperforming areas or enhance areas that are frequently used.

	Mon	Tue	Wed	Thu	Fri	Daily Avg
At work point	4.4	1.7	1.7	4.1	1.6	41.2%
In a quiet area	0.8	0.1	0.1	0.8	0.1	5.9%
Working in a group of 2	0.5	0.1	0.0	0.4	0.1	3.3%
Working in a group of 2+	0.2	0.1	0.0	0.1	0.1	1.3%
Meeting / Training session	0.8	0.2	0.1	0.6	0.1	5.5%
Teams or Zoom call	0.3	0.4	0.4	0.3	0.4	5.7%
Lunch Break or Recreation	0.6	0.4	0.5	0.6	0.4	7.4%
Jobsite or visiting Clients	0.3	0.6	0.3	0.8	0.3	6.4%
Personal commitment	0.0	0.0	0.0	0.0	0.0	0.0%
Working from home	0.8	5.2	5.5	0.8	5.4	54.4%
Total Hours	8.63	8.75	8.50	8.63	8.50	43 hrs

Research indicates that, on average, workers are productive for just 3 out of 8 hours in a day. To make the most of this limited time and minimize distractions, it's essential to assess how much time employees spend at their workstations and elsewhere in your business.

This analysis can help pinpoint areas where resource allocation can lead to improvement. Additionally, tracking which days of the week employees work longer hours can provide insights into factors affecting their productivity on those specific days.



Staff Schedule

The below figures are estimates of when staff are at the office, at their desks, in meetings, on breaks, or off-site during a regular workday. This helps us identify productive hours and patterns we can use to our advantage.

	Desk	Meeting	Break	Offsite	In Office
07:00 - 08:00	33%	0%	0%	10%	33%
08:00 - 09:00	86%	0%	0%	14%	86%
09:00 - 10:00	86%	0%	0%	14%	86%
10:00 - 11:00	76%	19%	0%	5%	95%
11:00 - 12:00	52%	33%	10%	5%	95%
12:00 - 13:00	24%	14%	57%	5%	95%
13:00 - 14:00	62%	19%	10%	10%	90%
14:00 - 15:00	71%	19%	0%	10%	90%
15:00 - 16:00	81%	5%	0%	14%	86%
16:00 - 17:00	62%	19%	0%	14%	81%
17:00 - 18:00	38%	0%	0%	19%	38%

Throughout the day, what percent of staff utilise the following:

Workstation	57%
Hot Desk	10%
Office	52%
Phone Booth	0%
Small Meeting Room	38%
Open Huddle	10%
Conference Room	43%
Quiet Room	19%
Booth Seating	0%

The percentages above represent the utilisation of various rooms and locations by staff at different times. High usage areas may warrant discussions about expanding, while low usage areas may be candidates for removal or repurposing.

Direct Staff Feedback

1. What Staff say are their favourite existing amenities are in the workplace:

The coffee machine has been mentioned multiple times, and is important because it provides a quick and convenient way for staff to get their caffeine fix, helping them stay alert and focused throughout the day.

Filtered water as well, which is crucial as it ensures staff have access to clean and healthy hydration, supporting overall well-being and productivity.

The kitchen area is valued for its role in offering a comfortable space for breaks and meals, fostering a more pleasant and social work environment.

N/A

N/A

2. What additional amenities or features staff would like to see:

Breakout Rooms and Wellness Spaces: Staff want more breakout rooms and wellness spaces for relaxation and stress relief.

Improved Kitchen Area: There is a desire for a larger, more inviting kitchen with more seating and better facilities, and a coat rack for rainy weather.

Informal Discussion Areas: An informal lunch room or relaxation area where staff can have casual conversations and brainstorm ideas is requested.

Enhanced Lighting and Environment: Improvements such as better lighting, more plants, and aesthetically pleasing decor are desired, and specifically a Sage Green Wall.

Additional Recreational Facilities: Access to features like a gym, table tennis, or a pool table are sought to promote wellness and provide relaxation options.

3. What design changes staff feel could boost productivity in the workplace:

Breakout Rooms and Quiet Spaces: More breakout rooms and dedicated quiet areas to facilitate relaxation, focused work, and informal meetings.

Improved Kitchen and Lunch Areas: A larger, more functional kitchen with better seating and a vibrant lunch area to enhance break times.

Individual and Small Offices: More individual or small offices to reduce distractions and provide private spaces for focused work and calls.

Better Technology and Meeting Facilities: Enhanced technology for meetings, including well-equipped meeting rooms and phone booths.

Increased Natural Light and Office Ambiance: More natural light, improved lighting, and a more attractive office environment with plants and artwork.

4. What Staff want to see in changes to their workstation

Many staff would like standing desk options. Standing Desks increase energy and focus, reduce physical discomfort, provide flexibility and customisation, and enhance ergonomics

There is a strong preference for larger monitors to improve productivity and ease of use. Larger monitors improve collaboration, are better for ergonomics, reduce eye strain, increase productivity.

More personal space and above-desk storage improve comfort, reduce clutter, and enhance efficiency by keeping work areas organized and accessible.

Phone chargers at workstations have been requested. The inclusion of this reduces interruptions from low battery levels and ensuring that staff can stay

Privacy improvements, such as individual or enclosed offices, are favored to reduce noise and ensure a quieter, more focused work environment.

5. What motivates staff to come into the office:

Team Collaboration: The opportunity to work directly with colleagues and engage in team collaborations and meetings.

Face-to-Face Interactions: The chance to meet and interact with peers, managers, and clients in person.

Socialising and Networking: Engaging in social interactions and building relationships with colleagues.

Productivity and Motivation: The office environment and structure contribute to increased motivation and productivity.

Scheduled Requirements: Adherence to contractual obligations or specific in-office days.

6. What staff are saying they dislike about the current workplace or culture:

Noise and Distractions: The office environment can be noisy and distracting, which makes it challenging for employees to concentrate on their tasks or hold private conversations without interruptions.

Lack of Privacy and Space: Insufficient rooms for quiet work and private calls, as well as cramped workstations, reduce comfort and productivity.

Dated and Unattractive Environment: The office is described as dark, dated, cramped, and uninviting, affecting the overall work atmosphere and professionalism.

Limited Social and Collaborative Areas: A lack of social spaces and areas for team meetings impacts collaboration and employee satisfaction.

Inconsistent Office Conditions: Disparities in office conditions, such as the difference between those with offices and those in open areas, create frustration among staff.

7. What staff are saying they like about the company, current workplace or culture:

Great People and Friendly Atmosphere: Staff appreciate working with friendly, supportive colleagues and a positive team culture.

Autonomy and Flexibility: Employees value the autonomy in their roles and the flexibility provided by the hybrid work model.

Excellent Support: Strong support from management and colleagues is highly regarded.

Work-Life Balance: The flexibility and hybrid model contribute to a better work-life balance.

Professional Reputation: The company's market-leading reputation and professional environment are seen as significant positives.

8. What final comments staff have made on this survey

Office Space and Amenities: The current office space is viewed as inadequate compared to competitors, and there is a need for better amenities and more relaxed areas.

Relevance of Survey Questions: Some survey questions are considered irrelevant or not reflective of the actual work environment and roles.

Need for Improved Office Design: The office design is seen as cramped and not suitable for a market-leading service provider, suggesting a need for more space.

Impact on Work Preferences: The lack of quiet space in the office is causing staff to prefer working from home for tasks requiring concentration.

Survey Design Issues: Concerns about the survey's design and execution, including contradictory questions and a lack of understanding of the office environment
