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Minutes

Brunswick Park

Stakeholder Consultation 3 Notes

February 2010

PRESENT: [section40(2) – FOIA] London Borough of Barnet
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[section40(2) – FOIA] Sprunt Ltd

APOLOGIES: [section40(2) – FOIA] London Borough of Barnet

CIRCULATION: [section40(2) – FOIA] London Borough of Barnet
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File

Total Distribution 9

ITEM

ACTION

1 STAKEHOLDER CONSULTATION 3

1.1 Deliveries will have to come through reception, once a month and out once a week - this is okay, they will use a trolley. Delivery truck with a tailgate? Libraries will think about it as will [section40(2) – FOIA] as the volume of it makes it cumbersome.

1.2 Increase the length of ramp and add a door directly into the server room. 1.5 door?

ITEM	ACTION
1.3 Reception desk view towards adult learning section	
1.4 Glazed wall rather than 2nd security door.	
1.5 Café only connected to waiting area with the possibility to buy a coffee directly from the library.	
1.6 Door to outside does not need to have security if the fence is high enough.	
1.7 Not to be seen as identified offices - re-labelled as generic office? Office 1, 2, 3	
1.8 Offices need to be locked.	
1.9 Acorn: Storage for Acorn parent training room needs to be across the hall.	
1.10 Moved entrance to Hydro.	
1.11 PMLD with separate play area outside.	
1.12 Between class storage - concerned about storage.	
1.13 Max requirement for PMLD class: 6 wheelchairs come and go, 6 work chairs and 2 standing frames. 6 pieces in use and 8 being stored at any given time.	
1.14 [section40(2) – FOIA] to rearrange to ensure there is enough storage in PMLD class.	
1.15 Dining room: can it be partitioned so a small meeting could take place and it could be a bit more multifunctional?	
1.16 Will have to have a 1:1 meeting room – ideally, it would be off of main reception - need 3 or 4 adults and a sink. - could waiting area be smaller, or room on other side of library glass wall or pod in centre of reception?	
1.17 Shared meeting room acorn activity - max 2.5 days of 5 days	
1.18 Toy storage for preschool teams - would be better if stored downstairs but if close to lift, it can work upstairs.	
1.19 Acorn downstairs = 9, 17 bods in room upstairs but not all the time. Working on a circulation of 10 max in upstairs room.	
1.20 Door access to toilets from both rooms.	
1.21 1 less shower and 1 more toilet upstairs - will look at when staffing numbers are in.	
1.22 Acorn - room within a room, proper room with a door that is not glass. In both rooms. Accept will lose space in main rooms but the separate space is vital. Definitely in the ASD classroom.	
1.23 Preschool Offices instead of acorn for the upstairs office.	
1.24 Comment - all waiting for GP is upstairs.	

ITEM	ACTION
1.25 Budget - funding for reception. How that circulation will work. Who will pay for it? How much from each budget if they are responsible for the 'shared post'	
1.26 Reception function is required but can't really be accurately divided on area.	
1.27 [section40(2) – FOIA] offer to run a workshop about how we can operate and combine capital for shared resources in facility.	
1.28 There are 2 permanent spaces in the preschool option. Feeling a bit anxious about the large office space and storage space.	
1.29 10 desks + storage	