

Room Name Meeting Room, 30m2

Room Number MEET-L-30

Revision 5

Issue Date 20.03.17

BRIEFING
Briefed Area 30.00 m²
Hours of Operation Available 24 Hours

Occupancy Up to 20

Acoustics Sound attenuation level high, Acoustic privacy is required.

Remarks
**Description /
Special Requirements**

A multipurpose room providing video-conferencing facilities for staff meetings, teaching, training/education and patient group activities. This room may also accommodate other meetings, such as those held with the visiting Magistrate Review Hearings in Mental Health units (refer to AusHFG mental health HPUs for specific requirements), telehealth and for providing video-conferencing facilities for staff and client meetings. The room should be located away from high traffic and noise areas. An external outlook is desirable. A second egress door may be required for staff safety and security. A specific requirement for Magistrate Review Hearings. Integration of video-conference equipment should be considered including but not limited to the following: room and VC control, room sound system, room microphone system (dual, wireless, ceiling or combination), display system (eg, monitor or monitors), AV. Seek audiovisual expertise for complex, project specific requirements. Discussions within the room should not be heard in adjacent rooms or corridor; background noise (from HVAC or other sources) should be kept to a minimum; avoid parallel hard surfaces in the room; acoustic panelling may be considered. Additional video-conferencing design requirements: Table should be positioned so that all chairs face the camera; tables may be small modular type located together or oval. High level of lighting is required in the room to illuminate faces in view of the camera; avoid bright spots, shadows or dark patches. Room decor should avoid white or pastel colours for optimal picture quality, soft furnishes should avoid busy patterns in camera view. Hard surfaces should be covered to minimise echo. Provide data and ISDN connections and 2 DGPOs for the video-conferencing unit in addition to other power/data provisions in the room; verify locations on site. The room may be located in close proximity to a Beverage Bay and Equipment Bay. Size of space and FF&E quantity/type to be adapted to suit specific project briefing requirements as per AusHFG HPUs. Add 1.2m2 per additional person and allow 1.5m2 for wheelchair parking space as required.

SERVICES
General Requirements

BODY PROTECTED = No

CARDIAC PROTECTED = No

Air

AIRCONDITIONING = Yes

AIRCONDITIONING: hepa filtered = No

AIRCONDITIONING: positive pressure = No

AIRCONDITIONING: negative pressure = No

EXHAUST: room exhaust = No

VENTILATION = No

Lighting

LIGHTING: colour corrected = No

LIGHTING: dimmable = No

LIGHTING: downlights = No

LIGHTING: downlights, dimmable = Yes

LIGHTING: fluorescent, downlights = No

LIGHTING: fluorescent, flush with ceiling, tamper proof = No

LIGHTING: fluorescent, general = Yes

LIGHTING: indirect = No

Nurse Call

NURSE CALL SYSTEM = Yes

Room Fabrics

AusHFG code	Description	Comment
CLTI-002	CEILING: acoustic, drop-in tiles, 600 x 1200	
CLCN-002	CORNICE: aluminium, 24mm shadow angle, powdercoat	
DWGL-005	DOOR: 910mm c/o, single leaf, observation panel, solid core/glass, paint	Lockable
DWSC-003	DOOR: 910mm c/o, single leaf, solid core, paint	Egress door, may also be required for magistrate's use in Mental Health units, optional.
DWPR-006	DOOR PROTECTION: protection plate, to 900 AFFL, PVC, prefinished	
DWPR-010	DOOR PROTECTION: to door frame, PVC, prefinished	Optional. To be decided at project level.

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AusHFG code	Description	Comment
FLCP-006	FLOOR FINISH: carpet, carpet tiles, 90/10 wool/nylon	Slip resistant vinyl also acceptable.
DWOB-004	OBSERVATION: internal window, alum/glass, internal blinds, powdercoat	Optional
FLSK-009	SKIRTING: vinyl, feather edged, 150H, prefinished	
WLWA-001	WALL FINISH: acoustic panels, prefinished	
WLWA-004	WALL FINISH: paint, acrylic, washable	Decor for video-conferencing to be light/neutral, avoid white and pastel colours, free from patterning, avoid grey/blue-grey shades for optimal picture quality.
DWWH-005	WINDOW	Desirable. If provided preferably not on a wall in front of the camera.

Fittings, Furniture and Equipment (FF&E) Items

AusHFG code	Description	Group	Qty	Comment
FIJO-059	BENCH TOP: 600D, joinery under, laminate finish	1	1	optional. Length to suit layout, refer RLS or project specific requirements.
FQCW-016	BIN: waste, general, 20L	3	1	
FIHR-006	BRACKET: for display screen, wall mounted	1	1	
ITNE-004	CAMERA: video conferencing	3	1	Mounted to monitor/s or wall mounted.
FQBS-017	CHAIR: meeting room	3	20	May be stackable. Heavy duty for Review Hearings.
FQGE-005	CLOCK: analogue, battery operated	3	1	
ITNE-010	COMPUTER: laptop or other mobile device	3	1	Resident computer or laptop.
ITNE-013	CONTROL UNIT: video conferencing	3	1	Optional, for Mental Health Review Hearings. Console, integral with camera, monitor, speakers and microphone. Configuration and Mental Health Review Board requirement to be confirmed at project level.
FIJO-136	CUPBOARD: underbench, double door, adj shelves, lockable	1	1	Optional. Number to suit layout, refer RLS or project specific requirements. Storage solution for consumables and equipment to meet project specific Infection Control and OHS requirements.
ITAV-051	DISPLAY SCREEN: audio visual	3	1	Image projection and video-conferencing. Number and size of monitor/s to suit project specific requirements. Interface options to be confirmed at project level. Provide conduit for wiring from monitor/s to services floor box. MATV optional.
FQDW-006	LECTERN: mobile	3	1	Optional, may incorporate switches, AV computer, power and data. May be more appropriate when two 30m2 meeting rooms are adjacent with an operable wall.

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AusHFG code	Description	Group	Qty	Comment
ITNE-019	MICROPHONE: videoconferencing	3	2	
FIBM-013	NOTICEBOARD: fixed, fabric covered	1	2	
MMOP-060	RACK: AV	1	1	Optional. May be required for Magistrate Hearings. Integral with video-conferencing system. Requirement to be confirmed at project level.
ITNE-042	SPEAKER: video conferencing, wall mount	3	2	Integral with video-conferencing system.
FQTA-017	TABLE: rectangular 1200L x 900W, work height	3	8	
ITNE-049	TELEPHONE: handset, desktop	3	1	
ITNE-060	TELEPHONE: teleconferencing module	3	1	Optional.
FIBM-019	WHITEBOARD: fixed, magnetic	2	1	
DWWD-014	WINDOW DRESSING: external window, blackout	3	1	Number to align with window configuration, if provided. Window dressing type to comply with Infection Control policy. Blackout required for audiovisual presentations and video-conferencing.

Engineering Services

AusHFG code	Description	Group	Qty	Comment
ITSE-006	BUTTON: duress, fixed	1	1	Optional. Refer to HPU requirements. Will not be required in staff-only areas.
ITCL-004	BUTTON: nurse call, emergency	1	1	+ indicator button & light, optional. For patient group/education purposes only.
ITIN-143	FLOORBOX: for power, data, AV, flush mounted	1	1	for data and power, optional
ELGP-203	GPO: double, in floorbox	1	2	optional
ELGP-208	GPO: double, wall mounted	1	7	1 above bench, if provided. Verify location of video-conferencing unit before installation.
ITIN-022	OUTLET: data, double RJ45, in floorbox	1	1	optional
ITIN-026	OUTLET: data, double RJ45, wall mounted	1	3	
ITIN-036	OUTLET: data, triple RJ45, wall mounted	2	1	On wall for video-conferencing unit (minimum requirement for VC is 1-triple outlet)
ITIN-070	OUTLET: MATV	1	1	Optional. May be replaced with data outlet, in accordance with ICT policy. May be required for educational purposes, to be determined at project level. If required add television, bracket and dedicated power.
ELBO-015	SWITCH: light, single	1	1	