

STATEMENT OF COMMUNITY INVOLVEMENT

Introduction

- 1.1. This Statement of Community Involvement has been prepared by Montagu Evans LLP on behalf of the London Borough of Haringey (hereafter referred to as “the Applicant” / “the Council”) in support of an application for full planning permission and listed building consent (“the Application”) for the refurbishment of Haringey Civic Centre (“the Site”).
- 1.2. Full planning permission and listed building consent is sought for the following description of development:

“Refurbishment of existing Civic Centre and offices and redevelopment of the existing rear car park for the erection of a three storey building (plus roof enclosure) comprising of Class E floorspace; 2 x two storey links; creation of central courtyard; and associated landscaping.”
- 1.3. The Applicant recognises the many benefits associated with pre-submission community consultation, in terms of providing the local community and other stakeholders with the opportunity to influence the proposals, but also to improve the quality of the proposal and receive new ideas.
- 1.4. The National Planning Policy Framework (2021) sets out the Government’s planning policies for England and how these are expected to be applied. The Policy Framework takes a clear stance on early engagement with stakeholders and communities. The NPPF states:

39 “Good quality pre-application discussion enables better coordination between public and private resources and improved outcomes for the community.”

132 “Early discussion between applicants, the local planning authority and local community about the design and style of emerging schemes is important for clarifying expectations and reconciling local and commercial interests. Applicants should work closely with those affected by their proposals to evolve designs that take account of the views of the community. Applications that can demonstrate early, proactive and effective engagement with the community should be looked on more favourably than those that cannot.”
- 1.5. Haringey Council’s planning application requirements list notes that applications for major developments may need to be supported by a statement stating how the applicant has complied with the requirements for pre-application consultation set out in Haringey’s Statement of Community Involvement and demonstrating that the views of the local community have been sought and taken into account in the formulation of development proposals.
- 1.6. This SCI demonstrates how the Applicant has engaged with the local community and key stakeholders in accordance with Haringey’s guidance.

2. Haringey's Statement of Community Involvement

- 2.1. Haringey's Statement of Community Involvement (SCI) sets out how the community will be engaged in the preparation of the Local Plan and in determining planning applications in the borough. The SCI was first produced in 2008. An updated version was formally adopted in March 2017.
- 2.2. The Statement of Community Involvement (SCI) sets out how Haringey Council's Planning Service will involve local residents, local businesses and other key organisations and stakeholders in the plan-making process and in the determination of planning applications.
- 2.3. All local planning authorities are required under section 18(1) of the Planning and Compulsory Purchase Act 2004 to prepare and maintain a SCI.
- 2.4. Section 5 of Haringey's SCI sets out guidance on pre-application consultation. Paragraph 5.7 states:

It is the responsibility of applicants of major schemes to undertake early community involvement before applying for planning permission. The Council will recommend that this is undertaken. The Council will recommend the use of community involvement methods set out in paragraph Appendix 2. Applicants should follow the procedure below.

(a) As early as possible, and where appropriate, applicants should discuss their community involvement programme together with the Council. This will help make sure that the involvement process is suitable, identifies relevant consultees and is in line with the SCI. It is the responsibility of applicants to design and plan their own community involvement strategy as they think fit, but mindful of the standards set out in the SCI.

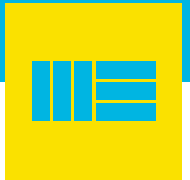
(b) After the community involvement activities have been undertaken and as part of the application process applicants should submit a Consultation Statement (CS) with the planning application. This should summarise the type of consultation that was organised, the key issues raised and details of how the scheme addressed those issues.

(c) In accordance with the Planning Protocol 2014 most major applications will be required to be presented at a Development Management Forum and to a pre-application briefing of the Planning Sub Committee. Where a Development Management Forum takes place, the Council will put up site notices and send emails to local groups and councillors advising them of a proposed meeting. Details of Planning Sub Committee briefings will be available on the Council's website.

- 2.5. The Council expects developers to meet the following pre-application consultation requirements as a minimum:
 - Public notice or press release in the local press.
 - Notification letters to directly affected parties (i.e. owners and occupiers of buildings and land within the vicinity of the proposed development site);
 - Leaflet drops and posters; and
 - Public meetings, including Exhibitions, Displays, Workshops & Focus Groups in a suitable location and at suitable times of day.

3. Engagement

- 3.1. A wide range of consultation has taken place during the design evolution of this scheme. This has included engagement with Officers at LBH, local residents and community groups.



- 3.2. A list of pre-application meetings, Quality Review Panel and technical meetings with LBH is set out in the table below:

Table 1 Summary of Meetings

Meetings	Date
Pre-application meeting 1	28 January 2022
Quality Review Panel 1	27 April 2022
Pre-Application Meeting 2	6 September 2022
Conservation Officer Meeting	04 November 2022
Pre-Application Meeting 3a	24 November 2022
Pre-Application Meeting 3b (Feedback Meeting)	01 December 2022
Conservation Officer Meeting	22 December 2022
Highways / Transport Officer Meeting	11 January 2023
Pre-Application Meeting 4	17 January 2023
Quality Review Panel 2	18 January 2023
Historic England Meeting	02 February 2023
Development Management Forum	23 February 2023
Pre-Application Meeting 5	01 March 2023
Pre-Submission Planning Committee	06 March 2023
Pre-Application Meeting 6	07 March 2023
Highways / Landscape Design Meeting	09 March 2023

Pre-application with LBH

- 3.3. A total of six formal pre-application meetings were held with LBH prior to the submission of a planning application. In addition to this, targeted technical meetings were held with the Conservation Officer, Transport & Highways Officer and the Designing Out Crime Officer.
- 3.4. A summary of the feedback received and subsequent amendments made to the scheme is set out below:

Pre-application Meeting 1 - 28 January 2022

- The principle of the proposal is broadly acceptable, subject to a number of planning considerations.
- A fundamental heritage focused approach is required for this proposed development given that the Civic Centre building is statutorily listed and is in a conservation area. Clearly further significant engagement is anticipated and welcomed in order to agree a final proposed development.
- Of the options shown in the meeting, option B (a 4 storey extension) is the preferred scheme because of the siting and massing proposed;
- However, the introduction of a two storey link, wider footprint and additional roof plant to the building requires further exploration with officers to decide whether this aspect of the scheme can be feasibly supported;
- Generally, height and monolithic design remains a concern but can be refined through consideration of detailed design, facade treatment and massing. Potential level changes, roof design and assessment of footprint and siting will also need to be carefully considered in more detail with officers. Design workshops can be conducted between officers and the applicant team as part of the PPA process to assist in agreeing on a proposal; and
- Indicative floorplans showing uses and relationship of buildings / boundaries are welcomed at an early stage. Further consideration of energy approach, transport assessment, tree reports etc. should be considered as discussions around the proposal progresses.

Pre-application Meeting 2 - 06 September 2022

Changes to the proposal relative to first pre-application meeting

- Removal of the basement level, reducing embodied carbon and cost, but resulting in the requirement to accommodate plant at roof level and within the Civic Centre basement;
- Reduced building footprint as a result of reduction in building capacity.
- Loss of one storey on extension, reducing overall height and scale;
- Set back of building footprint a further 3metres away from Trinity Road, increasing the distance between neighbours; and
- Further information provided on sustainability targets.

Feedback received.

- Further detail is required relating to the plant enclosure and specific plant requirements, as this appeared a bit bulky in its current form;
- Although there is some impact on the listed building, given the wider benefits, LBH could accept a two-storey link option (providing the full heritage impact is assessed);
- Require further information of landscaping; and
- The removal of the fourth floor of the extension was very positive.

Pre-application Meeting 3 - 24 November 2022

Changes to the proposal relative to previous pre-application meeting

- Presentation to show proposed removal of internal partitions of Civic Centre to create high quality workspaces and meeting rooms.
- Further detail on proposed internal materials and finishes.
- Further detail on design.
- Further design information relating to reduction of footprint at western and northern boundaries to accommodate trees and retain distance between neighbours.

Feedback received.

- Queries raised and clarification sought regarding the plan form of the existing listed building and proposed removal of partitioning.
- Queries relating to the moving of plant to elsewhere in the building. Applicant team confirmed that putting plant in the basement is not possible due to issues relating to sustainability and cost. Locating the plant on each floor has been considered but this means each floor would be higher (resulting in the building being higher) and would still require some plant at roof level.
- Request for details of the plant screening may help to convince that this will provide a suitable “top” of building finish with less utilitarian appearance.
- Further clarifications sought regarding elevational treatment, arrival entrance and security.

Pre-application 4 - 17 January 2023

Changes to the proposal relative to previous pre-application meeting

- The incorporation of varied façades in response to orientation.
- An enhanced link strategy.

Feedback received.

- The arrival space appears welcoming and attractive.
- Happy to see landscape proposals that demonstrate thoughtfulness and quality.
- There is some vagueness about the purpose and enclosure of the landscaping to the south, with a recommendation to introduce doors out onto the space.
- Support the principle of co-design of the woodland space.
- Happy with the progress and development of the scheme.
- Further work should be done on the Trinity Road elevation and the expression of the side entrance.
- Rooftop plant looked much improved.
- Requested dedicated meeting to discuss internal partitions.

Quality Review Panel

- 3.5. The project team presented to Haringey’s Quality Review Panel (‘QRP’) on 27 April 2022 and 18 January 2023. The feedback was largely supportive of the proposals and the project aspiration.
- 3.6. A summary of the feedback received from the QRP on 27 April 2022 is set out below:

The panel broadly supports the proposed scheme, which it views as a very positive addition to the borough but makes comments relating to the height of the annexe, its relation to the existing building, its setting and the scheme’s sustainability strategy. The panel applauds the decision to recognise the importance of the Civic Centre to the borough by retaining the existing building, to refurbish significant interior features, such as the Council Chamber, and to retain the existing main entrance. It expresses concerns about the scale of the proposed new annexe building, particularly in relation to the existing Civic Centre, and suggests that consideration is given to either setting back upper storeys or reducing the building in height. At the same time, the panel recognises the importance of creating a building with a strong presence in the townscape and suggests careful consideration of how to address this tension. Facades could be more varied, responding to different settings, and the western edge of the site will require careful treatment to ensure a sympathetic relationship with the school and travellers’ site.

The panel would like to see security provision explored in greater detail, to ensure requirements are built in, particularly to the landscape approach. It would also like to more detail to show how each floor

plate works in terms of office use and circulation. It would also welcome more detail on the link extensions between the existing Civic Centre building, and on the proposed new annexe. The panel supports the scheme's landscape strategy, which it feels sends a positive message to the wider area but asks that for more thinking on pedestrian and vehicular routes. Cycle parking should be moved to a more attractive location. A more detailed sustainability strategy is needed to show how the scheme can achieve zero carbon, including assessment of material performance.

3.7. In response to this feedback, the following amendments have been made:

- Reduction in overall scale of the building through the loss of one storey on annex.
- Progression of landscaping proposal.
- More detail on internal layout to show office use and circulation.
- More detail on the link extensions and proposed new annex.

3.8. The updated proposal was presented to QRP on 18 January 2023. A summary of the feedback is set out below:

The panel warmly supports the proposals for the Haringey Civic Centre, which will give a valued heritage asset an extended lease of life in public service. The project team has responded well to the comments from the previous review (held on 27 April 2022) and presented a scheme that is sensitive, works well, and is in keeping with the spirit of the original building.

The height and massing are an appropriate response to both the existing Grade II listed building and the wider context. The east-west pedestrian and cycle route through the site needs further work to help encourage staff and visitors to travel sustainably. The amount of greenery in the scheme should be increased, particularly in the courtyard. There should be a direct connection between the indoor community spaces and the woodland garden. The suggestion of community co-design for the woodland garden is positive and should be developed. Mature trees should be retained where possible. This scheme has the potential to be an exemplar for incorporating passive sustainability in a site with heritage assets. The panel encourages the project team to continue to reduce the scheme's embodied carbon, perhaps through a hybrid ventilation system. The panel is not convinced by the introduction of brick to the elevations, which it considers interrupting the purity of the original Scandinavian-inspired Civic Centre design. The setback of the plant on the roof and the faceted screening appears likely to conceal it well in views. The internal stairs would benefit from further work to ensure that they feel open and high quality. The staff entrance sequence works well. The bicycle stores are currently too prominent in front of the Civic Centre and resemble portacabins. They should instead be integrated into the landscaping using the site topography.

Historic England

3.9. A meeting was held with Historic England on 02 February 2023. During this meeting, it was agreed that Historic England would formally be consulted on the application. Formal feedback was provided on 09 March 2023, this can be summarised as follows:

- Welcome the proposals for continued use of the original intended use.
- Further assessment of the significance of the internal partitioning will also be required in order to fully understand the impact of the proposals for removal of some partitions;
- Recommend refer to guidance on replacement windows.
- Further assessment of the significance and condition of the windows to consider options to conserve and upgrade if possible;
- If replacement of windows is required, new windows should be very similar in appearance in terms of materials, opening method and finish;

- Welcome further discussion on proposals for the windows, landscaping immediately to the north and east, replacement of the pre-cast concrete facade panels and removal of internal partitions;
- Suggested a site visit to inform these discussions; and
- In relation to rear extension recommend engage with Council on scale and detailed design.

Development Management Forum

- 3.10. The Applicant Team presented to Haringey's Development Management Forum on 23 February 2023. A summary of the key discussion points is set out below:

Query: A resident sought clarification of why the proposed offices would be located here, instead of existing River Park House / Alexandra House and the suitability of such a site.

Response: The consolidated use of this site for council workers had the best business case, as either of the other sites would also require significant improvements. This would also retain civic, and council uses on this historic site and allow retention and improvements to the Civic centre. Consolidation in one site has potential to free up these other sites, although no decision has been made on future of those site. The proposed offices would not be for traditional working for all employees every day, but rather a collaborative working space and be used in conjunction with other offices throughout the Borough and home working.

Query: Would audio visual equipment be provided in every meeting room and to a high standard? Would the site be fully accessible?

Response: Internal facilities are being reviewed by application team and reassured that these will be of high quality and suitable for the spaces. An acoustic consultant is also reviewing reverberations and minimising sound between rooms. Further reassurance that the CGIs are under review and that public seating would be included in Civic areas.

Query: Was the loss of the basement a result of value engineering? Would the embodied carbon for the new building be below the RIBA target? Would the existing tree canopy be retained?

Response: The loss of the basement would provide some saving, but this is balanced decision on the basis that it was not a requirement and means that embodied carbon would be significantly reduced. Assurances offered on broader design quality and of high standard. The embodied carbon of each individual material is being reviewed and is hoped it can be improved even further. Post tension techniques have enabled less concrete and thinner levels of concrete. The mature trees on site would have room to continue to grow and canopy would be retained. Additional trees are proposed in service yard and courtyard, which will over shade and further benefits of carbon capture.

Query: How will the applicant team avoid overheating and direct sun into rooms? Query as to whether there is potential for green roofs.

Response: The tree coverage would provide some shading. Overheating is addressed in the recessed window alignment and variety of window openings for different elevations. The window performance throughout will also be improved. Mechanical ventilation and windows will be openable to allow further relief. A green roof is proposed on the internal courtyard side of the link.

Query: Supportive of the reduction in parking generally, however concern regarding parking provision for specific events. Referred to Waltham Forest Town Hall and provision of parking being greater.

Response: There are 8 accessible bays and a drop off point and this has a high PTAL unlike Waltham Forest.

Query: Is there was scope for highways improvements and potential for crossing points and bus stops?

Response: There is a highways proposal for an additional crossing, enhancement to public realm, cycle and pedestrian routes and the bus stop. A specific crossing is being discussed from Crescent Gardens to the site to enhance this connectivity. This would not form part of the application.

Query: What element of the proposals would be fully accessible to the public?

Response: There are plans for improvements to the wild garden to south, which will have greater interaction with the proposed site and that there is ongoing discussion with Travellers site, local schools residents and businesses about this use. Proposals for “play-on-the-way” on the northern landscaped area and potential public art space / installations in front of the existing Civic Centre building.

Planning Sub-Committee - Pre-Application Briefing

- 3.11. The Applicant Team presented to Haringey’s Planning Committee Forum on 23 February 2023. Pre-application briefings provide the opportunity for Members to raise queries and identify any concerns about proposals.
- 3.12. A summary of the key discussion points is set out below:
 - How will the building mitigate against overheating? Lessons can be learned from Horney library.
 - Will there be genuine community access? Seems a shame not to have proper access for the community.
 - How will the memorial gardens be retained?
 - Will the audio visual equipment be equipped to a high standard?
 - Will the civic space also have access to refreshment facilities?
 - Concerns about lack of car parking for building users who cannot use public transport attending events.
 - Support for reduction in car parking provision. Will cycle routes be improved?

Staff Engagement

- 3.13. As part of the pre-application consultation process, the Applicant has established a number of working groups to focus on different operational aspects of the proposal, including disability and inclusivity, and sustainability.
- 3.14. In addition, a series of staff roadshows have been held for all staff to view proposals and feedback on what they would like to see included in the proposals.

Public Consultation

- 3.15. Two public consultation events were held throughout the design evolution stages of the scheme. These were held on the following dates:
 - Thursday 23 February 2023 – Trinity Primary Academy
 - Tuesday 28 February 2023 – Wood Green Library

- 3.16. Local addresses were contacted and invited to the two consultation events. Furthermore, local councillors and key consultees (such as The Trinity Primary Academy and Trinity Church) were also notified of the events.
- 3.17. Approximately 30 people attending the public consultation events over the course of two days. The feedback from member of the public was broadly supportive of the proposals and the proposed reprovion and enhancement of the Civic Centre. Feedback broadly included:
- Supportive of the reprovion of the Civic Centre.
 - Would like more cycle parking, particularly for short-stay users on the High Road;
 - Would like more greenery and open space.
 - Welcome the use of the Civic Centre for community space.
 - Welcome enhanced activation and natural surveillance.
 - Concern regarding the cost of the project; and
 - Concern regarding construction impacts (dust and noise).

Figure 1 Public Consultation at Wood Green Library



- 3.18. A copy of the public consultation display boards is included as Appendix 1.
- 3.19. 14 written feedback forms and 2 online forms were completed. Comments provided on the forms included:

Question: To what extent do you agree or disagree that bringing the building back into its original use is appropriate?

- Strongly Agree – 12 people
- Agree – 3 people.
- No comment – 1 person

Comments:

- As a historic landmark in Haringey and beautiful building, it very much deserves to be refurbished, sympathetically to be used in years to come.

- It is the time to make the most of the building.
- Most Council services will be in one area which is convenient for all. Also, some allocation for Community Hire / Event space is good.
- The building is an attractive design of the period, a dignified building for its original use.
- The best use for a building is the use for which it was designed, the original use. So, this is perfect. The building is a dignified yet simple design. Good proportions. Something that Haringey can be proud of.
- Nice to see a listed building restored, reinvigorated and made useful in the community. Would be interesting to help centralise council services in the area.
- It is a beautiful building conceived as a Civic Centre and should be brought back to that.
- I truthfully do not know a lot about the Civic Centre's history but through reading the proposals, it seems the intention is that the building is being re-designed to better serve Haringey residents and council workers. I think even just visually, it is extremely appealing which within itself is a bonus for everyone. I think everyone will have more pride in the council's HQ.

Question: Do you like or dislike the design of the Civic Centre extension?

- Like – 13 people
- Dislike – 2 people
- No comment – 1 person

Comments:

- This exhibition does not make clear what the extension (Trinity Road Building?) actually is. Why do it why not just restore the original building?
- Not a big fan but accepting of the appropriation and re-use of out-modal car parking space.
- I like the intelligent approach - picking up on the initial ideas for the site. If anything, the site proposal is under development - not something I usually say. But the new building could be taller and not compile with the listed building if well designed. If nothing else foundations should be designed to allow 2 additional floors to be added - long term flexibility - future proofing.
- The new design is compatible with the pre-existing one.
- Modern, clean lines. Not too high is good. Trees landscaping is nice. Garden area for public is good.
- I think it is a great idea.
- Do not feel additional capacity is needed with current council building stock. Huge cost involved where money needs to be allocated elsewhere. Negative impact on school, overlooked, building disruption, pollution. Land could be better used as a community green space.
- I like the open plan and airy nature of the proposed design. I think it's great that there are spaces for different purposes - collaboration, well-being etc. I also like the fact that there are plant spaces.

Question: Do you agree the refurbishment and extension to the Civic Centre has considered the fact that the building is listed and is appropriate?

- Strongly Agree – 7 people
- Agree – 6 people.
- Disagree – 1 person.
- No comment – 2 people

Comments:

- Would like to see the main building kept as stand alone.
- Looks in keeping for the listed building. Using appropriate materials to give cohesion to all building.
- The proposals are well integrated. Interesting new courtyard.
- The proposed plan is coherent and works well. The new courtyard space is good and enhances the original building. But the glazing(?) in of the pilot, storey needs very careful handling. The view through is important. How can this be kept - what kind of glass? Problem of reflections.
- Retention of what appear to be key aspects of the original building with a few modifications (stair, entrance, brick façade?)
- Restore/refurb the existing building - yes. Extension (Trinity Road Building?) not clear.
- I believe that the council are valuing and protecting Civic Centre by bringing life back to it, rather than allow it to deteriorate any more.

Question: The current proposals make provision for 3 accessible parking spaces and 5 flexible parking spaces, which will be carefully managed. There will be no additional car parking on site. Do you support this approach?

- Yes – 10
- No – 2
- No comment - 4

Comments:

- No objection to removing car parking spaces but would like more space outside for public green space.
- I support it because Haringey has fewer car owners than other boroughs I believe. In addition, the centre is close to good public transport links.
- 100% approved. But the cycle parking provision should be a general provision of well-placed publicly overlooked places, not provision for building users only.
- In an area with a lot of public transport the proposal makes perfect sense. Can the cycle provision be extended for more general use rather than being exclusive to the building? It needs to be secured.
- More parking for disabled people.
- Not enough parking on site for office workers, community or residents when space hire is on.
- I support this because the living cost in London is very high at the moment, and this will help.
- As long as it does not impact Trinity School.
- As much as I appreciate that we need to be more sustainable, not everyone is in close enough proximity to Civic Centre to be cycling in. I agree that cycling should be promoted but there should at least be 10% parking spaces allocated to the amount of people who will be at Civic Centre.

Question: What additional sustainability measures would you like to see within the proposals?

- Ground source heat pumps
- Recycling bins on site (small and large sizes) Café / Restaurant open for the workers and community also? Local produce, disability, training groups to run?
- Review embodied carbon. I understand that air handling as opposed to natural ventilation is proposed. Why? Are the offices not suited to natural ventilation? Why cannot air handling be limited to core facilities? Not full marks on this one.

- I saw PV panels in one of the pictures, will this be enough to offset energy costs to run the building complex?
- Office recycling measures.

Questions: Please share any additional comments you may have:

- This is an important building and deserves to be restored and put back to Civic use. The display panels here do not show very clearly what is intended, poorly lit and low key. There is reference to engagement event, when and where?
- Overall, I am happy to see the civic centre building reused and live in. It almost seems a shame to have extra building, from an aesthetic point of view, but I am on board with its inclusion. I am hoping there will be left in budget to incorporate seating and water feature in courtyard to humane what could be a pleasant breakout space for work or leisure (lunch, tea breaks).
- Hurry up/ stop wasting time.
- The Council Chamber - a very good space with potential for greater use, music, receptions etc. So, soundproof the large windows. A sensitively designed inner glazed frame is doable. Important part of making this a friendly approachable building.
- Approachability. The building has to be dignified yet be approachable and likeable. Attention needs to be paid to the reference sequence / experience so that it feels enjoyable /. significant to the visitor. Abolish all steps at entrance. Keep the space outside uncluttered. Carefully well designed signs, where appropriate integrated with the architectural design.
- Consultations should continue resume there periodically. A café/snack/drinks machine would be good. Trees/ spring bulbs/green landscaping to front would be pleasing for all. Bee friendly plants e.g., lavender and sustainable materials throughout garden areas. S community mural would be food to bring a harmonious feeling for residents and workers and wider community.
- This made my day today. I am a mother of 4 children, and this will be beneficial for them in the future. I think that we need to do more proposals like this in order to make use of my space in Haringey.
- Top work.