

3.0 Assessment Of Significance

3.1 The Criteria for Assessment

Historic England's *Advice Note 12 Statements of Heritage Significance: Analysing significance on Heritage Assets* sets out current good practice for assessing the significance of historic buildings in England. It is derived from the 1979 *Burra Charter* and other earlier internationally agreed conservation standards. It states that the following values should be considered in order to fully understand the significance of a place:

Archaeological Interest: There will be archaeological interest in a heritage asset if it holds, or potentially holds, evidence of past human activity worthy of expert investigation at some point

Historical value: Heritage assets with historic interest not only provide a material record of our nation's history but can also provide meaning for communities derived from their collective experience of a place and can symbolise wider values such as faith and cultural identity.

Architectural and artistic interest: these are interests in the design and general aesthetics of a place. They can arise from conscious design or fortuitously from the way the heritage asset has evolved. More specifically, architectural interest is an interest in the art or science of the design, construction, craftsmanship and decoration of buildings and structures of all types. Artistic interest is an interest in other human creative skills, like sculpture.

3.2 Summary of Significance

The illustrated history compiled in Chapter 2 provides the background information required for understanding the overall significance of Hornsey Town Hall. The purpose of this section is to provide an overview of the significance of the building to inform the proposals for maintenance, restoration or change, which are set out in the Management Policies in Chapter 4, and so that the effect of the policies on that significance can be evaluated and managed.

3.3 What is 'significance' and why is it important?

Building conservation has evolved markedly since the first legislation was put in place to protect historic sites in England and Wales in the late-19th century. At first, the aim was 'preservation', which meant keeping a building or place in a relatively fixed state such that its beauty or any evidence of the past it might yield was left undisturbed. The *Venice Charter* of 1964 and the *Burra Charter* of 1979 have developed an approach to 'managing change' and have introduced internationally recognised standards of conservation.

The great number of buildings now listed or protected through conservation area designation has resulted in a shift in emphasis in the 20th century away from 'preservation' and towards 'conservation' although the *Town and Country Planning (Listed Buildings and Conservation Areas) Act 1990* still places a duty on local authorities to 'preserve' the 'special interest' of listed buildings and to 'preserve or enhance' conservation areas.

The *Burra Charter* defines conservation as the process of looking after a place to retain its significance. Conservation means regular maintenance to support continued use. It may also involve repairs, refurbishment, and – more unusually and only with robust justification – removal of one layer of fabric to reveal another, the restoration of lost fabric, or wholesale replacement or reconstruction of a historic building.

Understanding the significance of a place is a fundamental part of conservation because it is necessary to making decisions about the most appropriate approach in proposing change. In addition, establishing an outline hierarchy of significance can be helpful when major changes are proposed, as more intrusive alterations can be focused on areas of lesser interest and greater care can be taken in areas of high importance. The aim of any project which affects a place of high or outstanding heritage significance, however, should be the preservation of as much original fabric as is possible, given that understanding of what is significant is bound to change over time.

3.4 Significance of Hornsey Town Hall

Hornsey Town Hall was built in 1933-5 to designs by the New Zealand architect Reginald H. Uren, who was just 27 when he won the architectural competition to replace council offices in Highgate for the Metropolitan Borough of Hornsey. Hornsey Town Hall is listed at Grade II*, placing it in the top ten per cent of all listed buildings nationally. The building has very high significance for its history, architecture and community values.

The architectural interest is the reason it is listed at Grade II*. The building has been described as 'Britain's quintessentially municipal building of the 1930s'¹ and 'the first English town hall demonstrably in the tradition of Dudok's modernist brick town hall at Hilversum'.² Hornsey Town Hall is a seminal building in English architectural history, combining the massing and spatial planning of the International Modern Movement with craftsmanship and decoration in the English Arts and Crafts tradition. The quality of the materials is very high, including the hand-selected pinkish grey bricks of the brick-expressionist exterior, carved Portland stone decoration by sculptor Arthur J. Ayers on the tower, and a bronze grille featuring woodland birds and animals to the main door. Inside are Ashburton marble floor and wall surfaces, Australian walnut and Indian laurel panelling in the important rooms, etched glass screens, bronze fittings including balustrades and door furniture, saucer chandeliers and globe lights,

and furniture, clocks and curtains from Heal's (much of this to Uren's personal designs). Together, this makes for a complete and unified work of art.

The historical and communal significance of Hornsey Town Hall, is also high, relating principally to its interest as the municipal and entertainment centre of Hornsey from 1935 until 1965. The building is the physical manifestation of the civic pride of a prosperous middle-class borough in the interwar years, an era of burgeoning municipal activity. This is expressed through the council chamber, mayor's parlour and committee rooms, the war memorial, and plaques listing mayors and freemen of the borough which feature in the building. The communal value of the building is focused on the ceremonial and public spaces and also the assembly hall, which is remembered locally as the scene of dances, concerts and gigs in the period from 1935 to 1987, when it closed. Other rooms in the building have been used for marriages and the registration of births and deaths. The building also has significance for its setting, which is high. This includes the forecourt with its original Uren-designed circular fountain and the flanking former Gas and Electricity Showrooms which together form a coherent 1930s architectural set-piece in an otherwise predominantly commercial Victorian and Edwardian townscape.

Levels of Significance

- **Highest Significance:** generally to all of Hornsey Town Hall and the setting with adjacent buildings
- **High Significance:** to Broadway Annexe and also applies to elements with values which, on their own, still justify statutory protection through listing
- **Moderate Significance:** is applied to those elements whose values make a positive contribution to the way the building is understood, primarily in a local context
- **Neutral Significance:** is assigned to elements which neither add to, nor detract from the significance of the building. Lastly;
- **Detrimental Significance:** is assigned to elements of no historic interest or aesthetic or architectural merit that detract from the appearance of Hornsey Town Hall, or mask the understanding of significant elements.

¹ Harwood and Saint, 1991, p. 49.

² Cherry and Pevsner, 1988, p. 553-4.

4.0 Issues and Policies – Hornsey Town Hall

At the time of the preparation of this conservation management plan, the restoration, repair and adaption of the former Town Hall and Broadway Annex & 26 The Broadway to new uses was well underway.

The substantial financial investment into the buildings and site and the high standard of site organisation and workmanship was clearly apparent during our site visit. Nevertheless, the long-term conservation of the building's significance is not just about the repair and conservation of built fabric, important though that is. As a structure designed originally to serve the public, continued public access to major spaces and the building's relationship with the urban centre of Crouch End is a key part of the former Town Hall's historical significance. The following section therefore considers future management and uses of the former Town Hall from a variety of perspectives.

This section of the report is subdivided into the following sub-sections:

- 1 The Context for Assessment
- 2 The Management and Use of the building and site
- 3 Management of Future Change to the building and site
- 4 Conservation, Maintenance and Repair of the building and site
- 5 The Townscape Setting, Sustainability and Environment
- 6 Presentation, Education and Interpretation

4.1 The Context for Assessment

This section provides an assessment of the potential future issues and opportunities which affects Hornsey Town Hall and the site.

It outlines the conservation approaches to be considered for future maintenance and management including the role the regenerated site plays in the life of the people living nearby and further, especially in light of its new Arts Centre use and the hosting of the Crouch End Festival in the Town Hall Square.

The process for identifying and addressing issues is set out below:



Conservation Principles have been considered throughout the process and have guided the generation of Policies.

A separate document has been prepared for The Broadway Annex and 26 The Broadway as part of the Conservation Management Plan.

4.2 The Management and Use of Hornsey Town Hall

Policies: Management and Use

As noted above the building provides a mix of uses.

Arts and Community Centre

The scheme provides a new creative hub, centred on the Arts Centre with community space and access to the Assembly Hall and Foyer area, Supper Room, Committee Room, Council Chamber and Green Room. These spaces are the most important in the building and continued public access is a key success of this project, given the original design intent of this civic building. As part of this Arts Centre function, a new creative industry office headquarter will also be based here.

Hotel

The hotel is integrated into the main building, located predominantly in the East Wing and Link Building on all floors, but this spills over to the West Wing on the second floor. This new function makes efficient use of a large swathe of space across these locations. Along with the hotel rooms the usual hotel servicing required has been discretely allowed for near the circulation zones, with physical deliveries from the shared loading bay to the east courtyard. There are separate hotel staff facilities in the lower ground floor.

Shared Services

The reception area is designed to serve the whole building and its diverse user groups.

Town Square

This area will provide amenity space to the occupants and users of the site buildings as well as the general public, fulfilling its original civic purpose

A key factor for the successful operation of the mixed use of the former Town Hall will be the co-operation and collaboration between the different occupants, underpinned by clear lines of communication and accountability. To ensure that clear communication and shared responsibility teams will:

1. Have a shared management structure and operational system for the Town Hall and The Broadway Annexe & 26 The Broadway. A regular forum should be set up with representatives from all users across the site, with relevant information being shared across the wider team and occupants. Stakeholder weekly meetings during the 'fit out' period of construction will spread out to regular monthly operations meetings thereafter. This system should include the Town Square as well, in particular the maintenance and care of this public space.
2. Have an induction process for all new administrative and operation staff which includes a brief description of the risks and opportunities of occupying and using this listed building. Each of the stakeholders will run their own induction process, which will consider risks and opportunities specific to their demised area and the shared spaces.
 - *A one-page document explaining the special nature of the listed building has been provided to all parties for inclusion in their own induction manual.*

3. There is a defects liability period of two years, with a defect management procedure in place

During defects liability period, as below

Area	Responsibility for managing and dealing with defect
Demised Area	Operator for FEC/Ardmore action
Shared/ non-demised area	Brunsfeld for Ardmore action
Public external areas	Brunsfeld for Ardmore action

After defects liability period, as below

Area	Responsibility for managing and dealing with defect
Demised Area	Operator action
Shared/ non-demised area	Brunsfeld action
Public external areas	Brunsfeld action

4. Following the expiry of the defects period a clear system for identifying and reporting minor repairs and maintenance items should be set up with a means of checking that they are attended to in a timely manner. Stakeholder engagement confirmed that there will be daily and/or weekly checks by the maintenance and operation/ household cleaning staff for each operator. Major issues will be raised at the wider forum.
5. Encourage and ensuring community use within some of the spaces by encouraging local schools and colleges to hire out the space, consider blocking out certain times of the day for community groups/meeting space.

- *The Community Use and Access Agreement relating to Hornsey Town Hall and Town Hall Square, The Broadway, London N8 has been prepared as part of the Section 106 agreement and sets out 'publicly accessible space(s) free at the point of entry'.*
6. Allow easy and accessible systems to encourage community use.
 - *The Community Use and Access Agreement relating to Hornsey Town Hall and Town Hall Square, The Broadway, London N8 sets out the minimum requirements for at least 60% community use access availability at reasonable rates.*
 7. Encourage local volunteer groups to 'own' the Town Square and gardens so that the external public spaces are genuine public spaces.
 - *There will be community outreach, with a Dedicated Head of Community (Time+Space).*
 8. Review the CMP document regularly every 5 years (alongside the Quinquennial inspection – in this case an external and internal inspection of the listed building carried out by a conservation professional experienced to undertake such surveys) to ensure policies stay relevant.

A system for the management of the Town Hall and Broadway Annexe has been developed by the owners, Far East Consortium {Crouch End (FEC)} and operators. Dorsett Hospitality International will manage the hotel use; Time + Space will operate the creative hub, which is an Arts Centre with a Community Use Agreement (see item 4.2.2). The overall site estate management will be carried out by Brunsfield (on behalf of FEC, see note below). There has been discussion and Agreement documents produced to satisfy Planning Conditions which provide relevant supporting documentation to the above policies.

The strategic overall management of the site which includes the Town Hall and Broadway Annexe lies with Crouch End (FEC).

Responsible post holders are as follows:

- Arts centre/community use of the building: Head of Operations, Facilities Manager.
- Hotel use: Operations Manager
- Food outlets: TBC

Further permanent on-site staff include the Estate Manager who will report to the project manager (Chloe Walker, Brunsfield). These post holders are responsible for teams of security, cleaners and caterers, gardeners and the like.

There are other staff, not based at Hornsey Town Hall, who also play a role in the continuing successful management of the property. These include:

- Andrew Major, Managing Director, Time + Space
- Nick Lauezzari, Area Chief Engineer, Dorsett Hospitality International
- Mark Gallagher, Area General Manager UK, Dorsett Hospitality International
- Chloe Walker, Senior Property Manager, Brunsfield

At the time of writing this CMP, there are no tasks undertaken by volunteers at the former Hornsey Town Hall, although this may change as future community activities and use take hold at the building. Perhaps in the long-term, maintenance volunteers may be able to offer support for gardening or the appearance of the Town Hall Square. There are potential issues regarding, for example the use of parts of the square or gardens for socialising or rest by homeless or other vulnerable groups which might impact on hotel function use without careful management. These issues need to be addressed at regular forums to find solutions acceptable to all stake holders.

4.3 Management of Future Change to Hornsey Town Hall

4.3.1 The Management of Change – General

Policies: Management of Change – General

1. Full records of the current development will be maintained and easily accessible to all users and operators of the building, including the maintenance and operation manual for the building which should include the care and maintenance of the special materials and finishes on site.

Hard copies of the Operations & Maintenance Manual (O&M Manual) will be kept on site in the Security Room at the back of the former Town Hall. Electronic copies will also be available via Brunsfield (Hornsey Town Hall complex estate management company).

2. Full records will be maintained of all future alterations. Ideally, any future works should seek to enhance the special interest of the building and site.

Hard copies of future records should also be kept on site, with electronic copies being made available.

Given the extent of works to the former Hornsey Town Hall it seems unlikely that any great change is likely for some time. Having said this, however, it may be that smaller changes (as well as conservation repairs – see section 4.5) may be required as users settle into the buildings and site. For this reason, a clear process

should be in place for the managing any such change, and to understand the legislative backdrop against which these considerations are set against.

4.3.2 Management of Future Change – Planning and Legislation

Policies: Planning & Legislation

1. Any alterations which might affect the special interest of the former Hornsey Town Hall or its setting will first be discussed with Haringey Borough Council and Historic England and applications would be made for Listed Building Consent or Planning Permission as appropriate. Relevant consents should be obtained before any work commences. Other work will remain fully compliant with relevant legislation.
2. Safety for staff and visitors is paramount and any work of maintenance and repair should fulfil all safety requirements. All consents should be in place prior to any work commencing. A copy of the consent should be held on file.
3. Ensure that any legislation changes (especially health & safety related) are considered either at the time of the legislation rollout or during the Quinquennial inspection (see item below). Listed Building Consent may still be required to implement these, depending on the nature of the legislative change.

In addition to the Grade II* listed Hornsey Town Hall, the Electricity Board office and Showroom (Broadway Annexe & 26 The Broadway) is Grade II listed. The area immediately around the complex lies within the Crouch End Conservation Area, within a protected vista viewing corridor. The Town Hall Square is mentioned in the listing description of Hornsey Town Hall as it affects the setting of the building.

Alterations to listed buildings require listed building consent. Any further development which affects the special interest (i.e. more than maintenance) of the listed buildings require listed building consent; and development in a conservation area required planning permission. *Any licence to alter will be made to Brunsfield in the first instance, who will forward it to FEC for review and action.*

Other permissions may be required, including:

- Buildings Regulations
- Health and Safety at Work Act: generally this includes fire controls
- Licensing Act
- Equality Act

4.4 Conservation, Maintenance and Repair of Hornsey Town Hall

4.4.1 Policies: Conservation, Maintenance and Repair – General

1. Any future alterations will be undertaken by suitable professionals and craftsmen, appropriate to the status of the listed building, and in accordance with current conservation best practice.
2. Ensure that any contractor fully protects areas of vulnerability and contractor liability / insurance is in place, in case of damage to the significant elements of the building's fabric, furniture and contents. *Brunsfeld maintain a contractor portal to ensure suitability of contractors etc.*
3. A quinquennial report (condition survey carried out by a professional experienced in conservation and historic buildings every 5 years, to include internal and external areas) with a maintenance plan which includes prioritised recommendations should be considered from the outset; its findings should be acted upon in a timely manner. Given the amount of change and conservation work which has taken place to Hornsey Town Hall, this Quinquennial report might be brief, but become more onerous as the building continues to age. The aim of regular inspection is to ensure regular maintenance is undertaken to avoid issues building up to become problems (see item below). A maintenance plan is attached in the Appendix II, this document is not exhaustive and should be viewed as a read alongside the Operation & Maintenance Manual.

4. A budget should be set aside for regular maintenance. Although the building subject to major renovation and repair, regular inspection, maintenance and repair is good conservation practice, this avoids problems building up, especially with the external building envelope where water penetration can cause unchecked damage both externally, and sometimes internally.
5. External repairs should be undertaken in a timely manner to guard against water and weather penetration, including redecoration works. Repairs to façade as required and/or dictated by regular inspection.
6. Any maintenance, regular or emergency, will be undertaken by suitable professionals who will be made aware of special interest of the listed status of the buildings and site by either the operator and/or estate management. The estate management company Brunsfeld hold copies of insurance for their pre-approved contractors. Ensure that maintenance/care of the more unusual materials is in line with the Operation & Maintenance manual. Window cleaning to take place every 6 months; ensure Pest Control contractors also in place.

A great deal of conservation and repair work has taken place as part of the major renovation and upgrade. This does not mean, however, that immediate and ongoing care and maintenance won't be required. There are appropriate policies and processes for the continuing care and maintenance, as well as conservation and repair, of historic buildings are well

established in the UK, which should be carried out by suitably qualified design professionals. These professionals are registered with either the Architects Accredited in Building Conservation (AABC) register or the RIBA scheme as SCA registered. There are also qualifications for structural engineers (CARE accredited), Building surveyors (the RICS Conservation Accreditation scheme).

To ensure the timely undertaking of maintenance and repairs on a preventative principle, it is useful for regular condition surveys to be undertaken, and for their recommendations to be acted upon in a timely manner. Hornsey Town Hall will require a dedicated maintenance and repair team member who systematically work through the identified areas of concern; clear and accessible record keeping of works will help to overcome any staffing issues.

On a daily basis, the Estate Manager (Brunsfeld) takes responsibility for commissioning and managing ad-hoc maintenance and management of the Town Hall, its use and occupation. The estate manager and operators should utilise the following general building policies:

4.4.2 Exterior elements of the Town Hall

Policies: Conservation, Maintenance and Repair – Exterior elements of the Town Hall

1. Where renewal is required to external materials, use materials which match the existing in size, colour, material, and finish in order to maintain a visually cohesive arrangement appropriate to the significance and special interest of the listed building.
2. Regularly clean metal windows, with suitable cleaning methods taking account of original finish.
3. The clock tower should be inspected at regular intervals for aesthetic and structural soundness. Also inspect for birds nesting to prevent build-up of guano, clean guano regularly. Engage regular pest control to control nesting birds.
4. The main entrance decorative gates and grillwork are a key feature of the building, and these should be regularly cleaned and maintained. Any repairs to the metalwork should be carried out by suitable professionals familiar with historic ironwork of this age and style.
5. Avoid clutter and paraphernalia in the setting of the building, especially when viewed from the front elevation (The Broadway Town Square)
6. The large tree on east elevation near main stairwell (to the East Wing Gardens) should be protected.

The exterior of the building is significant as a landmark piece of architecture within the urban centre of Crouch End. Given that it is a focal point, the main public elevations should be maintained in order to retain the architectural significance. The same holds true for the east elevation, which although designed as a minor elevation is now overlooked by the apartment complex 'Uren Building'.

4.4.3 Internal elements of the Town Hall

Policies: Conservation, Maintenance and Repair – Interior elements of the former Town Hall

1. Where the original interior is intact these need to be diligently preserved through ongoing care and maintenance, with an eye for detail concentrating particularly on the following:
 - a. High status former civic spaces: Entrance Hall G.41; Foyer G.55; Assembly Hall G.57; Function Room G.55b; Council Chamber F.33; Committee Room F.46; Mayor's Parlour F.3; Members Room F.37
 - b. High status circulation spaces: Main stair to entrance hall ST-03; the pair of matching stairwells ST-01 and ST-02 accessed from the Foyer; First Floor Landing F.44 and Second Floor Landing S.33 and although simpler ST-06 provide an unusual architectural statement with its curved windows to the wrap around stair and lift arrangement.
 - c. Some of the hotel rooms where original timber panelling, especially where original panelling and built in furniture has been reused/repurposed: G.8 Former Borough Treasurer; G.15 Former Borough Engineer's Office; G.25 Former Interview Room; and F.6 Former Deputy Town Clerk's Room; F.9 Former Town Clerk's Office; F.15 Former Voter's Room; F.21 Former Medical Officer's Room; F.38 & F.39 Co-working Space;
2. Some of the floors are rather special – with cork being an unusual highlight, amongst the parquet, Perrycot stone and terrazzo floors.
 - a. Cork floors should be cleaned and maintained with specialist products and only have light traffic. Protect the floor when heavy traffic events are underway (consider asking occupants to avoid stilettos).
 - b. Original parquet floors should be regularly maintained; these tend to be in the corridors and some hotel rooms and the Assembly Hall and Function Room with a consistent finish applied as close as possible to the original scheme.
 - c. The stone and terrazzo floors should be carefully maintained, taking care to use cleaning materials which do not abrade the surface and jointing material.
 - d. Protect all historic floors when moving furniture/ stage sets/ using heavy wheeled trolleys.
3. Some of the walls are lined with stone, marble, timber panelling and even cork. These materials should be carefully and regular maintained to maintain a consistent patina through the building.
4. Some areas have decorative glazed screens and these should be maintained, and carefully adapted to ensure that visibility is allowed for the safe access and operation of the building; viewing panels and such like required for modern Building Regulations.
5. Decorative ironwork and balustrade to the main staircase/s and lightwells add to the elegance and openness of the main circulation areas, and these should be maintained carefully.
6. Some original furniture and light fittings, including small tactile elements such as light switches etc., remain –these should be retained and carefully maintained so that they continue to be part of the building
7. The original signage, where remaining, should be preserved. New signage complementing the existing would benefit the scheme.
8. Some original door furniture, and ironmongery remains – and these should be retained and carefully maintained so that they continue to be part of the building's new use.
9. A note on any future redecoration scheme to the hotel rooms: the current scheme has been inspired by the Art Deco design of the Hornsey Town Hall. Any future schemes should follow the same design inspiration to continue the 'spirit' of the original building.

The architectural significance of the town hall's interiors lies principally in the combination of the elegantly proportioned spaces and careful use of good quality, and in some cases unusual, decorative materials. The well-preserved aesthetic of some of the exceptional interior should be retained as highly significant elements of the building. Any future redecoration should aim to return to the original colour scheme.

4.5 The Townscape Setting, Sustainability and the Environment

Policies: Townscape Setting, Sustainability and Environment

1. Monitor the use of the former Town Hall to ensure that a wide and diverse user group is encouraged and maintained to ensure the building's continued use and viability. Assess occupancy on an annual/biannual basis. *Refer to the Community Use and Access Agreement relating to Hornsey Town Hall and Town Hall Square, The Broadway, London N8 has been prepared as part of the Section 106 agreement*
2. Foster and adopt pro-active policies for sustainability in terms of maintenance and operation of the building. All operators have sustainability policies and these should be reviewed (and updated if necessary) regularly to ensure these are in line with current legislation and/or best practice.
3. Considering the use of material and energy use in the service and operation of the building (waste less; re-use more). An annual energy use survey is planned with each operator having specific policies in place to reduce waste and energy (Time + Space: Operational Sustainability Waste Management; Dorsett Hospitality; Sustainability taskforce)
4. Consider planting schemes which provide greater biodiversity and response to the changing climate; perhaps even have planting on the accessible roof

terraces (check loadings with structural engineers and planning constraints); maintain what is planted as part of the scheme proposal.

5. Review this strategy with operation and management team annually, with regular review to take place in monthly meetings.

This section refers to the wider societal concerns of the building use and management, in particular to understand how it can be used and operated more sustainably, in response to the current climate change crisis.

4.6 Presentation, Education and Interpretation of the Town Hall

Given the original civic use of the building, this new scheme has the capacity to contribute greatly to the site and wider context by engaging communities, both locally and wider afield. The inclusion of an Arts Centre and the setting for the Crouch End Festival has the capacity to draw people into the building and make it relevant to the community. The aim should be to make the building relevant and useful to the community beyond the Festival and Arts Centre association – by engaging adults and school age children.

Policies: Presentation, Education and Interpretation of the Town Hall

- 1 interactive digital material could be considered as part of the wider reach to the local community via the website to provide more targeted information in an accessible format, acting at several levels to cover: primary and secondary school pupils; the general public; as well as those with a deep interest and knowledge of architecture (historic or otherwise).
 - *Monthly heritage tours already take place with guides (locally organised).*
 - *Consider Heritage film and TV associations (Time + Space are already exploring this).*
- 2 Local food and retail businesses integrated with the “offer” – making these relevant to the building’s style, use and purpose; to fit in with the visual distinctiveness of the Town Hall. There

is work underway with Crouch End Trade, it would be good to have them involved for greater community interaction.

- 3 Conduct tours of the Former Town Hall as part of PSHE to local and wider school groups, on some suggested topics below:
 - the role of local government – the changing landscape of UK politics.
 - the use of ‘exotic’ construction materials from overseas – the changing technology and the impact of carbon on how we build now, which now influences our choice of more sustainable building materials.
 - the Commonwealth, as the building was design by Reginald Uren, a New Zealand architect.
 - modern architecture in landscape and urban settings – the role of Modernism and urban planning – what this means for how we live now.
 - Name a Seat (performance hall) initiative for patronage and memory.
- 4 Consider a ‘Friends of Hornsey Town Hall’ who might be able to run some of these outreach activities.
- 5 Include on the Hornsey Town Hall site development website (<https://www.hornsey-townhall.co.uk/>) a section on the history and development of the original building.

5.0 Adoption and Implementation: Hornsey Town Hall

The agreed policies have been developed following discussions with and comments from with the different organisations and individuals who use and care for the former Hornsey Town Hall as noted below:

Brunsfeld

- Communal internal areas
- Food & Beverage Operators
- External areas

The Time + Space Co.

- Arts Centre general representative
- Arts Centre
- Workspace Arts Centre
- Events Arts Centre
- Hornsey Exchange
- Hornsey Community Users
- Construction Steering Group (set up by FEC and Time + Space)

Dorset Hotels International

- Hotel Operator

Hornsey (FEC) Limited

Ardmore Group (main contractors)

Additional statutory parties who are being informed are

- Elisabetta Tonazzi, Principal Conservation Officer, Housing, Regeneration and Planning at Haringey Council
- Claire Brady, Inspector of Historic Buildings and Area, Development Advice, London and South East Office, Historic England

5.1 Stakeholder Meeting

An online stakeholder meeting was held on 27 March 2023 with the following attendees:

- Far East Consortium (FEC): Scott Lau, Ilias Spanakis, Jafor Rahman
- Dorsett Hotels International (hotel): Nick Lauezzari
- Time + Space (arts centre): Andre Major
- Brunsfield (estate management): Chloe Walker, Brunsfield
- Make Architects: Sepideh Heydarzadeh
- Donald Insall Associates: Victoria Perry, Aimee Felton and Nabeela Ameen

A Draft version of the CMP had been issued to participants prior to the meeting which included all chapters in full except this one (chapter 5), which was only partly complete.

Crucially, Chapter 4 'Issues and Policies' was complete in draft and much of the two-hour long meeting was spent discussing the issues and policies to understand if they were an accurate reflection of the challenges and opportunities of the variety of end users and the different parties in charge of the operation and care of the building. The content and appearance of the document was also discussed to ensure that a robust and user-friendly CMP document was being produced for stakeholder use.

The stakeholder meeting was led by Donald Insall Associates as an open forum for stakeholders to inform and educate one another on the measures

which have been taken in preparation to occupy the building, including Planning Agreement documents required to demonstrate how public access will be maintained – these documents are referred to below. Primarily the discussion centred on the regular management and use of the buildings. but also the Environmental, Sustainable and Governance (ESG) requirements, again for the management and use of the buildings.

5.2 Management and Operational Structure: Hornsey Town Hall

There are 2 operators for the hotel and Arts Centre, each of whom will have their own management, facilities and maintenance teams for their demised areas:

- Dorsett Hotels International (Hotel)
- The Time + Space Co. (Arts & Community)

The estate management team responsible for the whole site including internal communal areas, building exterior and external works Brunsfield (on behalf of Hornsey (FEC) Limited)

Refer also to section 5.5: Inspection, Defects Notification and Responsibility

5.3 Meetings and communication: Hornsey Town Hall

Given the new, mixed use and operation of the building and wider site, clear communication should be maintained to ensure the use, care and maintenance of the building and wider site is not compromised. At the stakeholder meeting, it was clear that this had already been discussed amongst the parties who confirmed the following

- weekly meetings during fit out between all operators
- monthly meetings once buildings are occupied between all operators; Haringey Council to attend once a quarter to discuss social housing matters.

It is noted that, prior to the CMP *there has been considerable collaboration between all parties (Hornsey (FEC) Limited; Brunsfield; The Time + Space Co. and Dorsett Hotels International partly due to the unusual arrangement of the mixed-use occupancy, use and management. The whole team are to be commended on the work done to date, the continued collaboration between the parties and also the wider community will undoubtedly play a key role in embedding this civic building in the heart of the Crouch End community and also further afield.*

5.4 Staff and Visitor Induction: Hornsey Town Hall

Each operator will have their own induction process, with reference made to the CMP.

Donald Insall Associates have provided a 1-page document which could be included in each of the induction documents to briefly explain the special interest of the listed building and the additional care and protection which is sometimes required to preserve and enhance this character.

5.5 Inspection, Defects Notification and Responsibility: Hornsey Town Hall

There is to be a two-year Defects Liability Period. Each operator will have their own facilities management and maintenance team for their demised areas, which they will be responsible after the defects liability period. Each operator will inform the Estate management team (Brunsfield) of items requiring attention to communal areas – these items should be addressed in a timely fashion.

The Estate management will conduct regular inspection of the building exterior and external space, as well as engaging a Quinquennial inspection of the building.

5.6 Management of Change: Hornsey Town Hall

Given the major construction works which has been undertaken, it is unlikely that additional major change will be required soon. However, any change to the listed buildings and/or external space will first be made to Brunsfield, who will address the matter further with Hornsey (FEC) Limited. Please refer to Policy: Manage of Change in section 4 which outlines additional measures required when making repairs and/or alterations to a listed building and its setting.

5.7 Community Use: Hornsey Town Hall

Hornsey Town Hall Arts Centre will be operated by The Time + Space Co., who have, as part of the planning conditions for this redevelopment, prepared documentation which sets out the use and access in the document '**Hornsey Town Hall Arts Centre - Community Use Plan**'. Some of the items of note are below for context only:

- Definition of community user
- Which part of the building (Hornsey Town Hall) will be made available for use and access by the community
- How, where and when community access will be made available, including location and times
- Communicate to local community and stakeholders of any temporary closures
- Marketing and promotion of space available for community use and access (Head of Community to work with Marketing)
- Monitor and review community use, by Head of

Community; review in Community Use and Access Steering Group meetings to take place quarterly

- Core Community Use and Access Steering Group: core function and desired membership noted; with meeting minutes distributed to the Council's Head of Strategic Property

Reference is also made to the additional document ***HTH_Community_Use_and_Access_Agreement (public copy)*** which sets out the legal agreement between The Mayor and Burgesses of the London Borough of Haringey and Hornsey TH (FEC) Limited.

5.8 Events Management: Hornsey Town Hall

The Time + Space Co., on behalf of Hornsey Town Hall Arts Centre, will hold community and private events across the several event spaces and the crowd management, with their document '**Hornsey Town Hall Arts Centre - Events and Local Area Management Plan - REVISED 21_12_22**' noting the following

- dispersal and stewarding;
- car park management;
- signage strategy to local transport;
- shuttle bus strategy for local transport and
- taxi collection strategy

5.9 Feedback and consultation with Ardmore Group (Main Contractor)

The Draft CMP was also shared with the main contractor Ardmore Group, and comments were received from the Design Manager which we have been taken on board. The comments included rearrangement of some sub-sections (to improve the flow of the chapter); definitions and description of certain terminology; and finally including Gazetteer sub-sections in the Contents page.

Some of the changes requested were not included because they would fall outside of the normal scope of a CMP and our speciality as historic buildings consultants, especially as this site has undergone considerable construction works to accommodate the new mixed-use occupation (e.g. fire, accessibility, structure etc).

Additionally, Ardmore requested that the CMP be divided into two separate documents.