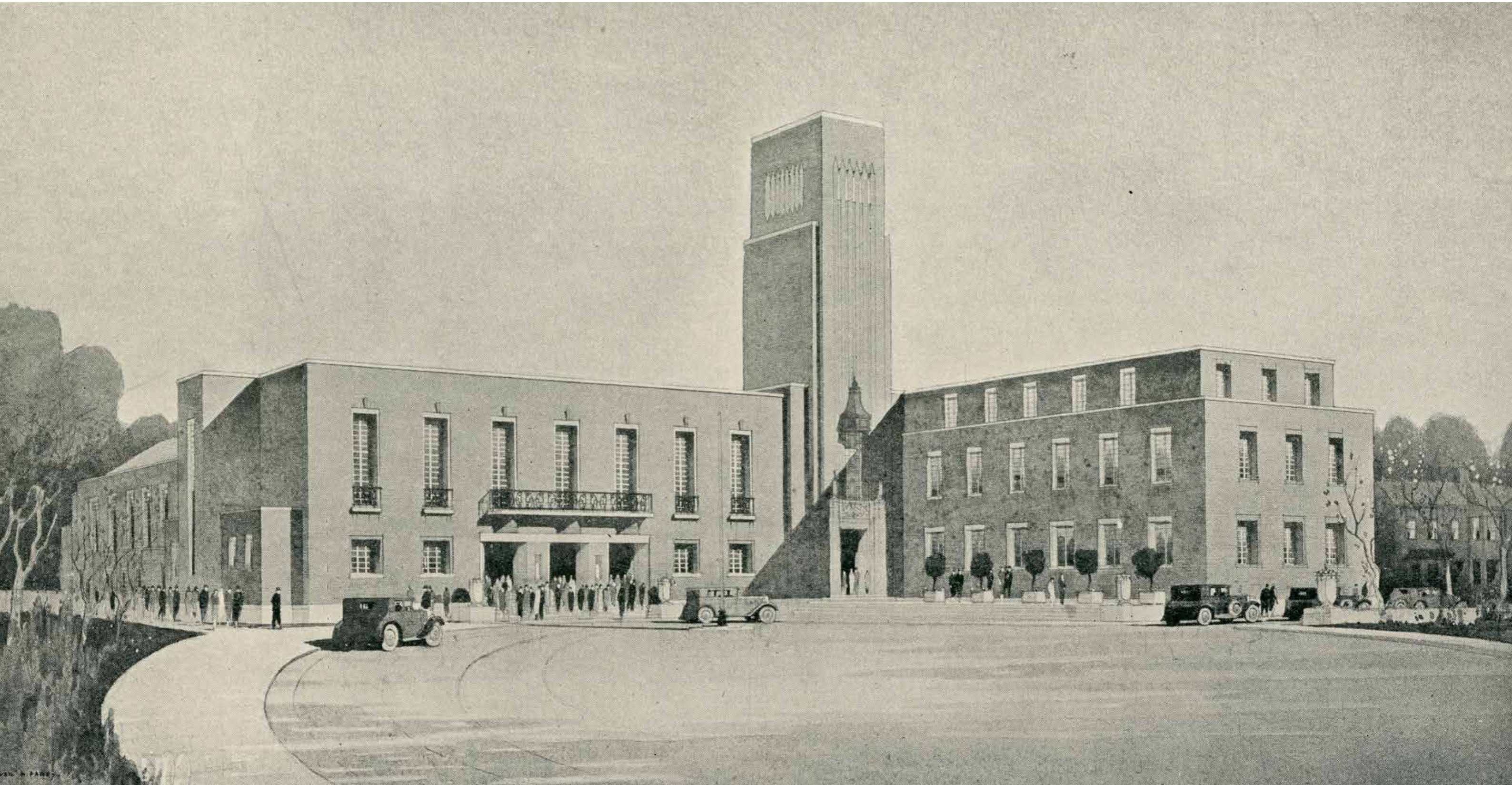


Hornsey Town Hall Salvage Strategy (ref: HGY/2017/2222)

Date
July 2019

Stage/Revision Number
4/01





HATFIELD ARTS CENTRE

HATHERLEY GARDENS

CAFE AND BAR

BAR

Introduction

The Salvage Strategy sets out a method of removal, storage, reuse and disposal of the historic items defined in the Schedule of Historic Items. This strategy is with reference to the consented proposals detailed in the Listed Building Consent HGY/2017/2222 and LBC variation HGY20190301.

The strategies described in this document are in relation to four categories of removal which are:

1. Temporary removal during the construction period and reinstatement in the same location
2. Temporary removal during the construction period and reinstatement in a new location in the building,
3. Permanent removal from the building with some elements retained and reused; and
4. Permanent removal from the building

The items noted under the four categories have been numbered as per

the Schedule of Historic Items.

This schedule is to be read in conjunction with the consented drawings, in particular the demolition drawings PA1018 - PA1027, PA1220 - PA1224, PA1272 - PA1277 and the proposed drawings PA1998 - PA2258. This schedule also makes reference to the Furniture, Fixtures, Fittings and Objects Inventory which is appended.

Reference should also be made to Donald Insall's Historic Building Report which contains the original Architect's drawings from 1935 which was obtained from the Hornsey Historical Society. These drawings are also appended to this document.

Type 01:

Items that will be temporarily moved during the construction works and reinstated in the same location

Hornsey Town Hall

—

Salvage Strategy

Type 01: Items that will be temporarily moved during the construction works and reinstated in the same location

Items affixed to the building

- Items that are affixed to the building will be carefully removed to protect the elements during the construction works. In some cases such as for the plaques adjacent to the Mayor's Parlour, works are required to carry out repairs to the stone linings. Some panels require re-fixing as they have become dislodged due to failure in the adhesive.
- The items will be carefully dismantled, labelled and packaged. The items will be carefully removed from any primary fabric, minimising damage, and reinstated. Works to make good will be carried out to the existing fabric.
- Elements will be brought to a designated storage facility until required for reinstatement.
- The items will be carefully reinstated on the stone walls, making sure to reuse existing fixing points which have been checked for their integrity and robustness. Care will be taken to not damage the existing fabric.

Item no. 37



Item description:

2nos original plaques located adjacent to the entrance to the Mayor's Parlour

Doors retained and reused

- The items will be carefully dismantled, labelled and packaged. This will include original ironmongery and any original signage.
- The items will be photographed prior to removal and the location of the item will be recorded to guarantee that the reinstatement is like-for-like as the original.
- The items will be carefully removed from any primary fabric, minimising damage, and reinstated. Works to make good will be carried out to the existing fabric.
- Elements will be brought to a designated storage facility for refurbishment, repair and/or upgrade, until required for reinstatement.
- The items will be then carefully reinstated in their original location, making sure to reuse existing fixing points which have been checked for their integrity and robustness. Care will be taken to not damage the surrounding existing fabric.

Item no. 62



Item description:

Retained doors generally

Item no. 79



Item description:

Memorial on ground floor

Hornsey Town Hall

Salvage Strategy

Type 01: Items that will be temporarily moved during the construction works and reinstated in the same location

Timber floor retained and reused

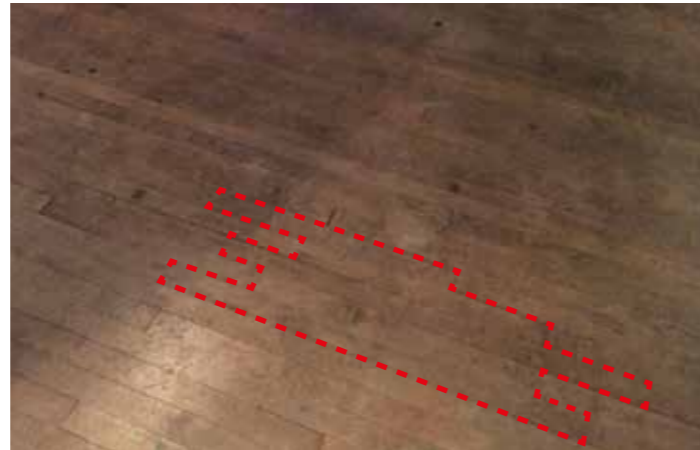
- There are two instances where existing timber flooring will need to be removed as part of the building's upgrade to accommodate new use.
- In both instances, the flooring is in a linear pattern of irregular lengths and hence, individual planks will be able to be carefully removed by handheld tools.
- In the Supper Room, the planks will be recorded, labelled and photographed so they can be reinstated in the same location after the works to an existing service trench have been completed. A recessed floor access panel will be introduced for future access for maintenance to the trench.
- In the Assembly Hall, the planks will also be recorded, labelled and photographed. They will be reused and adapted into an accessible floor system which can be removed to create a theatre pit for the stage.
- In both situations, the items will be carefully removed from any primary fabric, minimising damage, and reinstated. Works to make good will be carried out to the existing fabric.
- Elements will be brought to a designated storage facility until required for reinstatement.

Item no. 20



Item description:

Timber flooring in the Supper Room and Assembly Hall stage



Example of method to remove the individual planks which follows the pattern of the floor. This retains the planks in whole sections so they can be reinstated following the works below.

Original lighting (external and internal)

- Most of the lights are in their original location and this has been based on archive photographs from the RIBA and Hornsey Historical Society. These lights will be recorded and labelled for reinstatement in the same location. Lights which are found in a different location from where they are known to originate from, or those which are in storage will be labelled based on their new location.
- Following demonstrable disconnection, the items will be carefully removed for repair and/or refurbishment to restore the fittings back to a 'near to new' condition and to meet current building regulations in terms of lux levels and emergency functions.
- The items will be carefully removed from any primary fabric, minimising damage, and reinstated. Works to make good will be carried out to the existing fabric.
- These elements will be refurbished by a specialist off-site in controlled conditions. They will then returned to the building for reinstatement. Existing fixing points will be reused as much as possible.

Item no. 38



Item description:

Original lighting (multiple locations)

Item no. 80



Item description:

External lights

Hornsey Town Hall

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Salvage Strategy

Type 01: Items that will be temporarily moved during the construction works and reinstated in the same location

Laylights

- The laylights will be cleaned, repaired and adapted by a specialist to serve as LED light panels.
- The items in their current location will be photographed, recorded and labelled. They will then be dismantled carefully from any primary fabric, minimising damage, and reinstated. Works to make good will be carried out to the existing fabric.
- These elements will be refurbished by a specialist off-site in controlled conditions. They will then returned to the building for reinstatement.

Item no. 43



Item description:
Laylights in the Council Chamber and Assembly Hall

Some fixed seating in the Council Chamber

- In order for the removal of asbestos to take place under controlled conditions, some of the fixed seating adjacent to the wall tapestries will need to be temporarily moved. This is to provide the adequate access for the work.
- The items will be recorded prior to removal. The seats will be carefully removed as components as how they were originally put together.
- The items will be carefully removed from any primary fabric, minimising damage, and reinstated. Works to make good will be carried out to the existing fabric.
- It is likely that the seating will be retained in the building during the asbestos removal, but if not, they will be packaged and brought to an off-site storage facility.
- The items will be then carefully reinstated in their original location, making sure to reuse existing fixing points which have been checked for their integrity and robustness. Care will be taken to not damage the surrounding existing fabric.

Item no. 63



Item description:
Some fixed seating in the Council Chamber

Type 02:

Items that will be temporarily moved during the construction works and reinstated in the different location

Hornsey Town Hall

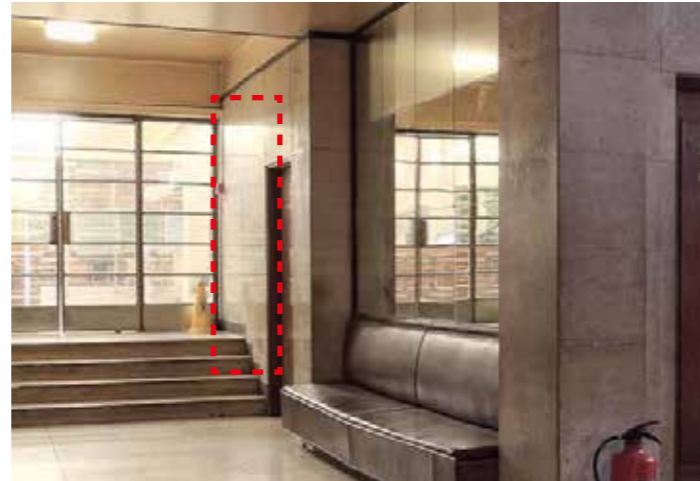
Salvage Strategy

Type 02: Items that will be temporarily moved during the construction works and reinstated in a different location

Stone tiling

- A section of the stone lining will be removed in the ground floor corridor G.46 to make way for a new opening.
- The individual tiles will be carefully taken away by removing the grout and adhesive and slowly lifting the tiles away from the structure.
- The items will be carefully removed from any primary fabric, minimising damage, and reinstated. Works to make good will be carried out to the existing fabric.
- The tiles will be retained as they can be reused to close off the current opening on G.46 and/or repair any damaged stone elsewhere in the building.
- Elements will be brought to a designated storage facility until required for reinstatement.

Item no. 03



Item description:
Stone wall tiling



Examples of damage to stone tiling elsewhere in the building.



Original WCs, urinals and basins

- Original WCs, urinals and basins designated for reuse will be disconnected. Non-original fixtures such as the WC seats and modern taps will be removed permanently.
- These items are to be removed carefully and taken to an off-site facility for cleaning.
- These will be refitted with new seats, new taps to match the original and new pipes so that the element in their entirety will meet building regulations.
- They will be labelled and subsequent to refurbishment, returned to new locations identified in the proposals.

Item no. 05



Item description:
Original WC pans and urinals

Item no. 06



Item description:
Original basins including cleaners' sinks

Hornsey Town Hall

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Salvage Strategy

Type 02: Items that will be temporarily moved during the construction works and reinstated in a different location

Original fixtures to be reused in new locations

- These items are original to the building and will be removed during the construction works. At the appropriate sequence of works, they will be returned to the building and reinstated in new locations.
- The John Tann 'Reliance' doors will be firstly recorded in its existing, working condition before carefully being dismantled by a specialist. Any components of the door which has to be removed in the process will be labelled and packaged with the same doorset to avoid any loss or damage. The doors will be surveyed and refurbished. New openings will be created in new partitions to reinstate the doors.
- The original hooks in lavatories will be carefully removed to keep the elements in working condition for later installation. These will be packaged and kept in a storage facility until required on site.
- All the original clocks will be carefully removed from the building. The clocks that are currently installed in their original locations will be recorded and photographed. Clocks which will return to their original locations will be given reference numbers unique to these locations. Clocks that are found in storage will be labelled and given new codes for their new and/or former locations in the building.
- The original synchronome clock will also be refurbished. This will need to be carefully disconnected from the building and removed in its entirety. It will be repaired and then returned to the building in a new location on the ground floor.

Item no. 18



Item description:

Original John Tann 'Reliance' steel doors (all - 5nos)

Item no. 56



Item description:

Original hooks in lavatories

Item no. 41



Item description:

Original clocks (currently, some are installed in rooms and some are in storage). 73nos assumed but not yet confirmed.

Item no. 46



Item description:

Original synchronome clock currently on the Lower Ground Floor.

Hornsey Town Hall






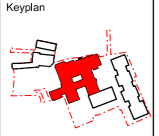
Salvage Strategy

Type 02: Items that will be temporarily moved during the construction works and reinstated in a different location

Original timber panelling and joinery

- The original joinery and panelling will firstly be photographed in each room so that there is a record of all the elements in situ. The extract drawing on the right is an example of one of the 10 rooms which contain either built-in joinery and/or timber wall panelling.
- Each element will be labelled and a drawing with each element in its existing location will be produced. An example of this is on the following page. A proposed drawing is shown alongside the existing where the elements utilise the same labels/codes so each item has a unique reference number for later reinstatement.
- The items will then be dismantled and packaged. They will be brought to a specialist joiner's off-site facility for repurposing. The internal carcass will be disposed of as the joinery will need to be made deeper to be used as kitchenettes or wardrobes.
- Some of the door fronts have been removed by Haringey and kept in storage. These will also be brought to the off-site facility to be pieced together with the existing joinery from the Town Hall.
- The repurposed and refitted elements will then be returned to the building for reinstatement in the hotel guest rooms.

Item no. 40 Item description: Built-in joinery and panelling in former offices in the East Wing and Link Building which will be part of the hotel demise

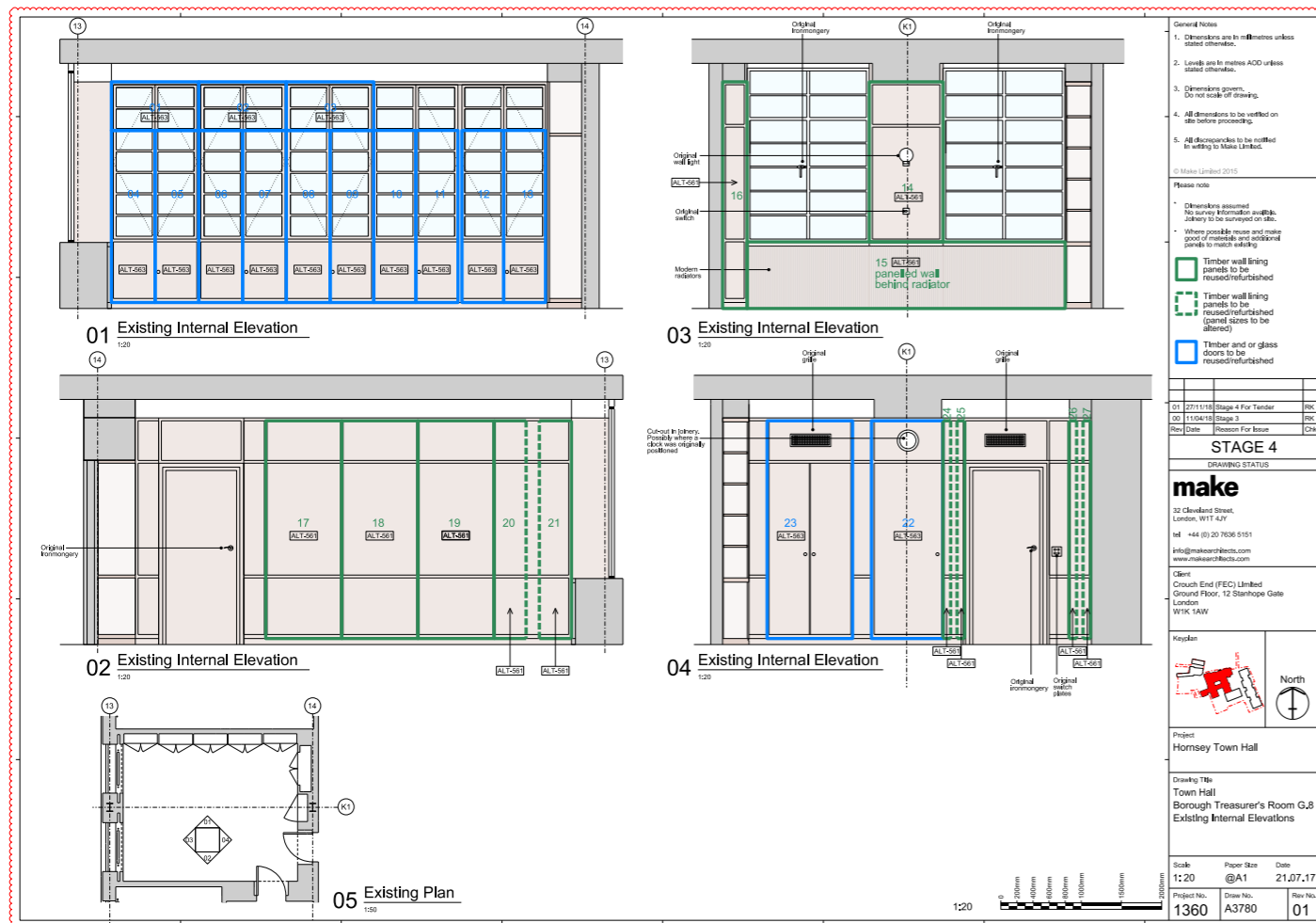
 <p>01 Existing joinery & timber wall lining 1:NTS</p>	 <p>02 Existing joinery & timber wall lining 1:NTS</p>	 <p>03 Existing timber wall lining 1:NTS</p>	<p>General Notes</p> <ol style="list-style-type: none"> Dimensions are in millimetres unless stated otherwise. Levels are in metres AOD unless stated otherwise. Dimensions govern. Do not scale off drawing. All dimensions to be verified on site before proceeding. All discrepancies to be notified in writing to Make Limited. <p>© Make Limited 2015</p> <table border="1"> <tr> <td>00</td> <td>27/11/18</td> <td>Stage 4 For Tender</td> <td>RK</td> </tr> <tr> <td>Rev</td> <td>Date</td> <td>Reason For Issue</td> <td>Chk</td> </tr> </table> <p>STAGE 4</p> <p>DRAWING STATUS</p>	00	27/11/18	Stage 4 For Tender	RK	Rev	Date	Reason For Issue	Chk				
00	27/11/18	Stage 4 For Tender	RK												
Rev	Date	Reason For Issue	Chk												
 <p>04 Existing timber wall lining 1:NTS</p>	 <p>05 Existing joinery & timber wall lining 1:NTS</p>	<p>make</p> <p>32 Cleveland Street, London, W1T 4JY</p> <p>tel +44 (0) 20 7636 5151</p> <p>Info@makearchitects.com www.makearchitects.com</p> <p>Client Crouch End (FEC) Limited Ground Floor, 12 Stanhope Gate London W1K 1AW</p> <p>Keyplan</p>  <p>North</p> <p>Project Hornsey Town Hall</p> <p>Drawing Title Town Hall Photographs of existing panelled room F.21</p> <table border="1"> <tr> <td>Scale</td> <td>Paper Size</td> <td>Date</td> </tr> <tr> <td>1: NTS</td> <td>@A1</td> <td>02.11.18</td> </tr> <tr> <td>Project No.</td> <td>Draw No.</td> <td>Rev No.</td> </tr> <tr> <td>1360</td> <td>A3773</td> <td>00</td> </tr> </table>		Scale	Paper Size	Date	1: NTS	@A1	02.11.18	Project No.	Draw No.	Rev No.	1360	A3773	00
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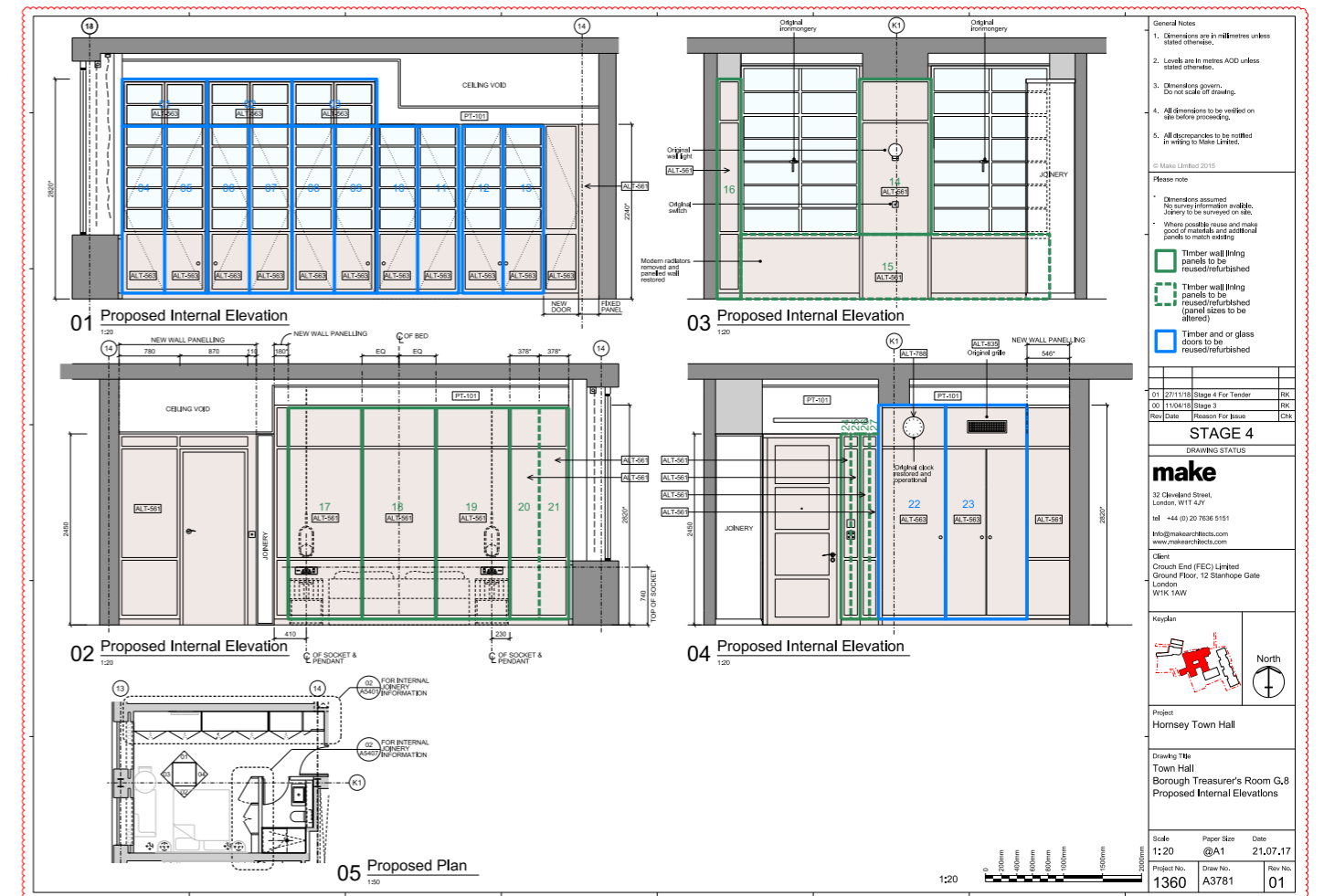
Hornsey Town Hall

Salvage Strategy

Type 02: Items that will be temporarily moved during the construction works and reinstated in a different location



Example drawing recording each joinery element in the existing room configuration



Example drawing recording each joinery element in the new room configuration

Continues from earlier page

Hornsey Town Hall

Salvage Strategy

Type 02: Items that will be temporarily moved during the construction works and reinstated in a different location

Original door to Committee Rooms

- Originally, the entrance to the corridor F.49 was open to the foyer. In the later occupation of the Town Hall by Haringey, the entrance door to the Committee Rooms was moved and installed at the corridor, which has resulted in a different door being installed to the Committee Rooms.
- This original door will be carefully dismantled, taking caution not to harm the adjacent timber panelling, although this is also a later addition to the building.

Item no. 59



Item description:
Double door to F.49

Original furniture

- The original furniture is currently in storage. Some items are in use in the Town Hall. The furniture will be brought to a storage facility off-site for safe keeping whilst construction commences.
- Each item has already been labelled and listed in an inventory.
- At the designated time in the construction programme, the items will be handed over to a specialist joinery sub-contractor who will repolish, reupholster and repair any damaged components of the pieces.
- Some items such as the original ballots desk will be repurposed as new seating.
- The items will be returned to the Town Hall at a date close to completion. They will be given a location on the floor plans, as per the drawings on the following page.
- The same strategy will apply to the cloakroom counter which is currently located in room G.50. The counter will be adapted to the new room layout, and will be partially retained. Elements that will not be retained will be disposed of.

Item no. 52



Item description:
Loose furniture formerly used in the Town Hall - desks, tables, chairs, armchairs, sofas, coat stands, cupboards, objects etc. Refer to the Furniture, Fixtures, Fittings and Objects Inventory for full list.

Item no. 51

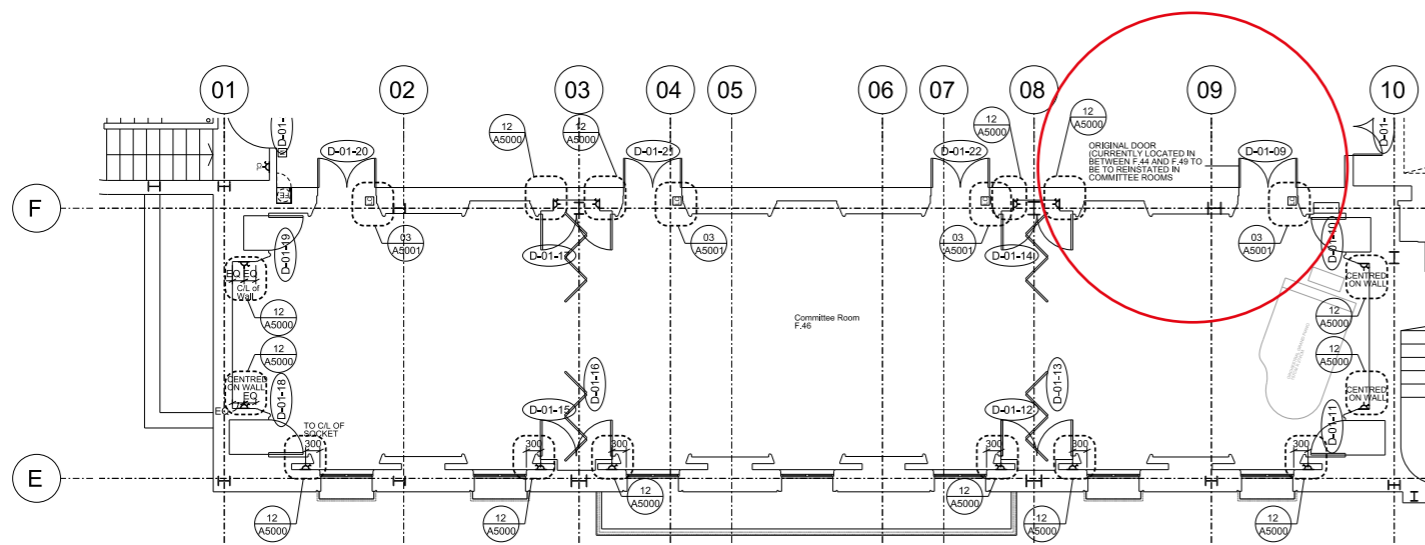


Item description:
Cloakroom counter

Item no. 32



Item description:
Original ballots desk formerly located on the first floor, now on the ground floor.

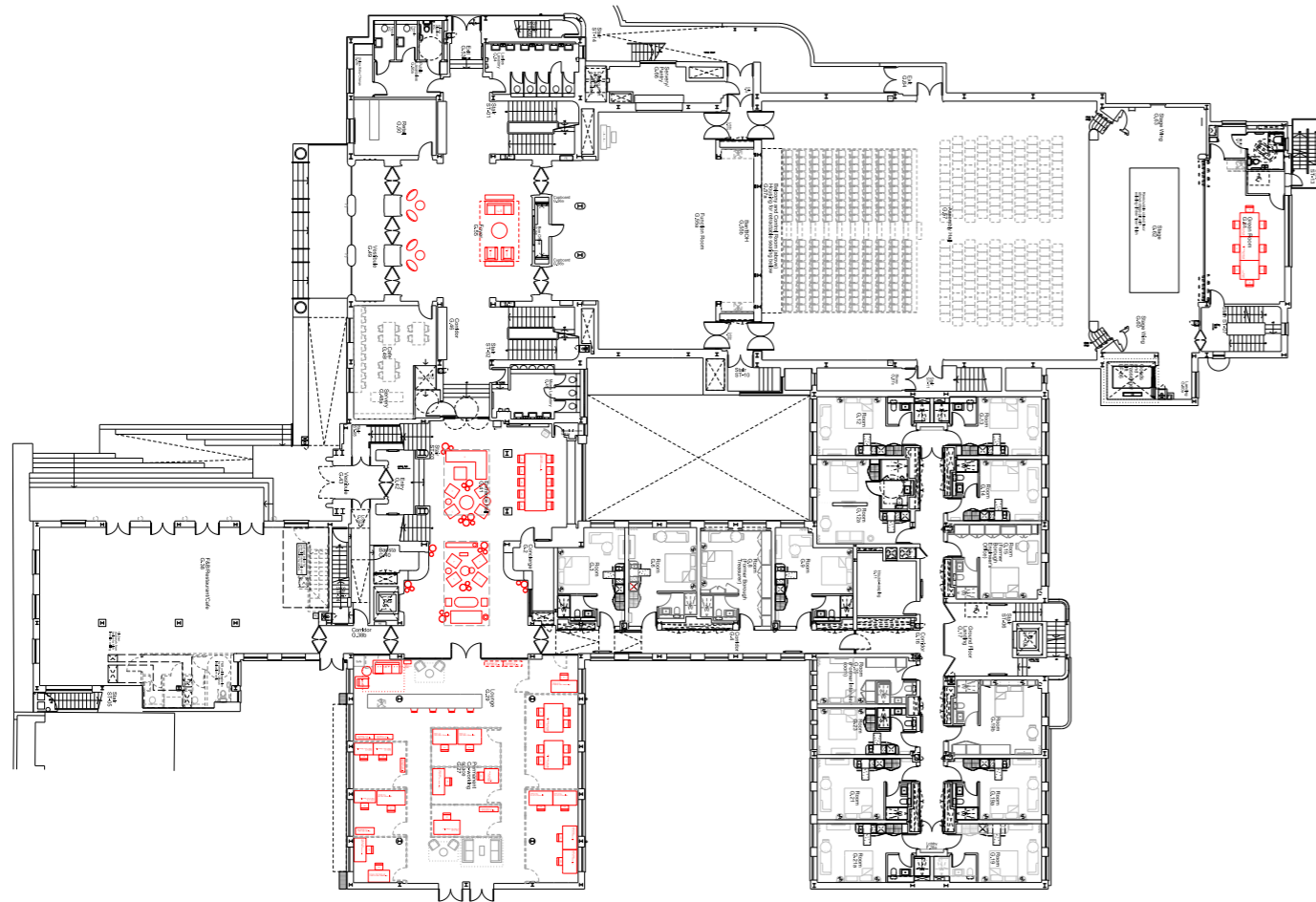


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Hornsey Town Hall

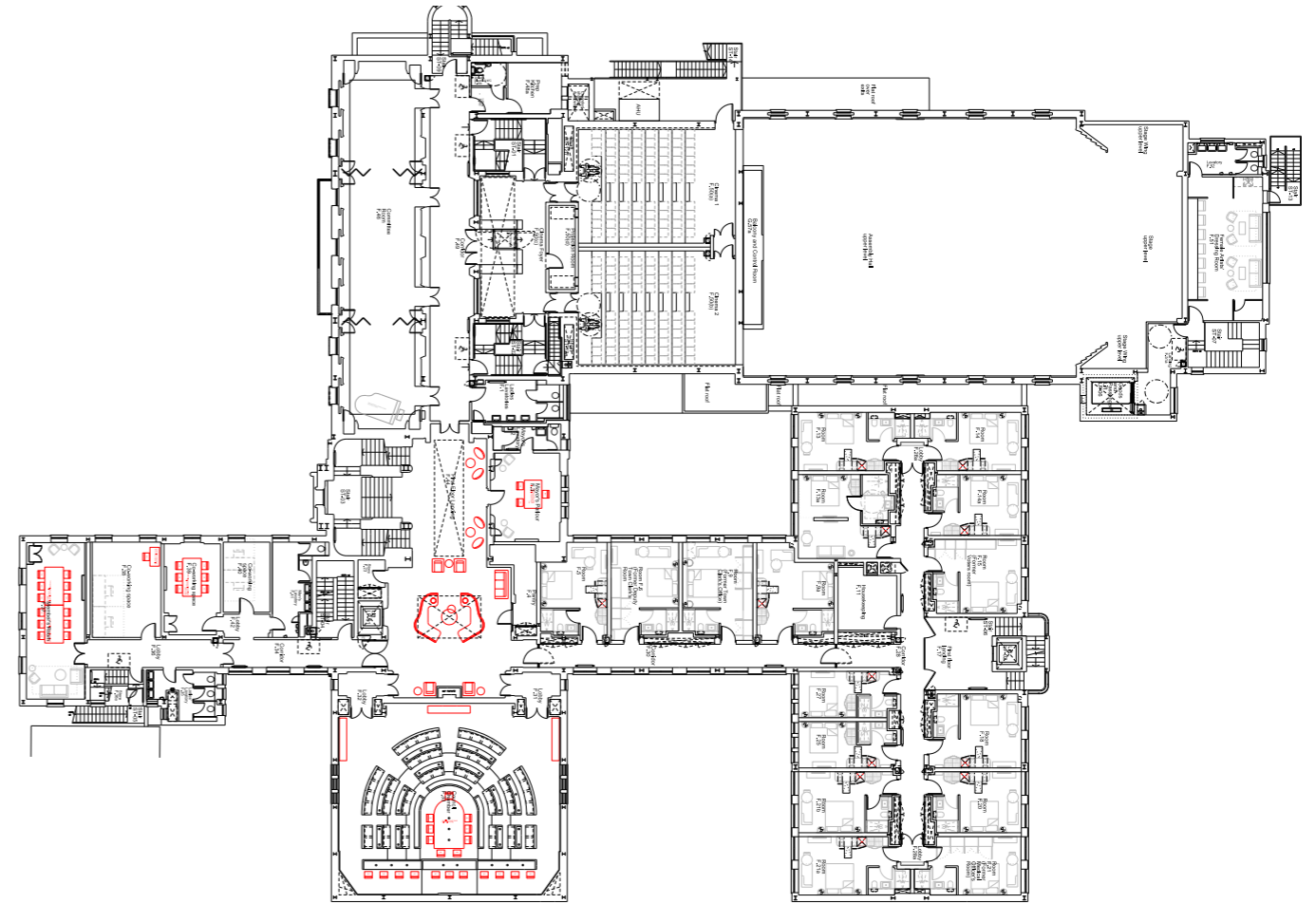
Salvage Strategy

Type 02: Items that will be temporarily moved during the construction works and reinstated in a different location



01 Proposed Ground Floor
1:125

Example drawing indicating location of the retained furniture on the ground floor



01 Proposed First Floor
1:125

Example drawing indicating location of the retained furniture on the first floor

Continues from earlier page

Type 03:

Items that will be permanently removed and disposed of,
with some elements retained and reused

Hornsey Town Hall

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Salvage Strategy

Type 03: Items that will be permanently removed and disposed of, with some elements retained and reused

Timber doors and doorsets

- Original doors will be recorded, dimensionally surveyed and photographed. As replica doors will be fabricated, details and visual characteristics of the doors will be recorded for the reconstruction for example; any beading, sizes of the door and frame profiles, the timber veneer species, colour, direction of grain, type of cut, integrated signage etc.
- Some of the original glazing in the vision panels and portholes have since been replaced with wired glass
- The items will be carefully dismantled and any elements destined to be reused as part of the new works will be removed, labelled and packaged. For example, original lever handles and pull handles will be reused on new doors. Original pot closers which are reusable will be reinstated

on retained doors where these closers are damaged or absent.

- The items will be carefully removed from any primary fabric, minimising damage, and reinstated. Works to make good will be carried out to the existing fabric.
- Elements that will be reused will be brought to a designated storage facility until required for integration with new doors and doorsets. The elements in its totality will be subsequently installed in the building.
- Refer to the disposal strategy for elements that will be removed permanently from the building.

Item no. 01



Item description:

Non-original 3nos timber entrance doors (installed post 1935) with circular vision panels on the ground floor facing the Assembly Hall. Upper transoms are retained.

Item no. 02



Item description:

Timber door between G.48 (cafe) and G.46 (corridor)

Item no. 07



Item description:

Cubicle doors in lavatories

Item no. 19



Item description:

Fire exit doors (multiple)



Photographs of original ironmongery to be salvaged and reused



Photographs of original entrance doors from RIBA Archives

Continues to following page

Hornsey Town Hall

—

Salvage Strategy

Type 03: Items that will be permanently removed and disposed of, with some elements retained and reused

Item no. 30



Item description:
Lift doors

Item no. 57



Item description:
Internal painted doors (multiple locations)

Item no. 58



Item description:
Internal timber veneered doors (multiple locations)

Item no. 61



Item description:
Internal timber doors with vision panels (multiple locations)

Item no. 69



Item description:
External garage doors (LG.22, LG.22a, LG.22b)

Item no. 70



Item description:
External louvred plant doors (LG.33/LG.34)

Item no. 71



Item description:
External timber doors (multiple locations)

Continues from earlier page

Hornsey Town Hall

—

Salvage Strategy

Type 03: Items that will be permanently removed and disposed of, with some elements retained and reused

Metal glazed doors and doorsets

- Original doors will be recorded, dimensionally surveyed and photographed. As replica doors will be fabricated, details and visual characteristics of the doors will be recorded for the reconstruction for example; sizes and details of framing elements including profiles. The items will be carefully dismantled and any elements destined to be reused as part of the new works will be removed, labelled and packaged. For example, original pull handles will be reused on new doors.
- Some of the glass has since been replaced with wired glass
- The items will be carefully removed from any primary fabric, minimising damage, and reinstated. Works to make good will be carried out to the existing fabric.

- Elements that will be reused will be brought to a designated storage facility until required for integration with new doors and doorsets. The elements in its totality will be subsequently installed in the building.
- Refer to the disposal strategy for elements that will be removed permanently from the building.



Photographs of original ironmongery to be salvaged and reused



Photographs of original entrance doors from RIBA Archives

Item no. 08



Item description:

Non-original revolving door at the administrative entrance G.42

Item no. 09



Item description:

Metal framed glazed internal doors to corridors G.35 and G.4. (2nos including fixed transoms)

Item no. 60



Item description:

1no external glazed door at LG.20

Hornsey Town Hall

—

Salvage Strategy

Type 03: Items that will be permanently removed and disposed of, with some elements retained and reused

Timber glazed doors and doorsets

- Majority of these doors are not original to the building. Doors located in corridors were installed after 1935, most likely in response to changes in fire regulations. Doors located in stair wells appear to be original or with original ironmongery.
- Original doors will be recorded, dimensionally surveyed and photographed. As replica doors will be fabricated, details and visual characteristics of the doors will be recorded for the reconstruction for example; sizes and details of framing elements including any beading. The items will be carefully dismantled and any elements destined to be reused as part of the new works will be removed, labelled and packaged. For example, original lever handles or pull handles will be reused on new doors.

Original pot closers which are reusable will be reinstated on retained doors where these closers are damaged or absent.

- The items will be carefully dismantled and any elements destined to be reused as part of the new works will be removed, labelled and packaged. For example, original pull handles will be reused on new doors.
- The items will be carefully removed from any primary fabric, minimising damage, and reinstate/ make good any breakaway of the masonry/ plaster resulting.
- Elements that will be reused will be brought to a designated storage facility until required for integration with new doors and doorsets. The elements in its totality will be subsequently installed in the building.
- Refer to the disposal strategy for elements that will be removed permanently from the building.

Item no. 12



Item description:

A mix of original and non-original doors. Doors located in corridors were installed after 1935, most likely in response to changes in fire regulations. Doors located in stair wells appear to be original or with original ironmongery.

Item no. 13



Item description:

Non-original East Wing stair lobby partition and doors which are later additions to the original 1935 design,



Photographs of original ironmongery to be salvaged and reused

Hornsey Town Hall

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Salvage Strategy

Type 03: Items that will be permanently removed and disposed of, with some elements retained and reused

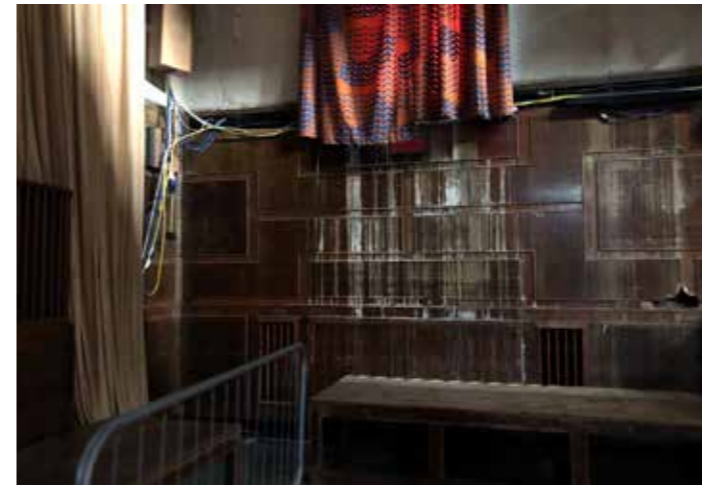
Timber wall panelling retained and reused, with some elements being removed permanently.

- Prior to any work commencing, the timber panelling elevations in the Assembly Hall will be photographed, surveyed, recorded and labelled. The drawing on the following page will be a similar way of recording the panelling and will be carried out by a specialist.
- There will be some elements (panelling and support structure) that will be beyond repair due to high levels of rot as a cause of water ingress. These will be carefully removed and differentiated from the surrounding repairable and reusable panelling, including any primary fabric, minimising damage, and reinstate/ make good to the existing fabric.
- The elements that cannot be repaired will be disposed of.
- Panelling that can be repaired will be carefully removed subsequent to being recorded. The panels will be repaired and refurbished off-site to ensure that the works are carried out under controlled conditions.
- They will be kept in a designated storage facility until required for reinstatement.

Item no. 50



Item description:
Timber panelling in the Assembly Hall
(Example of panelling beyond repair)

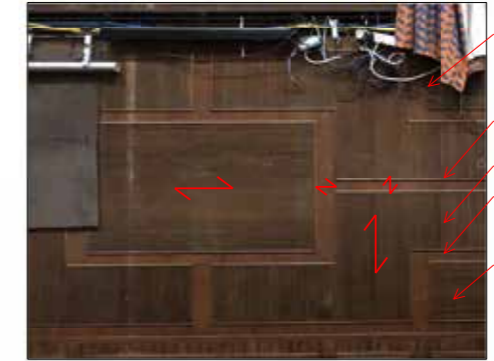
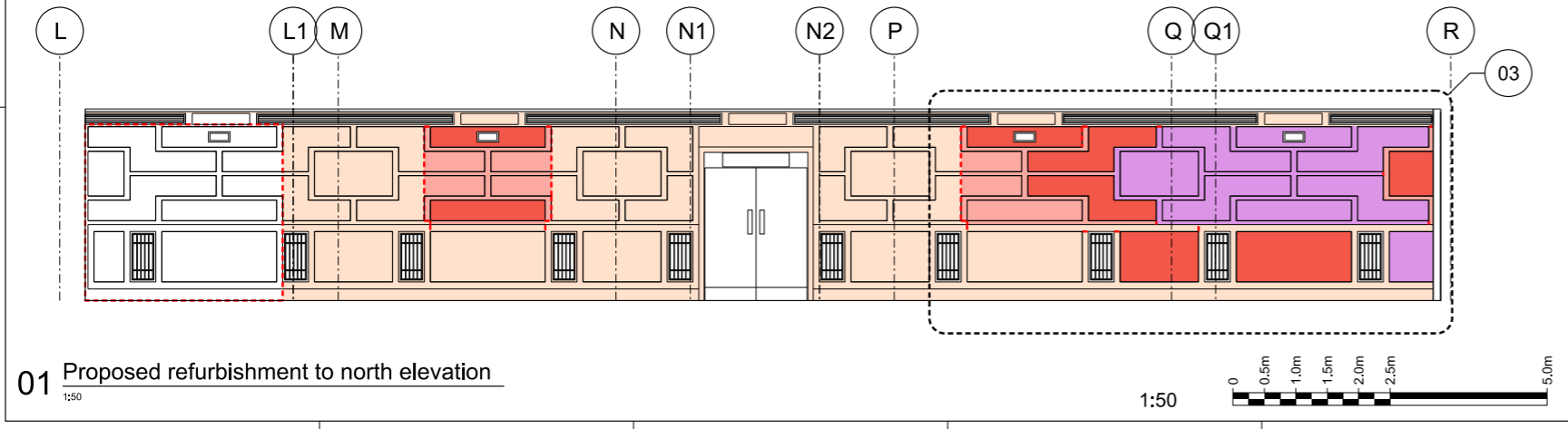
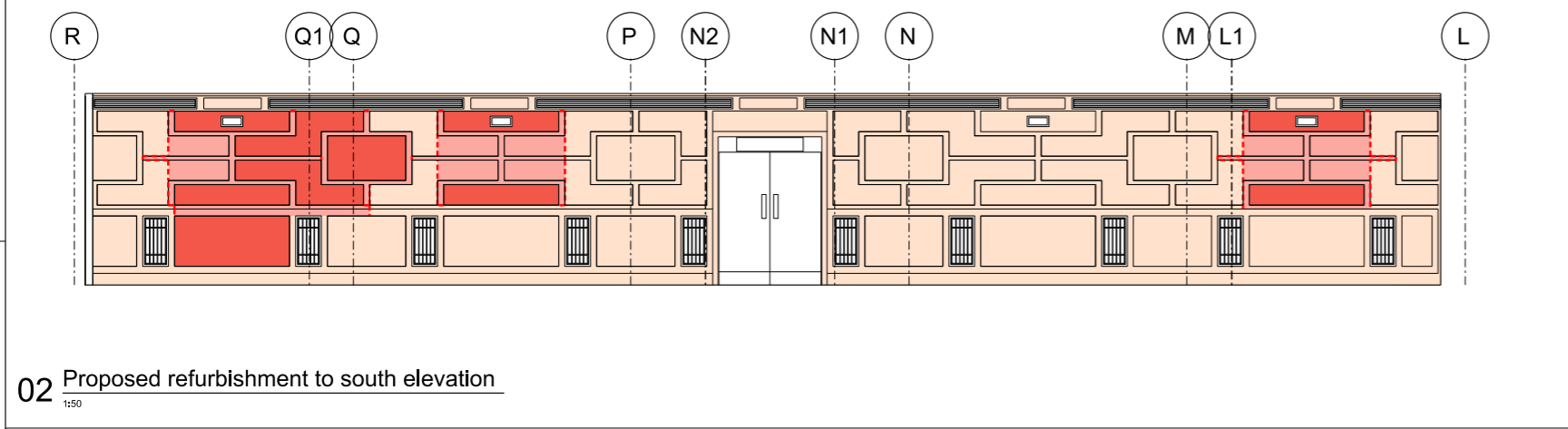
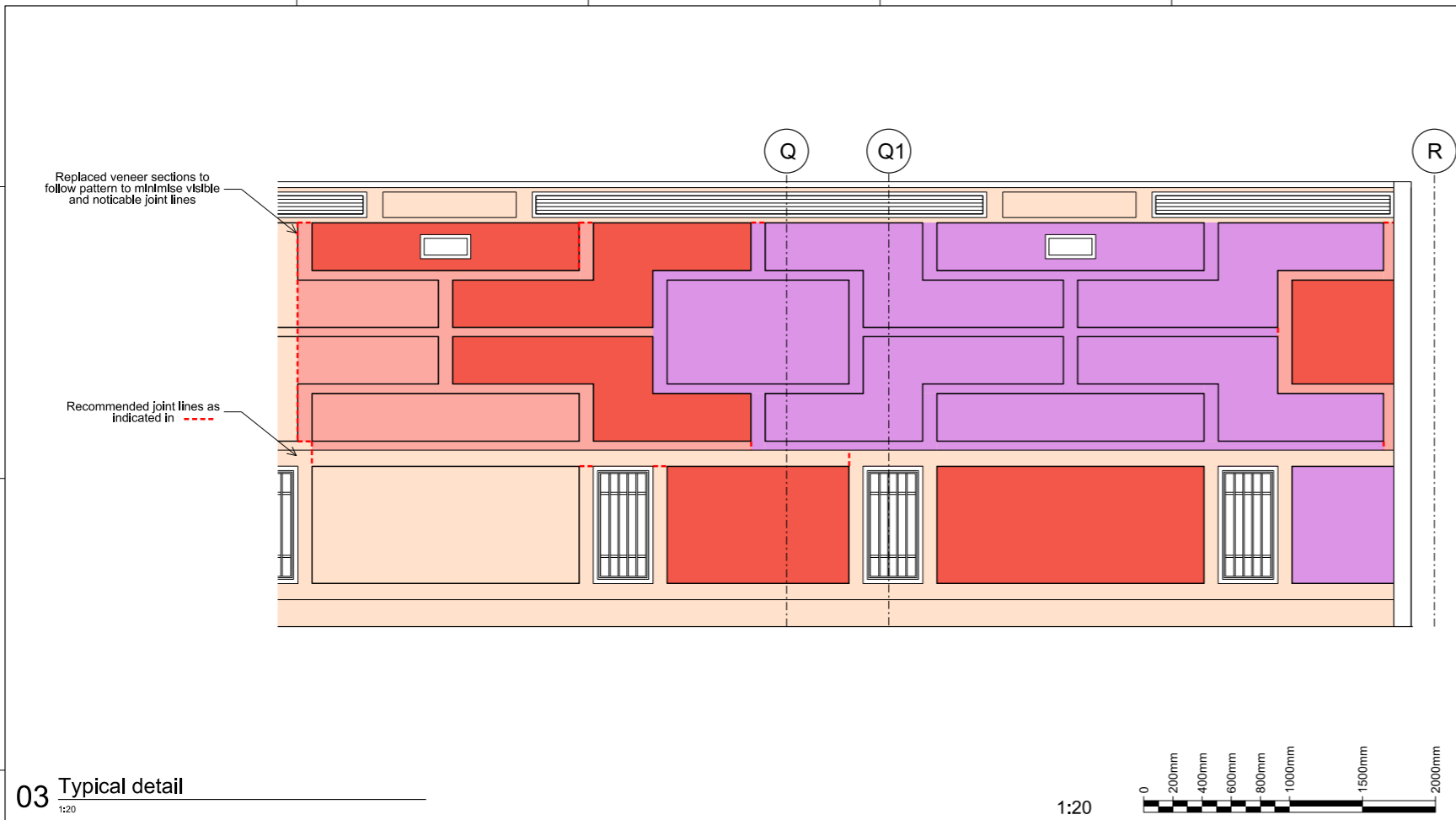


Item description:
Timber panelling in the Assembly Hall
(example of panelling that requires new veneer fronts in localised sections but the sub-structure can be reused)



Item description:
Timber panelling in the Assembly Hall
(example of panelling that can be rejuvenated and reused in its totality)

Continues to following page



07 Refurbish existing veneer
NTS



06 Locally replace veneers in sections
NTS (cut-out small sections of veneer and reinstate with matching pieces)



05 Replace whole veneered pieces
NTS



04 Replace full panels
NTS (including veneer, timber backing and framing)

- General Notes
1. Dimensions are in millimetres unless stated otherwise.
 2. Levels are in metres AOD unless stated otherwise.
 3. Dimensions govern. Do not scale off drawing.
 4. All dimensions to be verified on site before proceeding.
 5. All discrepancies to be notified in writing to Make Limited.
- © Make Limited 2015

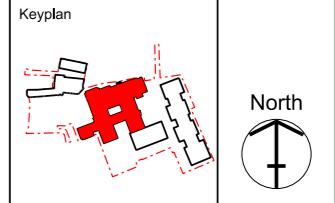
Note:
The existing timber linings are to be surveyed and photographed prior to removal. A full condition survey is required in order to confirm the scope of repairs

00	27/11/18	Stage 4 For Tender	RK
Rev	Date	Reason For Issue	Chk

STAGE 4
DRAWING STATUS

make
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London, W1T 4JY
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Info@makearchitects.com
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Client
Crouch End (FEC) Limited
Ground Floor, 12 Stanhope Gate
London
W1K 1AW



Project
Hornsey Town Hall

Drawing Title
Assembly Hall wall lining details

Scale	Paper Size	Date
1: 50 / 1:20 @A1		12.04.18
Project No.	Draw No.	Rev No.
1360	A6010	00

Continues from earlier page

Hornsey Town Hall

Salvage Strategy

Type 03: Items that will be permanently removed and disposed of, with some elements retained and reused

Floor finishes

- Where alterations to the planform take place, floor finishes will have to be altered to suit the new room configurations.
- This applies to the cork floor in the hotel corridors, the timber floor in the cloakrooms G.48 and G.50, and the tiled floor in the kitchen LG.41.
- The finishes will be carefully removed from any primary fabric and from the adjacent existing finish which needs to be retained, minimising damage, and reinstated. Works to make good will be carried out to the existing fabric.
- The removed finishes will be reused for localise repair on-site where required. Any remaining finish will be disposed of.

Item no. 16



Item description:
Cork floor tiles which interface with partitions being removed.

Parquet floor finish on the Lower Ground Floor

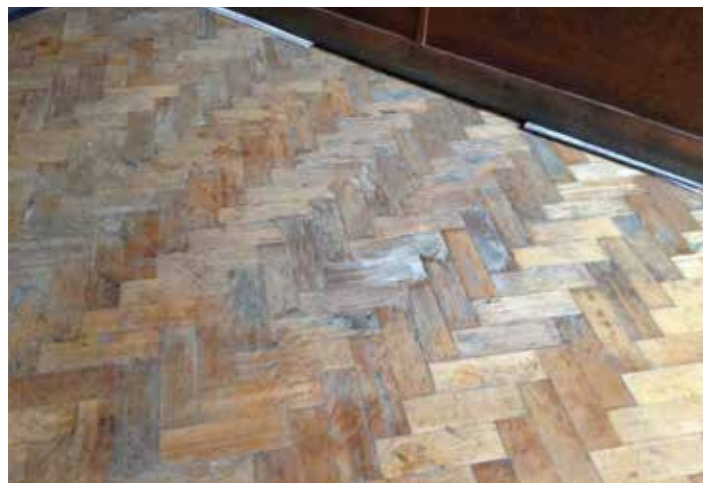
- The timber floor appears to be a mix of possibly Pitch Pine and Oak Block of approximate dimensions 15mm x 68mm x 240mm herringbone with border detail installed using "dipping grade" bitumen adhesive.
- Specialist initial examination reported the existing floor to be in a generally 'poor' state of repair at times with a WMC of 20% or greater - timber begins to rot at 20%. There appears to be no damp proof membrane, however, laid with dipping grade bitumen which in itself would have initially acted as a DPM, the bitumen adhesive has subsequently become brittle and there are significant areas of loose blocks and moisture damaged blocks
- The blocks will be removed individually from within this area and reused as much as possible in the existing corridors and common foyers.
- A suitable liquid applied DPM will need to be applied first.
- The reusable blocks will be packaged and brought to an off-site facility for refurbishment whilst the corridor works take place and the DPM is applied on site. New timber will be required as not all the flooring can be salvaged. The flooring is likely to be laid off-site in its herringbone pattern and brought as a pre-cast unit to be installed on site.

Item no. 27



Item description:
Localised removal of timber flooring in Lower Ground Floor corridors LG.13. LG.20.

Item no. 25



Item description:
Localised removal of timber flooring in G.50 (former ladies cloak room)

Item no. 47



Item description:
Steps and adjacent plinth in LG.41

Hornsey Town Hall

Salvage Strategy

Type 03: Items that will be permanently removed and disposed of, with some elements retained and reused

Balcony edge in Assembly Hall

- The non-original acoustic tile will be removed and disposed of. The balcony structure will be retained insitu. It is likely that new structural elements will be fabricated to connect to this main structure.
- The original clock will be retained, packaged and labelled along with the remaining clocks. This clock will be reinstated on the new separation wall in the Assembly Hall.

Item no. 34



Item description:

Balcony edge which has been clad in acoustic tiles in the 1960s

Terrazzo wall and floor finishes

- The existing lavatories will be photographed and recorded prior to the removal for change of use.
- The cubicle dividers are of an insitu terrazzo construction which makes the dividers difficult to reuse.
- However terrazzo tiles are utilised on the floors and walls. As these are panelised and modular, the removal and reuse would be more feasible.
- The tiles will be cut-out following the grout lines. These may be able to be salvaged and reused for patch repairs to existing retained lavatories.

Item no. 54



Item description:

Terrazzo wall finishes and cubicle dividers

Stage scenery equipment

- The stage scenery equipment is not proposed to be reused with the theatre, but elements of it will be retained as evidence of the former use of the Assembly Hall.
- The equipment consists of signage, ropes, weights and tracks.
- The connecting counter-balance weight system will be partially disconnected as the southern elevation will be reduced in order to accommodate a new goods and disabled lift. The northern elevation will largely stay intact.
- Further details will need to be developed with the theatre specialist.

Item no. 21



Item description:

Stage scenery lift equipment and system (southern elevation)

Item no. 55



Item description:

Terrazzo floor finishes in the lavatories

Hornsey Town Hall

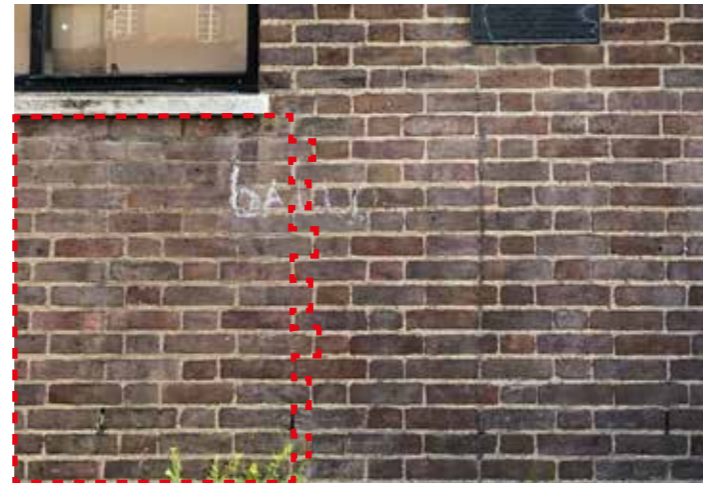
Salvage Strategy

Type 03: Items that will be permanently removed and disposed of, with some elements retained and reused

Brick

- Where extensions are formed, openings are being made in the existing masonry wall or where existing openings are being enlarged, the brickwork is to be removed individually to retain as much of the brick's integrity and to avoid any harm to the adjacent retained wall.
- These bricks will be reused either in the new East Wing extension, Lower Ground Floor extension, new external enclosures to the goods lift and dumbwaiter or to replace any irreparable defaced or debonded brickwork on the facade.

Item no. 65



Item description:

Original bricks - handmade of multiple tones of pink, orange, purple and brown

Coping stones

- Where roof alterations take place for example, on the western section of the Assembly Hall, existing concrete coping stones are to be removed, with care given to avoid harming any retained brickwork or roof finishes.
- Where possible, these coping stones will be reused in the altered roof profile. Where loose, damaged or irreparable coping stones require replacement, the removed elements will be used.
- Any additional material will be disposed of.

Item no. 72



Item description:

Roof coping stones (multiple locations where alterations to the roof occurs)

Slate

- As part of the major repair works to the Assembly Hall roof, the existing slate will be removed and any reusable slate will be retained and reused in the new covering.
- The retained slate will also be used as examples for new matching slate.
- The tiles will be carefully removed from the roof, packaged and brought to an off-site facility to avoid any damage to the components during the construction period.
- Once the roof has been repaired, the tiles will be returned to site and reinstated on the roof along with new matching slates.

Item no. 75



Item description:

Roof slates on the roof of the Assembly Hall

Stone fascia, sills and lintels

- As part of the works to extend the second floor of the East Wing to expand the number of rooms, the northwest and southwest East Wing facades will be stripped-out carefully.
- The stone elements will be cut-out individually.
- Where the elements are in good condition and able to be adapted to the new extension, these will be reused. They will also be used to replaced any damaged stone elements on the rest of the facade.
- They will also be used as example to source and match new materials.
- Any additional material will be disposed.

Item no. 76



Item description:

Stone fascia and lintels

Hornsey Town Hall

Salvage Strategy

Type 03: Items that will be permanently removed and disposed of, with some elements retained and reused

Steel and bronze windows

- The windows will be carefully removed by hand-held tools to avoid any impact to the surrounding brickwork. It may be likely that individual components are removed in piecemeal to minimise damage.
- The work will involve the removal of internal window boards and reveal linings, minimising damage to the fabric, and reinstating breakaway from deeply embedded cramps.
- Existing original ironmongery will be retained and reused in new windows; or in windows where the ironmongery is absent or damaged.
- The removed windows will be used as examples to cast profiles for new windows which will match the existing like-for-like.
- Where windows are partially removed, the window in its entirety will be removed in order to adapt the altered casement to its new size.
- The unused elements will be disposed of.

Item no. 66



Item description:
Steel casement windows (full / part removed)

Item no. 67



Item description:
Bronze casement windows (4nos)

Glazing sections in existing retained rooflights

- In order to upgrade the building to meet current fire regulations, the fire strategy requires automated opening vents to be installed in the central stair foyer.
- The rooflight will be recorded prior to the alteration.
- Two of the existing panels will be carefully removed, taking precaution not to compromise the system in its entirety.
- The panels and rooflight will be measured and surveyed to fabricate the new vents.
- The panels that will be replaced, will be disposed of.

Item no. 74



Item description:
2no glazing panels in retained rooflight

Glazing sections in existing retained laylights

- In order to upgrade the building to meet current fire regulations, the fire strategy requires automated opening vents to be installed in the central stair foyer.
- The laylight will be recorded prior to the alteration.
- Two of the existing panels will be carefully removed, taking precaution not to compromise the system in its entirety.
- The panels and laylight will be measured and surveyed to fabricate the new vents.
- The panels that will be replaced, will be disposed of.

Item no. 42



Item description:
2no laylight glazing panels above second floor landing S.33

Type 04:

Items that will be permanently removed and disposed of

Hornsey Town Hall

Salvage Strategy

Type 04: Items that will be permanently removed and disposed of

This section covers items that are will be removed as part of the change of use, or as part of the building's upgrade for compliance with building regulations.

Prior to any work taking place, a record of the existing building will be carried out to document these elements.

These elements will be removed permanently from the building. The method of disposal will vary depending on the type of item, and following further discussions with the London Borough of Haringey and Historic England.

Walls (items 14 and 49)

- Walls including finishes and/or tiling are to be removed minimising damage to any adjacent support structure or finishes which are being retained. In the new hotel corridors, care will be taken to protect the cork flooring during the strip-out works.

Stairs (items 15, 44, 68)

- The work will encompass carefully break up concrete stair flights, minimising damage/ trauma to the existing fabric within spaces subject to subsequent refurbishment, disposing of debris as work proceeds.
- In the case of steel framed stair flights, the work will be to carefully liberate primary support steelwork from the structural deck in a manner minimising trauma to the primary floor slab

Carpet (item 26)

- Carpet finishes will be carefully stripped-out taking caution to avoid any damage to the sub-floor surface. In some instances, the adhesive of the carpet has caused some detachment of the upper surface of the timber boarding below.

Transom lights and borrowed lights (item 10 and 11)

- These items will be removed alongside the partitions and doors which they are part of. It is likely that the transom lights over non-original doors are not original. Some of the original borrowed lights have later additions of wired glass
- The items will be carefully removed from any primary fabric, minimising damage, and the remedial works will include reinstatement/ making good any breakaway of any retained masonry/ plaster resulting.
- The removal work will minimise damage to the existing fabric by carefully removing any connections to retained floor, wall and ceiling/soffit plates, making good any enlarged holes or damage which is not subsequently destined to be concealed by a superimposed finish.

Glazed partitions (item 11)

- This element will be removed with care given to the return wall which is being retained. It may be that components of the item are dismantled and therefore, the item is removed in sections.
- The framed elements will be recorded and surveyed as they have the same steel profiles as the metal doors. As new metal doors will be fabricated, the example sections will be used as samples to create the new profiles.

Plaster finishes (item 23)

- Existing plaster finishes that have been damaged due to water ingress will be removed without damaging the original wall and ceiling structures.
- Any fixtures such as lighting and signage which needs to be retained will be removed first, labelled and packaged prior to the redecoration works.

Granolithic floor finish (item 28)

- The existing granolithic floor will need to be stripped-out and the floor sub-base prepared to take new finishes.
- As this is likely to require mechanical tools, any items that need to be retained will be removed prior to these works. These items will be labelled and packaged, and stored away from the works site.

External concrete steps (item 64)

- The external ground level will gradually ramp in this location to create a new compliant level access to the rear of the building.
- The first two steps of the external semi-circular concrete steps will be removed carefully, retaining the third step.

External louvred doors (item 70)

- These doors will be removed with care, to avoid any damage to the adjacent brick. Upon removal, making good will take place to the opening, including any return brick surfaces.

Existing electrical equipment - original and new (item 45)

- As part of the building's upgrade, the existing services will be disconnected. Any equipment which is located in spaces which are proposed as new plant rooms or electrical rooms will be removed. Large items may have to be dismantled into smaller sections to allow ease of access through the building; avoiding any damage to the existing retained fabric.

External garage doors (item 69)

- The existing garages will be transformed into hotel guest rooms. Therefore the doors will be replaced with new doors which take the same form as the garage doors i.e. they will be a timber door assembly which replicates the

same pattern but with glass inlays.

- As with the louvred doors, care will be taken to minimise damage to the adjacent brick piers. Making good will take place where any repairs are required.
- The doors will be photographed and measured to replicate the pattern on the new doors.

Laylights in corridor S.12 (item 22)

- The non-original plasterboard ceiling will be removed with care as the condition of the laylights above is unclear. There appears to be heavy damage to the finishes as there is evidence of water ingress into the corridor during rainfall.
- The laylights will be photographed and recorded. They will then be removed in sections to ease access through the building.

Original taps in the lavatories (item 4)

- The taps will be disconnected and removed from the basins which are being retained and reused.

Existing accessories in the East Wing lavatories (item 53)

- The mirrors and soap dispensers will be recorded and photographed.
- They will be removed as part of the change of use of the rooms to hotel guest rooms.

Concrete encasement on terrace (item 77)

- The concrete encasement was to enclosed a previous service duct which will be replaced with a new, large duct.
- This will likely be removed partially, only to accommodate the new duct as care and attention needs to be given to the brick parapet.
- The parapet will need to be protected and supported during these works.

Roof finishes (item 78)

- Any existing roof finishes such as lead flashings and asphalt which have dilapidated or which are irreparable will be removed. The strip-out will be careful to minimise damage to the roof slab, coping stones and concrete overhangs.

Light fittings within the hotel demise

- Items are within the hotel demise and the fitting type and quantity will not comply with the required lux levels or the required ability to act as emergency lighting as well.

Item no. 14



Item description:

Internal non load-bearing partitions including skirtings (locations as noted on the consented demolition drawings)

Item no. 44



Item description:

Former maintenance stairs leading to projection room

Continues to following page

Hornsey Town Hall

Salvage Strategy Type 04: Items that will be permanently removed and disposed of

Item no. 15



Item description:
Steps on the ground floor corridor G.4

Item no. 10



Item description:
Transom lights and borrowed lights that are part of partitions being removed in the East Wing and the second floor of the West Wing.

Item no. 11



Item description:
Glass partition on the ground floor and Lower Ground Floor of the East Wing which are within the demise of the hotel.

Item no. 48



Item description:
Borrowed lights in LG.3

Item no. 68



Item description:
External steel staircase

Item no. 49



Item description:
Brick lined walls and security shutter in LG.3

Item no. 23



Item description:
Plastered soffits

Item no. 26



Item description:
Non original carpet finishes in the mayor's parlour, council chamber, members' room, lady members' room

Continues from earlier page

Hornsey Town Hall

Salvage Strategy Type 04: Items that will be permanently removed and disposed of

Item no. 28



Item description:
Granolithic flooring on the Lower Ground Floor within the hotel demise.

Item no. 70



Item description:
External louvred plant doors (LG.33/LG.34)

Item no. 69



Item description:
External garage doors (LG.22, LG.22a, LG.22b)

Item no. 04



Item description:
Original taps in lavatories (basins retained). Many of the original taps have been replaced by modern taps.

Item no. 64



Item description:
2no concrete steps adjacent to stair ST-07

Item no. 45



Item description:
Electrical and mechanical items no longer in use

Item no. 22



Item description:
Laylights above non-original plasterboard panels located on the second floor corridor S.12

Item no. 53



Item description:
Accessories (mirrors, soap dispensers) in lavatories in the East Wing

Continues from earlier page