

Committees:	Dates:	
Corporate Projects Board Projects Sub	04/09/2014 Click here to enter a date.	
Subject: Roman Kiln Project	Gateway 1 & 2 Project Proposal	Public
Report of: Director of Open Spaces		For Decision

Project Summary

1. Context	<p>In March 2013 Highgate Wood's new 10 year Conservation Management Plan was approved and adopted. Within the key Heritage objectives on page 49, is a commitment to returning an original Roman Kiln from the 1st Century AD (Policy1c: Heritage) .This artefact known as kiln no 2, was discovered by an archaeology team in 1967 in the northern part of the site and led to an intensive programme of further excavations over a five year period. The kiln was exhibited for a period at Bruce Castle Museum in Tottenham, and now is in storage in the facility's basement for safe keeping.</p>
2. Brief description of project	<p>In July 2010 an innovative educational project took place in Highgate Wood as part of the Cultural Olympiad, and Stories of the World scheme, involving the reconstruction of a clay kiln based on the original found on site. A group of young people from Haringey successfully constructed a kiln based on the Roman design, and carried out a series of firings producing a number of pots. This project attracted considerable interest and provided the impetus to launch the current project. In November 2012 a working group was established comprised of Highgate Wood staff, representatives from both the Museum of London and Bruce Castle Museum along with archaeologists from the 1960's excavation, to develop a proposal to return the artefact to Highgate Wood, and house it in a purpose built display area contained in the Information Building. City Surveyors also attended the meetings to provided advice on adapting the education facility. At the same time initial exploratory conversations were held with Heritage Lottery Fund to submit an application to the 'Our Heritage' band for funding, and the project reference number is OH-12-100258.</p> <p>This project has received a significant amount of community support with several local residents providing a considerable amount of their free time towards promoting local interest and supporting the Highgate Wood team in pushing the project forward. At the Highgate Wood Heritage Day Event in 2013 and 2014 we have provided a separate stand which has been run by local residents specifically to promote the project and rally public support. As already mentioned above we have received a generous pledge of £5,000 towards the project from a local business individual. This will provide the match finding element to the Heritage Lottery Grant.</p>

3. Consequences if project not approved	If the Highgate Wood project is not successful the kiln will remain at Bruce Castle Museum and may well never be displayed again to the public, which would be a great educational opportunity missed. I have approached Leanne O'Boyle in the City of London's Culture, Heritage and Libraries Department to enquire whether the department could incorporate the artefact into existing exhibitions of Roman Antiquities. I am awaiting confirmation from the department as to whether they could offer support.
4. Success criteria	<ul style="list-style-type: none"> • The only known Roman period pottery kiln in London exhibited in Highgate Wood • The project will be funded from Heritage Lottery funding, local community contributions and local risk budget. • The artefact will provide an important educational resource for local schools. • The new display will form an important link between the Museum of London, Bruce Castle Museum and the City of London. • The Roman Kiln story will raise the heritage profile of Highgate Wood, and the woodland environment and it's value as a sustainable resource through history. • The project has a significant degree of community involvement and support with a number of local residents actively engaged. This ties in well with the City of London new community strategy and partnership working.
5. Notable exclusions	<p>I have discussed ongoing maintenance of the enlarged education facility (see below) with the City Surveyors project team as they were included in the initial discussions with the working group. They have advised that the cleaning of the Kiln itself will be minimal and would cost approximately £200.00 annually. Ongoing costs of maintaining the building will be met by City Surveyors's local risk budget and will be programmed in as cyclical work.</p> <p>We cannot supply a comprehensive budget for the ongoing annual costs of maintaining the artefact at this stage but will have this information as the project progresses.</p>
6. Governance arrangements	<p>Spending Committee: Hampstead Heath, Highgate Wood and Queen's Park Committee</p> <p>Senior Responsible Officer:</p> <p>Project Board: Choose an item.</p>

Prioritisation

7. Link to Strategic Aims	3. To provide valued services to London and the nation
8. Links to existing	The proposed project supports the Core Value:

strategies, programmes and projects	<p><i>‘The best of the old with the best of the new.’</i></p> <p>Strategic Aim:</p> <p>Increasing the impact of the City’s cultural and heritage offer on the life of London and the Nation.</p> <p>Open Spaces Department Strategic Aim:</p> <p>Widening and developing what we offer to Londoners through education, biodiversity and volunteering.</p> <p>Highgate Wood Conservation Management Plan 2013-2023</p> <p>Overarching policy 1: The valuable heritage resource including the earthworks and ancient woodland fabric, the Roman Kiln site, selected developments during the Victorian period and evidence of the use of the Wood during wartime will be conserved, managed and interpreted.</p> <p>Policy 1(c) Seek to extend the education centre to allow for the return of the Roman Kiln structures and display new information about the origin of the earthworks. An initial options appraisal for the extension of the education centre appears in Appendix 9 of this Plan. 1(f) x</p>
9. Project category	5. Other priority developments
10. Project priority	C. Desirable

Options Appraisal

11. Overview of options	Main options to consider are the interior layout of the reconfigured education building and the final location of the artefact and display. At the moment the artefact is in pieces and needs to be reassembled before the exact dimensions can be obtained. This will enable the optimum display design to be finalised.
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Project Planning

12. Programme and key dates	<p>Overall programme: 4 months</p> <p>Key dates: April 2015 to July 2015 (subject to successful HLF bid)</p> <p>Other works dates to coordinate:</p>
13. Risk implications	<p>Overall project risk: Green</p> <ul style="list-style-type: none"> • The project is largely educational and will be an excellent opportunity to promote the heritage interest of Highgate Wood • If the Heritage Lottery Fund bid is unsuccessful the project will not be sustainable and will probably be shelved, but there is a possibility that City of London’s Culture and Heritage Department may be able to

	provide a home for the artefact.
14. Stakeholders and consultees	<ul style="list-style-type: none"> • Hampstead Heath, Highgate Wood, and Queen's Management Committee. • Queen's Park and Highgate Wood Joint Consultative Committee • City of London Culture, Archives and Libraries Department. • City of London Surveyors Department • Museum of London • Bruce Castle Museum • Highgate Wood Roman Kiln Working Group

Resource Implications

15. Total estimated cost	1. Under £250k																		
	Likely cost range: £80,000 to £100,000																		
	We are awaiting an updated quotation from the building contractor.																		
	We have already incurred the costs included in the table below.																		
	<table><tr><th>Item</th><th>Reason</th><th>Cost (£)</th><th>Funding Source</th></tr><tr><td>Specialist Consultants</td><td>Interpretation plan, display plan, and project management.</td><td>£3,000.00</td><td>Highgate Wood local risk budget</td></tr><tr><td>Timber building specialist</td><td>Specialist advice and survey of existing timber building with costings and options.</td><td>£250.00 (arranged by City Surveyors)</td><td>Highgate Wood local risk budget</td></tr><tr><td>Staff time</td><td>Arranging meetings for working group and comments on work carried out by consultants</td><td>£2,500 year (estimated)</td><td>Highgate Wood local risk budget</td></tr></table>				Item	Reason	Cost (£)	Funding Source	Specialist Consultants	Interpretation plan, display plan, and project management.	£3,000.00	Highgate Wood local risk budget	Timber building specialist	Specialist advice and survey of existing timber building with costings and options.	£250.00 (arranged by City Surveyors)	Highgate Wood local risk budget	Staff time	Arranging meetings for working group and comments on work carried out by consultants	£2,500 year (estimated)
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16. Funding strategy	The cost of project will be met through funds provided by HLF, local community donations (already assured) and Highgate Wood's local risk budget.																		

17. On-going revenue implications	We are not planning to charge at this point to view the exhibit . The Education Building is timber built with a concrete floor, and is very simple in construction. There is no electrical supply and no other utilities. I have spoken to the Projects team in the City Surveyors and they believe that the extended building will not constitute a significant increase in planned cyclical maintenance. We plan to install a small Photo Voltaic system which will require minimal maintenance which will be included in the Heritage Lottery Fund application. The building is well orientated for a PV energy system as the roof faces due west.
18. Investment appraisal	The reconfiguration of the timber building within which the kiln will be exhibited will provide an opportunity to carry out some repairs which will prolong the service life of the building. There are some timbers at ground level which may require replacement in the near future, and this work could be undertaken during the extension work having consulted with the City Surveyors. The building has restricted opportunities at present as the interior display space is limited and lighting is poor. The new design will increase the interior display area from 30m2 to 50m2 and new light tubes will achieve increased light levels and provide a improved exhibition space. See attached ground plan
19. Procurement strategy	The contractors required are specialist and we will be working closely with the Heritage Lotter Fund and the CLPS team to secure the optimum value for money solution.
20. Legal implications	There are no foreseen legal implications . The kiln is listed as an important historical artefact by London Borough of Haringey. It is the only known original Roman Kiln in the London area.
21. Corporate property implications	We are currently seeking advice from both the Museum of London and our panel of archaeologists as to how best to conserve the kiln. The kiln is a relatively robust, stable structure. It is comprised of clay/sand composite bricks which have been repeatedly fired, producing a hard ceramic like fabric. The artefact will be encased in a specially designed perspex show case which will protect it from temperature changes and humidity. The case will also protect it from any potential mechanical damage.
22. Traffic implications	There are no foreseen traffic implications.
23. Sustainability and energy implications	We will be incorporating a number of sustainable features into the reconfigured building including enlarged velux windows for better natural lighting.
24. IS implications	We are investigating a wifi link to the exhibition and the Museum of London Roman exhibition.
25. Equality Impact Assessment	Choose an item.

Recommended Course of Action

26. Next steps	List format			
27. Approval track and next Gateway	Approval track: 3. Light Next Gateway: Gateway 5 - Authority to Start Work (Light)			
28. Resource requirements to reach next Gateway	Item	Reason	Cost (£)	Funding stream
	Staff time (team Leader and Manager)	Attend working group meetings and feedback on draft proposals from consultants	£200-400/month for 12 month period	Highgate Wood local risk budget
	Submittal of Heritage Lottery bid (Manager)	Secure core funding for building conversion and interpretative display, plus installation of kiln	Not known at present	Highgate Wood local risk budget
29.				

Contact

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