

Historic Inverkeithing

An interpretation plan for the Townscape Heritage / Conservation Area Regeneration Scheme



Final report

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1. Introduction

1.1. Aims

This plan sets out proposals for interpretation of the historic centre of Inverkeithing that would be developed through the proposed Townscape Heritage and Conservation Area Regeneration Schemes (TH/CARS). The plan also makes strategic guidance for interpretation that might be developed in future, outside the scope of the TH/CARS. Proposals for work that would be completed through the TH/CARS relate only to the physical area covered by the scheme.

The plan supports the schemes' overall goals of making the town centre a more attractive place, conserving and celebrating its heritage, and of providing social, cultural and economic benefits. The proposed interpretation aims to:

- bring the town's heritage to life for residents and visitors;
- use the town's heritage to reinforce Inverkeithing's unique identity;
- help promote a sense of pride and interest in Inverkeithing's heritage;
- provide opportunities for local people to get engaged with celebrating and presenting the town's heritage.

1.2. Research and consultations

The proposals are based on several visits to Inverkeithing between October 2018 and January 2019, on desk research in available literature and online material, and on consultation meetings or telephone discussions with the following:

- Inverkeithing Community Council
- Inverkeithing Local History Society
- Lorraine Bell, Fife Historic Buildings Trust
- Fiona Fisher, Fife Council
- Gavin Grant, Fife Cultural Trust
- Miranda Lorraine, Fife Pilgrim Way
- Sandra Macrae, Campbell Macrae Associates
- Douglas Speirs, Fife Archaeological Service

In addition, interpretation was discussed at open public consultation meetings about the TH/CARS on 22 November 2018 and 6 December 2018. Throughout all consultation meetings, people have expressed strong support and enthusiasm for scheme as a whole and for the ideas described in this plan.

2. Heritage resources

Inverkeithing's heritage is embodied in its buildings and its layout, although there are no dedicated heritage sites that are open to visitors. A small local museum occupied the upper floor of the

Hospitium until its closure in 2008. The museum attracted very modest visitor numbers (around 700 – 800 annually) in its last few years of operation. Some local residents are keen to see a museum re-established in the town, but it is not clear that there are enough relevant objects available to make this worthwhile, and difficult to see how likely visitor numbers would justify the costs of providing space and staff.

A number of Inverkeithing-related objects and paintings are displayed in the Civic Centre. A display centred on a portrait of Samuel Greig, the Inverkeithing-born sailor who became an admiral in the Russian Navy, is the most successful installation. Other objects and their interpretation labels are somewhat lost in the rather cluttered environment.

The town's early heritage was shaped by its status as one of the earliest Royal Burghs. These were planned settlements whose inhabitants had trading rights and exercised considerable powers of civil governance in return for paying rent to the Crown. Inverkeithing's founding date is unknown, but it was probably established sometime in the 1140s during the reign of David I.

Inverkeithing's fortunes ebbed and flowed, but its position next to a sheltered harbour on the Forth and on a key route into Fife from the south made it an important and at times wealthy place. This has left a legacy of several impressive historic buildings, the most significant being the Hospitium of the Grey Friars. This 14th century building has been described as "the best preserved medieval friary in Scotland"¹. Other notable buildings date from the 17th, 18th and 19th centuries. They include the Town House, formerly the seat of the Town Council as well as the town gaol, and a number of buildings in private ownership.

Narrow plots running along the High Street were established as properties for the merchants who enjoyed the privileges of the Royal Burgh. The resulting street pattern was well-preserved until the 20th century but much of it has now disappeared. However, the central Market Square retains some feel of the original town centre and would be enhanced through the public realm proposals being developed through the TH/CARS.

The town's Mercat Cross, which was the symbol of its status and would once have been at the centre of trading activity, is one of the earliest in Scotland. It has been moved several times since it was first installed and the TH/CARS proposes to reinstate it as a feature in the Market Square.

During the 19th and 20th centuries, Inverkeithing was home to a number of industries. The most significant were Ward's shipbreaking yard at the harbour, which dismantled many large ships and sent the materials for recycling, and Caldwell's paper mill, which occupied a large site to the east of the town centre. Ward's yard closed in the 1980s and the site is now used by a scrap metal company. Caldwell's mill closed in 2003 and the site has been completely cleared. Although there is little if any evidence of these two industries, their work is still within living memory. Their contribution to the town's history is seen as significant: during consultations for this plan, several people said they felt it important to have the town's industrial heritage marked and celebrated.

¹ Douglas Speirs, Fife Council Archaeologist, personal communication, 15/11/2018

3. Audiences for interpretation

The main audience for interpretation would be people who are in the town for everyday activities such as shopping, carrying out business or having a drink in a pub. They are likely to be predominately local residents who come to the town regularly.

The town's population as a whole can also be considered as an audience group. The population is expanding, so many people may be unaware of the town's history. Raising awareness of its heritage in general is an important goal for the project: it offers a chance for people to see beyond the town's current appearance, to encourage a richer 'sense of place', and potentially to foster a pride in the place people live.

Community involvement would therefore be an important part of the project and should aim to reach young people as well as adults. The primary school has been an enthusiastic participant in previous heritage-related schemes and is likely to be interested in any future project. The secondary school has indicated that they would also be interested in taking part in work related to the TH/CARS, although their interest may be primarily in the skills and training components of the scheme.

For visitors, Inverkeithing's historic environment is interesting and it has some impressive individual buildings, but it is unlikely ever to be a tourist destination in its own right. However, walkers and cyclists pass through the town on the Fife Coastal Path and the newly-established Fife Pilgrim Way. An improved environment in the town centre, combined with discreet interpretation, would encourage them to take a break on their way through the town.

4. Interpreting Inverkeithing

If interpretation is to match the characteristics of Inverkeithing's heritage and of its likely audience, it needs to be integrated with people's everyday activities, with stories about the town's history presented almost subliminally. It should also involve local people in developing projects where possible, so as to spread awareness of the town's heritage. Given the lack of tangible evidence, interpretation of more recent, industrial heritage would need to take a creative approach to bring stories alive.

4.1. Key themes

Interpretation is most effective if it is structured around *themes*: ideas that the audience can engage with and may be inspired to think and talk about, rather than trying to present a summary of facts. These themes can be illustrated and supported by stories, images and objects. Defining clear themes is an important discipline in developing interesting, engaging interpretation, and in ensuring that it is concise and accessible.

The following are proposed as key themes that could act as overarching ideas for Inverkeithing.

- *Inverkeithing has a long history as a prosperous place that had international connections through its port.*

Objects and stories that support this idea include: the Mercat Cross as the symbol and centre of the Royal Burgh's trading privileges; the collection of impressive, sometimes richly decorated buildings such as Providence House and Fordell's lodging; and the story of Samuel Greig, who became an admiral in the Russian Navy.

- *As a Royal Burgh, Inverkeithing was a self-contained and partly self-governing community, run by powerful and sometimes competing groups.*

The role of the Town House as the former seat of town governance and justice is a key support to this idea. Historic records include interesting stories of how the town's politics sometimes led to colourful incidents of bribery and intimidation. There are also intriguing records of how the kirk session supported people in need, including several cases of people who would today be classed as refugees.²

- *In recent times, the town was home to major industries that still relied on its port and its international links.*

This theme covers the history of the shipbreaking yard and the paper mill. The paper mill had an interesting link to domestic life: one of its specialities was greaseproof paper, used in baking in homes throughout the country.

4.2. Historical research

Several of the projects described in section 5 involve community-based activities to explore the heritage of the town and develop materials inspired by it. It would be useful for these projects to have a common pool of historical information on which they can draw, so as to avoid duplicating the research effort involved.

Another proposed component of the TH/CARS is a Burgh Survey, which would contribute to the national Scottish Burgh Survey collection. The survey would gather together material from primary sources as well as creating an authoritative record about significant buildings in the town, and would be an important resource for the proposed interpretation projects.

The survey would be undertaken early in the TH/CARS programme so its results can be available as a resource. Another piece of research that could inform future work, as well as creating a valuable archive, would be an oral history project to gather living memories about the town. It is listed first in the suggested projects below, because it would be most useful if conducted early in the programme: it might best be developed as part of work on the Burgh Survey.

² Rev. William R Stephen, *The Story of Inverkeithing and Rosyth*, 1938

5. Proposals

The following proposals are all intended for delivery through the TH/CARS. Suggestions for interpretation that could be developed outside the scope of the scheme are presented in section 6.

5.1. Oral history project

During open public consultation meetings, a number of people suggested that there were a lot of anecdotes about the town's history that would be worth collecting. An oral history project would be run at an early stage in the programme to gather material. The project might well be run in conjunction with the Inverkeithing Local History Society, which would help to raise the Society's profile as well as extending its members' skills and experience.

The oral history project should have a defined, relatively short timescale, so that any material it produces can be made available for use in other interpretation projects such as the creation of decorations for the Town House, or texts to be included in public realm interventions. The material should also be collected into a single document, possibly in electronic form only, which could form part of the Local History Society's records.

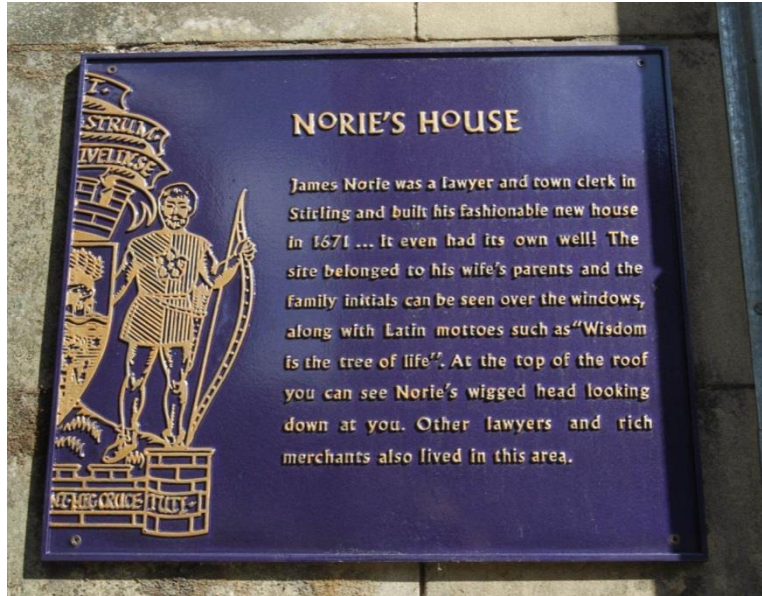
Anecdotes collected through oral history would relate to the town's recent history. It would be particularly interesting to gather stories about Caldwell's paper mill and Ward's yard, and about the major pubs in the town as focal points for the community.

5.2. Plaques on historic buildings

Subject to owners' consent and relevant planning and/or listed building permissions, plaques with text of no more than 50 words would be attached to significant buildings. The aim is to draw attention to the buildings as significant parts of the town's built heritage and to use them to illustrate the key themes. Where appropriate, the text would draw attention to features of the building that help people appreciate its history and character. The plaques would not be part of the official HES 'commemorative plaques' scheme, which is focussed on marking buildings that have significant associations with named individuals.

The plaques would be cast in metal that is in keeping with the historic environment, such as bronze, with lettering raised from the background surface. They would not be coloured or painted.

A similar approach has been used successfully in the historic centre of Stirling. Here, a small number of discreet plaques offer interesting, engaging insights into selected buildings.



Plaques in the Old Town of Stirling are discreetly placed and offer interesting stories about selected buildings.

Potential candidates are the Town House, 4 Bank Street, Moffat Cottage, Providence House (the optician's), the Burgh Arms, the Half Crown Inn, the Queen's Hotel, and Fordell Lodging. However, Fordell Lodging is in poor condition and it would be best not to draw attention to it as a heritage asset until this can be addressed. Other candidates might be drawn from buildings that receive grants from the proposed repair grant scheme, as long as their stories would be of interest and contribute to the key themes.

Some of the buildings mentioned already carry plaques: the project would allow the content to be updated, accurate and engaging, and would create a consistent approach and style for all. The text on the plaques would need professional input to develop content that is historically accurate and that presents a single interesting idea in concise, engaging language. Again, the Stirling plaques are an example of an approach that works well.

5.3. Panel next to Mercat Cross

It is proposed to re-locate the Mercat Cross to the Market Square. This would make it more prominent and it would become a focal point, as it originally was, for the town's main public space.

A painted cast metal plaque currently on the base of the cross gives a rather confusing explanation for its presumed date and explains that the unicorn finial was made in the 17th century by a South Queensferry carver. It does not offer any interpretation of the cross's original function.

The existing plaque would not be included in the re-installation of the cross. Instead, a new interpretation panel would be developed and placed next to the cross. The panel would use a durable material capable of presenting full colour images, such as direct printing onto aluminium or high pressure laminate (melamine). Its presentation should be discreet, so as to be in keeping with the historic environment: a low stone plinth with an angled top would be suitable. Its exact location and design would be part of the application for listed building consent.

The panel's content would use images and text to interpret the significance of the cross as the centre of the town's trading activity. A side bar could explain the heraldic motifs on the column's capital and make clear that the unicorn is a later addition. Professional input would be needed to create suitable text, illustrations and layout.

5.4. Installations and objects in the Town House

The TH/CARS includes proposals to re-develop the Town House to provide more accessible and better equipped spaces for a range of community uses. This offers an exciting opportunity to integrate heritage stories into a place that would be used on a regular basis by various groups.

Two approaches to interpretation in the Town House would be developed: decorative installations for the reception area and selected other spaces, inspired by stories that support the key interpretation themes; and incorporating items associated with the building and the town's heritage as 'part of the furniture'.

5.4.1. Decorative installations

Possible media for the installations include mosaics, screen prints, digital collage or embroidery. All would be developed through community-based workshops, facilitated by creative professionals, which would give participants a chance to discover the town's heritage as well as to learn new skills in the chosen media. The installations could incorporate short pieces of writing as well as imagery. The choice of media would depend on the creative team involved in running the workshops and on the interests of the participants.

The subject matter for these installations could use any material that supports the key themes. During consultation meetings, people expressed a strong interest in having such work reflect not just the heritage of the building but of the town as a whole: this is appropriate since the building was the centre of the town's administration for so long. Stories that have strong human interest, or are amusing or unusual, would be good candidates: examples include records of how the Town Council issued decrees in the 17th century to encourage townsfolk to keep the streets clean, the presence of market stalls on the ground floor of the building in the 16th century, the presence of the town gaol on the upper floor, or how the town drummer was employed to announce the time at 4 am and 7 pm.³

The workshops that create the installations would be publicised and reported on in local media so that even those not taking part knew what was happening. The process of discovering the town's heritage through the workshops would be as, indeed perhaps more, important than any finished tangible product, in keeping with the goal of raising awareness of the town's heritage.

³ Rev William Stephen, op.cit.



The Great Tapestry of Scotland is inspired by Scottish history and was created by community-based groups.

Precedents for this kind of work exist in projects such as the ‘Great Tapestry of Scotland’, a major project launched in 2013 that involved groups all over Scotland developing embroidered panels showing the country’s history. The panels have since been displayed in venues throughout Scotland. Similar projects have been developed for specific places: in Inverkeithing itself, knitted panels inspired by the town’s heritage are on display in the Civic Centre. In Linlithgow, three banners showing aspects of the town’s history were created in 2017 for display in the train station, while in Edinburgh the Workers Educational Association have created a large panel for the Central Library.

The ‘tapestry’ approach is attractive, but may seem slightly staid to some potential audience groups. In order to widen the project’s appeal, at least some work should focus on more adventurous media. Digital collage or screen printing might attract younger participants and could be developed through workshops run in partnership with the local High School.



Decorative installations inspired by heritage can use unusual and even amusing media, like this animated display in Weston-super-Mare.

The choice of location for these installations within the building would depend on the final layout and intended use of the rooms.

Archive photographs and documents

In addition to new, heritage-inspired creative work, displays in the Town House could also include archive photographs or documents. The Inverkeithing Local History Society has a selection of material that might be suitable, including archive accounts showing expenditure incurred in repairing the building's roof. The Fife Cultural Trust also has a range of archive images.

The originals of archive documents could be displayed if environmental conditions in the rooms are suitable, perhaps on the upper floors to give an added level of security. Archive photographs should be copied to a high standard and enhanced as necessary. Images chosen should include human interest and should where possible include buildings that are still visible today.

5.4.2. Objects for display

Although it is not realistic to run a dedicated museum in Inverkeithing, the re-development of the Town House offers a chance to display selected objects associated with the town. The aim is not to create a 'museum style' space, which might interfere with potential uses for the building, but for the items chosen to create an interesting context for activities in the various rooms.

The Town House Bell is a strong candidate: it was removed from the tower in the 18th century and is currently on display in the Civic Centre. Finding a new home for it in the Town House would place it back in the building for which it was created. Having it open display rather than in the tower would create a talking point as well as illustrating the role of the bailies (two of whom paid for the bell to be cast). Ideally the installation would include a mechanism that would allow people to sound the bell.

The Fife Cultural Trust, which cares for Fife's museum collection, has been approached about this idea. The collection has relatively few objects directly connected with Inverkeithing, but possible candidates in addition to the bell include a large wooden chest that once housed Town Council documents, and a banner from the Shoemakers' Guild. The banner is too fragile for the original to be displayed, but creating a replica could be an interesting project for a community group.

5.4.3. Captions

All the elements on display in the Town House, whether they are newly created artworks or original objects, should have short captions to help people appreciate them. These captions should be of no more than 75 words and should be produced using high quality, permanent material.

5.5. Replace selected existing panels in Community Council installations

In 2014-2015, the Community Council and the Local History Society worked with Fife Council to develop five interpretation panels that are installed at a number of locations. All five have the same

content: a background of a painting of the High Street in about 1870 by David Buchan Young, together with a plan of the town and interpretation about selected historic buildings.

The design is attractive, but it seems a missed opportunity to have the same information repeated on all five panels. They work best as an introduction to the town, so are most appropriate in places where people might see them as they arrive, such as the locations in the car park opposite St Peter in Chains church and on Boreland Road, on the approach from the station. The TH/CARS scheme offers an opportunity to build on the work already done with more site-specific interpretation for the installations outside the kirk, outside the Hospitium, and on the west side of Market Square.

The existing panels use a printed, adhesive vinyl sheet attached to a hollow metal box. This was a reasonably low-cost technique for the original project, but is not particularly durable – the panel next to Market Square is already showing signs of deterioration. New panels would use the same material as the panel for the Mercat Cross, either direct printing onto aluminium or high pressure laminate, both of which have a 10-year guarantee.

The panel outside the kirk could interpret the history of St Erat's Well, which lay just behind the current building. A side bar would illustrate the exceptional font that is inside the kirk and that was hidden during the Reformation – an interesting insight into the town's efforts to preserve the 'old' creed.

Outside the Hospitium, the panel would interpret the status of the friary as an important centre of religious power and hospitality on the route to the ancient capital at Dunfermline and to St Andrew's.

The panel to the west of the Market Square would interpret the history of the town's fairs and markets. It could include a side panel describing the Lammas Fair and the Hat and Ribbons race as a survivor of this tradition.

It should be possible to fit the new panels into the existing support structures, although their size and fixings will need to be carefully measured and designed. If any new installations are required to display the new panels, they would be part of the planning consent for the overall public realm scheme.

The existing panels might be re-used in other locations, for example in the large King Street car park. However, the new panels might not be installed until near the end of the five-year programme planned for the TH/CARS. By this time the originals would be about nine years old and at the end of their useful life.

5.6. Integrate heritage stories into public realm developments

Because a key aim is to integrate interpretation with the town's everyday environment, there is a lot of potential to combine references to the town's heritage with proposed public realm improvements. Possibilities include:

- Short hand-carved texts on planters and/or on seats.

- Carved texts in paving.
- Images on bollards and other street furniture.

All text and line art would be hand-carved rather than sand-blasted so as to create a high quality finished product that is in keeping with the historic environment.

For text like this to be legible and for it to be absorbed in passing, it must be very short: a recommended maximum for a single seat, for example, is 15 words. This is enough to offer a thought-provoking, amusing or memorable idea but not to take a narrative approach.

Suitable material could be found in the book already referred to, *The Story of Inverkeithing and Rosyth* by Rev. William Stephen, or in the original sources on which it draws. Examples include records of donations to needy individuals from the Kirk Session with a surprisingly international scope, including 'A Grecian from Candie', 'A Protestant French Refugee', 'An Assyrian Prince and Suppliant', 'A Reformed Jew from Smyrna'. Elsewhere there is a list of subjects taught in the school in 1849: 'Latin, Greek, French, Geometry, Navigation, Land Surveying, Algebra, Arithmetic, Book-keeping, Geography, Writing'. Other possibilities would include selected names of ships broken at Ward's yard, perhaps combined with outline drawings of the vessels. Some of this raw material might be used 'as is': the list of school subjects, for example, could appear more or less verbatim carved into a seat or into paving. Other material could be used as the basis for new creative writing in the form of short texts.

There is good potential for community-based workshops to choose the topics and develop this content. Workshops should be run in schools and/or with local youth groups as well as with adults, so as to spread awareness of the topics across generations as far as possible. These workshops would need professional support to ensure the finished text had the right qualities of transparency and impact.



Brief texts carved on seats around Loch Leven (right) and into paving at the Argyll Mausoleum (following page) evoke the stories of the place.



Similar approaches have been taken successfully elsewhere. On the trail around Loch Leven, bespoke benches are carved with short, poem-like texts inspired by the natural and cultural heritage. In Berwick-upon-Tweed, a professional writer worked with young people to develop texts that have been carved into benches in a refurbished park. At the Argyll Mausoleum in Kilmun, brief texts that refer to phases in the site's history are carved into paving stones.

5.7. Materials for display in pubs, cafes and shops

An interesting way to integrate material about the town's heritage into people's everyday activity would be to display images and short texts in places where people meet socially, such as pubs, cafes and shops. The aim would be to 'seed' the town's heritage into people's consciousness, so it becomes part of the way they think about the place.

There would be many possible ways to achieve this. The TH/CARS project could make a selection of high quality, framed archive images available to businesses in the town that are open to the public. Research for the public realm installations (5.6) and the oral history project (5.1) might produce material that could be displayed as short texts carved into decorative panels, stitched as samplers, or printed onto posters, for display behind the bar in a pub. Texts and images might be used on menus and place mats. It might also be possible to develop merchandise for sale, such as calendars or greetings cards.

It would of course be up to the individual business to decide whether displays like this would fit with their décor and clientele. The choice of media used would be guided largely by the response of the businesses that would like to be involved.

5.8. Storytelling events in association with Lammas Fair

The Lammas Fair, held in the first week of August, is the last survivor of five annual fairs that were held until the 19th century. The event includes 'Hat and Ribbons' races, named after a hat and ribbons that are paraded through the streets.

With its direct historical links to the town's heritage, the fair could offer good opportunities to extend the range of entertainment to include activities that engage people in the heritage. As part of

community-based activity linked to the TH/CARS, stories would be developed, inspired by specific incidents and individuals, which would be told in an appropriate venue as part of the fair. This might be a booth in the street; the stories could also form part of an evening session in one of the town pubs. The Queens Hotel and the Half Crown have in the past sponsored some of the races, so might be interested in hosting an evening performance.

A professional storyteller would be invited to develop the stories, with a brief to create material suitable for children and for adults if there is to be an evening performance.

The Community Council organise the races and would need to be involved as partners in this venture.

5.9. Update Historic Walk booklet

In 1994 the Local History Society produced an Inverkeithing Historic Walk booklet, supported by sponsorship from Caldwell's Paper Mill. The leaflet gave details of key buildings and areas in the town, but with no photographs or maps. It is no longer available and does not exist in digital format.

The proposed Burgh Survey, another component of the TH/CARS, would provide an up-to-date collection of the information available on the town's buildings. This could be used as the basis for a new edition of the booklet, to include images and a map. A resident's survey indicated a good level of interest in a new heritage booklet, but some caution is needed regarding the style of any publication and the numbers of people who would actually use it as a trail guide.

If a new edition of the Historic Walk booklet is produced, its content must be developed to appeal to a wide audience. To do this, it should take an interpretive approach, using selected facts and stories to give interesting perspectives on the town's history: it would not be sufficient simply to summarise material available through the Burgh Survey. The booklet should include any buildings where one of the plaques is installed (5.2) but would also feature other places that give an insight into the heritage. It would be important to ensure copies are widely distributed locally; the booklet should also be made available for download in digital format via the Local History Society and the Fife Cultural Trust.

5.10. Develop supports for guided tour programme

A guided tour of the town is offered on the last Sunday of the month by a local historian. Subject to their interest, it would be possible to produce high quality 'props' to enhance the tours, such as archive photographs, copies of archive documents, or replica objects.

6. Longer term possibilities

The following suggestions are intended for future development, outwith the TH/CARS scheme.

6.1. Pilgrim Way 'footprint' feature

As part of interpretation to be developed in association with the Fife Pilgrim Way, there is a proposal for a 'footprint feature' outside the Hospitium. Designs for this feature are not currently available.

The Hospitium is a key part of Inverkeithing's heritage and deserves better on-site interpretation than is currently provided. However, any major new intervention should be planned for the site as a whole: this would be an essential part of any future re-development plans. Ideally, whatever is done outside the building should blend with the neighbouring forecourt of the Civic Centre and with the site of the existing panel outside the Hospitium.

6.2. Re-landscape Civic Centre entrance

The forecourt of the Civic Centre is covered with low quality, functional paving that makes a poor setting for the Hospitium, immediately next door. A small 18th century cannon, found in a local garden, sits in the area on a replica wooden carriage. The cannon is an intriguing object but is not really of sufficient scale to create a landmark feature. Its link to the town's heritage is obscure.

This area is not included in the TH/CARS scheme but improving the landscaping here would make a big difference to the setting of the Hospitium as well as the Civic Centre. A future project, perhaps associated with the re-development of the Hospitium, should aim to replace the paving with higher quality material, integrate the space with the neighbouring Hospitium grounds, and develop a more appropriate focal point feature. This might, for example, be a sculpture inspired by the Hospitium and its friars.

6.3. Feature gates for Hospitium garden

Interpretation for the Hospitium and its grounds would need a separate plan in association with its re-development. The grounds offer particularly interesting opportunities: they are an attractive, park-like space with an impressive view of the harbour, which was the key to so much of the town's development. They also include traces of other buildings that once formed part of the friary.

The grounds are rather hidden from view: it would be easy to explore the town without knowing they existed. An option that should be considered in planning interpretation for the site is to create feature gates leading into the grounds, so as to give it a more visible, intriguing entrance. The design for the gates would be inspired by the history and role of the friary.

Other possibilities for the site include providing interpretation in the grounds that tells the story of the harbour, and creating themed play structures for the play park.

6.4. Civic Centre displays

The items on display in the Civic Centre are not very noticeable in the rather cluttered, unfocused space. They could fulfil their potential better with improved lighting, more visible interpretation, and a more organised approach to the display of other notices and signs. It is likely that the Fife Cultural Trust would be the most appropriate body to undertake this work.

If the Local History Society is interested in producing temporary exhibitions on the town's heritage, the Civic Centre would be good venue for them. At present, the Society has not expressed a desire to produce exhibitions and is concentrating on cataloguing its collection. Developing small exhibitions would be natural extension to its work, if it has the capacity. It is likely that some training in skills such as exhibition development and copywriting would be needed.

6.5. Sculptural features to interpret industrial heritage

As noted above, very little tangible evidence is left from the town's two key industries, shipbreaking and paper making. Their heritage could be brought alive through creative commissions, either for sculptures or for features such as seats, gateways and planters.

These would be most appropriate in the large area once covered by Caldwell's paper works, which is right next to the town and includes a substantial length of waterfront. The future development of this area is unclear: as proposals are developed, consideration should be given to including features inspired by its industrial past. Material gathered through community-based research might well be used as a basis for this work.

6.6. Extend activities at Lammas Fair

The potential of the Lammas Fair as a context for heritage-based activities has been discussed above (section 5.8). The proposed storytelling project is a clearly-defined, discrete piece of work that could be developed as part of the TH/CARS scheme. Other extensions to the fair could be developed in future, depending on local interest and enthusiasm. Possibilities include an 'auction of promises', inspired by the hiring fair for agricultural workers that was the original focus of the event, and heritage-inspired floats created by local groups or individuals that could be paraded through the town.

7. Proposals summary and cost estimates

The following costs are estimates that assume the various items would be delivered by professional suppliers on contract. Some cost savings may be possible if research, copywriting and picture research were combined for outputs such as the plaques and panels: this would in any case be desirable so as to ensure a coherent, complementary approach across the projects.

All projects would need to be managed so as to give overall creative direction and coordinate the various packages of work. The costs below do not include this coordination role, assuming it would be done by the Training and Development Officer working to deliver the Activity Plan elements of the TH/CARS scheme.

A provisional sum is included for installation of outdoor items such as the plaques and panels. It is assumed that in some cases installation would probably be included in a larger, overall package of work: this applies particularly to the panel for the Mercat Cross, which could be included in proposed public realm improvement for the Market Square.

All costs are net of VAT.

Item	Indicative cost	Running total
5.1. Plaques on historic buildings		
Research content and develop text (assuming 6 plaques)	2,800	
Design and layout work (6 plaques)	2,100	
Production (6 cast bronze plaques, 400mm x 250mm)	3,650	
Installation if needed	360	
<i>Total</i>	<i>8,910</i>	<i>8,910</i>
5.2. Panel next to Mercat Cross		
Research content and develop text	1,200	
Illustration	1,000	
Design and layout work	500	
Production	350	
Allowance for plinth	300	
Installation if needed	450	
<i>Total</i>	<i>3,800</i>	<i>12,710</i>
5.3. Installations and objects in the Town House		
Actual cost dependent on what is developed. Suggested allowance	15,000	27,710
5.4. Replace selected existing panels		
Research content and develop text (3 panels)	2,000	
Design and layout work (3 panels)	1,500	
Production (3 panels)	1,050	
Installation if needed	300	
<i>Total</i>	<i>4,850</i>	<i>32,560</i>
5.5. Integrate heritage stories into public realm developments		
Cost of workshops and content development. Implementation costs (e.g. carving text into seats or paving) assumed to be part of public realm budget.	2,400	34,960
5.6. Oral history project		
Suggested budget based on HLF guidance, assuming equipment is available via Fife Council, with an oral history specialist employed for 8 days and transcription of 30 hours of recordings.	2,250	37,210
5.7. Materials for display in pubs, cafes and shops		
Research and content development	1,500	
Production costs dependent on chosen media. Suggested allowance	2,000	
<i>Total</i>	<i>3,500</i>	<i>40,710</i>
5.8. Storytelling events in association with Lammas Fair		
Suggested budget	1,750	42,460

5.9. Update Historic Walk booklet		
Research and content development	2,500	
Design and layout assumed as in-house by Fife Council	0	
Printing (dependent on length and print run)	700	
<i>Total</i>	<i>3,200</i>	<i>45,660</i>