

**74 High Street
Conservation Plan**



Building No. 163
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Estates Services
Oxford University
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INTRODUCTION

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1 INTRODUCTION

74 High Street was constructed in 1886-88 to a design by Thomas Graham Jackson on the previous site of 74-76 High Street. Jackson had previously designed the adjacent Examination Schools, the design of which is distinct but harmonious. It was constructed to house the Delegacy of Non-Collegiate Students and the Local Examination Delegacy. Since 1975 it has been occupied by the Ruskin School of Drawing and Fine Art.

1.1 Purpose of the Conservation Plan

The University has an unrivalled portfolio of historic buildings, of which it is rightly proud. It has traditionally taken a thorough, holistic approach to building conservation, seeking to understand all the varied factors that make historic buildings significant to their diverse stakeholders, and using this to inform necessary change. It has become clear that this approach is vital to the conservation culture of an institution where so many of its historic buildings that are valued for their function also have extensive historical or architectural significance. This Conservation Plan represents the continuation of this tradition of seeking to understand what makes the University's buildings cherished assets, and of seeking ways to conserve these most important features for the enjoyment of future generations.

The success of this approach is such that it has now become codified in government policy: First in March 2010's *Planning Policy Statement 5: Planning for the Historical Environment* and then in its replacement, March 2012's *National Planning Policy Framework* (hereafter: NPPF). NPPF provides useful guidance on approaching the conservation of heritage assets, and postdates the University's existing literature. NPPF defines a heritage asset as:

'A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).'

This designation clearly applies to 74 High Street.

The purpose of this Conservation Plan is to update 74 High Street's conservation policy to take into account the new guidance provided by NPPF. It will be of use both for informing responsible regular maintenance and in the preparation of future planning applications, as specified in NPPF paragraph 128.

The Conservation Plan should form the basis for 74 High Street's Conservation Policy and exists as part of an ongoing process. It will be renewed and updated at least every five years or following any major alterations or legislative changes.

1.2 Scope of the Conservation Plan

The plan will cover the exterior and the interior of 74 High Street (currently the Ruskin School of Drawing and Fine Art), a grade-II-listed building on High Street in central Oxford.

In this document, the building will primarily be referred to as 74 High Street, but also the Ruskin School as chronological considerations demand.

The plan is not a catalogue and to facilitate its practical use will concentrate only on the most vulnerable aspects of significance, suggesting how they should be approached and conserved in the future. A brief list of the most significant architectural features can be found in **Appendix 4** and should be referred to when planning any repair or alteration work.

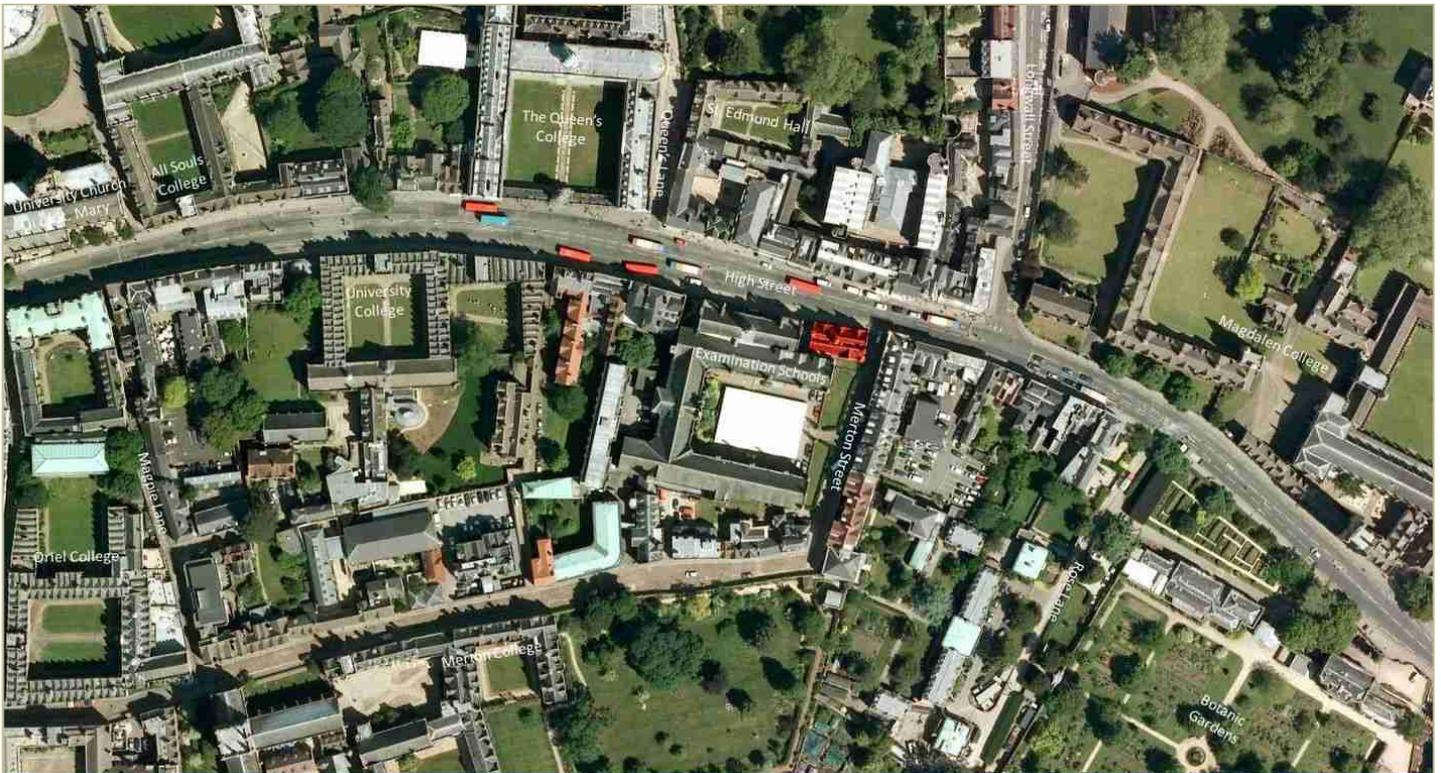


Figure 1. Satellite image of the Ruskin School (highlighted in red) and the surrounding area. Orientated with north at the top of the image

1.3 Existing Information

A Conservation Management Plan has not previously been produced for 74 High Street; however, there are various forms of existing material available:

The original listed building description (**Appendix 1**) is the logical starting point for this plan. It is unfortunately characteristically brief for a listing of its age; however, it does give a basic indication of the features that were thought to make up the particular character for which the building was originally listed.

A few planning applications have been made during the building's recent history, giving a sparse indication of some of the changes that have occurred over the last two decades.

There are several published books and articles which discuss the work of Thomas Graham Jackson and the development of late 19th-century architecture in Oxford. Unfortunately, 74

High Street merits little mention in these, but they do provide valuable contextual information.

The Oxford University Archives and Estates Services' archives contain useful plans and documents, which have kindly been made available for the composition of this document. In particular, Oxford University Archives contains the records of various departments that have occupied the building throughout its history, which provide useful references to the fabric and use of the building.

The plan draws on statutory guidance from NPPF prepared by HM's Department for Communities and Local Government in March 2012.

1.4 Methodology

The Conservation Plan is a document that assesses the current and predicted conservation needs of 74 High Street and attempts to address them with a view towards maintaining or enhancing the significance of the heritage asset. Its formulation to supersede any existing literature is a response to the requirements of NPPF, and it is prepared in accordance with the policies contained therein.

1.5 Constraints

The Ruskin School and its environs are subject to various constraints imposed by Oxford City Council:

- CP.3 – Limiting the Need to Travel: New development will be limited to accessible locations on previously developed sites.
- HE.2 – Archaeology Area: Where archaeological deposits that are potentially significant to the historic environment of Oxford are known or suspected to exist anywhere in Oxford but in particular the City Centre Archaeological Area, planning applications should incorporate sufficient information to define the character and extent of such deposits as far as reasonably practicable.
- HE.9 – High Building Areas: Planning permission will not be granted for any development within a 1,200 metre radius of Carfax which exceeds 18.2m in height, except for minor elements of no bulk.
- TR.3, TR.11, TR.12 – Car Parking Standards: The City Council will not allow any significant increase in the overall number of car-parking spaces in the Transport Central Area or development that provides an inappropriate level of car-parking spaces. It will attempt to reduce the level of non-residential car parking.
- The City of Oxford Smoke Control Order No. 1: It is an offence to emit smoke from the chimney of a building, from a furnace, or from any fixed boiler if located in a designated smoke control area.

- HE.7 – Conservation Areas: The Central (City and University) Conservation Area: Planning permission will only be granted for development that preserves or enhances the special character and appearance of the conservation areas or their setting.



UNDERSTANDING THE SITE

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2 UNDERSTANDING THE SITE

2.1 History of the Site¹

The site of Oxford has experienced sporadic settlement since the Neolithic period. Bronze Age barrows have been found in the University Parks (linear barrow cemetery) and in the Science Area (double-ditched barrow). Oxford has had a continuous history of occupation since at least the 8th Century AD. The University of Oxford itself has a long-standing tradition of exceptional education: Able to trace its roots to the 11th Century, it is known to be the oldest university in the English-speaking world.

The area around 74 High Street was beside the eastern gate of the mediaeval city of Oxford and has been extensively developed over the last 800 years. Merton College was founded in 1264 and was in its current location, just to the southwest of 74 High Street, by 1274. St. Edmund Hall was founded to the north in 1278-1317, close to the 12th-century church of St. Peter-in-the-East which now operates as the college's library. University College was founded in 1249 and obtained its current property, on the southern side of High Street, in 1332. In 1903, Henry Wilkinson Moore's Durham building replaced 88-89 High Street, and the bridge over Logic Lane, connecting the building to University College-proper, was constructed in the following year. The Queen's College was founded to the northwest of 74 High Street in 1340/1, being extensively rebuilt in the 18th Century, refaced in c.1905, and the cupola reconstructed in 1910. Magdalen College was founded in 1458, and has occupied its current location, just outside the mediaeval city of Oxford, since 1474. The Eastgate Hotel has occupied the corner of Merton Street (previously King Street) and High Street since 1605. The current building was constructed in 1900 in a 17th-century style to a design by E.P. Warren; it was extended along Merton Street to its current extent in 1965. The Examination Schools was constructed in 1876-82 and when 74 High Street was constructed in 1886-88 the area as a whole was already heavily developed to an extent not dissimilar to its current form.

The site upon which 74 High Street now stands is situated in the southeast of Oxford, just within the borders of the mediaeval city. Various examples of mediaeval pottery have been identified from the site, including a fine example of an early-12th-century East Anglian Stamford Ware pitcher, now housed in the British Museum. The adjacent area housed a small inn called the Tabard from 1391, which was enlarged by Magdalen College and renamed the Angel in 1510. The inn reached its final form when it was rebuilt in 1663. The Angel Hotel, along with the Mitre, was one of Oxford's most important coaching inns and played host to royalty from throughout Europe throughout the 17th and 18th Centuries. In 1830, nine coaches a day left the Angel Hotel, but the rise of the railway damaged its trade and the failing business was put up for sale in 1855, before closing in 1865. 74 High Street actually covers the plots of 74-76 High Street, which were three shops demolished in 1876 at the same time as the majority of the Angel Hotel to make way for the construction of the Examination Schools; however, the western extremity of the Angel Hotel survives in the form of 83 and 84 High Street.

¹ A short chronology of 74 High Street can be found in **Appendix 3**.

The Examination Schools was completed in 1882. Shortly afterwards, T.G. Jackson was commissioned to design 74 High Street as the Delegacy of Non-Collegiate Students in the then-vacant space (74-76 High Street) immediately to the east of the High Street frontage to the Examination Schools. This was completed in a Tudor-Gothic style in 1886-8, and now houses the Ruskin School of Drawing and Fine Art. Whilst the buildings are distinct from one another in style, they are harmonious and clearly the work of the same architect. The buildings share a courtyard, which is now occupied by a glass extension housing the disabled access to Examination Schools, and there is direct access between the two.



Figure 2. Detail from the 1876 Ordnance Survey map of Oxford. King Street is now the northern arm of Merton Street. When this map was produced, the Angel Hotel had been demolished but the Examination Schools are not yet constructed.

2.2 Construction and Subsequent History of 74 High Street

Mid-to-late 19th-century Oxford was a battleground between two major movements within the University: educational reformers (who favoured inclusivity and undergraduate teaching) and conservative “researchers.” The new University Statutes of 1849-50 replaced most oral examinations with written equivalents, whilst the number of undergraduates studying at Oxford doubled between 1820 and 1900; it was the desire of the University’s ‘party of progress’ that a dedicated building for undergraduate teaching and examination be built to cater for these growing numbers and changing aims:² The construction of the Examination Schools in 1876-82 by Thomas Graham Jackson, a figure with close links to the liberal movement within Oxford University, in a style so at odds with the Gothic favoured by conservative elements and prevalent within the city for the previous 30 years, marked a turning point in the liberalisation of the University. This is the context in which 74 High

² Tyack, G., *Oxford: An Architectural Guides* (New York, 1998) 249; Prest, J., (ed.), *The Illustrated History of Oxford University* (Oxford, 1993) 112-3.

Street, whose early history is tied intimately to two liberal movements within the late 19th-century university, was constructed.

The first such movement was University extension, a ‘missionary’ movement designed to provide education to the working-class populations of Britain’s large industrial towns. The movement found formal standing with the foundation of the Delegacy of Local Examinations in 1878 (local examinations, but no associated teaching, had been instituted in 1857), with Arthur Acland (brother of scientist and librarian Sir Henry Acland) as its first secretary.³ It moved into 74 High Street when it opened in 1888 under its second secretary, William Sadler.

The second movement was that of the non-collegiate students, which had its origins in the arguments of Sir William Hamilton who, in the 1830s, advocated that students unattached to a college or hall should be able to matriculate as members of the University. The 1850-52 Royal Commission was strongly in favour of this idea, which was already practiced in several Scottish universities and would allow talented students of limited means who could not afford the high costs of collegiate living to nevertheless attend the University.⁴ There was a strong body of opinion against the idea in Oxford, but from 1867 William Ewart, a Liberal M.P. and Christchurch alumnus, introduced two parliamentary bills for Oxford and Cambridge to admit students unattached to colleges. In March 1868, the Hebdomadal Council introduced a statute to permit the matriculation of students unattached to colleges. The first non-collegiates were admitted in Michaelmas Term 1868. Two Censors were assigned to supervise them and they were based out of a single room in the Clarendon Building: the feeling within the University was that the non-collegiates had been forced upon them by Parliament and the bare minimum was done to support them.

The University’s liberal movement was in the ascendant in the 1870s, highlighted by Jackson’s 1876 victory in the competition to design the Examination Schools. This ‘party of progress’ led by Benjamin Jowett, Master of Balliol College and a firm supporter of the non-collegiates, came to be the dominant force within the University, and this meant that the situation for the non-collegiates improved somewhat. In 1881, a University Statute reduced the number of Censors from 2 to 1, but provided a much higher salary and teaching duties, as well as further provision to appoint tutors and lecturers. A future grant of £7,000 for proper accommodation was promised when the University’s finances allowed. In 1882, Jowett was elected Vice-Chancellor and ensured that the non-collegiates were assigned teaching spaces in the Examination Schools. He also arranged for Jackson to draw up plans for a building to house them at 74 High Street, utilising the University’s £7,000 grant.⁵

³ Ockwell, A., and Pollins, H., “‘Extension’ in all its forms’ in Brock, M.G., and Curthoys, M.C., *the History of the University of Oxford: Volume VII: Nineteenth-century Oxford, Part 2* (Oxford, 2000) 661-688.

⁴ Living costs, including fees, for unattached students were calculated as roughly half of those attached to a college; Bullock, A., “‘A Scotch University added to Oxford?’ The Non-Collegiate Students’ in Brock, M.G., and Curthoys, M.C., *The History of the University of Oxford: Volume VII: Nineteenth-century Oxford, Part 2* (Oxford, 2000) 193-208.

⁵ *Ibid*, 198-99. The Censor, Rev. G.W. Kitchin, was making plans for spending this money as early as June 1881, when he wrote to the Secretary of the University Chest to request that washing facilities should be

Jackson's designs for 74 High Street were completed in early 1886. The Examination Schools was Jackson's most important commission and its astounding success was the basis for much of his reputation. With this in mind, Jackson took great care over the designs for this adjoining building, going to great pains to ensure that the designs complemented one another and making four separate plans for the High Street elevations before he was satisfied.⁶ When the Curators of the University Chest requested that he replace the gables, which were central to his High Street elevation, with dormers, he replied:

'From the time I first designed my front of the Schools I have always hoped for a gabled building of some kind where this new building is to stand, and I feel very strongly nothing else will work so well.'⁷

Before construction, Jackson estimated the building costs as £8712.8.6 (£6,500 for construction, £700 for fitted furniture, £200 for contingencies, £400 for his own fee, and £912.8.6 for gates and iron railings).⁸ Tenders were sought and the lowest was Messrs. Parnell & Son of Rugby (who also built Keble College (1868-76) and later Oxford Town Hall (1893-97)) at £5,118, which was accepted on 8th October 1886. Messrs. Farmer & Brindley of London, who had also conducted the carving on Jackson's Examination Schools, provided an estimate of £321.8.0 for the exterior carvings.

The Curators of the Examination Schools made various complaints during May 1887 about the noise of stone cutting and construction in the yard affecting the running of examinations. In July 1887 Jackson reported that the building work should be finished by the start of October.⁹ Jackson made several changes to the initial designs over the course of the construction including: the omission of a swing-door and screen from the hall; changes to the exterior carving including carving some of the originally-blank panels; the decision to construct the 'bridge' to Examination Schools in Doultling stone rather than brick;¹⁰ and the addition of ventilation slits and lighting conductors to the roof. Much of the building must have been complete by August 1887, when Jackson suggested spending another £230-40 on an ornamental plaster ceiling for the library, saying that it would be easiest to do this immediately, before any of the other interior work was done. Economy was clearly a major factor in this build (for instance, with the Clerk of the Works being housed in free space in the Examination Schools to keep costs down and no lecture spaces were provided in the design on the assumption that space would be found in the Examination School in term time) and this offer was not taken up.

included in the upcoming building; Oxford University Archives, ref. UC/FF/165/1A; Letter from Rev. G.W. Kitchin to W.H. Gamlen, 17th June 1881.

⁶ Oxford University Archives, ref. UC/FF/165/1; Letter from Jackson to the Vice-Chancellor, 13th February 1886.

⁷ *Ibid*, letter from Jackson to the Curators of the University Chest, 26th June 1886.

⁸ *Supra*. Note 6.

⁹ *Ibid*, letter from Jackson to W.B. Gamlen, the Curator of the University Chest, 14th July 1887.

¹⁰ *Ibid*, letters from Jackson to W.B. Gamlen, the Curator of the University Chest, 8th and 11th August 1887. There is no bridge between the two buildings, so it is not clear whether this refers to a later-abandoned scheme or merely to the connecting section between the two buildings on the southern side of No.74 and visible from Merton Street.

In November 1887, Jackson suggested the addition of the six panels of heraldry, extant on the High Street elevation. These included the arms of Jowett, the Vice-Chancellor the building was begun under, and Bellamy, the Vice-Chancellor it was finished under, at either end. Jackson was rather modest in his response when it was suggested that his own arms might be displayed alongside those of such distinguished figures. His coat of arms did not make it onto the building, but his name certainly did in the carving of the frieze below.

Jackson provided an estimate of £14.12.0 for a book lift in December 1887 and the fitting out of the building continued well into 1888, with Jackson providing estimates for gas fittings in January and for general fitting out in February. On 23rd March 1888, Jackson reported to the Curators of the University Chest that only £144.0.8 of the £7,000 grant still remained. £85.14.6 was still required for blinds, a swing door, and to pay the Local Board for altering the level of the pavement outside. Jackson stressed to the Curators that whilst most of the money had been spent, a lot had been provided that had not originally been anticipated when the grant was made.¹¹ When one compares this to the £107,000 spent on the (admittedly much larger) adjacent Examination Schools scant years previously, it is clear that Jackson did a lot with a limited

DELEGACY OF UNATTACHED STUDENTS.

The handsome building adjoining the New Examination Schools, erected for the Delegacy of Unattached Students, has been finished. It consists of basement, ground floor, and two stories above, 66 feet long, facing the "High," and 35 feet over all from north to south. In the basement are porter's lodgings, a day room for non-collegiate students, lavatory, kitchen, offices, &c. On the ground floor are examination rooms for the Oxford Local Examination and the Delegacy, with a Clerk's room. The largest of these is 35 feet by 15, and the smaller 26 by 15. The first floor is mainly devoted to the library, which is approached by a wide and handsome staircase, the dividing wall being opened by arches with circular heads. The library itself is 31 feet by 35, and is divided by an arcade of three bays, with fine pillars on moulded bases, and the arches resting upon boldly-moulded caps. The remainder of the space is occupied by a Censor's room, 24 feet square, and on the top floor there are tutors' rooms, the largest 23 feet by 24 feet. The elevation, as has been said, is certainly an improvement on that of the adjoining building, with the exception of the gable finials. At the extreme end of the High-street front, the windows are of three lights with moulded mullions and transoms, the lights themselves with segmented heads of the Jacobean order. The spandrels are sunk. On either side of the entrance the windows are of a single light, of the same character. Above the doorway, and immediately below the first string course, is a finely-carved frieze, running the whole length of the building, and between the first and second strings is a handsome arcading in the wall of three tiers, in the centre of each bay between the windows being carved shields. The windows on the first floor are pedimented double transomed, and each of two lights, the spandrels below each transom being sunk. The three gables are carried up almost on a level with the roof-ridge. The King-street front is certainly effective, the leading feature being the octagonal oriel at the south-east angle. The lights are three, two, and single, but on the first floor there is a large pedimented four-light window, which effectively relieves the others and lends lightness to the gables. On the left flank in the top story is a very handsome pedimented window with carved base and three lights double transomed. The head over all the lights is circular, pear-shaped openings filling it, and on either side in the way are carved shields. The gable above the window is a carved finial, and immediately under the pitch of the roof is a carved frieze. The circular oriel rises from the angle on an octagonal corbel, and is covered with a handsome cupola and finial similar to those in the High-street front of the school. The chimney-stacks have moulded caps. Caen and Gibraltar stone with Corsham and Doulton have been employed, and the roof is covered with Naunton slates. The architect is Mr. T. G. Jackson. The old building which obstructed the view of the east front of the school has been removed, and a low stone wall with moulded coping, surmounted by wrought iron work, erected. The building is heated with a similar apparatus to that employed successfully in the Schools.

Figure 3. Extract from *Jackson's Oxford Journal*, 13th October 1888 describing the completed 74 High Street

¹¹ *Ibid*, letter from Jackson to the Curators of the University Chest, 23rd March 1888.

budget.¹² The building lacks the lavish interior decoration of the Examination Schools, fitted out with a sparsity fitting the tight budget.

Jackson's Oxford Journal gave a rather complimentary review of the completed building on 13th October 1888 (**Figure 3**). It is interesting that the article mentions: 'The old building which obstructed the view of the east front of the school has been removed, and a low stone wall with moulded coping, surmounted by wrought iron work, erected.' This would suggest that the iron screen and gates to the quadrangle of the Examination Schools actually date to the construction of 74 High Street in 1886-88 and not to 1876-78, as their list description states.¹³

Whilst it is clear that the majority of the work on the building was complete by the first half of 1888, some elements remained incomplete. The basement partition to the Examination Schools was still incomplete (presumably due to a lack of funds) by February 1890, when the Curators of the Examination Schools conceded that they would accept a wooden partition rather than a brick one.

The Delegacy of Non-Collegiate Students

The Delegacy of Non-Collegiate Students and the Delegacy of Local Examinations both moved into 74 High Street in 1888: two trail-blazing, liberal institutions housed within a building designed by the progressives' architect of choice, Jackson. The non-collegiates soon utilised the basement (presumably the large room at the north-eastern end of the basement, which the Delegacy applied for use of in 1890) as a JCR, with the student body calling themselves St. Catherine's College; a name officially denied them by the University due to its collegiate connotations, but one that they continued to compete under in sporting events against colleges.¹⁴

The non-collegiates had a library which had been begun in 1875 with a grant of £200 from the University and gifts of books from Cannon Liddon, Dr. Pusey, and 180 volumes from W.E. Gladstone.¹⁵ From 1888 this was based in the double-height first-floor room at 74 High Street. In 1893, Rev. R.W.M. Pope (Censor of the Delegacy of Non-Collegiate Students from 1887 to 1919) reported that there was dry rot in the floor of the oriel window in this room. This was found to be due to linoleum being laid whilst the wood below was not entirely dry. The floor was stained and covered with a protective matting to prevent further issues and a rotten window board in the basement was replaced at the same time.

Late in 1898, there was some discussion about transferring liability for repairs and the upkeep of 74 High Street from the University Chest to the Delegacy of Non-Collegiate Students.

¹² This figure comes from Howell, P., 'Oxford Architecture, 1800-1914', in Brock, M.G., and Curthoys, M.C., (eds.), *The History of the University of Oxford, Vol. VII* (Oxford, 2000) 749; Pevsner, N., and Sherwood, J., *Buildings of England: Oxfordshire* (Harmondsworth, 1974) 267 gives a figure of £98,400.

¹³ List description available on English Heritage website: <http://list.english-heritage.org.uk/resultsingle.aspx?uid=1047291>, accessed 20th September 2012.

¹⁴ Bullock, A., *op. cit.*, 200-203.

¹⁵ *Ibid*, 195.

Rev. Pope argued strongly, and successfully, against this, on the grounds that it was a ‘public university building’, as opposed to a distinct institution such as a college.

The building has had consistent problems with roof leaks throughout its history, the earliest reports being in 1895. The problems with water ingress reached their worst point in July 1901 when heavy rainfall overcharged the local drains and water rose above the height of the ventilation grates in the basement, flooding the area. A build up of sediment under the floor of the caretaker’s basement flat meant it had to be taken up and a rotten joist replaced. The City Engineer noted that the cost of altering the drains to handle such levels of rainfall would be prohibitive. The air-intake grates in the basement were all raised by 2 feet to prevent similar flooding in the future.

There was a near-constant series of complaints and maintenance requests and by September 1901 the University Chest was labelling Pope’s letters ‘repeating sundry complaints.’¹⁶

In August 1906, Pope complained about the building’s slate urinal, which apparently lacked a proper flow of water and was unsanitary. He wished for this to be removed, though it seems that it was only repaired at this point.

Following the outbreak of war in July 1914, the Examination Schools was occupied by the War Office as the 3rd Southern General Military Hospital. 74 High Street served as an annexe and dispensary to the hospital. The Delegacy of Non-Collegiate Students seems to have relocated to the Old Indian Institute on Broad Street during this period, though it is clear that it retained access to most of the basement including the JCR; the caretaker and his wife remained in the basement flat throughout the Great War and attended to the furnace. In August 1918, Pope called attention to the flooring and associated joists in the basement common room, noting that there was dry rot in the wood. The Delegacy’s general office (the western ground-floor room, now the library) served as a dispensary, and the War Office fitted a sink in here.

The War Office moved out of the building in May 1919 and paid for any dilapidation that occurred during their occupation. The associated works were managed by Best & Son. The building did not have any electrical lighting at this point, but the War Office had fitted temporary lighting during their occupation. These were removed when they left, but the University took the opportunity to have electric lighting fitted during the redecoration process. This involved fitting 41 pendants throughout the building, and an external bracket in the courtyard. Conduits were buried within the plastering and between the floors. The switches in the basement and on the stairs were porcelain glazed with bronze colours, though elsewhere they were sunken with polished brass covers flush with the walls.¹⁷ The vestigial gas light fittings were subsequently removed, though it is not clear whether the University chose to store these or sell them as scrap.

Whilst the electric lighting was fitted, the heating apparatus was also overhauled, as the coal and gas fires which were in place were not heating the building adequately, making some

¹⁶ *Ibid*, series of letters from Rev. Pope to the Secretary of the University Chest, dated July to September 1901.

¹⁷ *Ibid*, specification from Best & Son, 3rd June 1919.

rooms unusable in winter. The redecoration was complete by October and the new heating apparatus, which involved fitting radiators in most rooms and hot water pipes in the basement rooms, was in place by December.

In January 1922, the Censor, now Rev. J.B. Baker, decided to move the porter out of the basement and into the small second-floor room. This was to involve: raising a stud partition with a door; removing and replacing a radiator; fitting and plumbing in a bath; and associated distemping and painting. It would seem that this did not go ahead, however, as the space was not partitioned until 1972, and there are still references to the caretaker being based in the basement right into the 1970s.

In late 1929 and early 1930 there was some discussion amongst the University's senior administration about acquiring the vicarage of St. Peter's in the East on the northwest corner of Mansfield Road and relocating the Non-Collegiates there; however, this came to very little as it emerged that the vicarage was only available on the condition that the vicar be allowed to reside there for his remaining years or be provided with equivalent alternative accommodation: something impossible to provide within the context of Oxford's housing shortages.¹⁸

V.J.K. Brook became Censor in 1930 and in the following year the Delegacy of Non-Collegiate Students was officially renamed St. Catherine's Society. The following October, Brook arranged to have the building redecorated, claiming that this had not been done since the War Office had left in 1919.¹⁹ It was planned to undertake the redecoration over the 1931 Christmas vacation, but due to the scale of the work some of it was not finished until the following Easter vacation.

The Oxford and Cambridge Delegacy for the Inspection and Examination of Schools

In 1934, the move towards finding a new site for St. Catherine's Society picked up real pace with the decision being taken to construct a new building for them on St. Aldate's. The University was willing to give the society £10,000 for 74 High Street, and they were able to obtain £5,000 by liquidating their own stock. In October 1934, Sir Douglas Veale, the University Registrar, wrote to Sir Arthur McWatters, the Secretary of the University Chest, to confirm that the Oxford and Cambridge Delegacy for the Inspection and Examination of Schools (a body distinct from both universities, generally referred to as the Local Board) would be taking over 74 High Street, and would be providing £2,500 to St. Catherine's Society towards the cost of their new building as part of the terms of this.²⁰

The terms of the Joint Board's occupation of the building specified that the University would retain responsibility for external repairs and decorations, but that, whilst the building would be handed over in a habitable state, the Joint Board would be responsible for all internal

¹⁸ UC/FF/165/2: letter from the vice-Chancellor to the Secretary of the University Chest, 12th December 1929; letter from Secretary of the University Chest to the University Registrar, 31st January 1930.

¹⁹ The building as a whole had not been redecorated since then, but individual elements certainly had been.

²⁰ *Ibid*, letter from Sir Douglas Veale, the University Registrar, to Sir Arthur McWatters, the Secretary of the University Chest, 30th October 1934.

decoration. On top of the £2,500 granted to St. Catherine's Society, the Joint Board paid the University £10,000 for the use of 74 High Street for as long as they might require it and they moved in autumn 1936. The University arranged separate terms with the Joint Board to retain the use of some rooms which were surplus to their requirements. These additional rooms were made available to the Institute of Statistics, who moved in at some point before the Joint Board.

Before the Joint Board occupied the building, two new windows were fitted in the basement. A new lavatory was formed on the first floor (probably by partitioning the western end of the old Censor's room), and this floor was also rewired and fitted with central heating.

In November 1936, the Institute of Statistics reported that they did not to reserve any toilet accommodation for themselves when the Joint Board moved in, but that they had arranged for one of the lavatory spaces to be converted into a separate ladies' lavatory.

By October 1939, the Joint Board had been moved out of 74 High Street by the War Office, who once again occupied it and the Examination Schools as a hospital. For the duration of the Second World War, the Joint Board was actually based in St. Catherine's Society's new building on St. Aldate's, presumably in recognition of their contribution to the construction of the building. The University received a rent for the building from the War Office, which was duly passed on to the Joint Board in keeping with their right to occupy the building.

The building was occupied by the War Office until the 28th April 1946, and was not reoccupied by the Joint Board until after this. The Institute of Statistics did not reoccupy the building. The building was redecorated prior to its reoccupation. The University requested use of some of the space, but the Joint Board required the use of everywhere but the small second-floor room.

By 1961, it was clear that the University wished to move the Joint Board from 74 High Street in order to free up this central location for its own purposes; something the Joint Board was quite happy to do if appropriate accommodation could be found.²¹ In January 1963, the University acquired the old Territorial Army Centre on Elsfield Way, which was then assigned to the Joint Board.

The University Registry Annexe

The Joint Board moved out of 74 High Street in 1966 and it was prepared for occupation by a portion of the University Registry (which also had offices in the Clarendon Building and the Old Indian Institute) as an annexe. Necessary works included rewiring (including the fitting of clocks opposite the windows in most rooms of the building), fitting double glazing, redecoration, damp treatment, heating plant repair, and lavatory refurbishment. Screens were fitted in the gentlemen's lavatory and locks were fitted to all the internal doors in the building, with a common key for all. An electric light was fitted in the antechamber of the building and loose tiles in the entrance hall were reset. The alterations were all funded by the

²¹ Oxford University Archives, ref. UR/FF/620/4, letter from F.H. Sandford (University Registrar) to Mr. Potter (Secretary of the Joint Board), 30th June 1961.

University's Minor Works Programme. The University Registry occupied the building on 3rd August 1967 and the new office opened on 7th August. A quotation was given for redecorating the staircase at 74 High Street in February 1968, but this work had to be postponed until the following financial year due to budgetary constraints.

In April 1968, the boiler provision for the University buildings in the area (74 High Street, the Examination Schools, the Specialist Library at 12 Merton Street, and the History Faculty Library at 10 Merton Street) was centralised, relying on two boilers based in the Examination Schools, rather than small individual boilers in each building.

In May 1969, the building was broken into and Thames Valley Police subsequently conducted a security audit: bars were fitted to the windows of the Machine Room and new locks (spring night latches rather than rimlocks) were fitted to all the doors.

During the 1969 Christmas vacation, the stairs in the building were resurfaced from basement to first-floor level.

The second-floor room was still unoccupied and the Sites and Buildings Committee recommended on 3rd July 1972 that the upper room should be partitioned in order to provide accommodation for two academics whose departments and colleges had both failed to find rooms for: Prof. Gowing (Professor of the History of Science) and Prof. Ganz (Professor of German). Dr. Ziff (University Lecturer in American Literature) also came to occupy a room on the ground floor at some point in the early 1970s.

In October 1972, the Committee of Works noted that the surface of the stonework on the building was deteriorating, though the greater part of the stone was itself sound. A small area of one of the Merton Street elevations had been treated with plastic stone restoration and it was determined to carry this out across all the elevations.

There were various moves of personnel in and out of the building over the next two years or so; however, these were intended to be temporary measures, as it was anticipated that the Registry Annexe would be vacating the building for new premises at Wellington Square in 1974-75.

The Ruskin School

The Ruskin School of Drawing was founded in 1871 (becoming the Ruskin School of Drawing and Fine Art in 1945) by John Ruskin and from that point had been based in the West Wing of the University Galleries (from 1909 the Ashmolean Museum of Art and Archaeology). From the 1950s, the Ruskin School had used the Sunken Court beneath the Ashmolean as space for life-drawing and teaching. The Ashmolean still used the area for storage, but this was around the edge and they endeavoured to keep the central space clear. The Ruskin sought annual permission to use the space but this practice had lapsed by the mid-1960s and it was occupied informally by tacit agreement. The Ashmolean had severe pressures on its space, and had considered reclaiming the room in 1973. The problem was exacerbated by a £25,000 benefaction for the remodelling of the Beazley Archive's room. This allowed for the creation of an exhibition space, but the terms of the benefaction

stipulated that the unexhibited items would be stored and available for consultation by students, and the only suitable place for this would be the Sunken Court.²²

The Ruskin School was to lose c.1,000 sq.ft. of space with the loss of the Sunken Court and sought a further c.1,000 sq.ft. for its printmaking operations. Throughout 1973 they sought to find alternative accommodation for these parts of their operation around the city. Plans to purchase a warehouse behind the city chambers on Queen Street from the City Council fell through in November 1973. In February 1974, the Sites and Buildings Committee recommended that the additional accommodation required by the Ruskin School could be found in the basement of 74 High Street, where c.1,300 sq.ft. would soon become available when the Statistical Unit of the University Registry Annexe vacated the space. Council was loath to authorise the move due to security concerns: the Ruskin required access to the building in the evenings and at weekends. Following the proposal of a variety of security and fire safety improvements, the Junior Proctor recommended to Council that the move should go ahead.²³

The Ruskin School was in financial difficulties and the University decided to give it 3 years to prove itself a financially viable institution before deciding on its future. In August 1974 it was decided to grant the Ruskin School the basement space at No.74 temporarily for the 3 years to 1977, as well as increasing its annual grant from £500 to £2,000 over the same period. The University also gave the School a £3,000 non-recurrent grant for equipment and other costs.²⁴

The scheme changed dramatically in November 1974, when the Buildings Committee noted that with the Registry Annexe soon to leave the building entirely, a more radical change could be made. If Profs. Ganz and Gowing and Dr. Ziff could be found alternative accommodation, it would be possible to allocate the entirety of 74 High Street to the Ruskin, which in turn would free up the West Gallery of the Ashmolean for the museum's use, alleviating some of their space problems. The Buildings Committee highlighted that the Ruskin Master was happy with the scheme '...although the Ruskin Trustees are thought to be reluctant to give up space in the Ashmolean since they attach some importance to a physical link with the Museum. However, even if the school moved to 74 High Street, it would make as much use of the Museum as ever and the requirement for a physical presence might be met by the allocation of a small room as a base for the storage of easels and other materials.'²⁵ The Ruskin Trustees also specified that they would require the occasional use of one of the large rooms in the Examination Schools for when larger meetings and lectures were required.

²² Oxford University Archives, ref. UR 6/AM/9, file 5, letter from David Piper (Director of the Ashmolean) to Geoffrey Caston (University Registrar), 7th November 1974.

²³ Oxford University Archives, ref. UR 6/HC/6, file 1, Minutes of the Committee for Works, 22nd March 1974, 29th April 1974, and 3rd May 1974.

²⁴ 'More University Aid for Ruskin school of art' in *The Times*, 13th August 1974. Similar articles appeared on the same date in *The Guardian* and *The Telegraph*.

²⁵ Oxford University Archives, ref. UR 6/HC/6, file 1, Minutes of the Buildings Committee, 27th November 1974.

The only identifiable issue with the scheme was that it did not greatly increase the space available to the Ruskin School (3,411 sq.ft. at the Ashmolean being replaced by 3,905 sq.ft on High Street) and it was suggested that a mezzanine might be constructed in the double-height, first-floor room, though this was quickly deemed unfeasible. The Trustees were willing to accept the use of the old English Library on the second floor (above rooms 1 and 2) of the Examination Schools in lieu of constructing a mezzanine.²⁶

The Ruskin School of Drawing and Fine Art moved into 74 High Street and Kits van Heyningen, the Master of St. Cross College, donated a new nameplate for the front of the building. When writing to the committee of the Bullock Review on the future of the Ruskin School in March 1976, Tim Gibbs, the Deputy Master, said: ‘The consensus of opinion within the School both among staff and students has been one of delight at our new premises. We are enormously thankful to the University for having generously given us the opportunity to work as a school of art in our own fine building in which we all take great pride. With a minimum of reorganisation the School has settled into 74 High Street and we wonder how we ever existed anywhere else.’²⁷

In Hilary Term 1977, the Bullock Review decided on the future of the Ruskin School. The certificate in Fine Art was replaced with a degree in Fine Art, on the understanding that this would allow it to attract a higher calibre of candidate. This also made sense on a funding level, as the certificate was already deemed by the University as of an equivalent standard to a pass degree but its lack of formal degree status had made it difficult for students to secure grants from their Local Education Authorities. The Ruskin School came under the jurisdiction of the General Board of Faculties and the new degree students, starting in Michaelmas 1978, would be matriculated members of colleges.

In June 1976, Gibbs had approached the University Surveyor, J. Lankester, to request a feasibility study regarding the construction of a bridge from the old English Library on the second floor of the Examination Schools to the second floor of 74 High Street, as well as asking for access to some of the vaulted storage under the Examination Schools. Needless to say, the Curators of the Examination Schools were completely against creating access to their building that they could not control and also responded that they required all of the storage space beneath the Schools. The Buildings Committee in April 1977 agreed with the Curators of the Schools and even went further; saying that, due to issues of fire safety, the Ruskin’s use of the old English Library should only be viewed in the short term.²⁸

In June 1977, the Buildings Committee recommended that, with some goodwill from all parties involved, c.2,000 sq.ft. of the basement under the Great Hall of the Examination Schools could be made available to the Ruskin School, to compensate them for the loss of the old English Library.²⁹ At this point the basement partition between the two buildings was

²⁶ *Ibid*, Minutes of the Buildings Committee, 1st May 1975.

²⁷ *Ibid*, letter of Tim Gibbs to the Bullock Review Committee, 16th March 1976.

²⁸ Oxford University Archives, ref. UR 6/AM/9, file 5, fiche 3, Minutes of the Buildings Committee, 28th April 1977.

²⁹ Oxford University Archives, ref. UR 6/AM/9, file 5, fiche 5, Minutes of the Buildings Committee, 23rd June 1977. The old English Library was incorrectly measured as 1,500 sq.ft. when in fact it covers 1,800 sq.ft. So,

where the current dividing door now stands. The allocation of this space, which consisted of one large room (c.50% of the allocated space) and 5 smaller cells, involved removing this partition and building a new one further into the basement of the Examination Schools. The Curators of the Examination Schools remained opposed to the idea, but the Buildings Committee thought it worth pursuing as they could see no other solution to the Ruskin School's space problem; the oft-suggested idea of a mezzanine was again considered but deemed uneconomical.³⁰ In October 1977, the Vice-Chancellor interceded on behalf of the Ruskin School and the Curators of the Examination Schools acquiesced to their use of the basement space on the condition that the area would revert to them if the Ruskin ever no longer required it.³¹

With this issue of space resolved, another soon reared its head. Westminster College, which was providing screen-printing and painting space to the Ruskin School, revealed in mid-1979 that it would be withdrawing this service from Michaelmas 1980. This was the same time at which the School would be welcoming its third cohort of 20 degree students, and so would have a full complement of 60 students for the first time since the degree was formed. Again the School approached the Buildings Committee with the idea of building a mezzanine in the first-floor room, and again this was deemed unfeasible; the Committee concluded that at a cost of c.£16,000 for c.1,000 sq.ft. of space, the cost was too great, whoever might be paying for it.³² The conversion of the Examination Schools' basement, providing c.2,000 sq.ft., had cost only about £3,000. In Trinity Term 1980, the General Board of Faculties recommended that a house at 1 Western Road (off Abingdon Road) should be leased from Hertford College and assigned to the Ruskin School for print-making and sculpture facilities.³³ It was not anticipated that conversion work at Western Road would be finished before the end of Hilary Term 1981 and this meant that seminar and staff rooms at 74 High Street had to be converted temporarily into studio space in the interim.

The University assigned the space at West Road on the understanding that there would be no more requests for space from the Ruskin School in the foreseeable future, with the General Board of Faculties making it clear that there was little goodwill left for this young department in such matters. This was unfortunate, as shortly afterwards, in November 1980, a surprise inspection by the Health and Safety Executive closed down the Ruskin School's studios in the basement of the Examination Schools.³⁴ As it was no longer possible to use this space for

whilst the basement area was still larger than the space being lost, the allocation was not as generous as it was believed to be at the time.

³⁰ *Ibid*, letter of J. Lankester (University Surveyor) to Sir Rex Richards (Warden of Merton college and Chair of the Curators of the Schools), undated but probably September 1977.

³¹ *Ibid*, Minutes of the Buildings Committee, 20th October 1977. This is interesting as the Vice-Chancellor at this point was a newly-appointed Sir Rex Richards, also Chair of the Curators of the Examination Schools: an act of statesmanship on his part.

³² *Ibid*, Minutes of the Buildings Committee, 1st November 1979.

³³ The house covered 1,282 sq.ft. As the School had only lost 940 sq.ft. at Westminster College, it was initially suggested that space over that figure should be assigned to other departments; however, it was eventually concluded to assign the entire space to the Ruskin after a very sympathetic letter was sent on the Schools behalf from J. Lankester to the Buildings Committee.

³⁴ Oxford University Archives, ref. UR 6/AM/9, file 8, fiche 1, Agenda for the General Board of Faculties, 24th November 1980; Minutes of the Finance Committee of the General Board of Faculties, 28th November 1980.

studios, it was decided to use it as a storage space, library, and staff room, and to undertake an emergency search for around 2,000 sq.ft. of temporary studio space. St. Paul's Hall room at Somerville (c.1,000 sq.ft.) was rented from January 1981 until Michaelmas 1982. Somerville required the space back and in October 1982 the Ruskin took on 39a St. Giles' (c.500 sq.ft.) as its temporary studio space. By Trinity Term 1981, 1 Western Road was ready for occupation and this helped the situation a little but obviously the 500 sq.ft. available at St. Giles' could not make up for the 2,000 sq.ft. that had been lost beneath Examination Schools and studio space remained a major issue for the Ruskin School.

In August 1983, planning permission was granted for the conversion of the warehouse at 128 Bullingdon Road in Cowley for occupation by the Ruskin School of Drawing and Fine Art. This dealt with many of the School's immediate space problems. In 1988, it was finally decided to go ahead with the mezzanine in the first-floor room of 74 High Street, which the Ruskin School had been requesting since their occupation of the building. Planning permission was granted in July 1988 and the mezzanine and access corridor (connecting to the second-floor room via a new doorway) were constructed within the double-height space on the first floor.

In 1998-99, the building's fire precautions were upgraded and all known asbestos removed from the building.

Beginning in 2007, a 2-storey lift extension was constructed in the yard of 74 High Street in order to provide disabled access to the adjacent Examination Schools. This obscures part of the western elevation of No.74 and involved the construction of a ramp along the High Street wall between No.74 and the Examination Schools.

The stone of the High street elevation was extensively cleaned in April 2012.

74 High Street continues to house the Ruskin School of Drawing and Fine Art.

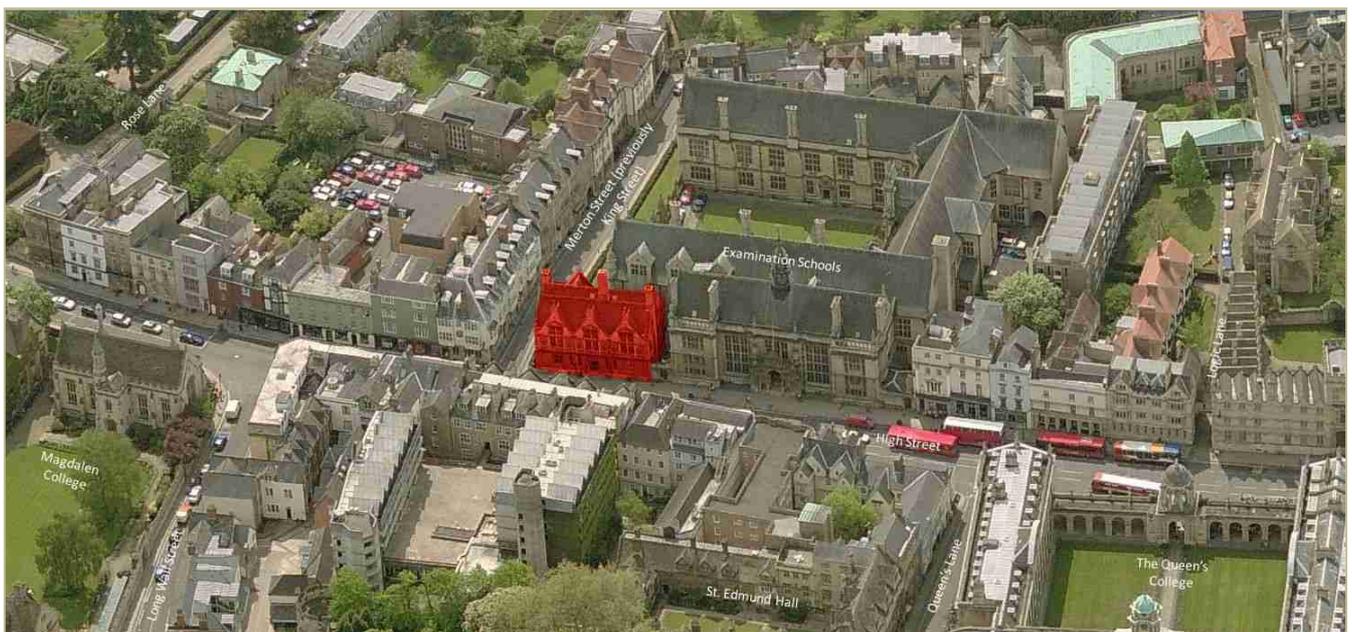


Figure 4. 74 High Street (highlighted in red), orientated with south at the top of the image



3

SIGNIFICANCE

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3 SIGNIFICANCE

NPPF paragraph 128 specifies that in assessing planning applications:

‘Local planning authorities should require an applicant to provide a description of the significance of any heritage assets affected including any contribution made by their setting.’

The significance of 74 High Street has been publically recognised by its designation as a Grade-II-listed building in 1954 (see **Appendix 1**); and it was included in Oxford City Council’s designation of its Central (City and University) Conservation Area in 1971, and in its subsequent revisions in 1974, 1981, 1985, and 1998 (see **Appendix 2**).

3.1 Significance as part of High Street and the Central (City and University) Conservation Area

Oxford High Street is one of the most significant architectural spaces in the world. Its combination of civic buildings, commercial structures, colleges, and university buildings (all with some historical character and significance) is not replicated on such a scale anywhere else, even in the nearest equivalent, which might be Trumpington Street in Cambridge.

The character is not simple, as it is formed from a combination of all these disparate factors. Despite its varied and lauded educational institutions, the preponderance of commercial establishments (and of shoppers and tourists on an average day) prevents the High Street from being characterised as an academic space. It represents that relationship which defines Oxford beyond all other university towns: the dichotomy between City and University.

74 High Street and Examination Schools are amongst the newer buildings on High Street, though all the others have undergone alteration or restoration of some kind since the construction of No.74 and the Examination Schools in the 1870s and 80s. Some (though not the majority) of the commercial buildings are newer, for instance the Eastgate Hotel’s current building was constructed in 1900, and 46-47 were actually built in 1975 in a late-18th-century style; however, most of the University and Collegiate buildings predate the Ruskin School, obvious exceptions being University College’s Durham building (1903) and Oriel College’s Rhodes Building (1911).

Due to the south-eastern curve of High Street, and the fact that the Ruskin School’s frontage does not protrude beyond the line of the surrounding buildings, the building cannot be seen from a distance if approaching from the city centre; it is somewhat homogenised – though forming an important constituent element – into the general mass of grand and historical buildings at the far end of High Street; however, if one approaches from the eastern end of High Street, they are confronted with an oblique view of the Ruskin School. This striking view is dominated by the broad gables of northern and eastern elevations, whilst a glimpse can be had of the oriel at the southern corner of the eastern elevation. Here, the panelling of the High Street elevation contrasts starkly with the bare rubble of the Merton Street frontage (**Figure 5**). Equally, if one approaches the building from Merton Street, the oriel window is the building’s dominant feature.

The High Street elevation can only truly be enjoyed from directly opposite, where the full impact of the tall, overlooking gables is experienced (**Figure 6**). The recently-cleaned stone presents an attractive façade which interacts well with the similarly-cleaned stone of the adjacent Examination Schools. Jackson successfully designed the two buildings in contrasting yet complementary styles. The embellished Tudor-Gothic Bladon rubble façade of the Ruskin School sits well alongside the Clipsham ashlar of the Examination Schools.

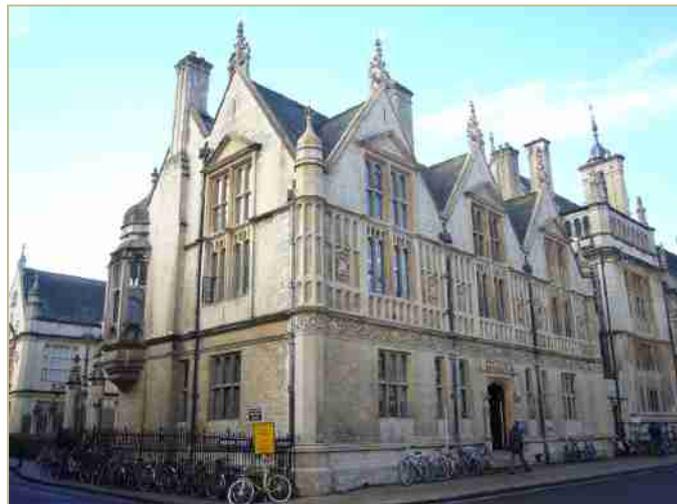


Figure 5. The High Street and Merton Street elevations looking southwest

The Ruskin School is one of a series of significant heritage assets that line the sides of High Street. These include: the Examination Schools (Grade-II listed); the Queen’s College (Grade-I listed); University College (Grade-I listed); All Souls College (Grade-I listed); Oriel College’s Rhodes Building (Grade-II listed); the University Church of St. Mary the Virgin (Grade-I listed); Brasenose’s New Quadrangle (Grade-II listed); and Lincoln College library (All Saints Church; Grade-I listed).



Figure 6. The High Street elevation from directly opposite

Many of the smaller shops and businesses are also of architectural value, though less grand, and are separately listed. This fantastic portfolio of buildings interacts excellently to create one of the most significant architectural spaces in the world. There is little place for individual glory within such august company but the Ruskin School is an important constituent element in the contemporary drama of this area.

3.2 Architectural and Aesthetic Significance

3.2.1 Exterior Spaces

‘This is quieter, but just as original as its neighbour. It is of two storeys with three gables and beneath them just three upper windows of two lights with a bit of “debased” Perp panel tracery...The windows are surrounded by panelling which covers this whole floor. The ground floor has none of it. Here is an Elizabethan doorway, quite small, and a top frieze of naturalistic foliage with little beasts and birds.’³⁵

The High Street and Merton Street elevations of the Ruskin School are its most significant features. The High Street elevation has recently been cleaned and is of substantial aesthetic value. This aesthetic appeal was appreciated from the time of its construction, with *Jackson’s Oxford Journal* emphasising that the building was both ‘handsome’ and ‘effective’ (Figure 3).³⁶ Architecturally it represents the development of Jackson’s style following his initial success with the Examination Schools, and it exists within the same radical tradition:

‘The non-Collegiate Delegacy was intended to provide inexpensive education for those excluded from Oxford by the high cost of college living. It was, thus, a critical part of the reformers’ transformation of Oxford. Moreover, it was not simply a progressive project; it was also designed in a self-consciously “modern” style.’³⁷



Figure 7. The ground-floor frieze



Figure 8. The southern elevation and octagonal oriel, looking northwards from Merton Street

³⁵ Pevsner, N., and Sherwood, J., *op. cit.*, 266-67.

³⁶ *Jackson’s Oxford Journal*, 13th October 1888.

³⁷ Whyte, W., *Oxford Jackson: Architecture, education, status, and style, 1835-1924* (Oxford, 2006) 103.

The carving is of some quality, as should be expected of both Jackson and of Farmer & Brindley. The naturalistic frieze, with its small beasts so full of character (**Figure 7**), is of particular note and one cannot help but sense the influence of the O'Shea brothers' carving at the University Museum (which was itself finished by Farmer & Brindley in 1905-10). The use of ordered pilasters to emphasise the doorway and the sharply projecting raincourses are characteristically Jackson, as are the pedimented windows.³⁸ The ironwork is simply embellished and integrated well into the elevations. The octagonal oriel on Merton Street is playful yet effective (**Figure 8**). This has a simple finial, similar to those on the gables of the Examination Schools. This contrasts with the elaborate finials on the gables of the Ruskin, which themselves may be a step too far, though they do not detract from the aesthetic value of the heritage asset.

3.2.2 Interior Spaces

The interior of the Ruskin School is of some aesthetic value, though lacking the accomplishment of the exterior. The proportions of the spaces feel similar to circulation spaces and the smaller rooms in the Examination Schools, but it is drastically less embellished throughout, appearing very much what it is: the same architect but working with far stricter budgetary constraints. The doorcases, black-and-white floor tiling, and heating screens are closely similar to those in the Examination Schools, whilst the attractive iron screen on the staircase is similar to that later used by Jackson at the Electrical Laboratory (1908-10, now the Clarendon Townsend Building).³⁹ There are nice original features (notably windows, doorcases, and fireplaces) throughout the building.



Figure 9. The main staircase from the ground-floor hallway

The most significant space is the double-height room on the first floor. This has been substantially altered by the integration of a modern mezzanine. This is perhaps sparser and more angular than the space demands and cuts across the windows, but actually does not detract from it as greatly as one might fear. Due to the nature of the building's use, the modern decorative palette throughout is rather bland, though it is enlivened by occasional

³⁸ Martin, A., 'Oxford Jackson' in *Oxoniensia* XLIII (1978) 218.

³⁹ Estates Services, Oxford University, *The Townsend Building: Conservation Plan* (April 2012), available online:

http://www.admin.ox.ac.uk/media/global/wwwadminoxacuk/localsites/estatesdirectorade/documents/conservation/Clarendon_Townsend_Building.pdf, accessed 16th October 2012.

flamboyances, such as the gold-painted door to the ground-floor library. The basement in particular feels utilitarian, with a glut of unattractive trunking and piping. The large groin-vaulted cellar must once have been an attractive space, but now feels rather worn.

3.3 Historical and Cultural Significance

As mentioned above, 74 High Street is an important feature of Jackson's portfolio, made more significant by its close relationship with his most notable building, the Examination Schools. It exhibits much of his standard vocabulary as he developed his style following his success at the Examination Schools and it is illustrative of his more modest work. Jackson's success was tied to the cause of liberalism within the late 19th-century University and, perhaps to as great an extent as the Examination Schools, this building, designed by the liberals' architect of choice in order to house non-collegiate students, illustrates the successes of this movement.

The building also has some association value as its construction was an important development in the history of the Delegacy of Non-Collegiate Students, an institution which still exists today in the form of St. Catherine's College. Like the Delegacy of Non-Collegiate Students, the Ruskin School of Drawing and Fine Art was an affiliated organisation that was eventually brought into the University's fold.

3.4 Archaeological Significance

The site of the 74 High Street was cleared prior to the construction of the Examination Schools. At this time, the area was excavated producing some archaeological finds, notably pottery, as should be expected of a site with such a long history of occupation.

Jackson describes how a series of pits were found in the area during the construction of the Examination Schools:

*'The clerk of works I engaged was Robert Edwards, a Welshman, a very intelligent man with tasks and knowledge of geology and antiquities far beyond his station. In digging foundations the gravel was found to be hollowed out into circular pits, many of them with hard-trodden floors, and Edwards with many others believed an ancient British village of pit dwellings was discovered. Professor Rolleston, however, wouldn't have it, and in fact I found the same state of things everywhere else in and round about Oxford when digging for foundations.'*⁴⁰

⁴⁰ Jackson, T.G., *Recollections: The Life and Travels of a Victorian Architect* (Jackson, N., (ed.); London, 2003) 119.

The area has a long history of occupation, especially as the site of the important Angel Hotel; however, it is likely that the majority of significant material was destroyed during the 1877 demolitions and excavations, which, needless to say, were not conducted to modern archaeological standards. Most of the finds found their way to local dealers so were not satisfactorily recorded.⁴¹ Equally, the construction of 74 High Street itself, with its extensive basements, will have destroyed some material. That being said, the building remains within the local authority's City Centre Archaeology Area, and as Oxford has a long history of occupation (with late-third-millennium-BC barrows having been found in the University Parks area) it is possible that material may survive at deeper stratigraphic layers.



Figure 10. Archaeological excavations prior to construction. H.W. Taunt, 1877

3.5 Significance as a functioning University department

The building was designed to function as a University department (incorporating teaching, study, administration and, common spaces) and its size and central location make it well suited to this function. Other than the period 1936-67, when it was occupied by the Joint Board (though even then the University still retained the use of some portions of the building), it has served this function continually since its construction.

⁴¹ Bruce-Mitford, R.L.S., and Jope, E.M., "Eleventh and Twelfth Century Pottery from the Oxford Region" in *Oxoniensia* V (1940) 42-49.



VULNERABILITIES

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4 VULNERABILITIES

The ability of 74 High Street to fulfil a contemporary function

74 High Street was designed to house a University department and it is well suited to this function. The only major limitation in this respect being the lack of any large teaching/lecture spaces: the constraints of the original budget necessitating that Jackson's design assumed the inhabitants would have access to the large spaces within the Examination Schools. It was designed to provide general office and teaching spaces and does so well, though it is less well adapted to the specific technical requirements of a functioning art department. The significant exterior character and several significant interior elements of the building have survived and this has only been possible because the building has remained in use and has been maintained and cared for.

The building forms parts of an aesthetically- and historically-significant group along High Street; however, it is by no means a static monument. By retaining a modern and relevant use, the upkeep and conservation of the heritage asset is funded and its continued existence and significance ensured. Under the current usage, the significant areas are not threatened, and its listed status ensures that any further alterations operate within the constraints of an accepted understanding of the building's significance as a heritage asset.

4.1 Accessibility

The ability of 74 High Street to be accessed and enjoyed by anyone who has a legitimate right to use the building is important to its significance. The significance of the heritage asset is lessened if any person who wishes to legitimately use and enjoy the building is hampered in doing so by inadequate access provision. Unfortunately, the accessibility of the building is limited by its original design. Access to the building is via four steps up from the street to the antechamber, and from here a further step up through a door to the entrance hall (**Figure 11**). There is no handrail. The interior is arranged over four floors, with movement between all floors being via stairs. A stairclimber is available for movement through the building, though this is a reliant upon a trained member of staff being available to operate it. The only lavatory



Figure 11. The steps up to the front entrance

accommodation is in the basement and this includes a disabled lavatory.

The limitations of access within the building are unfortunate, as ideally all users should be able to enter through the same point and move freely around the building without disadvantage.

4.2 Maintenance

4.2.1 Exterior Elevations and Setting

The exterior elevations of 74 High Street are its most significant features, possessing substantial aesthetic and illustrative value. The relationship between the exterior elevations and those of the Examination Schools is of high significance for both buildings. The High Street elevations of both buildings have recently been cleaned, enhancing their aesthetic value. The exterior of the building has changed little since its initial construction (discounting some stone restoration in the early 1970s) and, since its recent cleaning, the High Street elevation looks quite similar to when it was built (**Figure 12**).

Whilst the exterior has aged well, it remains open to weathering and erosion, potential vandalism, and pollution; damage which could detract from the significance of the heritage asset.



Figure 12. 74 High Street in 1890, looking southwest. Photograph by H.W. Taunt

The landscape setting of the building has remained largely unchanged since its construction, with the most obvious development being the introduction of motorised traffic to High Street and changes in the road surfaces and pavements. A disabled ramp was fitted to the courtyard door in 2007, but this does not detract from the character of the space.

4.2.2 Interior Spaces

The interior spaces of the building are of some aesthetic and illustrative value. Various portions of the original joinery are intact, for example doorcases and panelling. All of the interior spaces suffer from a bland, institutional palette, which make them feel somewhat utilitarian and masks their character; however, attractive original details are extant, for example the iron heating grilles and the iron screens on the staircases. In most cases the marble slabs over the radiator settings are still in place. The ground-floor offices, the smaller first-floor room (originally the Censor's room) and the second-floor room retain their attractive original fireplaces (**Figures 13.2 and 13.3**).



Figure 13. 1. Top left, first-floor double-height space with mezzanine. 2. Top right, original fireplace in second-floor room. 3. Bottom left, first-floor room ('Censor's Room') with original fireplace. 4. Bottom right, electrical trunking etc. in first-floor room

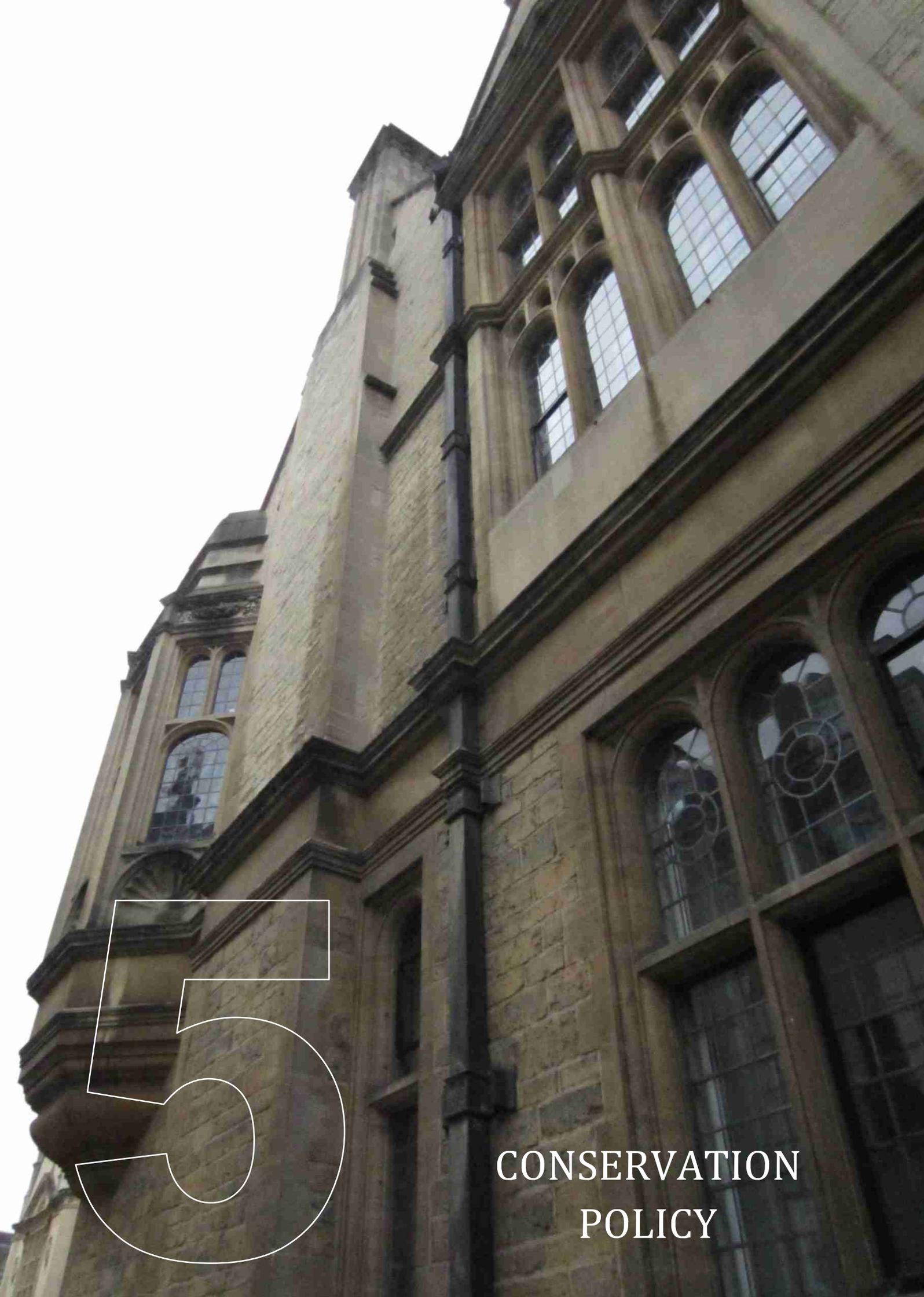
The large, double-height room on the first-floor is potentially one of the more significant spaces in the building. It has a modern mezzanine on one side of the central screen, which in principle suits the space well, though its character is too angular and utilitarian for Jackson's room (**Figure 13.1**). Modern partitioning to create an additional office on the mezzanine cuts across an original ventilation grille and does not do the space credit. Akin to much of the building, the double-height room suffers from an indiscriminate, monochromatic paint scheme and in general feels rather worn.

The other major space in Jackson's building is the central staircase. This is an attractive stair (with non-original but well-integrated floor surfaces) accessed from the ground-floor via a simple arch, arranged in a pair, with the second arch housing an attractive iron screen running up the stairway (**Figure 9**). This leads to the first-floor landing, an effective space dominated by its grand, pedimented doorcases, and a second pair of arches with iron screen leading to the second stretch of stairs up to the second floor.

Throughout the building, electrical trunking, exposed piping, and conspicuously-exposed lighting detract from its historic character (**Figure 13.4**). This is particularly the case in the basement areas.

As the interior features are in regular use and for the most part experience greater human interaction than the external structure of the building, they are vulnerable to accidents, vandalism, and general wear and tear. Some of these issues should be mitigated assuming adequate security and maintenance regimes are in place, but ultimately these significant elements will have limited lifespans. These lives can be lengthened as much as possible through regular, adequate monitoring and maintenance.

As a Grade-II-listed building any alteration, or repairs made with non-original materials, will require listed building consent.



5

CONSERVATION
POLICY

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5 CONSERVATION POLICY

Having established the significance of 74 High Street as a heritage asset, and having identified ways in which the significance of 74 High Street is vulnerable to harm, it is necessary to recommend policies to reduce the probability of such harm occurring, and thereby to conserve the significance of the site. In essence, these policies set parameters for managing the fabric of the site.

The Conservation Plan is intended to be an active tool for the regular maintenance and long-term management of 74 High Street. It needs to be reviewed regularly, and revised as appropriate to take account of additional knowledge and changing priorities.

5.1 **74 High Street's continued use in a contemporary function is important to its continued significance. Permit, in line with NPPF paragraphs 131, 132, 133, and 134, alterations intended to facilitate its continued use in this way**

The continued use of 74 High Street in a contemporary function is important to its continued significance. Limited alterations will inevitably be required to allow it to retain this significance in line with modern standards and requirements. If alteration is required in the future it should be permitted with the following provisos:

- Any alterations must be sympathetic to 74 High Street significance as a heritage asset and, in line with NPPF paragraph 134, any proposals that involve 'less than substantial harm to the significance' should deliver 'substantial public benefits.' In line with NPPF paragraph 132, any proposals that involve 'substantial harm or loss' should be 'wholly exceptional.'
- Any changes should: '...preserve those elements of the setting that make a positive contribution to or better reveal the significance of the asset' (NPPF paragraph 137).

5.1.1 **In order to ensure that 74 High Street can operate to modern standards, and that its significance can be maintained by making access as wide as possible, special concern should be applied to ensuring that disabled access is adequate**

Ensuring that the heritage asset can be enjoyed as widely as possible will have a major positive impact on its significance. As noted in **Section 4.1**, access to the building is hampered by its historic design. Access will remain a concern in any plans developed for the site; a vigorous effort should be made to improve access to the site in any future plans, with the University seeking to exceed its statutory obligations and always viewing this as part of an ongoing process.

5.2 **Note that 74 High Street is a Grade-II-listed building and ensure that appropriate consents are obtained for works to the interior and exterior of the building**

In order to ensure the heritage asset's significance, alterations may be required in the future, and due to the listed status of the building, even minor routine repairs may need consent. Caution should be applied in order to ensure that any statutory duties are fulfilled. In cases of

doubt **Estates Services should be contacted in the first instance**, and if necessary they will refer queries on to Oxford City Council.

5.3 Ensure proper consultation in advance of any work to the building with the Local Authority conservation officer (through Estates Services) and any other interested parties

It is important to guarantee that the best advice is obtained at an early stage of any proposal to alter any part of the building in order to ensure that the significance of the building is respected.

5.4 Refer to this Conservation Plan when considering repairs or alterations in any space

The Conservation Plan gives an overview of which aspects of the building are significant or vulnerable. Where original or significant material is extant, repairs should be carried out using the same materials and techniques and should not affect the significance of the asset without providing substantial public benefits in line with NPPF paragraph 134.

5.5 Any alteration or redevelopment must respect the character of High Street, Merton Street, and the surrounding area. Notably it must respect 74 High Street's location adjacent to listed buildings, notably the Examination Schools

74 High Street's position adjacent to the Examination Schools and amongst the historic buildings of High Street is vital to its significance. Any plans for alterations should take into account the relationship between the listed buildings within this significant group.

5.6 Conservation of specific factors contributing to overall significance

74 High Street possesses various external and internal features of some significance (**Sections 3.1 and 3.2**). An effort should be made to identify and conserve original or significant architectural features and keep these in use where possible in line with **Section 5.1**; however, it is accepted that all materials have a natural lifespan and some degree of change must be permitted to keep the building safe, usable, and generally fit for function. Some material will have a very long life expectancy if given routine maintenance; others are important and may need periodic replacement. Within the framework of understanding and valuing what is present in the building a degree of ongoing change is inevitable.

5.6.1 Any alterations to be made to the external elevations will respect their significance and the contribution they make to the setting

The exterior elevations of 74 High Street, especially the High Street façade, are its most significant features. The visual character of the external elevations is little changed since the building's construction and should be maintained. If alterations are considered these should be undertaken only in the context of this significance and in line with **Section 5.1 and 5.1.1**.

5.6.2 Any alterations to be made to the interior spaces will respect the significance of both the individual elements and the building as a whole

The interior spaces of the building contain various significant elements, such as historic joinery and metalwork. Original items such as the doorcases, fireplaces, heating grilles, stair screens, and panelling contribute to the character of the building and should be retained. Some effort could be made to rationalise the installation of essential services, which detract from the visual character of the interior spaces. Equally, the internal palette could be improved to better match the historic and potential character of the building.

Any internal alterations planned in the future should only be undertaken with a full understanding and respect for the character of the internal spaces in line with **Section 5.1** and **5.1.1**.

5.7 In conformity with NPPF paragraph 110, efforts should be made to ensure that 74 High Street's contribution to climate change is as minimal as is feasible for a building of its age, size, materials, and use. Any proposals for alterations should assess the feasibility of incorporating low and zero carbon technologies

Ensuring that the building is sustainable will be crucial to its long-term survival and significance. As stated in NPPF paragraph 110, development should seek to 'minimise pollution and other adverse effects on the local and natural environment.'

5.8 If during any subsequent renovations or alterations any excavation work is carried out beneath 74 High Street, an archaeological assessment will be made of the potential for significant finds, and if appropriate an archaeologist will be given a watching brief as excavation takes place

It is possible that there is significant archaeological material beneath 74 High Street (see **Section 3.4**). Should any excavation work be carried out in this area, an assessment of the archaeological potential should be made. This should include at least a desk-based assessment, but possibly geophysics and trial trenching. A watching brief will almost certainly be required for any excavation.

5.9 A good practice of routine recording, investigation, and maintenance will be enacted and sustained. Such an approach will minimise the need for larger repairs or other interventions and will usually represent the most economical way of maintaining an asset

5.9.1 Estates Services (or its agents) will ensure that a senior member of staff has responsibility for the administration and recording of a routine maintenance programme for the building

All buildings need to routinely be maintained if they are to stay in good condition. This requires a detailed maintenance programme and, critically, someone who is responsible for ensuring that routine operations are carried out. A proper record of the repair and

maintenance work in a maintenance log is a useful management tool. Such information will be recorded in the estates management software package *Planon*.

5.9.2 The Conservation Plan will be circulated to all senior staff who work in 74 High Street and to all other members of the University who have responsibility for the building

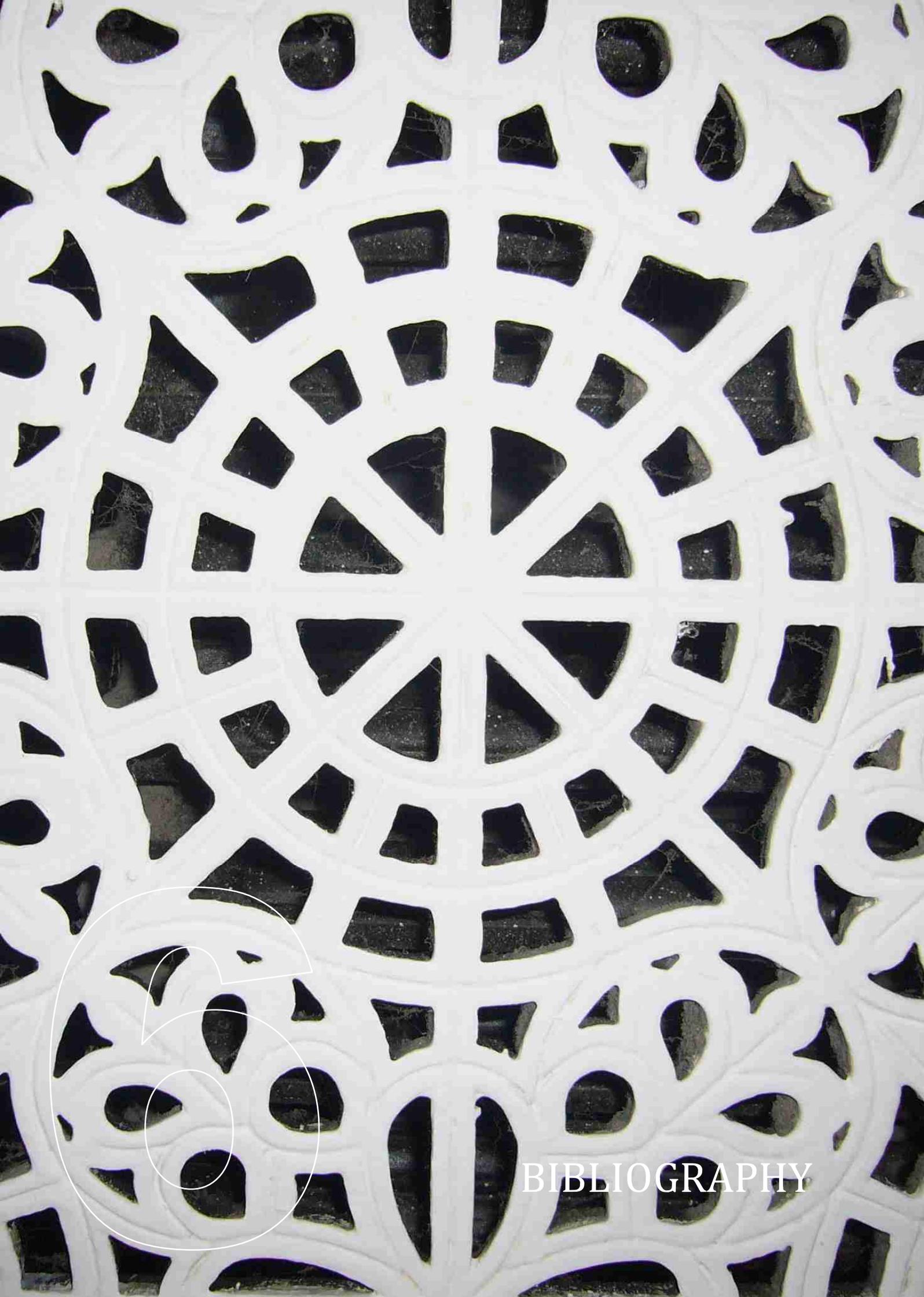
The value of the heritage asset needs to be appreciated by all senior staff managing or working in the building. Only in this way will the heritage asset be properly treated, repaired, and maintained.

5.9.3 The Conservation Plan will be made available to Oxford City Council, English Heritage, and any other party with a legitimate interest in the building

The Conservation Plan is intended to be a useful document to inform all parties with a legitimate interest in the building.

5.10 The Conservation Plan will be reviewed and updated from time to time as work is carried out on the building or as circumstances change. The recommendations should be reviewed at least at five-yearly intervals

Policy changes, building alterations, or other changes of circumstance, will affect the conservation duties and requirements of the building. The policy recommendations in the Conservation Plan will inform the future of the building and should be a useful tool for people carrying out maintenance work or where more significant alterations are being considered. The recommendations need to be kept up to date if they are to remain relevant.



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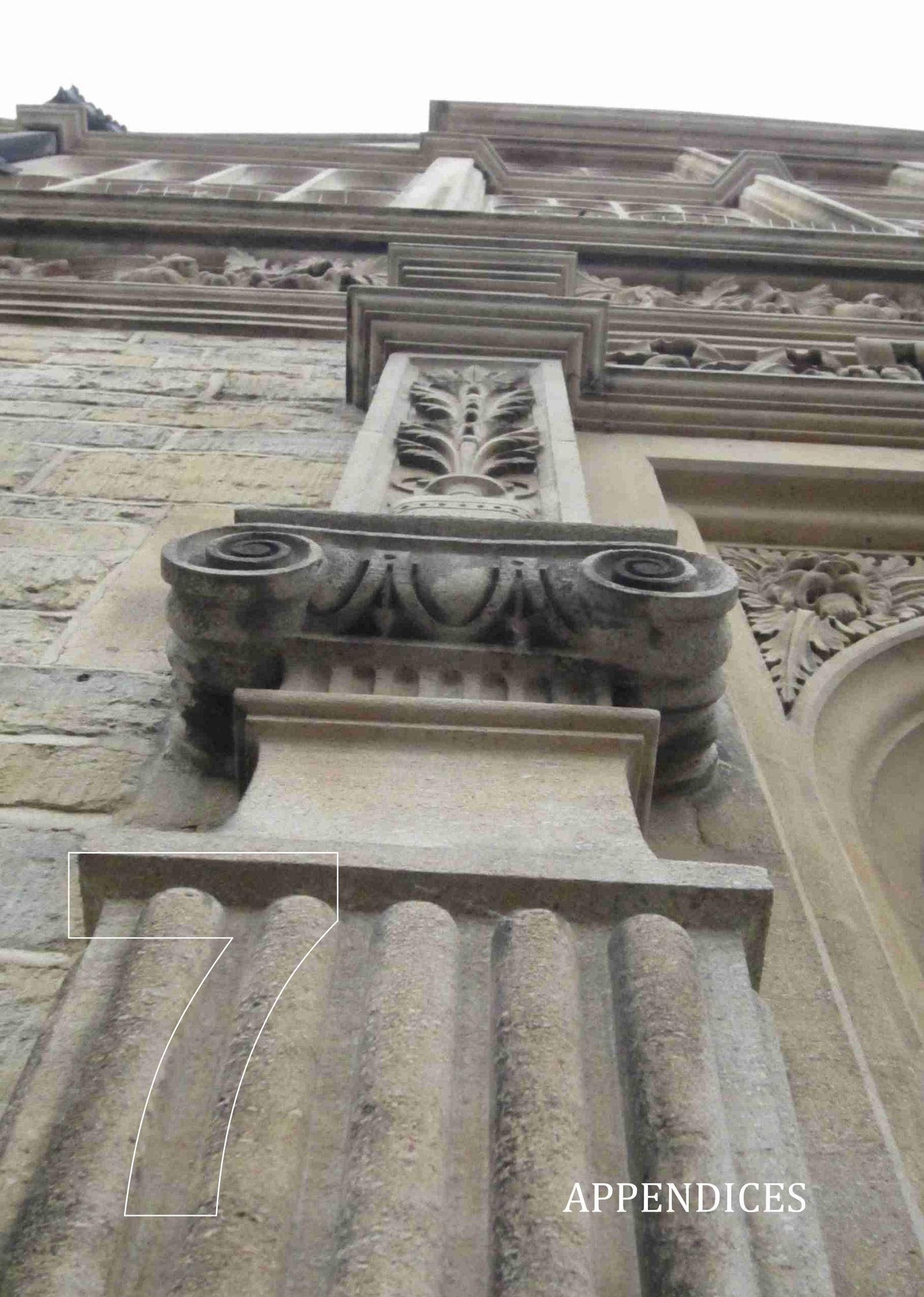
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6.7 Image Credits

- Cover and chapter covers: Estates Services photographs.
- Figure 1: Adapted from Google Maps (see **Section 6.6**).
- Figure 2: Detail from 1876 Ordnance Survey Map of Oxford.
- Figure 3: From *Jackson's Oxford Journal*, 13th October 1888.
- Figure 4: Adapted from Bing Maps (see **Section 6.6**).
- Figures 5-9: Estates Services photographs.
- Figures 10: H.W. Taunt, 1877, from English Heritage Viewfinder (see **Section 6.6**).
- Figure 11: Estates Services photograph.
- Figure 12: H.W. Taunt, 1890, from English Heritage Viewfinder (see **Section 6.6**).
- Figure 13: Estates Services photograph.

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APPENDICES

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Appendix 1 Listed Building Description

List Entry Summary

This building is listed under the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended for its special architectural or historic interest.

Name: UNIVERSITY REGISTRY ANNEXE

List Entry Number: 1369365

Location

UNIVERSITY REGISTRY ANNEXE, 74, HIGH STREET

The building may lie within the boundary of more than one authority.

County: Oxfordshire

District: Oxford

District Type: District Authority

Parish:

National Park: Not applicable to this List entry.

Grade: II

Date first listed: 12-Jan-1954

Date of most recent amendment: Not applicable to this List entry.

Legacy System Information

The contents of this record have been generated from a legacy data system.

Legacy System: LBS

UID: 245513

Asset Groupings

This List entry does not comprise part of an Asset Grouping. Asset Groupings are not part of the official record but are added later for information.

List Entry Description

Summary of Building

Legacy Record - This information may be included in the List Entry Details.

Reasons for Designation

Legacy Record - This information may be included in the List Entry Details.

History

Legacy Record - This information may be included in the List Entry Details.

Details

HIGH STREET

1.

1485

(South Side)

No 74

(University Registry Annexe)

SP 5116 SE 9/410 12.1.54.

II GV

2.

Built in 1887 at the north west corner of Merton Street for the Delegacy of Non-Collegiate Students to the design of Sir T G Jackson in Douling stone. Now used by the Delegates for the Examination of Schools. In the Elizabethan style. 2 storeys, 3 gables. 3 and 4 light windows with leaded lattices. Stone tiled roof.

All the listed buildings on the South Side form a group.

Listing NGR: SP5189806228

Selected Sources

Legacy Record - This information may be included in the List Entry Details.

Map

National Grid Reference: SP 51898 06228

The below map is for quick reference purposes only and may not be to scale. For a copy of the full scale map, please see the attached PDF - [1369365.pdf](#)



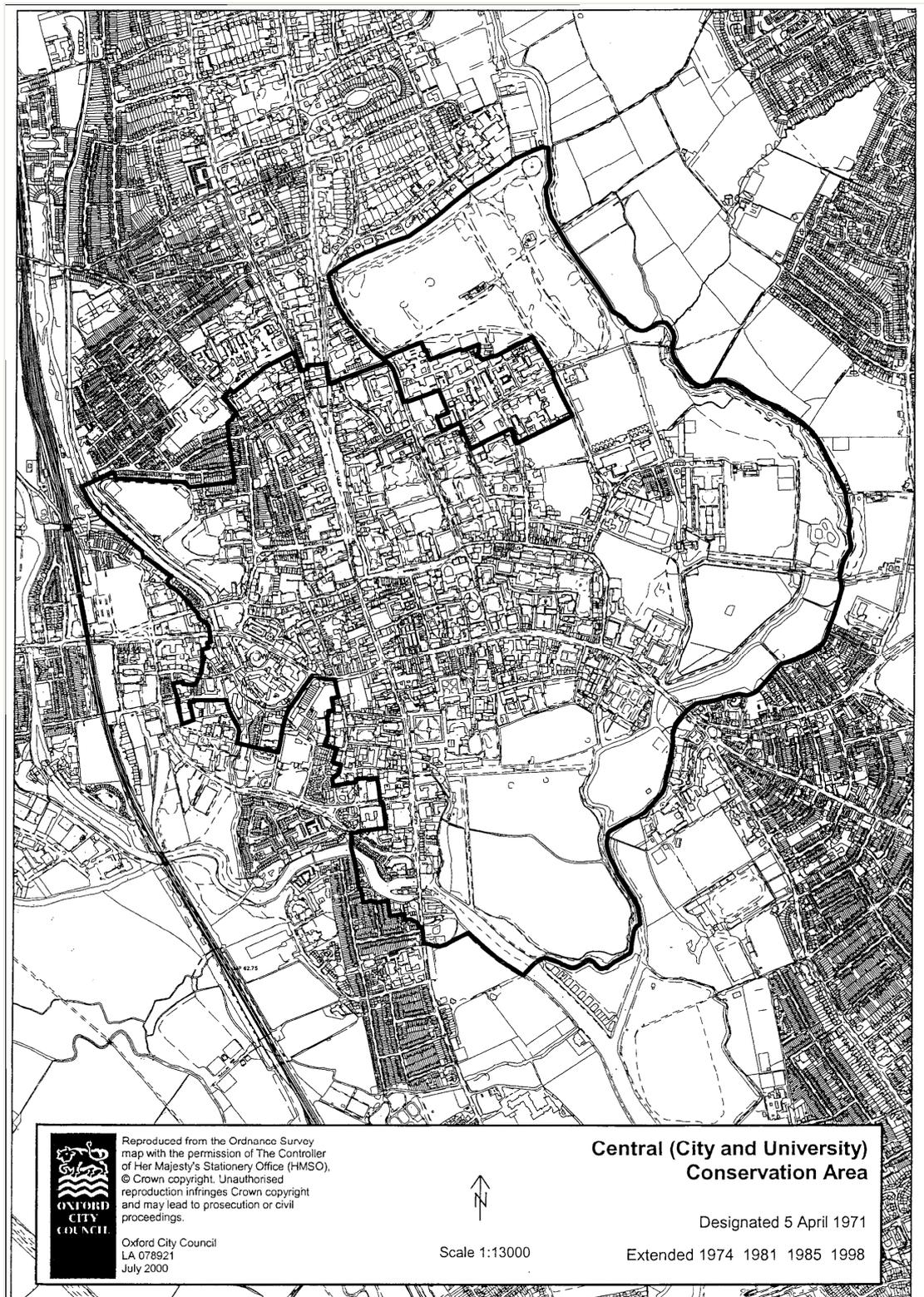
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Appendix 2 Conservation Area Description



Central Conservation Area, No. 5

The historic centre of Oxford forms one of the masterpieces of European architectural heritage. It is also a major regional commercial centre. Many of its historic buildings still function for the purpose for which they were built, and provide accommodation for the University of Oxford and its colleges.

From small beginnings as a settlement in the Saxon period, Oxford grew by the 11th century into one of the largest towns in England and a major trade centre. The Norman conquest brought the construction of the Castle and the establishment of major religious houses. The infant University arose in the 12th century and gradually grew into a major force in the city's life. The Saxons' rigid street layout and the fixed line of the 13th century defensive walls, together with the floodable river valleys, largely determined the plan of the historic centre as it is today. The gentle curve of the High Street, the great market place of St Giles and the older churches, together with the post-medieval timber-framed houses, belong to the town rather than the gown.

The University as it expanded, colonised the eastern half of the town with colleges and halls, building quadrangles of medieval and post-medieval gothic buildings, both within and without the walled town. The growth of the University's central institutions is well shown by the magnificent group of buildings situated between Broad Street and St Mary's Church. This group began in the 15th century with the building of the Divinity School and the Duke Humfrey's Library, a nucleus which expanded in the 17th century with the addition of the Schools' Quadrangle, Convocation House and Sheldonian Theatre. The group was further extended in the 18th century by the addition of the Old Clarendon Building and Radcliffe Camera to form a sequence of buildings and spaces of the highest architectural and historic interest, that today form the visual heart of the conservation area. Aspects of Oxford's 19th and 20th century change and growth may be illustrated by the considerable additions made to University and College buildings in Victorian and recent times, by the vigorous commercial and shopping centre, and by the welcome fact that the presence of the University ensures that many upper floors of buildings in the conservation area are in use for residential purposes, rather than unoccupied as in some historic towns.

Thomas Sharp, in his report to the City Council, published in 1948 as *Oxford Replanned*, set out and defined Oxford's special physical and architectural character and stressed its virtues and problems in a 20th century context. The Council, in its Review of the Development Plan, approved in 1967, approved much of the central area as an area of great historic value, and since 1962 the Council has protected the prospect of the city's unique skyline with its high buildings policy. The complementary views out of the city to its open country background have been similarly protected by the Green Belt and other policies.

The Council designated a large part of the central area as a conservation area in 1971. An extension taking in the Folly Bridge riverside was designated on 28th May 1974, a second extension covering part of Walton Street, Fisher Row and lower St

Aldate's was designated on 23rd February 1981, while a third covering Cornmarket and Queen Street was designated on 29th April 1985. On 9th December 1998, a fourth extension was made to the conservation area taking in part of the St Thomas' area, the University Observatory adjacent to University Parks and Magdalen College School playing field.

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Appendix 3 Chronology 74 High Street

1868	The Hebdomadal Council introduced a statute to permit the matriculation of Unattached Students. They are based out of a single room in the Clarendon Building on Broad Street
1876	Thomas Graham Jackson wins the competition to design the Examination Schools
1876-82	The Examination Schools are constructed to designs by Thomas Graham Jackson
1878	The Delegacy of Local Examinations is established with Arthur Acland as its first secretary
1882	Benjamin Jowett, a strong supporter of Unattached Students, becomes Vice-Chancellor. The Non-Collegiates are quickly given access to lecture rooms in the Examination Schools and plans were drawn up by Thomas Graham Jackson for 74 High Street to house the Delegacy of Non-Collegiate Students
February 1886	Jackson estimates the building costs for 74 High Street at c.£7,800 including furniture, contingencies, and his own fee. His designs are still not finalised at this point
October 1886	Messrs. Parnell & Son of Rugby are appointed as builders, having submitted the lowest tender of £5,118
July 1887	Jackson reports that the building work should be complete by October
January-February 1888	Jackson provides various estimates for fittings, suggesting that the building is still being fitted out
1888	The Delegacy of Local Examinations moves into 74 High Street
1890	The cellar is still not partitioned off from the Examination Schools, and it is reported that the Curators of the Schools would be satisfied with a wooden partition
1893	Dry rot is reported in the library floor. This is repaired and new linoleum fitted
1895	There is a leak in the roof caused by blocked gutters which are subsequently cleaned out
1895	There are problems with the hot-water system, causing water to leak through the walls, and also problems with a drain pipe
February 1897	The sinks in the building are not draining properly. There are also problems with the drains, particularly those at the rear of the buildings
June 1897	The drains become chocked due to a drainpipe not draining correctly
July 1897	Floods are caused by heavy rainfall
February 1898	A blocked waste pipe to the kitchen sink is cleared
July 1898	Further problems are reported with the kitchen sink and a new lead waste pipe is fitted. The range and boiler in the kitchen are out of order and replaced. The wooden cover of an external pipe is rotting and replaced. The wood of the WCs is rotting and the WCs are replaced
August 1900	The High Street doors are oiled and painted and the railings painted black. The window bars are also painted
November 1900	Water is leaking through the roof into the WCs
July 1901	The basement is flooded due to heavy rainfall overcharging the local drains.

	The air gratings in the basement are raised by 2 feet to reduce the chances of rainfall overreaching them. The floor in the caretaker's flat is raised, with accumulated sediment removed from underneath and a rotten joist replaced
August 1901	The ceiling of the porter's kitchen needs whitening and a new cistern is required for the room's boiler
August 1901	The woodwork of the porter's WC is rotting and is replaced, along with a new cistern. Despite repairs, further complaints are lodged in September
March 1903	A new kitchen window is fitted 'similar to the existing one on the left side of the entrance'
August 1903	There is a leak from a gully at the SE corner of the building which is repaired and rerendered
August 1903	The doors are oiled and repainted
August 1906	The steps at the front of the building are reported as being worn down. The boiler is overhauled and new brickwork inserted around it
September 1907	Outside railings and stack pipes are painted. A new pipe is fitted in the kitchen. Rotten woodwork is replaced on the door and partition in the kitchen. The front door s oiled again
May 1911	The boiler is removed and a new 'Robin Hood' boiler fitted
June 1911	Various alterations are carried out in the porter's flat in the basement, including moving the sink from the living room into the adjoining basement, moving the water meter out of the kitchen into the cellar, and fitting a new copper to the flue
July 1912	The gutters and stack pipes are blocked and water is coming through the roof of the Censor's room
June 1915	Some further work is undertaken on the boiler
November 1916	A slate is dislodged from the roof by a gale
1914-18	Most of the building is occupied by the War Office as part of the 3 rd Southern General Military Hospital during the Great War
June 1918	The War Office fits shelves and alters a doorway in the basement
June 1918	At some point the War Office had fitted a sink on the ground floor and this caused staining in the ceiling of the cellar below
August 1918	It is reported that there is dry rot in the flooring and associated joists in the basement
1919	A new range is fitted in the kitchen
June-July 1919	The War Office moves out. The interior is repainted at their expense. Electric lighting is fitted whilst the building is empty and the old gas fittings are removed. The heating is also overhauled
July 1919	An iron fire escape constructed by the War Office from the second floor of the Examination Schools down to the yard of the Ruskin is removed
December 1919	The new heating apparatus has been fitted but is problematic due to a leaking joint
July-August 1920	There are still problems with the new boilers and fitters are sent to repair it
January 1922	There are plans to move the porter's flat to the top floor, including inserting a partition in the upper room (with a bed on one side and a bath on the other)
February 1922	It is reported the gutters are no longer being regularly cleaned
July 1922	There is another leak in the boiler and it is serviced

August 1922	The coil radiators in the building are leaking and several are replaced with vertical radiators
September 1922	A marble slab is raised to 26 inches high in order to fit the new radiators. The radiator covers are removed so that the exposed pipes can be repainted and the walls distempered
October 1922	An estimate is made for replacing the old slate urinals with a new range of three, with associated tiling etc. This completed prior to January 1923
October 1922	An estimate is made for repairing the roof. This is taken up, though really it needs overhauling
March 1926	The boiler is leaking again. 4 of the old coil radiators are still in place and Rev. Baker wants them to be removed. The new range in the kitchen is causing an over accumulation of soot
March 1927	The corridor and kitchen are redecorated including the removal of the plaster dado and the installation of a new run of flush bead skirting
November 1930	It seems that there is another slate urinal in the building, as an estimate is received for replacing this with a white glazed set of three urinals
February 1931	4 fire extinguishers are supplied for the building out of departmental funds
October 1931	The Delegacy of Non-Collegiate Students is now St. Catherine's Society and plans to redecorate 74 High Street, which they claim has not been done since the end of the Great War. Some redecoration is conducted over the Christmas vacation, but some is left until the end of Hilary
September 1932	Repairs are made to the electrical installation and works are conducted related to the change over to the new 230V supply
March 1933	The City of Oxford Electrical Supply Department report that, despite the electrical works, they are still getting low readings from the building
November 1934	St. Catherine's Society is planning to move out of 74 High Street and the it is decided to assign it to the Oxford and Cambridge Schools Examination Board (the Joint Board) for a fee £5,000 and a £2,500 donation for the new St. Catherine's Society building
January-March 1935	Various alterations are suggested for when the Joint Board move in
February 1936	A lavatory is retiled under the stairs
November 1936	Redecorations are discussed for when the Joint Board moves in. Plans are also made to form a new lavatory on the first floor, rewiring, alterations to the central heating, and fitting a new counter on the ground floor
February 1937	The Joint Board are now in 74 High Street and St. Catherine's Society are in their new St. Aldate's building
April 1937	There are complaints about the lack of ventilation in the basement
May 1937	An exhaust fan is fitted to the boiler in the basement
May-July 1938	An oscillating fan is fitted in a second-floor room due to poor ventilation
1939-45	74 High Street once again serves as part of the military hospital based in the Examination Schools. The Joint Board move into St. Catherine's Society's new building on St. Aldate's for the duration of the war, receiving rent for the High Street building from the War Office
April 1946	The War Office has moved out on 28 th April but the Joint Board is still waiting for 74 High Street to be redecorated

June 1946	The City Electrical Engineer reports that a great deal of work will be required to bring the building's electrical installation up to standard. The necessary work is undertaken shortly afterwards
January 1947	The boiler is replaced with funds from the government's Ministry of Works, as part of the dilapidation payments from the War Office's occupation
February-September 1967	As the University Registry Annexe plans to move into 74 High Street necessary alterations are undertaken: rewiring, double glazing, redecoration, damp treatment, heating plant repair, lavatory replacements, telephone fittings, and furniture fitting
August 1967	The Registry Annexe moves into 74 High Street
February 1968	A new cupboard is fitted in the building
February 1968	Quotations are given for redecorating the staircase, but work has to wait until the following financial year
May 1969	74 High Street is broken into. The Thames Valley Constabulary provides a series of recommendations for improved security arrangements, which for the most part are implemented
August 1969	An estimate is given for resurfacing the stairs to be carried out in December
September 1969	A new boiler is fitted in the building
November 1969- January 1970	Various complaints are made about the new boiler not working
April 1970	A long-standing complaint about the radiators in the building is rectified
May 1970	£175 is provided from the Minor Works Fund for basement alterations
July 1972	It is suggested to partition the top-floor room in order to house Professors Gowing and Ganz
October 1972	It is decided to restore the stonework of the external elevations using plastic stone restoration
January 1973	The heating is not working in the building. This turns out to be due to a fault on the controlling system
April 1973	The one working boiler which supplies both the Examination Schools and 74 High Street is broken (this is one of a pair of boilers, the first of which had been out of action for some time)
April 1973	Double glazing units are fitted in the second-floor rooms
January 1974	The Institute of Statistics vacates three rooms in the basement of 74 High Street
March 1974	It is recommended by the Committee of Works that the rooms vacated by Statistics in the basement of 74 High Street be allocated to the Ruskin School of Drawing and Fine Art to compensate them for losing the use of the Sunken Court at the Ashmolean
November 1974	The Buildings Committee recommends that the Ruskin School be assigned the entirety of 74 High Street, moving out of the Ashmolean completely but for two small rooms. Alterations are necessary for the Ruskin's occupation including building work, heating installation, plumbing, electrical installation, wall battening and insulation, and new sinks
November 1974	The Trustees of the Ruskin School accept the proposal for moving to 74 High Street on the condition that they have access to a large teaching space within the Examination Schools for when it is necessary to assemble the

	entire school at once, for either teaching or meetings. They also request a mezzanine in the large first-floor room at No.74, though this is not provided
September 1975	The Registry Annexe leaves 74 High Street for premises at Wellington Square
October 1975	Kits van Heyningen, Master of St. Cross College, donates a nameplate for the Ruskin School at 74 High Street. The Ruskin has occupied the building by this point
March 1976	Tim Gibbs, the Deputy Ruskin Master, reports that the school are very happy with their new building
June 1976	Gibbs approaches the University Surveyor about a feasibility study for providing direct access via a high-level bridge from the Old English Library at the top floor of the Examination Schools (utilised by the Ruskin) to 74 High Street. He also requests access to the vaulted storage spaces beneath the Examination Schools
February 1977	The Curators of the Examination Schools are completely against a bridge between No.74 and the Old English Library. They also note that they require the entirety of the storage space in the basement
Hilary 1977	The Ruskin School is bought under the General Board of Faculties, becoming more obviously a constituent part of the University, and the degree in Fine Art is approved by Congregation, replacing the Certificate in Fine Art previously offered
April 1977	Buildings Committee notes that a bridge between No.74 and the Old English Library is undesirable, as is offering the Ruskin in space in the basement of the Schools. They also note that the Ruskin's use of the Old English Library should only be viewed in the short term
June 1977	Buildings Committee maintains that a bridge between No.74 and the Old English Library is undesirable and that the Ruskin should vacate the Old English Library as soon as possible, but now suggests that c.2,000 sq.ft. of the Examination Schools basement could be made available to the Ruskin. The existing partition between the Ruskin and the Schools is to be removed and moved further in
June-August 1977	The Curators of the Schools are still against the Ruskin taking over the basement space, but concede that they might use it for storage, if not for working in. Philip Morsberger, the Ruskin Master, is in favour of using the basement space, as it will provide more space than the oft-proposed mezzanine
October 1977	The Vice-Chancellor intervenes in favour of the Ruskin and the basement space is assigned to them
April 1978	The necessary alterations to the basement space under the Schools are still being undertaken
June 1979	Westminster College, which had provided screenprinting, painting, and sculpture facilities to the Ruskin, withdraws its services. This means that the Ruskin needs to find another 1208 sq.ft. to make up for the lost space
October 1979	The Committee of the Ruskin School notes that from Michaelmas 1980, with the third cohort of degree students starting, they will for the first time have a full contingent of students, and will not have space for everyone. They again request the construction of a mezzanine in the first-floor room
November 1979	Buildings Committee is still against building a mezzanine, noting that the cost (now estimated at £16,000) would be exorbitant for the space (c.1,000

	sq.ft.) provided
March-June 1980	Buildings Committee recommends leasing a house at 1, Western Road from Hertford College and assigning it to the Ruskin for printmaking and sculpture. The allocation is made on the understanding that there will be no more requests for space from the Ruskin School in the foreseeable future
October-November 1980	1, Western Road will not be ready until the end of Hilary Term. It is necessary to convert Seminar and Staff rooms in No.74 to studio spaces in the interim
November 1980	The Health and Safety Executive closes down the studio space in the basement of the Examination Schools, prompting the General Board of Faculties to seek emergency alternative space for the Ruskin. The basement will now be used as storage space, a library, and a staff room rather than as a studio
January 1981	The Ruskin rents St. Paul's Hall from Somerville College as temporary studio space
Trinity 1981	1, Western Road is ready for occupation
Michaelmas 1982	St. Paul's Hall at Somerville is no longer available for renting by the Ruskin. It is arranged to take over 39a St. Giles' as an alternative
1988	Planning permission is granted for the first-floor mezzanine and associated access corridor
1990	Planning permission is granted for a porter's lodge with a glazed hatch
2007	Listed building consent is granted for the 2-storey lift extension in the yard of the Ruskin School, providing disabled access to the Examination Schools

Appendix 4 Checklist of Significant Features

This checklist is intended for the use of those working or planning work on the site or buildings. It highlights features of architectural significance within 74 High Street; these may be original features or new additions that nevertheless contribute positively to the character of the building. As this is a Grade-II-listed building any repair or alteration work to factors that contribute to the significance of the building will require listed building consent in order to avoid prosecution under the Planning (Listed Building and Conservation Areas) Act, 1990. **If planned work will likely affect any of the aspects featured in the list below advice should immediately be sought from the Building Conservation Team at Estates Services.**

The checklist lists both general significant features that affect the building as a whole and which should be held in mind if working in any space, and specific features of particular significance that should receive special regard if working in these particular spaces. The Further Information column refers to the relevant page reference in the Conservation Plan proper.

74 High Street, Building #163		
SIGNIFICANT FEATURE	✓	Further Information
General:		
External elevations, chimneys, and roof		p.16-18, 33-36, 41-43, 48
External railings		p.16-18, 33-36, 41-43, 48
Windows throughout		p.36-37, 41, 43-44, 49
Joinery, fireplaces, and ironwork throughout		p.36-37, 41, 43-44, 49
Staircase		p.36-37, 41, 43-44, 49
Specific Features:		
External Elevations		
-Carving throughout including shields, panelling, and frieze		p.16-18, 33-36, 41-43, 48
-Projecting banding		p.16-18, 33-36, 41-43, 48
-Porch and pilasters		p.16-18, 33-36, 41-43, 48
-Gables and finials		p.16-18, 33-36, 41-43, 48
-Pedimented windows, including mullions, transoms, and tracery		p.16-18, 33-36, 41-43, 48
-Iron downpipes, guttering, and railings		p.16-18, 33-36, 41-43, 48
-Octagonal oriel including pediment		p.16-18, 33-36, 41-43, 48
-Ventilation grates at basement level		p.16-18, 33-36, 41-43, 48
-Front door and internal doors		p.16-18, 33-36, 41-43, 48
Internal Spaces		
-Windows and window cases throughout		p.36-37, 41, 43-44, 49
-Original fireplaces and tiling		p.36-37, 41, 43-44, 49
-Doors and doorcases		p.36-37, 41, 43-44, 49

-Iron ventilation grilles and stair screens	p.36-37, 41, 43-44, 49
-Marble slabs over radiator compartments	p.36-37, 41, 43-44, 49
-Columns, arches, pilasters, and associated plasterwork	p.36-37, 41, 43-44, 49
-Timber panelling	p.36-37, 41, 43-44, 49
-Groin-vaulted ceiling in basement	p.36-37, 41, 43-44, 49
-Cornice moulding where in place	p.36-37, 41, 43-44, 49
-Floor tiling, notably black-and-white tiling in circulation spaces. Flagged floor in basement	p.36-37, 41, 43-44, 49
-Timber floors where retained	p.36-37, 41, 43-44, 49

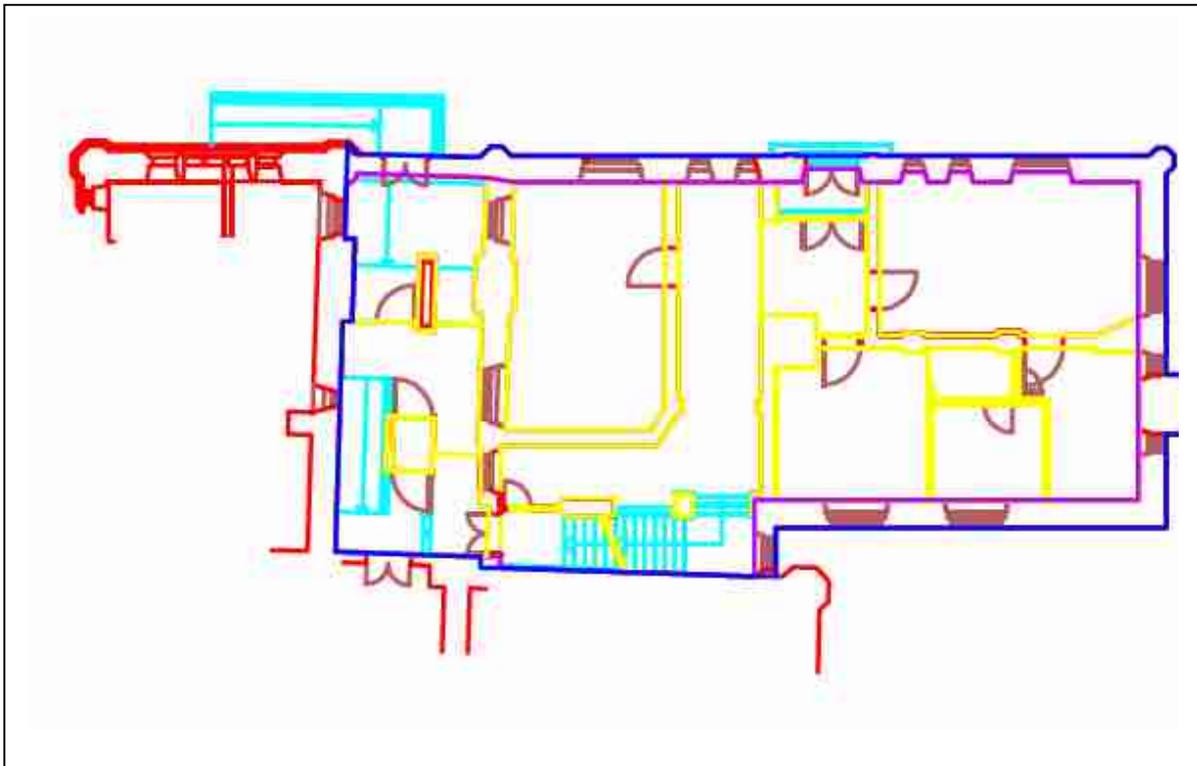
PRIOR TO UNDERTAKING ANY REPAIRS OR ALTERATIONS ON THE ABOVE-LISTED ARCHITECTURAL FEATURES, CONTACT THE CONSERVATION TEAM AT ESTATES SERVICES ON (01865) (2)78750

Appendix 5 Floor plans

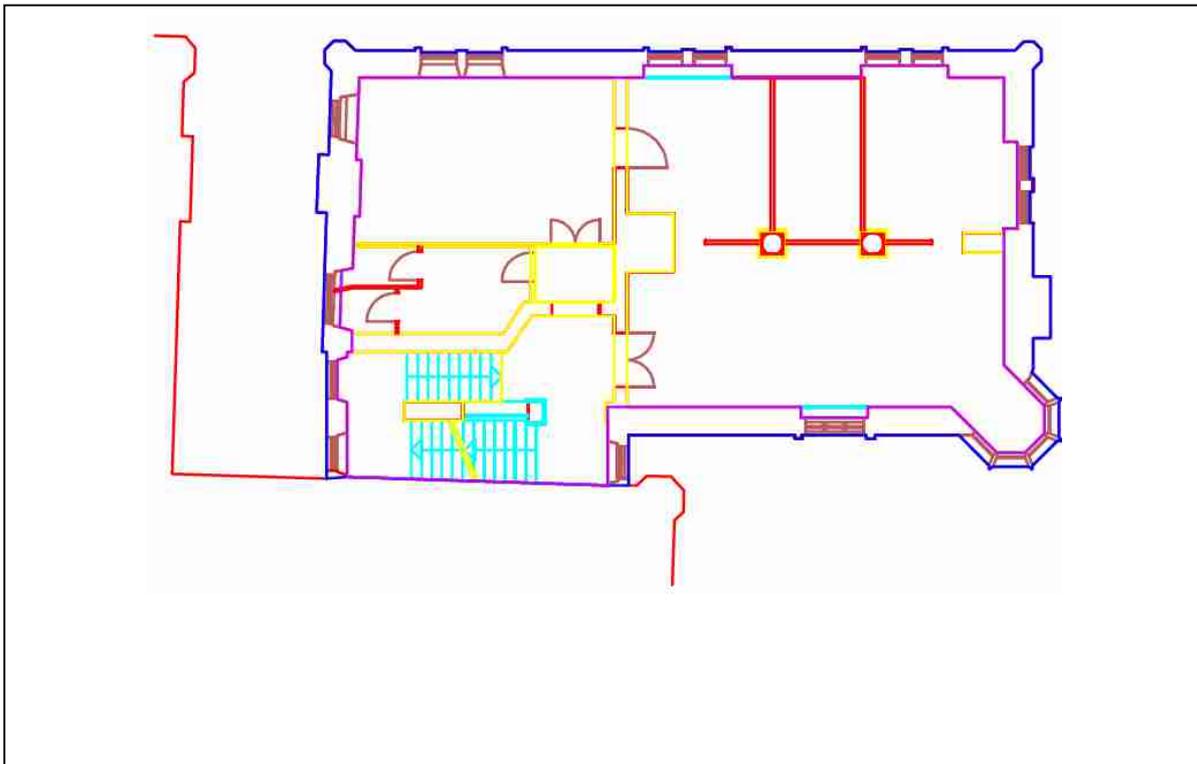
7.5.1 Basement Plan



7.5.2 Ground-floor plan



7.5.3 First-floor plan



7.5.4 Second-floor plan

