



Remembering Together: Co-creating Covid Community Memorials

Collective acts of reflection, remembrance, hope and healing,
with communities across Scotland

BRIEF FOR ARTISTS

East Lothian Council in partnership with **greenspace scotland** is seeking to commission an artist or artists to create a focal point of reflection for the Covid community memorial project in all 6 Area Partnerships (Musselburgh, Fa'side, Preston Seton Gosford, Haddington and Lammermuir, North Berwick Coastal and Dunbar)

[Area Partnerships in East Lothian](#) | [Area Partnerships in East Lothian](#) | [East Lothian Council](#)

www.rememberingtogether.scot

1. About East Lothian

East Lothian was adversely impacted by Covid with over 140 deaths attributed to Covid in East Lothian (March 2020 – Jan 2022) and over 18,000 positive cases recorded in East Lothian (March 2020 – Jan 2022).

Covid severely impacted communities, increasing levels of poverty, social isolation and mental health and well being, Throughout the pandemic East Lothian Council and its partners worked closely with local communities providing essential, practical support to those in need.

2. About the Remembering Together in East Lothian

Phase 1

Phase 1 of *Remembering Together* in East Lothian commissioned lead artists to explore with local communities who, what and how we wanted to reflect on our experiences of Covid, and how we can offer a place to connect and reflect.

Throughout Phase 1 some broad themes emerged. There is a desire to focus on some of the positive legacies of the pandemic, the strong community spirit that developed, the daily walking practices that were encouraged. The majority of people responded positively to ideas for healing activities which bring the community together.

There was a consensus on the importance of documenting what we went through - that memorial is part of a journey.

There was support for initiatives that combat some of the negative experiences that were highlighted by lockdown such as loneliness and isolation; recognition that mental health was adversely affected.

Some reflected that having a place to go to remember is important - there is something about the act of journeying to a memorial that can be helpful - a place to mark

who was lost - also a space for us all to reflect what we experienced - a space that evokes peace and silence.

A memorial should be inclusive, represent everyone and also have a relevant and visible presence in each community.

Phase 2

For Phase 2 of the project, the proposal is to map a series of 6 accessible walking trails across East Lothian and also build an archive of personal responses and experiences of the pandemic.

This will become a public expression of a community voice - a valuable resource which reflects the experience of the pandemic that can be accessed by future generations, providing a living memorial for posterity, offering lasting and sustainable change.

The story becomes part of East Lothian's intangible cultural heritage. recognising each community's distinct sense of place, identity and confidence.

The walking trails will encourage communities to come together and connect socially with the healing qualities of nature, echoing the daily walking practice that many people adopted during lockdown. They will start and finish on local transport routes, offering an inclusive community resource that is easily accessible, that can be integrated into various facets of everyday life.

The 6 walking trails have been mapped across the 6 wards of East Lothian. Trails have been selected from the existing core path network.

All of the co-creative activities undertaken during Phase 1 are being collated into an archive for East Lothian. The archive project encourages contributions and responses to themes exploring our collective experience of the pandemic such as caring in the community, creating social spaces, time for reflection, connecting to nature, loss and renewal, memorialisation and healing in nature.

An accessible county-wide map will be produced for the trails, in digital and print versions to promote the trails and showcase the community involvement.

In addition, the lead artists from Phase 1 will continue as lead artists for Phase 2 to enable continuity and to support the delivery of the Phase 2 commissions.

3. The Commission

East Lothian Council Arts Service is looking to commission an artist or artists to create focal points of reflection for each of the 6 walking trails. These will be selected for their relevance and sensitivity to the project themes, reflective of the outcomes from the consultation activities undertaken in Phase 1 with local communities, minimal intervention into the landscape, use of natural sustainable materials, low maintenance and low impact on the environment. These could be physical pieces such as a seating to aid reflection, a sculptural piece that reflects the healing nature of the walking trail or a soundscape, piece of music or film which could be accessed via a QR Code built into an interpretation panel.

Artists are invited to apply for all 6 artworks creating a link between all 6 walking trails and all 6 Area Partnerships. Alternatively applications for individual artworks would be considered and artists should indicate in their proposal the area(s) where their commissioned work(s) would be located. The artist or artists selected for the commissions will be encouraged during the research phase to visit the walking trails and the archive to develop their final proposal.

A brief description of the characteristics of each walking trail can be found at <https://rememberingtogethereastlothian.com/walking-trails/>

Funding of up to £60,000 (plus VAT if applicable) is available to realise the 6 artworks.

4. Commission Process

The Commissions will be awarded in April 2024. The research phase will start in April with final designs presented to the Remembering Together East Lothian Group for approval in May. The final artworks to be completed and installed within the following 3 months and by end of September 2024. These dates are indicative at this stage.

The artist or artists commissioned to create physical artworks will have responsibility for applying for planning consent (if required), preparing a construction package and commissioning and submitting a structural engineer's report (if required) prior to the start of the construction and implementation phase.

The commissioned artist or artists will be required to consider the impact of their proposal within the landscape (if relevant) and how the proposed materials will enhance and reflect their setting.

There are several stages to the commissioning process as outlined below:

- 1) *Commissioning of artist(s): Stage 1*
- 2) *Research : Stage 2*
- 3) *Development of final designs for approval : Stage 3*
- 4) *Construction Package and Structural Engineer's report (and planning consent if required) : Stage 4.*
- 5) *Fabrication : Stage 5*
- 6) *Installation : Stage 6*
- 7) *Hand over, sign off and maintenance arrangements : Stage 7*

It is envisaged that the commissioned artist or artists will work closely with and be guided by East Lothian Council's Arts Team, the Remembering Together East Lothian Reference Group and lead artists as required.

To assist with providing information to support your application, there will be an online Q and A session with the lead artists on 3rd April at 6pm. Please contact East Lothian Arts Service at artsservice@eastlothian.gov.uk for the link to this session.

East Lothian Council wishes to ensure that the commission is developed in genuine response to the themes and that the work is respectful and reflects the aspirations of the communities and the project aims.

The detailed information for the various stages of the commission are as follows:

Stage 1 - All interested artists:

- Letter of interest and approach to the project with outline proposal;
- Copy of CV relating to past projects;
- Images of previous relevant projects;
- Outline budget breakdown;
- Commitment to delivering the project within the timescales;
- Evidence of relevant public liability insurance.

Stage 2 – Commissioned artist(s) :

- Research period, visit to walking trail and archive;

Stage 3 – Commissioned artist(s):

- Final design proposals for approval of Remembering Together East Lothian Reference Group;

Stage 4 – Commissioned artist(s) for installed physical pieces:

- Construction package including layout drawings, details and specifications;

- Planning consent if required;
- Method statements for fabrication / installation;
- Structural Engineer’s Report;

Commissioned artist(s) for non sculptural pieces and digital work:

- Delivery method and hosting arrangements for digital works.

Stage 5 – Commissioned artist(s):

- Fabrication / creation of artworks;

Stage 6 – Commissioned artist(s) :

- Installation of artworks;
- Management of installation;

Commissioned artist(s) for non sculptural pieces and digital work:

- Method of delivery in hard copy and hosting proposals for digital works.

Stage 7 – Commissioned artist(s) for physical pieces:

- Submission of maintenance schedule;
- Handover to client.

Commissioned artist(s) for non physical pieces:

- Submission of hard copy and hosting arrangements for digital work.

Timescales:

The following is an indication of relevant timescales and subject to adjustment:

Stage One

All interested artists :

Q and A session online **Wednesday 3 April 2024 6pm**
 Submission deadline: **Friday 12 April 2024**
 Selection panel meeting and decision: **Friday 26 April 2024**

Stages Two and Three

Commissioned artist(s) only :

Commencement of research period : **Wednesday 1 May 2024**

Final design deadline: **Friday 23 May 2024**

Final design approval **Friday 31 May 2024**

Stages Four to Seven

Commissioned artist(s) only :

Technical and production specifications,

construction package,
 structural engineer report,
 planning consent if required,
 fabrication, installation,
 maintenance report, hand
 over :

30 September 2024

Budget

The budget available for all 6 commissions is £60,000 (plus VAT if applicable). Artists may submit costings for all 6 artworks or for one or more artworks. The final decision will be reached by assessing the submitted material and also the proposed breakdown of costings to ensure best value.

Submission Requirements

Interested artists are invited to submit proposals by 12 April 2024 to include outline proposals, CV, public liability insurance document, images of previous relevant work, details of relevant past projects and an outline budget to include a breakdown of the total cost, to be emailed or sent to:

Remembering Together Artworks Commission
 Arts Service
 East Lothian Council
 Brunton Hall
 MUSSELBURGH
 EH21 6AF

Email : artsservice@eastlothian.gov.uk

Selection Process

The artist(s) selected for the commissions will be chosen by a selection panel which will include the Arts Service and other ELC and community representatives.

The following will be used to determine which artists will be shortlisted:

Relevance of previous experience	30%
Evidence of previous projects	30%
Indicative budget breakdown	20%
Capacity to deliver within the stated timescales	20%

Scoring Guidance:

No response: 0

Weak response: 1

Satisfactory response: 2

Good response and evidence: 3

Excellent response and evidence: 4

Outstanding response and evidence: 5

Deadline for first stage submission is FRIDAY 12 APRIL 2024