A SENSE OF CHESTERFIELD: COMMUNITY ENGAGEMENT AND INTERPRETATION CONSULTANT BRIEF

KEY DETAILS

Total Fee: £18,700+ VAT if applicable

Timeframe: July 2025 - July 2026

Application Deadline: **Midnight - Monday 16 June 2025**

1. SUMMARY

The project titled 'A Sense of Chesterfield' has received £77,421 of funding from The National Lottery Heritage Fund with additional funding from Chesterfield Borough Council's Animate Chesterfield programme to create a tactile heritage trail with new heritage information boards, digital content and public artworks.

We are seeking to commission a Community Engagement and Interpretation Consultant to engage with and gather heritage stories from the community, engage volunteers and carry out research to feed into the development of the trail content. The consultant will consolidate their findings to shape the overall theme of the trail and lead on the interpretation plan and content for physical and digital content. 'A Sense of Chesterfield' is supported by The National Lottery Heritage Fund, and part of the wider 'Animate' public art programme, linked to the regeneration of the town centre.

2. PROJECT OVERVIEW

About 'A Sense of Chesterfield': The project will focus on celebrating the heritage of Chesterfield in unique and engaging ways in public spaces as part of the regeneration of the town centre. People will learn more about heritage through researching their place, collecting stories and then sharing these with a wider audience. It will be led by Chesterfield Borough Council, guided by a Project Steering Group and project managed by Beam.

The project will develop a fun multisensory, accessible heritage trail across Chesterfield town centre incorporating display panels augmented by digital interpretation enabling visitors to explore well known and lesser known heritage stories. The arts trail will be enhanced by a range of public art interventions that express a contemporary interpretation of the heritage stories.

A Sense of Chesterfield is made possible with The National Lottery Heritage Fund, with thanks to The National Lottery players.

The overall aim is to help raise the profile of heritage in the town by providing physical permanent interventions, which form a distinct trail, to enable people to interact with heritage as part of their everyday lives. Locating these physical interventions (e.g interpretation panels and public artworks) in public places, the heritage of the town will not only exist online or behind closed doors, but will be highly visible and will act as a catalyst for people to discover more about the heritage of their place.

About Animate Public Art Programme: The vision for Animate is one of dynamism, playfulness and exploration. Communities will be at the heart of the programme and will shape, influence and participate throughout all commissions, ensuring that they are an authentic celebration of the place. All commissions will be developed to act as creative catalysts to enhance a sense of place.

With a strong history of public art in the borough, this programme will look forward and explore what brave public art should look like now and how it can support the vibrant future of the town, connecting with the forthcoming public realm improvements.

Animate Aims:

- Engage communities at the heart of all commissions in impactful and meaningful ways.
- Build a creative buzz through creative animation in the town centre, increasing footfall and dwell time.

- Employ the skills of artists to support the process of change happening in the town, for the benefit of communities and businesses.
- Reimagine the town centres visually demonstrating the borough's growing reputation as a place which supports innovative cultural and creative activity.

2.3 Heritage Themes

Below we have outlined heritage that could be explored within the project -

NOTABLE PEOPLE - Phyllis Annie Hanson, Artist (1910-1994); Barbara Castle born in Chesterfield - famous British politician of twentieth century; Mercury Mallows, "a black man, servant to Joshua Jebb" was buried at St Mary & All Saints in 1801; Gay Rights pioneer Edward Carpenter had Chesterfield connections; Olave Baden-Powell - first leader of Girl Guides; John Hurt, Actor; a host of working class narratives that help showcase our modern, social & cultural history.

INDUSTRIAL HERITAGE - Robinsons of Chesterfield - makers of boxes, cotton wool, & bandages - the story of 4,000 workers on a day trip to London goes down in local folklore; Glass works; Iron making; Coal mining; Railways - George Stephenson, 'the father' of railways spent the last 10 years of his life living at Tapton House; Bryan Donkin - makers of valves for gas industry from 1902; Tube Works cylinders, once the largest producer in the world; Markham engineering - makers of the machine that dug the channel tunnel; Sheepbridge manufacturers - components for automotive and aerospace industries; Trebor Bassett - exporting to 50 countries.

HERITAGE PLACES - Elder Yard Chapel - oldest non-conformist chapel in Derbyshire; Church of St Mary & All Saints - building of the 'Crooked Spire' showed wealth of the town at the time & gaining national & international recognition; Chesterfield Canal; Chesterfield Markets.

SOCIAL HISTORY - Chesterfield's Windrush Generation; Chesterfield is the birthplace of "Walking Football"; Junction Arts, oldest arts organisation in the county & history of lantern parades since the 1970's; we will explore our modern history - how our people & culture make Chesterfield distinctive.

3. SERVICES AND OUTPUTS

- The role of the Community Engagement and Interpretation Consultant is central to the success of A Sense of Chesterfield and they will work closely with the Project Manager from Beam throughout.

- The consultant will gather the heritage stories that will form the content of the trail through research and community engagement.
- The consultant will also consolidate this content to form the basis of the physical and digital interpretation content.

4. REQUIREMENTS

- Conduct research in museums and archives and with local heritage interest groups/ organisations using the themes and heritage focus outlined in the Heritage Fund application as a starting point
- Engage volunteers to support this research
- Organise and deliver engagement opportunities to gather heritage stories from the local community and to share heritage stories sourced via research. (The Public Artist will codeliver a number of workshops.)
- Liaise with the Public Artist to feed research and stories to help inform their design development for heritage inspired artworks to augment the trail
- Inform the brief for the Audio, Video, Digital Specialist who will be employed to attend sessions to capture the process and collate a bank of content to be utilised for online and audio aspects of the trail e.g. photograph archive materials, conduct oral history interviews ensuring that relevant permissions are obtained.
- Refine and consolidate the research and advise on theming the content gathered and provide a framework for how the stories will be shared in different ways through the trail - e.g. interpretation panels, public artworks, online content etc.
- Work with the Project Manager to take a holistic view to curate the trail experience across the town centre to tell clear stories of the town, complementing the heritage themes of the new museum
- Create written copy for the physical and digital interpretation i.e. physical interpretation panels, trail map, and schools information pack liaising with a Graphic Designer will be engaged to design these elements. A signage company will be commissioned to fabricate and install the interpretation panels.
- Work with the CBC lead and Project manager to advise on opportunities to develop creative interpretation of the stories / research - e.g. music, poetry etc that will be available online

5. INDICATIVE TIMELINE

Activity	**Date**
Recruitment opens	12 May 2025
Deadline for Applications	**Midnight - Monday 16 June 2025**

Interviews (in person)	Thursday 26 June 2025 tbc
Appointment and contracting	w/c 7 July 2025
Briefing and site visit	w/c 14 July 2025
Research and connecting with community groups, volunteer recruitment	August - September 2025
Coordination and delivery of community engagement workshops delivery - groups / schools	September - December 2025
Sharing of heritage research and stories to inform artist design concepts	November - December 2025
Collation of materials/ information and development of content for all aspects of the trail	January - February 2026
Advise on opportunities to develop creative interpretation of the stories / research	February 2026
Create written copy for the physical and digital interpretation i.e. physical interpretation panels, trail map, and schools information pack	March - June 2026
Evaluation meeting	July 2026

6. FEES

Total £18,700+ VAT if applicable

Breakdown of budget available:

Fee for minimum of 32 days - £11,200

- Research time
- Theme development for inclusion of stories in overall trail
- Advisory role on how the heritage stories can be presented and interpreted and recommendations for mapping out trail locations
- Content development
- Support development of supplier briefs

X10 Event/ Workshop costs - £7,000 - Combination of fees, venue hire and refreshments - breakdown to be agreed with the consultant upon appointment

- Community Engagement and Interpretation Consultant delivery time
- Venue hire
- Refreshments

Travel Expenses - Up to £500

- Travel expenses during the contract up to the value of £500 can be reclaimed upon evidence of receipt of train/bus fare, recording of vehicle mileage at a rate of 0.45p per mile.

7. APPLICATIONS

Deadline: Midnight - Monday 16 June 2025

Please send a cover letter (Up to x10 sides of A4 saved as a PDF) to kate@beam.uk.net addressing the following:

- Contact details
- Outline how your experience, skills and knowledge will enable you to meet the brief
- Outline your methodology and approach to meeting the brief
- Provide an indicative breakdown of how you would allocate your time and the event/workshop costs
- Examples of up to 4 relevant projects including weblinks
- Two Referee contact details (References will only be sought for the applicant before contracting)
- Please attach a copy of your CV

If you feel that it would be beneficial to your application, you can also share a short video or audio recording to accompany your application (max 5 minutes).

Completion of anonymous Equality and Diversity Monitoring form (this is optional) via this link.

Applications will be appraised on the following:

- *Relevant skills and experience;*
- *Understanding of the brief;*
- *Quality of method statement and approach.*

8. CONTACT DETAILS

For all enquiries please contact:

Kate Watson, Principal Consultant, Beam

kate@beam.uk.net / 07718 564 376 / www.beam.uk.net / Instagram - @beam_artsUK