

Invitation to quote

Role:	Musician/composer(s) for <i>Lost & Found: Redefining the folk arts and traditions of Wessex</i>
Location:	Own premises
Status:	Freelance contract through Wessex Museums
Reporting to:	Wessex Museums Project Manager
Commencement Date:	June 2024
Termination Date:	October 2024

1.0 Introduction

- 1.1 Wessex Museums is a thriving partnership of the five principal museums across Dorset and Wiltshire that tell the stories of Wessex from prehistory to now, namely: Poole Museums, Dorset County Museum, The Salisbury Museum, Swindon Museum & Art Gallery, and Wiltshire Museum. Wessex Museums exists to build the relevance and resilience of our museums. Our mission is: *to support museums to connect, inspire and add value to people's lives.*
- 1.2 Wessex Museums is an Arts Council England National Portfolio Organisation (NPO). As such we have an ambitious public programme to deliver between now and 2026. As part of this, Wessex Museums is delivering a project about folk art and traditions of Wessex entitled *Lost & Found: Redefining the folk arts and traditions of Wessex.*
- 1.3 In November 2023 we received a grant from the National Lottery Heritage Fund to support this project.
- 1.4 The main output of the project will be the exhibition *Un/common People: folk culture in Wessex* that will showcase the joint collections of the 5 museums and tour to 4 venues between November 2024 and May 2026.
- 1.5 Wessex Museums has completed audience consultation for this project through a series of focus groups, the findings of which helped shape an initial interpretation strategy, completed in 2023.
- 1.6 The target audiences for the exhibition are as follows:
 - Local visitors
 - Families
 - Local communities
- 1.7 An external curatorial team has been commissioned to curate the exhibition and complete its 3D design.

2.0 ***Un/Common people: folk culture in Wessex exhibition themes***

2.1 The exhibition will be arranged around 4 main themes and a series of key words:

- **Un/Common place:** public, private, urban, rural, coastal physical spaces. Land is a key word here. Local. Region. Territory. Beating the Bounds. Exclusion. Belonging. Not belonging. Freedom. Domestic spaces. Landscape. Sacred sites. Seascape. Genius Loci.
- **Un/Common making:** to make as a creative act. Materials. Form. Shape. Colour. Texture. Layering. Process. Skill. No formal training. Personal expression. Leisure. Customised. Therapy. Mark making. Upcycling. Recycling. Repurposing. Graffiti. Crafting. Tools. Functional. Decorative. Personalised. Utilitarian. Value. Everyday materials. Tools. Classification. Hierarchies. Collecting. Collections (public and private). Making a collection. Decolonising. Preservation. The body of the collection. Collecting the past now, and securing the future.
- **Un/Common stories:** Folklore. Interpretations. Language. Stories. Dialect. Meaning. Memory. For the record. Testimony. The spoken word. Text. Protest. Fears. Hope. Past. Now. Future. The People's stories. Notebooks. Record keeping. Museum cataloguing. Terminologies. Diaries.
- **Un/Common people:** Local people. Community groups. Ceremony. Festival. Pageant. Protest. Kindred. Fandom. The collective. Coming together. Sharing.

3.0 **Purpose of brief**

3.1 For the exhibition, Wessex Museums is looking for a composer/musician (s) to create re-interpreted folk music and produce audio files presenting some of the intangible heritage of the region.

3.2 This commission will form part of the interpretation of the exhibition and the appointed musician/composer will be required to co-ordinate their work with that of the curatorial team and ensure that their outputs align with the exhibition narrative and responds to audience interests and needs.

3.3 A separate commission for an artist to represent the music created through the creation of a folk music map accompanies this work.

3.4 The appointed musician/composer (s) will be required to work closely with the artist to ensure these outputs are integrated into a final exhibit.

3.5 The piece will sit within the wider exhibition of folk art and photography/film depicting Wessex folk traditions and should connect to or complement the folk-art objects and/or the Wessex partner museum local areas.

3.6 Potential suppliers are welcome to submit a proposal for both commissions.

4.0 **Scope of services**

- 4.1 To arrange and record a minimum of 5 folk songs inspired by the Wessex region, and representative of each of the localities of the partner museums. We welcome creative approaches and the inclusion of folk music from the diverse communities that reside in Wiltshire and Dorset now.
- 4.2 This may include re-arrangements of existing traditional music or the composition of new songs inspired by the folk traditions of the region, ancient and more recent.
- 4.3 The Contractor will be required to complete further research, working with the exhibition curatorial team and experts from partner museums to agree the final list. This will support the exhibition narrative and represent communities with whom the museums are working, and more widely across the region.
- 4.4 The brief is to reimagine existing folk music in a contemporary way without losing its original heritage. This could include working with other local musicians or community groups to re-interpret the songs.
- 4.5 The Contractor will work closely with the commissioned artist to co-ordinate the representation of the songs on a map, which will be exhibited in both physical and digital form. The musician/composer will work with Wessex Museums and the curatorial team to develop the digital interactive and agree the best interpretive approach.
- 4.6 Wessex Museums will provide the hardware and arrange for any required software development as a separate cost.
- 4.7 The map will also be presented as a physical 2D exhibit within the exhibition.
- 4.8 The Contractor will work with experts within partner museums to research the origins and influences of each piece of music, creating some brief text to support the interpretation.
- 4.9 The Contractor will work closely with the curatorial team, song map artist and project manager, and will be required to attend occasional project team meetings between May and November 2024, and input into client review meetings (1 in June and 1 tbc). These will be on-line.
- 4.10 The Contractor will produce the music in formats as required by each of the partner museums (tbc).
- 4.11 The Contractor will work with Wessex Museums to consider and apply best practice possible regarding accessibility for audiences.
- 4.12 The Contractor will work with the Wessex Museums to consider and apply best practice possible regarding environmental sustainability.

5.0 Rights and Permissions

- 5.1 Wessex Museums would like to use the musical arrangements until 31 May 2026, but the copyright would remain with the musician/composer.
- 5.2 Wessex Museums will have license for usage from 1 October 2024 to:
 - Integrate the recording of arrangements into interpretation (online, print, exhibition, and any other reasonable use).
 - Share the arrangement within social media or as part of the wider events programming.

- Before the agreement expires, the Contractor will offer the WM the opportunity to extend the agreement or renegotiate terms for future use.

5.3 The contractor will have:

- rights over all preliminary arrangements
- copyright of the final arrangement
- the right to promote the recording through their own media channels
- their name credited in the exhibition © name date and the artist's website

6.0 Location & Equipment

6.1 The person appointed will work from their own premises.

6.2 The Contractor will be expected to provide and is responsible for their own equipment to produce the songs.

7.0 Outline Timescale

Brief released by Wessex Museums	8 May 2024
Deadline for proposals	28 May 2024
Evaluation of proposals	30-31 May 2024
Artist appointed	w/c 3 June 2024
Proposed song list presented to Wessex Museums	w/c 28 June 2024
Final artwork from artist (separate commission)	w/c 27 Sep 2024
Final recording to Wessex Museums in mp3 and/or other required formats.	w/c 21 October 2024

8.0 Budget

8.1 The maximum budget for this commission is £2800.00 exclusive of VAT and inclusive of expenses.

8.2 Contractors are asked to provide a detailed quotation for the work required to deliver the brief, including a day rate; number of days; expenses; VAT if applicable.

8.3 The Contractor will be responsible for their own pay, tax, National Insurance and pension contributions.

8.4 Payment will be made in instalments, the dates of which are to be agreed following appointment.

8.5 Wessex Museums operates 30-day payment terms. All invoices will be paid by 30 days from the date of issue of the invoice. Payments will be made by BACS.

9.0 Health & Safety

9.1 The Contractor will be responsible for managing their own health and safety and those they work with, complying with all relevant legislation.

10.0 Responding to the Brief

Contractors are asked to submit responses to brief, to include:

- A CV, to demonstrate your suitability, knowledge of the subject matter, expertise and skills for completing this work (2 sides of A4).
- How you will approach this commission and meet the brief, including what type of research you will do, how you will engage with communities if part of your approach. (1 side of A4).
- Samples of at least two previous similar song commissions you have undertaken (1 sides of A4). Please provide links to the songs created.
- A quotation for the work required to deliver the brief, including a day rate; number of days; expenses; VAT if applicable.

10.1 Submissions should be returned to hello@wessexmuseums.org.uk by 28 May 2024.

10.2 We anticipate the contract will be awarded w/c 3 June 2024.

10.3 To arrange an informal discussion about the commission brief in advance of the deadline, please contact: Rachel.mulhearn@wessexmuseums.org.uk