**Design Commission Application Form**

Completed applications are to be returned to Rose Hitchens-Todd

[engagement@camborne-tc.gov.uk](mailto:engagement@camborne-tc.gov.uk), no later than noon on Tuesday 28th May 2024.

Any questions should be raised via the above email address. If you would like to visit the Kerrier Way Greenspace, please use the contact above to make arrangements.

Please use the **‘Kerrier Way Art Brief’** document to support your application.

|  |  |
| --- | --- |
| Applicant Details | |
| Name |  |
| Address |  |
| Email |  |
| Primary Phone Number |  |
| Current Employment Status or  Job Role if employed |  |
| Please list relevant qualifications |  |
| Screening Questions | |
| Confirmation that you hold Public Liability Insurance of not less than £500,000.00, or will by the commission commencement date | Yes/No |
| Confirmation that you would be willing to partake in a DBS check | Yes/No |
| Evaluated Questions | |
| 1. Why are you interested in the design commission for the Kerrier Way Greenspace Project? |  |
| 1. Please outline and explain how you intend to approach the commission, making specific refence to the aims of the commission:  * Design artwork for gateways inline with requirements as indicated in the brief. * Engagement and consultation with public audiences as indicated in the brief. |  |
| 1. Describe the relevant skills and experience to deliver this commission effectively. Give examples of past outcomes you have delivered wherever possible. These examples should cover both the creative and engagement aspects of the role: |  |
| 1. Please indicate your skills and experience in running events and training safely and with regard for safeguarding vulnerable people: |  |
| 1. We would like this project to be completed by the end of August 2024. Please provide your intended timeline for completing this project. Include engagement and consultation exercises. |  |
| 1. As part of this work, the artist will be required to work closely with contractors and consultants such as Mei Loci and the lead landscaping contractor. Please give examples of occasions when you have worked successfully in the past with contractors/consultants to deliver projects and explain how you supported and encouraged clear communication. |  |
| 1. We are committed to sustainable procurement. Please explain how your intentions for sourcing materials and any subcontracted resource will address these aspects: |  |
| 1. Please provide a portfolio of evidence of past experience/creative outputs to support your application. Use additional pages and insert files as relevant. |  |

**Value of Commission**

Tenders are sought up to a maximum value of £5,000.

Within the commission value, the applicant will be expected to supply all necessary materials, promotion and publicity and any other costs needed for successful delivery of the project outcomes.

Camborne Town Council will retain a £200.00 reserve budget for our own contributions towards publicity and promotion.

**Tender Scoring**

All tenderers will be required to pass the screening questions.

Tenders will then be evaluated with the following weighting:

|  |  |
| --- | --- |
| Value | 20% |
| Quality | Q1 5%  Q2 20%  Q3 10%  Q4 10%  Q5 10%  Q6 5%  Q7 5%  Q8 Portfolio 15% |