



Design Brief for St Peters Harrogate Altar frontals and associated textiles

This design brief is a written explanation for the Textile Practitioner, which outlines this project's aims, objectives, stages and timescales. The purpose of the document is to serve as an essential point of reference for both the Commissioning Group and the Textile Practitioner.

Using this document the Textile Practitioner will be able to add creative input and technical knowledge to produce design proposals for the Commissioning Group. It is expected that a creative dialogue be established between the Commissioning Group and the Textile Practitioner at all times throughout the project's development.

Definitions:

Textile Practitioner	Polly Meynell
Commissioning Group	Patricia Stableford, Catherine Medforth, Alan Garrow, Caroline Hodgson
PCC	Parochial Church Council
DAC	Diocesan Advisory Committee

Aims

The aims of this project are to provide new Advent/Lent textiles that:

- Aid worship, inspire prayer and help experience the presence of God.
- Reflect the liturgical season of Advent/Lent.
- Communicate St Peter's Vision and Values: (see below) - Welcoming, Open, An Active Worshipping Community, Engaged with the Community, Serving others, Generous.
- Include the St Peter's community, where possible, in project execution.

- Create inspiring and timeless designs, which are simple, impactful and effective from the street view as well as for those gathered for worship.
- Sympathetic to the existing interior of St Peter's Church.
- [Note: we seek a purple Advent/Lent set where the previous set was blue (taking account of blue in the stained glass. We suggest that some element of blue, in a predominantly purple design, may be appropriate]

St Peter's vision and Values

Our Values

Open: accepting of people without pre-condition or judgment.

Generous: seeking to be a sign of God's generosity in the way we treat one another, and in our efforts to bless the town and wider world.

Engaged: engaged with our local community, responding to social need, and working to support one another in the challenge of following Jesus in everyday life.

Our Vision: Feeding Hungry People

Our vision is to be a community where people's hunger for belonging, purpose and God himself are ever more truly satisfied.

Belonging: A place where *every* person is accepted, known and valued.

Purpose: A place where *every* person is encouraged to live out their unique vocation.

Worship: A place where *every* person is enabled to offer whole-heart and whole-life worship to God.

Children and Young People

We believe that children and young people deserve our particular care and respect. We are committed to enabling them as individuals who are accepted, known and valued, are encouraged to discern and live out their vocation, and who are enabled to participate fully in worship.

Isolation and Loneliness

We recognise isolation and loneliness as one of the greatest challenges faced by many people living in Britain today. We are committed to valuing everyone, including those who commonly find themselves excluded or ignored in other contexts.

Notes to the Design Brief

The intention is to create one set consisting of an Altar frontal, Pulpit fall, burse and veil, and three stoles (see Appendix for dimensions). At a later stage further sets may be commissioned.

Important theological themes:

General: Two Bible passages that have been important in recent reflections on the identity of St Peter's have been the Feeding of the 5,000 (John 6.1-15) and the Wedding at Cana (John 2.1-11). We are a Christian community orientated around Christ.

Advent/Lent specific themes: eager hope, self-examination and repentance.

Project Objectives

1. Work to the guidelines as outlined in 'Commissioning new art for churches: A guide for parishes and Artists' (Archbishops' Council and Art and Christianity Enquiry (ACE), 2017).
2. The Commissioning Group expect the Textile Practitioner to guide the entire design, make and installation process from start to finish as a single-point of responsibility.
3. Communicate with the congregation on the proposed designs.
4. Where possible engage the congregation in the creation process.
5. Gain approval on selection of the Textile Practitioner and subsequent designs by the PCC and DAC.
6. Create a range of textiles that responds to the key findings generated through the consultation with the parish / congregation.
7. Use locally sourced and sustainable materials wherever possible.
8. Consider maintenance and durability (colour / light fastness).
9. Consider any insurance requirements (fire retardancy).
10. Storage is currently an issue for the large Altar frontals and is a key consideration for the Textile Practitioner as part of the design.
11. The quality of the work should be of the highest order: excellent in terms of its vision, design, handling of materials and longevity. Ensure that the legacy of any commissioned work will be as eloquent and enduring as the best of the past (Archbishops' Council, 2017).

STAGES of the DESIGN PROCESS

Fees will be paid in two stages. Fee A on completion of Stage 1 design development and any amendments that come out of Stage 2 Consultation. Fee B on completion of Stage 4 Execution and Implementation.

STAGE 1 – Design Development

The Commissioning Group sees this stage as a critical step towards bringing everyone together behind the proposed designs and ensuring that all stakeholders (Parish, PCC, DAC) understand the potential outcome of the design process. It is intended to inspire supporters and encourage discussion.

The Textile Practitioner will be expected to:

- Develop the design concept and communicate their vision for the project.
- Carry out an in depth analysis of the existing facilities and physical site, giving due consideration to the conservation area status of the locality.
- Carry out an ongoing dialogue and engagement with the Commissioning Group.
NB: A congregation consultation exercise was carried out by the Commissioning Group in July 2019, therefore the Textile Practitioner will be expected to build on the evidence gathered and use it as the basis of formulating the initial concept proposals.
- To work according to the aims and objectives as listed in this document.
- Provide a statement illustrating how they have responded to the brief. This should be supported by a technical statement, scale drawing and swatch samples to illustrate the materials and techniques, which will be used. It should also detail any maintenance requirements, how long it is projected to last and how it is going to be installed (including any fixing devices).
- Provide an accurate itemised quote.

STAGE 2 – Consultation

After the design is agreed with the Commissioning Group, it will start the consultation process with the PCC, congregation and community.

The proposed design and design statement will be displayed on the church website so the parish has a chance to see and discuss it. The Textile Practitioner will provide a video introducing the design.

The consultation stage may result in the Textile Practitioner carrying out amendments to the original design. This may incur additional costs.

STAGE 3 – Faculty

Once the design is finalised, the Commissioning Group will formally present it to the DAC for approval. It is a legal requirement for the Commissioning Group to obtain a faculty (permission issued by the Chancellor or the diocesan court authorising the work) before any new item is installed in a church. The Faculty process can take several months.

The Textile Practitioner will be required to supply final detailed documents:

- A design statement to contextualise the purpose of the design and its iconography.
- Technical specification for both make and installation.
- Swatch samples illustrating intended technique and materials.
- Good quality images of all the final designs.

STAGE 4 – Execution and Implementation

Once a faculty is granted a formal instruction of execution will be made to the Textile Practitioner. It is important for the Commissioning Group to maintain communication with the Textile Practitioner on the progress of the project by visiting the work at a midway point.

The Textile Practitioner is required to supply a documented set of instructions which can be filed for successors on the most suitable methods and materials for cleaning and maintaining the work, how long it is projected to last and how to handle and store the work.

The commission will be signed off and a final payment made once all items have been fully installed in situ at St Peter's.

Achieving our vision – on time and on budget

Project development timescale

March 2020	Select and formally commission a Textile Practitioner to execute Stage 1 Design Development for the Advent/Lent set.
Sept/Oct 2020	Stage 2 Consultation – Textile Practitioner to carry out Design amendments as required. Fee A to be paid on completion.
Oct 2020	Stage 3 Faculty.
Nov 2020-Feb2021	On approval, formally instruct the Textile Practitioner to proceed with Stage 4 Execution and Implementation of the project. Fee B to be paid on completion.
Lent 2021	Official opening.

APPENDIX

Statement of Significance

St. Peter's Church is a landmark building in the centre of Harrogate, built 1870-1876 by J.H. Hirst of Bristol. It is listed Grade II with impressive interior comprising nave with aisles, west galilee porch, transepts, apsed chancel and fine west tower, the upper stages of which were added in 1926 by A.A. Gibson of Harrogate. In 2012 St. Peter's underwent an ambitious £2.3 million building development programme to create new meeting rooms and facilities to serve the needs of the community.

Dimensions

The below dimensions are an indication, it is the responsibility of the Textile Practitioner to check these for accuracy before final make up.

Altar as per attached diagram

Pulpit fall as per attached diagram

Stole finished half length 1 x 110cm, 1 x 120cm, 1 x 130cm