



ARTIST DESIGN BRIEF

Commission	Integrated Design Commission
Location	Project Fitzroy, Secure Adolescent Mental Health Unit
Commissioner	St. Andrew's Healthcare
Date	June 2014
Artist Design Fee	£10,000 exc. vat

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Supporting documents

1. St. Andrew's Strategy
2. Drawings for Priority Areas
 - a. Ground floor main waiting area - See drawing *2342-D-70-G00-B - Ground Floor Entrance Furniture Layout*
 - b. Ward entrance corridors - See drawings *2342-D-70-H00-B - Ground Floor Admin & Ancillary Accommodation Furniture Layout (c)* and *2342-D-70-A00-B - Ground Floor Ward 1 Furniture Layout*
 - c. Central circulation spine – See drawing *2342-D-70-H00-B - Ground Floor Admin & Ancillary Accommodation Furniture Layout*
 - d. Ward Dining Rooms – See drawing *2342-D-70-A21-B - Dining Room - Multi Purpose*
 - e. Family Visit Rooms – See drawing *2342-D-70-G07-B - Family Visit1*
 - f. Ward Day Spaces - See drawing *2342-D-70-A15-B - Day Space*
 - g. Library – See drawing *2342-D-70-F10-B – Library*
 - h. Tribunal Suite – See drawing *2342-D-70-G00-B - Ground Floor Entrance Furniture Layout (a)*
 - i. Education and Therapy area corridor space – See drawing *2342-D-70-F00-B - Ground Floor Education - Therapy Furniture Layout*
 - j. Lower Ground Floor Gym and Observation Corridor – See drawings *2342-D-70-S02-B - Observation Corridor* and *2342-D-70-S03-B - Gym Machines*
 - k. Wards – in the corridor outside the Dining Room – See drawing *2342-D-70-A00-B - Ground Floor Ward 1 Furniture Layout (b)*
 - l. Wards – Quiet Rooms – See drawing *2342-D-70-A07-B - Quiet Room*
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1.0 Introduction

Project Fitzroy is the development of a new Secure Adolescent Mental Health and Learning Disability Service Unit in Northampton for St. Andrew's Healthcare. The new 110 bed secure unit is due to open in Spring 2016 and will re-provide and expand inpatient accommodation for Children and Adolescent Mental Health and Learning Disability Services, currently based in two locations: Lowther, which provides a transitional model¹ of care (mental health) and Malcolm Arnold House which provides non-transitional care² (learning disability).

St. Andrew's Healthcare is seeking to appoint an artist / designer to work closely with the architect to explore, develop, design and deliver a coherent visual framework for the whole unit.

An integral part of this role is to design of way-finding graphics, wall graphics and devices for the display of service user art.

This is an exciting opportunity to link the art and interior design in a way that delivers maximum value and impact in order to create a strong identity and create 'places' each with a distinct feel within the new unit.

The artist/designer will work with architects [P+HS](#), St. Andrew's Healthcare and Willis Newson, to select the surface materials or treatment for any artwork and manage the contractors or manufacturers and the budget/costs. The artist/designer is expected to run consultation sessions with staff and service users in order to both understand and reflect the needs of users in the ensuing design work.

It is also hoped that the artist / designer will exert a creative influence on the overall design process and enter into a positive dialogue with the architects. The artist / designer may identify opportunities for design interventions that are integral to the design of the hospital, within the building, interior design and potentially within the landscape. This could include working with the architects on colour and finishes within the building of deemed appropriate.

The commission will commence in **October 2014** and be complete by **March 2016** in line with the construction programme for new building which is due to open in March 2016.

The design fee for this role is **£10,000**.

There is a budget of **£40,000** for the production and installation of the artworks.

Project Fitzroy has been designed by architects [P+HS](#).

The art commission will be managed by Willis Newson, a leading independent arts consultancy specialising in creative approaches to improving health and wellbeing (www.willisnewson.co.uk).

¹ Transitional care refers to the coordination and continuity of health care during a movement from one healthcare setting to either another or to home. In this instance it means that service users may go on from Project Fitzroy to another lower secure unit or to care elsewhere.

² Non-transitional care refers to the fact that service users will be cared for in the unit for the long-term.

2.0 The Commission

2.1 Aims and objectives of the commission

It is intended that this commission will create an adolescent-friendly environment that is welcoming, reassuring, engaging and inspiring. It will do this by creating:

- Artworks that appeal to adolescents as well as those with differing developmental ages³
- Artworks that provide positive interest and distraction
- Artworks that provide links to the outside world
- Display systems that can show service users' achievements through the display of artworks
- Welcoming first impressions at the entrance to the unit

It is also intended that this commission will help to reduce confusion, distress, anxiety, anger and withdrawal by:

- Helping to create an autism friendly environment which is calm, ordered and predictable
- Integrating the art with the interior design
- Creating artworks or designs that provide visual cues / pictographs supporting wayfinding and legibility and indicating the function of a space
- Creating a distinct identity for each of the 11 wards

2.2 Description of artist's role

It is intended that the artist/designer works closely with the P+HS, St. Andrew's and Willis Newson throughout the design development.

In the execution of this design role, the artist/designer will be expected to undertake the following tasks:

- Attend a briefing day with P+HS, St. Andrew's Healthcare and Willis Newson to understand the needs of the service users, the current Secure Adolescent Mental Health and Learning Disability Service Units and St. Andrew's aspirations for the artwork in the new building.
- Meet with P+HS to gain a further understanding of the design of the new building, possible artwork locations, production methods and timescales.
- Develop, with St. Andrew's and Willis Newson, appropriate creative approaches to consultation to ensure input from service users and staff.
- Run at least 4 creative consultation events with a specified Service User Group.
- Collaborate with the architects to create a coherent identity and welcoming and appropriate environment for the unit through an integrated approach to art, way-finding and interiors. This might mean influencing colour palettes, finishes or other integral elements to the building design if appropriate
- Review the designs for outside spaces and advise on how they might be improved through artworks or how designs could be taken into external surfaces
- Research production methods for wall works, way-finding signage and display systems

³ Adolescents with learning disabilities may have a much younger developmental age. This range of needs should be taken into account in the designs.

- Develop draft designs for artworks
- Meet with P+HS to talk through initial designs and discuss feasibility
- Present draft designs to Arts Steering Group
- Provide draft designs and supporting information to St. Andrew's to gather feedback from service users and staff
- Research manufacturers
- Present and agree with P+HS, St. Andrew's and Willis Newson appropriate materials or treatments and agree the contractors or manufacturers and the budget/costs.
- Develop final designs.
- Present final designs to Arts Steering Group for approval.
- Ensure fabricators and installers provide fabrication and installation details (as well as cleaning, maintenance and decommissioning outlines) for approval to the Trust before fabrication.
- Oversee fabrication of the artworks.
- Attend a site induction and safety training if necessary.
- Arrange and oversee the delivery and installation of any artwork.
- Attend an evaluation meeting at the end of the project.

The artist/designer is required to take into account health and safety and Disability Discrimination Act requirements as part of the design development and when considering certain materials for production.

The artist/designer will be required to make, where possible, a photographic record of their work in progress for use by St. Andrew's and Willis Newson in publicising and explaining the project. The artist/designer may also be required to be available for photographing in order that a record may be made of the design development process.

2.3 Location of artwork

The exact location of any artworks will be decided through consultation with the Arts Steering Group, meetings with Willis Newson and P+HS as well through a process of creative consultation with service users and staff.

However P+HS have identified the following areas as locations for consideration, which are, in priority order:

- Ground floor main waiting area (just behind the security 'drum' on the plans)
- Ward entrance corridors (Meaning those corridors leading from the central circulation spine to the Ward entrance doorways) – *there are 11 of these in the building.*
- Central circulation spine, with particular emphasis to 'moments and events' that are accessed from this space (Cafe, Education and Therapy area, Ward entrances, Access to Vertical Circulation)
- Ward Dining Rooms - *there are 11 of these in the building*
- Family Visit Rooms
- Ward Day Spaces - with a firm recommendation towards the inclusion and display of the Young People's own artwork - *there are 11 of these in the building*
- Library (Entrance to the Education and Therapy area)
- Tribunal Suite (Outside the Tribunal Rooms)
- Education and Therapy area corridor space
- Lower Ground Floor Gym and Observation Corridor
- Wards – in the corridor outside the Dining Room - *there are 11 of these in the building*
- Wards – Quiet Rooms - *there are 11 of these in the building*

- Wards - Multi-purpose Games Rooms - *there are 11 of these in the building*

Please see supporting documents for plans

This is by no means an exhaustive list and as the development is still in very early stages, it's likely there will be some changes to some of these areas following consultation and P+HS are currently running with Clinicians.

The artist may decide to create a suite of designs that can be repeated and altered for different areas to make best use of the budget.

2.4 Themes or content

Welcoming First Impressions

It is intended that artworks commissioned in the main entrance, waiting area and family viewing rooms would help to create a welcoming first impression in order to reassure and calm new service users, relatives or external visitors.

Support Wayfinding and Legibility

Artworks in the long circulation space corridors could be used to support wayfinding and legibility across the development by clearly delineating key routes through the building and creating distinct visual differences between 'public' corridors, shared 'social' spaces and 'private' ward areas.

Provide Interest and Distraction

Artworks in the ward day space, multipurpose/games room, interview or quiet room as well as in ward circulation spaces could be used to provide interest and distraction through visuals that will engage young people.

Create Links to the Outside World

Artworks depicting places and landscapes, both local and distant, could be used to create links with the outside world through imagery that opens a window on the world beyond.

Any artworks should help to create an autism friendly environment. The artist should consider incorporating pictograms, which will not only enhance environments and integrate with the interior design, but also indicate the function of different areas.

These graphic visuals should appeal to adolescents, helping to create a visually interesting and inspiring environment.

It is expected that the artist designer will:

- Indicate a system for displaying the name of each ward.
- Clearly indicate or demarcate areas for the safe and secure display of 2D service user artwork that integrates with the graphics outlined above. Such display areas might be framed using the same visual language above, or might be set apart from the graphic interventions.
- Design or procure 2D display system
- Indicate areas for the display of 3D artwork, which might include cabinets built into wall or flush with the wall.
- Design or procure 3D display system with P+HS

2.5 Research

The artist/designer will be required to undertake research and general consultation with the Arts Steering Group and relevant hospital staff as part of the design development process.

This project will also require the artist to develop with St. Andrew's and Willis Newson appropriate creative approaches to consultation to ensure input from service users and staff.

The artist/designer will be expected to Develop, with St. Andrew's and Willis Newson, appropriate creative approaches to consultation to ensure input from service users and staff and deliver at least 4 creative consultation events with a specified Service User Group. These could be shaped as workshops or informal meetings to gather ideas to inform the design development.

2.6 Evaluation

The artist will be expected to complete a feedback questionnaire and attend a project review meeting with the Arts Steering Group once Project Fitzroy has opened.

2.7 Budget and fee payment instalments

The budget for this commission is £50,000 which includes £10,000 design fee (including any travel and workshop costs and £40,000 fee for fabrication and installation. The fabrication and installation budget of £40,000 will be invoiced by whichever party necessary.

(This design fee has been budgeted at approximately 50 days at £200 day rate) The design fee payment instalments are triggered by the formal approval stages and can be summarised as follows:

- £1,000 on signing artist contract and attendance at initial briefing day – Sept 2014
- £2,000 on approval of draft designs – February 2015
- £5,000 on approval of final designs – April 2015
- £2,000 on sign off of installed artwork – March 2016

The fee includes all travel, accommodation, materials and expenses incurred by the Artist.

The above fee does not include Value Added Tax (VAT), which will be added where the artist/designer is registered for VAT. It is the artist's responsibility to inform Willis Newson if they are registered for VAT purposes and to supply VAT invoices.

2.8 Timetable

August 2014	Artist interviews
October 2014	Artist contract starts
February 2015	Draft designs presented
April 2015	Final designs presented and approved
November 2015	Fabrication begins
Jan - Feb 2015	Installation of final artwork required
March	Sign off of Artwork/Project Review Meeting

3.0 Background and site context

3.1 St. Andrew's Healthcare

St Andrew's Healthcare is a charity with an outstanding reputation for quality of care built up over 175 years. As a unique national teaching hospital across four sites in the UK, their specialist services include mental health, learning disability, autism and brain injury. St Andrew's has tripled in size since the late 1990's, with £200m invested in new facilities. With over 1000 in-patient places, the charity has the UK's leading national secure facilities for adolescents and young adults, women, men and elders, in addition to community services. Their national and regional services in Northampton, Essex, Birmingham and Nottinghamshire make St Andrew's by far the largest provider of NHS care in the charity sector.

Their 4000 staff includes many of the UK's leading clinical specialists. The charity has partnerships with several Universities including King's College London, and a high level of research output (over 80 academic papers per annum), as well as teaching for medical students and specialist psychiatric trainees, allied health professionals and students up to PhD level. The charity is currently conducting the world's largest study of standardised risk assessment in mental health.

As a charity all funds are dedicated to patient care. St Andrew's represents the best of NHS and independent sector values, with a record of excellence in recovery and outcomes for service users.

3.2 Project Fitzroy

Project Fitzroy is the development of a new Secure Adolescent Mental Health and Learning Disability Service Unit in Northampton for St. Andrew's Healthcare. The new 110 bed secure unit is due to open in Spring 2016 and will re-provide and expand inpatient accommodation for Children and Adolescent Mental Health and Learning Disability Services, currently based in two locations: Lowther, which provides a transitional model of care (mental health) and Malcolm Arnold House which provides non-transitional care (learning disability).

Project Fitzroy supports St. Andrew's Strategy Toward 2020 and their vision, which is: "to be a world-class provider of mental healthcare, the benchmark for excellence in the UK, and favoured choice for the NHS." St Andrew's Strategy Toward 2020 goes on to say that, by 2020, the Charity aims to be well known for its expertise, and be a major influence on national healthcare policy. It will have the highest standards of healthcare effectiveness, with an outstanding reputation for quality across its services. St. Andrew's aims to be the mental health provider of choice in the Health and Social Care sector and will have a strong national profile for comprehensive specialist care pathways through sustainable organic growth, and the development of community services.

The new development is a two-storey building housing 11 wards as well as comprehensive teaching and therapy facilities. It is built in the style of Edwin Lutyens, with an imposing frontage and a Palladian entrance. The front aspect of the building is softened by being broken down into different planes of materials and treatments.

The build programme is expected to start on site in summer 2014 and be completed by spring 2016. The estimated construction cost is £36million, with an overall capital budget of £43million.

Internally, the ground floor has 5 wards and the first floor a further 6 wards. Each ward space includes:

- 10 bedrooms
- A dining room
- A day space
- Multipurpose/games room
- Therapy/multi-purpose room
- Circulation spaces
- Interview rooms
- A quiet room
- A seclusion room

The ground floor also includes the main entrance and air-lock as well as a waiting area, with family visiting rooms.

The teaching and therapies suite is situated on the ground floor, and will house comprehensive facilities including a dance and drama studio, therapies rooms including an art therapy room, a music and recording room, ICT suites, a library as well as classrooms. There is also a link through to the Multi Use Games Area (MUGA).

The ground floor will also house a cafe open to service users (depending on the level of risk).

3.3 My Space: Arts for Fitzroy

In 2013 St. Andrew's appointed Willis Newson to create an arts strategy for Project Fitzroy. This strategy, My Space: Arts for Fitzroy was developed from research and consultation with key staff and was completed by March 2013.

My Space: Arts for Fitzroy will support St. Andrew's Strategy Toward 2020 by helping to ensure an effective and supportive transition of services from Malcolm Arnold House and Lowther to the new unit and by creating a high quality environment for care within the new unit.

As well as this design commission there will also be an 8 month programme of workshops with service users which will culminate in the design and production of artworks that the service users and staff can take with them to the new unit.

The two projects proposed work hand in hand with each other. The design commission sets the stage and provides the infrastructure to display the service user artworks created through the workshop programme that follows.

The full strategy has been included as a supporting document.

4.0 Design Requirements

4.1 Commitment to sustainability

Willis Newson

As a company working in the field of arts and wellbeing Willis Newson promotes the value of the arts as a force for positive social change. They are concerned about their impact on the environment as individuals, as a company and as commissioners and champions of the arts. They want their work to have a lasting positive impact.

Willis Newson and the artists they work with have the opportunity to influence and support new and innovative ways of living and working in public and private places. They are often involved in projects that will last for generations. They therefore aim to follow and promote good sustainability practice, to reduce the negative environmental impacts of all their activities and to help their clients and partners to do the same. They expect any artists working with them to help them meet this commitment.

4.2 Maintenance, health and safety and lifespan

The artworks will need to be appropriate to their environment, durable and be very low maintenance and anti-vandal. Any required maintenance will need to comply with the proposed maintenance regimes for the building. They will need to comply with all health and safety requirements.

Redecoration within the new unit will take place approximately every 2 years. The artist/designer needs to work with both the architects and the Trusts to propose artworks that will be easy to demount or decorate around or affordable to update.

All artwork must be anti-ligature. Any display systems would need to have a life span of 10 years. Bespoke systems would require a mock up to test for safety.

4.3 Technical parameters

Please refer to the plans provided as supporting documents for this brief.

It will be essential that the artist has early discussions with the Trust to discuss possible installation/enabling of any artwork.

4.4 Decommissioning

In designing the artwork, the artist will consider how the artwork may be dismantled or re-installed should there be a requirement at a future date to decommission or re-site the artwork.

5.0 The Commission Process

5.1 Project management and reporting

The commission will be managed by arts consultants Willis Newson (www.willisnewson.co.uk).

The artist/designer is required to work with Willis Newson, St. Andrew's and P+HS.

5.2 Contractual arrangements

The artist/designer will be contracted in one stage.

A contract will be issued to the appointed artist by October 2014.

The terms and conditions outlined in this artist brief will form part of the contract.

5.3 Design approval process

The artist/designer will be required to produce both draft and final designs.

During the design development process, the artist/designer will be expected to discuss initial design ideas with Willis Newson, St. Andrew's and P+HS.

Draft designs (which will represent initial design concepts and ideas and may include several options) will be presented to the Arts Steering Group in February 2015 for feedback and guidance will be given on preferred design options and changes and amendments may be requested at this stage, before the artist/designer proceeds to produce final designs.

Final designs will be presented to the Willis Newson, St Andrews and P+HS for formal approval in April 2015.

Final design approval will be subject to a review of the risk assessments (including as a minimum health and safety and infection control) by Willis Newson, St. Andrew's and P+HS and the main development building contractor.

The artist/designer will also need to demonstrate that the designs have been fully costed and can be produced within the fabrication budget set for the commission.

5.4 Ownership of designs

Unless otherwise agreed in writing, any maquettes, models or preliminary drawings shall remain at all times the property of the artist/designer.

5.5 Fabrication

Once the final designs have been approved, St. Andrew's will authorise the fabrication and installation of the work.

The artist/designer may not use, fabricate or sell the designs elsewhere, unless with the prior permission of the commissioner.

5.6 Delivery of work

The artist shall be responsible for overseeing the delivery of the completed work to the site on or before the agreed delivery date.

The costs of delivery (including packaging, transport and insurance) shall be paid by the fabrication and installation budget.

5.7 Installation

The artwork installation will be subject to approval by the Arts Steering Group. The artist and the contractors they are working with will provide a method statement and risk assessment for installation which must be agreed prior to commencement of the installation. The artist/designer will also be subject to a site health and safety induction and all relevant on-site procedures.

The costs of installation shall be paid from the fabrication and installation budget.

5.8 Ownership of artworks

The commissioned artworks will be owned by St. Andrew's Trust.

5.9 Insurance

The artist/designer must hold valid public liability insurance of up to £5 million and must submit details of the policy on signing the contract.

5.10 Basic Disclosure Form

This commission will involve direct contact with patients and staff. Therefore the artist/designer appointed for this commission must have a DBS check in accordance with the Trust.

5.11 Warranties

The artist/designer will rectify any defects or cover reasonable costs of repair to the work, which are caused by fabrication, materials or design, to the satisfaction of St. Andrew's which arise within twelve months after the installation and sign-off of the work. The repairs and rectification shall be inspected and approved by St. Andrew's or agreed agents, and the artist/designer shall receive written confirmation of satisfaction.

5.12 Copyright and reproduction rights

The Artist hereby grants to the Client an irrevocable, non-exclusive royalty free licence to use and to reproduce any of the Materials for any purpose related to the Development or the Premises including, but without limitation, the construction, completion, maintenance, letting, promotion, advertisement, reinstatement, refurbishment, alteration, extension and repair of the Development or the Premises.

The Artist shall not be liable for any use by the Beneficiary or its appointee of any of the Documents for any purpose other than that for which the same were prepared by

or on behalf of the Consultant. The Client shall be entitled to grant sub-licences in the terms of this licence. Such licence shall enable the Client and its appointee to copy and use documents for the extension of the Development but such use shall not include a licence to reproduce the designs contained in them for any extension of the Development.

The Artist shall not be liable for any use of any of the Materials for any purpose other than that for which the same were originally prepared by or on behalf of the Consultant.

5.13 Credits and moral rights

Best endeavours will be undertaken to identify the artist/designer as the originator of the work on all occasions when the work (including any preliminary designs sketches or maquettes) or any photograph or other permitted reproduction is exhibited, published or issued to the public.

6.0 Artist selection process

This design commission will be advertised across Northamptonshire artist networks and applications sought locally. Willis Newson will also research a wider field of nationally recognised artists and designers.

Willis Newson will shortlist up to three artists for interview.

At the interview, artists will be required to make a brief presentation about their work (20/25mins) which includes relevant previous experience and how they would envisage working on this commission.

The interview panel will consist of members of the Arts Steering Group including representatives from Willis Newson, St. Andrew's and P+HS. A short interview with a Service User Group will also take place either before or after the main interview.

The artist/designer commissioned to take this commission forward must have:

- A good understanding of the principles of designing for different surfaces.
- A style of working which appeals to all ages and backgrounds
- An ability to design to a minimum of medium secure standards

Timetable:

14 th July	deadline for expressions of interest
15 th July	shortlist announced
4 th or 5 th August	Artist interviews
Early October:	Artist appointed

Submissions should include:

1. A short response to this brief, no more than one side of A4, outlining why you are interested in this commission
2. Examples of your previous work (up to 12 images of your work, which should be jpegs of an emailable size or digital files on a disk)
3. Contact details of 2 referees, these should be recent commissioners or professionals with whom you have collaborated
4. A current CV

Please send your submission by email (or via dropbox/you send it) clearly marked with the name of the commission you are applying for to:

Emily Malins at emily@willisnewson.co.uk

Closing date

The closing date for expressions of interest is 12 noon on 14th July 2014

A short list of three artists will be chosen for interview.

Short listed artists will be invited to interview, which will take place St.Andrew's Hospital in Northampton.

For more information, or to discuss this brief in more detail, please contact:
Emily Malins, Senior Project Manager, Willis Newson on 0117 924 7617 or email emily@willisnewson.co.uk.