



REVIVING ALL SAINTS IN THE COMMUNITY

INVITATION TO TENDER

HERITAGE ENGAGEMENT CONSULTANT

The PCC of All Saints Edmonton wish to appoint an experienced consultant to support the delivery of the 'Reviving' project by ensuring the heritage of All Saints is embedded throughout all project strands. The project is being supported by the National Lottery Heritage Fund (NLHF) with a grant of £215, 833 (82% of the total project costs.)

Client:	PCC of All Saints Church, Edmonton
Subject site:	All Saints Church, Edmonton
Address:	Church Street, Edmonton, London N9 9AT
Listing:	Grade II*
Historic England List Entry:	1079548
Heritage at Risk Status:	Category C; Condition Poor
Conservation Area:	Church Street Conservation Area
Heritage at Risk Status:	Condition Very Bad; Vulnerability Low
Local Planning Authority:	London Borough of Enfield



Made possible with funding from:





ABOUT ALL SAINTS AND THE 'REVIVING' PROJECT

All Saints is a Grade II* listed building, set back from Church Street in Edmonton, Enfield. As the character area appraisal for the Church Street and Fore Street Conservation Area states, All Saints is the 'key to the character of the area.' Dating from the 15th century, the present church contains fragments of a 12th century building, which were incorporated into the structure during 19th century modifications. It contains a range of fine monuments, 19th century wall paintings and stained glass. It represents the ancient heart of Edmonton.

Congregational giving and rental income from a nearby hall covers day to day operating costs, but is not enough to cover the cost of long-term repairs or improved facilities. The PCC are now committed to establishing a sustainable and inclusive future for the church, with this project acting the first step towards reaching this goal.

All Saints is an active church serving the immediate neighbourhood which is composed of a number of different ethnic communities, including: Afro-Caribbean; white British, African British and a growing Turkish community. Regular activities include two services a week and three every other week. The church is open daily for morning and evening prayer. It is open approximately 12 hours each week for local community access. The congregation now stands at 80. There are 183 on the electoral.

To date, All Saints has struggled to fully understand or meet the needs of the wider community, firefighting over the last 18 months to address urgent fabric challenges when the stone corbel supporting the roof truss above the Sanctuary sheared- its failure was probably caused by the saturation of the South Aisle roof. The church was added to Historic England's Heritage at Risk Register in 2014, category C.

Our project seeks to revive our presence amongst our local and wider communities, and improve our understanding of their needs by exploring, identifying, and building relationships with new and existing audiences. The project also aims to improve the management of our heritage building and strengthen the capacity and resilience of our organisation. We will also be undertaking a package of urgent capital repairs to the south chapel parapet- currently a health and safety risk. The overall aim is to establish an inclusive and sustainable future for both our heritage building and organisation.

The main project strands are listed below:

- Exploring and engaging the wider community, identifying new and existing audiences and understanding need and opportunities through a **Community Audit** and, as part of the Business Plan; and via the Community Officer who will establish relationships, and encourage engagement with the heritage of St Andrew's.
- Consulting the community and local stakeholders on how they wish to use the building through one-to-one conversations during the preparation of the **Business Plan** and during a **consultation at an Open Day**.



- Agreeing the use of space at All Saints and the nearby church hall in line with consultation feedback and opportunity for income generation as identified in the Business Plan, enabling a viable capital project to be taken forward in the future.
- Understanding the building through an **Assessment of Significance** and embedding the findings into all heritage engagement and learning via the Heritage Engagement Consultant.
- Development of repair proposals for the **repair and conservation of the south chapel parapet stonework**, plus delivery of the urgent repairs. (The existing QI architect will develop the repair proposals – Ayaka Takaki at Donald Insall Associates, and this has been agreed with the NLHF.)
- Delivering **x 4 Training Workshops** for new and existing volunteers and target audience groups, including PCC members and wider Enfield heritage groups:
 - Audience Development (London Historic Buildings Trust- potential provider)
 - Maintenance (SPAB- potential provider)
 - Fundraising (To be delivered by the consultant appointed to prepare fundraising strategy.)
 - Stonemasonry for young people aged 16 to 19. (Donald Insalls Associates will provide and lead the workshop; participants to include students from Southgate Barnet College.)
- Trialling **x4 heritage-led community activities** to encourage new audiences to engage.
Activities:
 - **Community Meal** for 30
 - **Open Day** with family fun heritage themed activities and a heritage talk. Target footfall 130
 - **Oral History**- Windrush themed conversations between Year 5 children and older members of the community about their association and memories of All Saints over the last 75 years. Target: 10 older members of the community and up to 20 Year 5 children from Latymer All Saints Primary school. Supported by the Untold Edmonton grant scheme.
 - **Volunteer led research** project for up to 4 volunteers – research to be structured and developed by Heritage Engagement Consultant and overseen by the Community Officer. Findings to be showcased during Open Day.

CONSULTANT REQUIREMENT

The aim of the Heritage Engagement Consultant's role is to make the heritage of All Saints Edmonton better understood and more widely communicated to a range of people, by embedding heritage engagement and learning into the delivery of a series of trial community activities and volunteer



opportunities. These activities have been scoped to appeal to a broad range of groups. A suitably experienced consultant is required to:

- Enable heritage learning and engagement, ensuring it underpins all project strands, and notably the four heritage-led community activities. Use the Statement of Significance, if required, or independent research, to embed an understanding of the building, its present and previous context and internal fittings, into all project strands and brief the wider project team and steering group, so that this understanding and filters through the project. Work closely with the Community Officer (responsible for coordinating all community activities during the project).
- Establish a heritage engagement strategy at the outset of the project.
- Prepare and deliver a short (c.15min) accessible introduction to the 'Heritage of All Saints and its Community' talk (with visuals) for the Community Meal (programmed for the end of June). This can utilise pre-existing information where appropriate, and the Assessment of Significance.
- Produce a simple 'All Saints Heritage' handout that can be issued to attendees at the training workshops.
- Scope a community research project linked to the Assessment of Significance and involve up to 4 volunteers. Collaborate with the Community Officer on the approach. The Community Officer will recruit the volunteers and oversee them during the research.
- Prepare an accessible heritage trail aimed at children under 10, liaising with All Saints Primary School to test appropriateness.
- Work with the wider project team to identify heritage engagement barriers.
- Consult a sample of local primary schools through an online survey, Zoom or telephone calls on how the heritage and story of St Andrew's can support curriculum learning. Submit a report at the end of the projects that includes the consultation findings and makes recommendations to the PCC for future heritage activities.
- Liaise on heritage engagement and community event matters, in the first instance, with the appointed Community Officer.
- Attend Project Team meetings as required.
- The Consultant is required to work closely and collaboratively to ensure all project outcome are met.
- Submit a short progress update to the Project Manager monthly.
- Work with the evaluation consultants as required.

PERSON SPECIFICATION

The successful candidate will be a creative and innovative person, and have:

- A proven track record of working on similar projects
- Excellent communication and engagement skills and experience with people of all ages, backgrounds and abilities.



FEE

A fee of £5,000 is available for this role, including expenses (+ VAT)

TIMESCALES

Overall project programme: February 2024 to February 2025.

Key dates for the Consultant are:

- Commencement of role – Late May 2024
- Community Meal – Late June 2024
- Volunteer Research Project – June-end of August 2024
- Develop U10s Heritage Trail – TBC, suggest July-October 2024
- Open Day – September 2024
- Consult Primary Schools on curriculum opportunities – TBC, suggest September-October 2024
- Issue final heritage engagement report with findings and recommendations – November/December 2024

TENDER SUBMISSIONS

A maximum of 3 sides of A4 covering:

- A summary methodology and Project Plan for carrying out the brief
- Two or three case studies of similar work undertaken previously demonstrating how you meet the person specification
- Fee proposal, including a lump sum covering all professional fees and expenses, with VAT, if relevant, noted separately
- Breakdown of number of days and day rate for each member of the team

An up-to-date CV can be submitted separately, in addition to the 3 sides of A4.

DEADLINE

Proposals are to be emailed to Hannah Southgate at

hannah.southgate@londonhistoricbuildings.org.uk by **Noon on Friday 3rd May 2024.**

APPOINTMENT

We anticipate making the appointment by w/c 13th May, with the view that the consultant can commence immediately.