



# Live & Local LivingRoom: Welcome

## Introduction

[Live & Local](#) is pleased to introduce community groups and artists into each other's living rooms to share and create something new and exciting during these times of social restriction. This pack will provide the information you need to make your LivingRoom project accessible, inclusive, enjoyable and memorable. But if you need anything else or have questions, please do get in contact and let us know.

## Objectives

The aim is to engage a community group in an interactive creative project in response to the Coronavirus pandemic and for that activity to be available to more vulnerable residents, such as those who are socially isolated or shielding (those identified as clinically extremely vulnerable).

We also want to ensure that the resultant artwork from these activities is shared widely in the community and certainly beyond just those who participated in the activity, to allow others to share in what has been created.

## Activities & Performance

The project ideas which have been suggested by the artists are all flexible in how individuals in the participating communities can be engaged and involved. Specific attention has been paid to ensure that there are different options for how much and by what means people can be involved in the project. We want the activities to be open and accessible to those who want to participate, so please ensure you keep some flexibility when planning your activities to ensure you are not excluding a large number of potential participants, for example those that do not have access to Zoom on-line meetings. But of course, please use Zoom or other appropriate apps and on-line facilities in order to create your community work, but please keep in mind how you can include those who may not have access to the internet or have other access issues.

Please note that we hope that the project can be completed within 12 weeks of the start date, so please ensure that your wider sharing or the unveiling of your artwork takes place before then. There may of course be some flexibility with this if agreed with Live & Local and the artist/s.

Whatever you create for this project, we recommend you consider making a record of your piece by making a recording or filming your work to share with others. If you are creating a film or video, we will host it on the Live & Local YouTube channel, so please arrange to provide us with your final work. However, if your work is not going to be made in a format which can be shared via video, for example it will be audio only, or a streamed performance, please do let us know so that we can discuss options to ensure the work is accessible to as many people as possible. We also have some in-house technical support if needed.



## **Data Collection and Feedback**

As part of the first planning meeting with the community group and artist, we will agree how the experience of the participants can be monitored and evaluated to give evidence of wellbeing outcomes.

Additionally, we require that the group lead contact and the artist both keep a record of the number of people participating in any activities. We will also ask the group lead contact and the artist to complete a detailed survey to provide some more detailed feedback at the end of the project and then confirm the number of participants. It would also be helpful to get an idea of the numbers who get to share the resultant artwork.

The feedback for artists is [here](#).

The feedback for community group leads is [here](#).

We also ask that the community group ensures participants complete a survey found [here](#).

## **Data Protection**

We ask you to be mindful of GDPR during the project. This includes being attentive to sending group emails and using BCC; using consent forms for filming, photography or audio recordings; and ensuring you have participants permissions to share content/contact details if appropriate.

Live & Local can provide you with template consent forms on request.

## **On-line activity and Social Media**

When you are sharing information about your project activities on-line or via social media, please use the Live & Local tag and advise us of your social media tags that we can use. We will also share your activities and works.

#LiveLocalLivingroom

All participants and artists should be made aware of safeguarding, particularly where children and young people, or more vulnerable members of a community are involved. All artists are expected to have robust safeguarding procedures in place and will hold a current DBS certificate.

There is some specific guidance around 'digital safeguarding' here:

<https://www.culturehealthandwellbeing.org.uk/guidance-working-online-and-online-safeguarding>

We would recommend you familiarise yourself with the guidance, particularly the general guidance and principals under section 2 as you may find this useful for online activity outside of this project as well.



## Support

The Live & Local team is here to support your activity, but it is between the group and the artist to agree what happens and when. A member of staff from Live & Local will check in with you from time to time to see how things are progressing. The contact details for the staff member you should contact in the first instance is given below. If you cannot contact that named staff member, please contact [community@liveandlocal.org.uk](mailto:community@liveandlocal.org.uk) or phone 01926 402173. Please do let us know if you have any queries or need additional support.

## Acknowledgements

Please can all artists/groups ensure that our funders are acknowledged when you share your final performance/artwork. Please include a printed acknowledgment if you are producing a physical record of the work, such as a CD/DVD or booklet.

Please state “Commissioned by Live & Local with thanks to “Arts Council England, Inspire Nottinghamshire, Nottinghamshire County Council & Newark and Sherwood District Council”

Please contact Live & Local if you are not sure which is the appropriate district or borough council. Not all projects are funded by county councils – only projects based in Derbyshire, Nottinghamshire or Worcestershire need acknowledge their relevant County Council.

## Contact Details

Below are the relevant contacts for your LivingRoom project.

<b>Community Group</b>	Farnsfield Parish Council (Helen Strawson & Lesley Healy)	<a href="mailto:helen@farnsfield-pc.uk">helen@farnsfield-pc.uk</a> <a href="mailto:lesley@farnsfield-pc.uk">lesley@farnsfield-pc.uk</a>
<b>Artist</b>	Lewis Hall	<a href="mailto:lewis.hall@me.com">lewis.hall@me.com</a>
<b>Live &amp; Local Staff</b>	Chris Davis	<a href="mailto:chris@liveandlocal.org.uk">chris@liveandlocal.org.uk</a>
<b>Dates</b>	25 <sup>th</sup> March 2021	TBC (no more than 12 weeks)

## Project Activity

### Details of the artist submission

A short film / music project based on the idea of old silent movies which were set to music. The community will submit photographs, videos, audio content, memories & reflections all on the



theme of the last 12 months, and to be rooted in Farnsfield. Lewis will then weave these together into an audio-visual piece of max 10 mins.

A call for submissions from local residents will be hosted via a Facebook group and also via email.

### **About The Artist**

Having previously worked mainly as a touring musician, Covid has led Lewis to concentrate on other projects working from home.

In the last year he has composed original scores for two short films for the 2020 Gateway film festival and currently working on a soundtrack for an independent film.

He has also been developing my filming and video editing skills and produced an end of term music video for Oundle School.

He has worked with young people and youth theatre groups over the years and worked on several projects with the Peterborough Music Hub and InvestSK encouraging young people to compose music.

He has also worked a musical director on two pantomimes at the Key Theatre in Peterborough.

### **LOGOS**



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