



Oxford Cambridge and RSA

Monday 8 May – Friday 19 May 2023

Level 3 Cambridge Technical in Performing Arts

05850/05851/05852/05853/05876 Unit 2C: Proposal for a commissioning brief

PRE-RELEASE

INSTRUCTIONS

- Choose **one** commission brief.
- You must undertake research to inform a proposal for the commission you have chosen.
- You will complete your proposal under controlled conditions.

INFORMATION

- The total mark for this task is **50**.
- The marks for each question are shown in brackets [].
- This document has **5** pages.

Select one of the following commission briefs:

Commission A

'Sustainable Theatre' Fashion Event

Eco-clothing Ltd are looking for an up-and-coming multi-skilled performing arts group to take part in their next sustainable fashion event.

As well as fashion demonstrations, the one-day event will contain a series of performances, all of which pick up the theme of fashion. The specific performance programme will depend on the skills of the people in the group that is hired.

You will be given a substantial budget to fund this event and any resources required to make it an impressive occasion. Your team will need to be highly organised, able to meet the demands of this high-profile event and have a flair for using performance to showcase our new range.

The event is held during one evening with a get-in and set-up time 48 hours before the event. Rehearsal space can be offered in the Eco-clothing warehouse space prior to the event if required. The venue is well known and easily accessible by public transport.

If your events company and team are up to this job and keen to make a mark in the industry, we are enthusiastic to hear from you.

Commission B

Splash! Water Sports Festival

Splash! seeks a dynamic events management company to organise the entertainment for our next water sports festival. The festival is run by our team of competition organisers and adjudicators. Your role and that of your team is to manage the entertainment between each section of the competition. This will encourage spectators to stay for the day and make the most of our fundraising stalls and eateries.

We will supply two performance areas. The first is on land, the second is the presentation pontoon that floats at the back of the lake and is accessed by a bridge. Splash will be reliant on your team's expertise to provide the necessary performers, equipment and knowledge to create a schedule of 30-minute performances throughout the day. Four performances are required: the first to open the event and the fourth to close the event at the end of the day.

A maximum budget of £10 000 has been allocated and this opportunity is open to competitive proposals up to this limit. If your team could provide a schedule of dynamic 'sporty family' orientated entertainment we are keen to hear from you.

Commission C**Community Celebration**

The local council are looking for an events management company to provide and organise an evening of entertainment. The evening is to celebrate the diverse and inclusive people that bring a strong sense of community to this great town.

As well as showcasing talent from local community groups and schools, the council would like to include professional performers or local celebrities to celebrate this year's community celebration day.

You would be responsible for the legal and compliance commitments, hire and engagement of any equipment or performers, ticketing, and advertising of the event.

You will have use of the Town Hall and other public rooms at no cost. As a commercial venture, you can take any profits from the event, once costs are deducted. This is on the strict understanding that the budget, organisation and responsibility of the event is managed by your company.

This is an ideal opportunity for a young events company to make a mark in this area and showcase its talent, knowledge, and skill to provide an engaging evening of family entertainment. Most importantly, your company needs to present an attractive proposal suited to the aims and ethos of the event.

Scenario

You have formed your own Events Management company composed of members who have recently graduated from pre-professional training. There are four core members including yourself, but you can 'pull in' other co-workers if necessary.

As a company, you are multi-skilled but lack direct experience in the contexts described in the commissions; however, what you lack in experience you make up for with enthusiasm and an ability to take on new skills and adapt existing ones, based on a thorough research and development process.

Although money is available, the commissioning organisations have not given a budget for the work and so you must be competitive but remain committed to paying workers the going rate and employing them on professional conditions of service. You will also need to be realistic about the resources and equipment that is needed to carry out the project successfully.

The timescale for the project will emerge from your proposal details and approach but could include 'added value' such as a long-term commitment to weekly workshops or a short tour of performances, depending on the commission details.

1 Produce a proposal report for ONE of the commissions.

(1500–2000 words, including supporting documentation).

Please state clearly which commission you have chosen.

Your report must contain:

(a) Introduction.

(b) Initial summary.

(i) A brief outline/executive summary of the project you intend to run.

(ii) Details of who will benefit from this project and how their needs will be addressed (this should include commissioning organisation, participants and the company and company members).

(c) The Proposal.

(i) This is an opportunity to 'flesh out' the details of the proposal and convince the commissioning organisation of your ability to deliver the project.

(d) Budget and Resources.

(i) Details of costs and resources needed to carry out the work.

(e) Appendices

- (i)** Details of adaptations and changes made in response to any pilot workshops/ scratch performances and stakeholder research that may have been part of the R&D process.
- (ii)** Planning documentation and budget.
- (iii)** Health and safety and legal constraints.
- (iv)** Details of how you intend to monitor and evaluate the process and the outcomes.

[50 marks]**END OF PRE-RELEASE**

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