

APPLICATION FOR ARTWORK APPROVAL

Provision of Public Art in Development Proposals Policy (LPP1.4)

Address of Development:	
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Development Application Number:	
Date of Application:	
Council Planner:	
Budget for Total Development:	\$
Budget for Public Art:	\$

Name of Applicant:	
Applicant's address:	
Telephone:	
Email:	

Name of Property Owner:	
Owner's address:	
Telephone:	
Email:	

Name of Architect/Designer:	
Architect/designer's address:	
Telephone:	
Email:	

Name of Artist:	
Artist's address:	
Telephone:	
Email:	

Name of Public Art Coordinator:	
Public Art Coordinator's address:	
Telephone:	
Email:	

The Proposed Artwork

1. Description of proposed artwork

Please attach a separate sheet with the following information about the proposed artwork, including:

- Artist information (CV, qualifications, experience and suitability for the project)
- Artwork concept (artwork description including themes or historical references)
- Artwork's relationship to the building design and surrounding area, location, size, materials, life span and accessibility to the public.

2. Artwork documentation

- Please attach artwork documentation which includes drawings of the proposed artwork showing colours, materials, dimensions and an indication of maintenance required.

3. Location of proposed artwork

- Please attach plans that show the proposed artwork location in relation to the building and site, as well as day and night perspective views (i.e. showing lighting elements).

4. Artwork budget

- Please attach a detailed artwork budget, including any quotes received to date for manufacture and installation. Cost calculations of the proposed public art can take into account the artist's fees, consultant's fees, labour costs, materials, installation, operating costs and costs of any required permits or approvals.

NOTE: Where the public art is designed to replace a functional and/or required part of the development, such as a balcony balustrade, the cost calculation shall reflect the difference between the provision of the standard component and the cost of the artist prepared component.

NOTE: No more than 15% of the public art budget on any given project shall be used for professional consultancies and/or for administration purposes.

5. Contract between the developer and artist

- Please attach a copy of the contract between the developer and artist.
- Please attach details of public liability insurance for the artist.

6. Artwork completion:

It is a condition of approval that the artwork be installed prior to the first occupation of the development. Should an extension of time for installation of the approved artwork be required, please contact the City of Melville in writing with your request to extend the artwork completion date.

Once the artwork has been installed, the applicant must notify the City of Melville by submitting a **Notification of Artwork Completion Form** ([link here](#)).

The City of Melville may arrange a site inspection to ensure compliance with the artwork approval.

City of Melville Assessment

Public art proposals will be assessed by the City of Melville Public Art Panel against the Policy criteria:

1. **Public Access:** the artwork must be clearly visible to the public realm and must positively impact the visual amenity of the development.
2. **Concept:** the artwork is designed by an artist that shows strong vision, innovation, and excellent craftsmanship. The proposed artwork is unique and provides an opportunity for public engagement or is functional (where appropriate).

A professional visual artist can be defined as a person who fits into at least two of the following categories:

- a person who has a tertiary qualification in the visual arts;
- a person who has a history of exhibiting their artwork at reputable art galleries that sells the work of professional artists;
- a person is represented in major public collections; and
- a person who earns more than 50% of their income from arts related activities, such as teaching, selling artwork or undertaking public art commissions.

In some cases this definition may be relaxed where it may be specified for a particular project. For example, a project involving emerging artists, Indigenous artists, students or street/urban artists.

3. **Context:** the artwork is site specific and considers the relevant themes, architectural, historical, geographical and/or sociocultural context of the site and community identity.
4. **Public Safety:** the artwork is designed, constructed and installed with best practice risk management and the artwork does not present a hazard to public safety.
5. **Longevity:** the artwork is designed to be structurally sound and resistant to theft, vandalism, weathering, and excessive maintenance.
6. **Budget:** Be to the value of no less than 1% of the total cost of the development.
7. **Special Conditions:** the artwork must be consistent with any relevant structure plan or public art strategy and adhere to any special conditions applied by the City.

The Provision of Public Art in Development Proposals Policy (LPP1.4) can be downloaded from the City of Melville website ([link here](#)).

Please return this completed form to:

City of Melville Cultural Services

Postal Address: Locked Bag 1, Booragoon WA 6954

Street Address: 10 Almondbury Road, Booragoon WA 6054

Phone: (08) 9364 0285 or 1300 635 845

Email: arts@melville.wa.gov.au