City of Melville

APPLICATION FOR ARTWORK APPROVAL

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

Development Application Details

Address of Development: _____

Date of Application: _____ Development Application Number: _____

Council Planner: _____

Budget for Total Development: $_____ Budget for Public Art: $_____

Applicant Details

Name of Applicant: _____ Applicant's address: _____

Phone: _____ Email: _____

Property Details

Name of Property Owner: _____ Owner's address: _____

Phone: _____ Email: _____

Architect/Designer Details

Name of Architect/Designer: _____ Architect/designer's address: _____

Phone: _____ Email: _____

Artist Details

Name of Artist: _____ Artist's address: _____

Phone: _____ Email: _____

Public Art Coordinator Details

Name of Public Art Coordinator: _____

Public Art Coordinator's address: _____

Phone: _____ Email: _____

Public Art Plan (Required information)

Description of proposed artwork – Attach a separate spreadsheet covering:

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- Artwork concept and description, including themes or historical references.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

Artwork Documentation: Attach drawings showing colours, materials, dimensions and maintenance requirements.

Location of Proposed Artwork: Attach plans showing the artwork in relation to the building and site, with day and night perspective views showing lighting elements.
Artwork Budget: Attach a detailed budget and any manufacture and installation quotes received. Calculations may include artist's and consultant's fees, labour, materials, installation, operating costs and required permits or approvals.
Note: *Where artwork replaces a functional or required component, such as a balcony balustrade, count only the difference between the standard component and the artist-prepared component.*
Note: Professional consultancy and/or administration must not exceed 15% of the public art budget. Itemise administration fees.
Contract between the Developer and Artist: Attach the contract and details of the artist's public liability insurance.

Artwork Completion

Artwork must be installed before first occupation of the development. Request any extension to the approved artwork completion date from the City of Melville in writing. After installation, you must submit a ***Notification of Artwork Completion Form***.
The City may inspect the site to check compliance with the artwork approval.

City of Melville Assessment

The City of Melville Public Art Panel assesses proposals against these Policy criteria:
1. Public Access: Clearly visible from the public realm and positively impacts the development's visual amenity.
2. Concept: Artist-designed, with strong vision, innovation and excellent craftsmanship. Unique artwork offering public engagement or a functional purpose where appropriate.
A professional visual artist meets at least two of these categories:

- Tertiary qualification in visual arts.
- History of exhibiting at reputable galleries selling professional artists' work.
- Representation in major public collections.
- More than 50% of income from arts-related activities, such as teaching, selling artwork or public art commissions.

This definition may be relaxed for specified projects, for example those involving emerging artists, Indigenous artists, students or street/urban artists.
3. Context: Site-specific and considers relevant themes, architectural, historical, geographical and/or sociocultural context and community identity.
4. Public Safety: Designed, constructed and installed using best-practice risk management, without hazards to public safety.
5. Longevity: Structurally sound and resistant to theft, vandalism, weathering and excessive maintenance.
6. Budget: At least 1% of the total development cost.
7. Special Conditions: Consistent with relevant structure plans or public art strategies and any City-imposed special conditions.
The Provision of Public Art in Development Proposals Policy (LPP1.4) is available from the City's website.

Submission Details

Return the completed form to **City of Melville Arts and Culture**
Postal: Locked Bag 1, Booragoon WA 6954
Street: 10 Almondbury Road, Booragoon WA 6054
Phone: (08) 9364 0220 or 1300 635 845.
Email: arts.melville@melville.wa.gov.au

We collect your personal information to process your request in accordance with the standards set out in the Privacy and Responsible Information Sharing Act 2024 (PRIS Act). By completing this form, you confirm that you have read and acknowledge the collection of your personal information. For full information about how we handle your personal information, ***please visit our privacy page.***