



PUBLIC ART & COMMEMORATIVE ITEMS POLICY

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Policy Type: Administrative

Responsible Officer: Community Development and Events Coordinator

Department: Community and Corporate Services

Version	Decision Number or CEO Approval	Decision Date	History
1.	OM-006/19	23 January 2019	Review January 2021
2.	Amended OM-189/20	27 October 2020	Review October 2023

1. PURPOSE

The purpose of this Policy is to outline Goondiwindi Regional Council's (Council) position in relation to public art and commemorative items in the Goondiwindi Regional Council area.

2. VISION

Council recognises that members of the community may wish to pay tribute to or acknowledge a person, event or organisation through the installation of a commemorative item, or to acknowledge arts and culture through public art. To achieve this vision, Council will strive to increase public art and commemorative items in public places so that arts and culture can be enjoyed as an everyday experience.

3. POLICY STATEMENT

The objectives of this Policy are to:-

- stimulate and encourage artistic endeavour and art work in public areas;
- facilitate the provision of public attractions and enhance public areas for the enjoyment of local residents and visitors;
- provide an opportunity for the community to pay tribute to or acknowledge persons, events or organisation; and
- guide, regulate (and control where necessary) public art activity and commemorative items to ensure desired outcomes are achieved.

4. SCOPE

This policy applies to the installation of public art or commemorative items on Council controlled land.

This policy does not apply to:

- temporary or roadside memorials;

- spreading of ashes; or
- any activity on privately owned infrastructure, land or state controlled land.

5. PUBLIC ART

5.1. What Is Public Art

The term, 'public art', has attracted a myriad of interpretations – from commemorative monuments and stand-alone objects to community art projects, functional elements, fountains and art using new technologies. Public art is an ever-changing genre.

Public art is visible and accessible to the public. It may be permanently incorporated within the fabric, design, or fixtures of a building or place, or be a temporary project such as art installations and events. Public art can be situated within the public areas of private development, as well as in publicly owned spaces. It can be found in parks, transit environments, urban and civic spaces, the public areas of interior fit-outs, on building facades, pavements and in water environments.

Council strongly encourages engagement of local art advisory groups in development of public art on both the private and public land.

5.2. Benefits of Public Art

Council recognises that public art can contribute significantly to the creation of local industry and a sense of place, and enhances the aesthetic value of the built and natural environment.

The benefits of public art to the community include fostering civic pride and confidence, and contributing to community cohesion, social health and wellbeing.

5.3. Requirements for Public Artwork

Public artwork must:

- be consistent with planning and heritage policies or principles;
- conform to any master plan or guidelines for a precinct or location in which the work is to be sited;
- be suitable for the chosen site and meet any engineering, safety, risk, traffic or other technical specifications and be assessed as appropriate;
- meet the specific requirements set out in the briefing material prepared for the project; and
- create, where possible and appropriate, opportunities for local business, manufacturers and local community groups to be involved in the installation and/or fabrication process.

5.4. Donations and Gifts

Council may be offered donations and gifts of public artwork by entities wishing to make a cultural contribution to the region. Whilst Council is grateful for such offers, it is not obliged to accept the artworks since they may carry with them expensive responsibility for installation, maintenance and conservation.

5.5. Community Art Projects

Council welcomes community led initiatives incorporating public art projects. Whilst Council appreciates the community pride and efforts to achieve these projects, these art works are not the responsibility of Council (even if Council has contributed some funds towards the artwork), unless prior written agreement is given.

The following general principles apply to community groups undertaking community public art projects.

- all art must have written consent of the property owner, including Council, prior to the commencement of any art work;
- the responsibility for maintenance sits with the person responsible for the property on which the work is located, unless agreed otherwise in writing; and
- Council may financially support public art initiatives through the Regional Art Development Fund (RADF), and Community Grants and Donations program, or other funding opportunities as they arise from time to time.

It is acknowledged that the progress of some public artwork is dependent on Council's agreement to maintain the art. Council will consider these requests on a case-by-case basis considering the criteria listed in Item 5.6 (Assessment of Public Art Work). Generally, only art that demonstrates minimal cost (including on-going maintenance costs) to ratepayers will be considered favourably.

5.6. Installation

For art commissioned by Council, artists will be responsible for installation of the art works and in the case of ephemeral (temporary) art works, they will be responsible for removal and clean up.

All artists and associated project makers on public property must demonstrate capacity and willingness to follow workplace health and safety practices.

Appropriate insurance must be held by all artists and art coordinators.

5.7. Public Art Interpretation Signs

Public art interpretation signage shall be considered inclusive of the artwork and will be assessed in conjunction with the public art application.

5.8. Maintenance

Maintenance of works commissioned by Council will be considered at the outset and projects will specify approximate lifespan for any public artwork.

Artworks will require high quality materials and consideration of durability and suitability for the public realm.

The commissioned artist, an appropriate professional or someone with clear understanding and training in the required maintenance will undertake and document the maintenance of public artworks.

All other maintenance requirements shall be in accordance with Item 7.

6. COMMEMORATIVE ITEMS

6.1. Types of Commemorative Items

Standard commemorative items shall include:

Seat: *Seating commemorating or acknowledging a person, organisation or event, which may be accompanied with a plaque.*

Plaque: *Plaque installed onto new or existing seating, public art or a similar structure in tribute to or acknowledging a person, organisation or event.*

Non-Standard Item:

Any commemorative or donated item that falls outside the scope of the standard commemorative items definition.

6.2. Costs

6.2.1. Supply and Installation

Council will provide a cost estimate for all works associated with the supply and installation of the commemorative item. These costs shall be the responsibility of the applicant and paid prior to the commencement of any works, unless otherwise determined by Council.

Commemorative seat inclusions:

- seat;
- installation;
- tribute plaque with inscription; and
- general maintenance for the items lifespan.

Plaque inclusions:

- plaque with inscription;
- installation; and
- general maintenance for the items lifespan.

6.3. Seating Specification

6.3.1. Design

The style and design of the seating shall be in accordance with Council’s streetscape design for the approved location. Wherever possible, the seat will be installed on a hard surface to reduce maintenance requirements.

6.4. Plaque Specification

6.4.1. Size

The plaque should fit appropriately on the item, with the text and size of the plaque to be approved as part of the application process. Generally, a plaque is 50mm high and 100mm wide, unless otherwise approved by Council.

6.4.2. Inscription

Generally, the plaque size allows for a maximum of 3 lines and approximate 30 characters per line. Wording must be in present tense to keep the inscription uplifting, whilst still honouring the commemorative person or entity. Inscriptions that indicate a lifespan are discouraged.

Below are inscription examples.

John Smith Sharing your love of the river Your family and friends	John Smith Come sit with me And rest a while	Donated to the Inglewood community by Local Club
Brisk walks – thoughtful talks Rest easy John Smith	Measure your age not in years But by the friends you’ve made John Smith	Donated by Local Club Acknowledging 20 years’ service to the community

7. ASSESSMENT AND APPLICATION PROCESS

7.1. Application Process

All applications must be made in writing on the prescribed form to the Chief Executive Officer and shall include the following details as considered relevant to the application:

- Applicants details;
- Commemorative name and type;
- Applicants relationship to the person or organisation being commemorated;
- Details of the contribution made by the person, event or organisation to the community;
- Written evidence showing support from the community, family or organisation;
- Proposed plaque inscription;
- Two (2) proposed locations;
- Description of the art work, including size, artist details, photos, structural report or building application as required; and
- Any additional information in support of the application.

Applications for commemorative items shall be limited to one (1) application per individual for the lifespan of the item unless the item is removed. Example: If an application was approved in 2020 for a commemorative seat acknowledging John Smith, a new application will not be considered until 2035.

7.2. Assessment Process

Applications will be presented to Council for assessment taking the following criteria into consideration, relevant to the item type:

- contribution made by the person, event or organisation to the community;
- evidence of support;
- suitability of the proposed location;
- workplace, health and safety considerations;
- the financial implications, including whole-of-life costs;
- maintenance effort;
- artist's warranty;
- community consultation;
- capacity to delivery project;
- impacts of projects; and
- quality of art.

Applicants will be notified in writing of Council's decision.

8. MAINTENANCE

Council shall be responsible for the general maintenance and no additional maintenance will be undertaken outside existing budgets or levels of service.

Should the commemorative item or public art require additional maintenance or replacement due to damage or vandalism, Council reserves the right to remove the item. Before taking any necessary action, Council will make every effort to contact the applicant to notify them of the Council's intent.

All paraphernalia or belongings such as flowers, balloons, streamers or similar items placed at the commemorative item shall be removed after 30 days. Council reserves the right to dispose of any items after this period.

9. LIFESPAN

It is recognised that some items will have a limited lifespan and that the item may not remain at the site indefinitely. Therefore, Council does not guarantee to retain a commemorative item or public art after a period of 15 years.

Additionally, consideration may be given to the removal of long-term installed artworks from public places when the artwork ceases, materially or conceptually, to function as an integral artwork.

Decommissioning would generally be undertaken in instances where:

- the artwork no longer functions materially;
- the artwork has been irreparably damaged;
- the artwork has physically deteriorated to a point where public safety is at risk;
- changes to the environment impact on the integrity of the work, adversely affecting the Artist's original intent;
- artistic merit of the work falls below the level to which the collection aspires;
- maintenance of the work is financially unsustainable; or
- there is legal evidence the work belongs to another party.

The final decision to decommission an artwork on public property rests with Council.

Should the item require removal due to redevelopment of the site, vandalism beyond repair or expiry of the lifespan, Council will make every reasonable attempt to contact the applicant to discuss the following options:

- Council to remove and dispose of the item;
- Council to remove and return the item to a nominated person at no cost to Council;
- Lodgement of a new application subject to approval and payment of relevant fees and charges; or
- Any other mutually agreeable proposal.

10. PUBLIC SAFETY & STRUCTURAL REQUIREMENTS

The design and placement of public art or commemorative items shall not present a safety risk to the environment, pedestrians, cyclists or vehicles. Applicants are strongly encouraged to contact Council prior to lodging an application to determine the necessary requirements.

11. EXCLUSION AREAS

To preserve the intended purpose of an area or to prevent any damage to Council infrastructure, applications will not be considered within the following areas:

- war museum or cenotaphs;
- flood prone areas;
- easements;
- central business district; or
- over or near infrastructure such as water, sewer, telephone or electrical services.

Any exemptions to the exclusion areas shall be at the sole discretion of Council.

12. REGISTER

Council will keep a register of public art and commemorative items including the applicants contact details. It is the responsibility of the applicant to update these contact details.

13. INSURANCE

Public artwork or commemorative items located on Council and private land will not be insured by Council.

14. OTHER

The installation of any item under this policy in no way constitutes ownership of the item, nor upon the land upon which it is situated. Council reserves the right to use the land adjacent to the item as it deems appropriate.

15. REVIEW

October 2023