

# Guidelines for Temporary and Ephemeral Public Art

## Introduction

Temporary and ephemeral public art shares key characteristics with other works of public, as defined by the City of South Perth. Public art is created by a professional practising artist, and is an artwork that is intended to be located in and/or clearly seen from the public realm.

Works of temporary public art are intended to occupy a place and/or have a presence in the public realm for a finite period of time usually between 1 week and 3 months.

Works of ephemeral public art are distinctive because they may have a fleeting and immaterial presence on site, perhaps only for a single day or a matter of hours – for instance in the case of a light projection or a performance. Other works of ephemeral public art may have a more substantial material presence on site but may incorporate their own changing state and disappearance/dissipation as an integral part of the artwork – for instance in the case of sand drawing on the beach, or an ice sculpture.

The City of South Perth commissions artists to create temporary and ephemeral public art, as well as supporting the delivery of longer last public art through its Policy P101 Public Art and Policy P316 Developer Contributions to Public Art and Art Spaces. Artists can create temporary and ephemeral public art to intrigue, interpret, interrupt and involve the City's community in unique ways at different times, enhancing the diversity and vibrancy of experiences available within the City.

## Applying for a City of South Perth Temporary or Ephemeral Public Art Commission

### Eligibility

Only professional practicing visual artists will be eligible to carry out temporary and ephemeral public art commissions. The City defines a professional practicing artist as a person who fits into at least two of the following categories:

- A person who has a university degree or minimum 3 year full time TAFE diploma in visual arts or, if the brief calls for it, other art forms such as multi-media.

- A person who has experience or a history of exhibiting their artwork at reputable art galleries that sell the work of professional artists.
- A person who has chosen to commit a significant amount of their time to their artwork practice and earns the majority of their income from arts related activities, such as teaching art, selling artwork or undertaking public art commissions.

At times it may be appropriate for the City to seek out or accept applications from people who do not meet all of the above criteria, such as where the City wishes to encourage and support young, emerging, indigenous, or community artists.

### Aboriginal Artists and Cultural Content

The City strongly encourages proposals from Aboriginal artists that interpret relevant briefs through referencing Aboriginal stories and/or using cultural imagery and artistic techniques owned by the Aboriginal community. Where this is the case it is expected that artists are able to demonstrate that they have the relevant cultural authority, and are willing to follow cultural protocols to consult and obtain permissions where required. The City has established an Aboriginal Reference Group, and a draft Cultural Protocol, to facilitate cultural consultation.

### The Process

Typically the City will advertise a Call for Expressions of Interest via the City's Website and social media and other relevant channels, including the Artsource Newsletter, Arts Hub, Creative Crops and CodaWorx. On occasions, the City may invite Expressions of Interest directly from a short- or long-list of artists, whose practice has been identified as being a good fit for a given opportunity.

In all instances the City will engage in a competitive selection process that complies with relevant City of South Perth policies for procurement.

### Expression of Interest Documentation

The advertised brief will detail what documentation Artists should include in their Expression of Interest submission, and when and how it is to be submitted to the City of South Perth.

Artists should take care to present their Expression of Interest (EOI) in the format that is required, noting any specifications about the quantity of material (number of images, words, or pages), and ensuring that all requested information and documentation has been provided. Artists should also note submission deadlines, and allow sufficient time for the preparation and successful submission of a quality Expression of Interest before the deadline. Submissions that are received after the deadline, contain more or less information than specified, or are not received in the requested format will be considered non-compliant and may not be considered by the selection panel.

## Standard Selection Criteria

A selection panel will review all compliant applications and make selections on the basis of qualitative criteria which will be derived from the following standard selection criteria (indicative questions are outlined in the table below). Applicable criteria and weightings will be advertised with the brief.

Criteria	Indicative Questions
Response to the Brief	Does the EOI: <ul style="list-style-type: none"> <li>creatively relate/respond to the proposed site?</li> <li>creatively engage with audiences and community at the proposed site?</li> </ul>
Value for Money	Does the EOI demonstrate that the proposal: <ul style="list-style-type: none"> <li>will make the most of the proposed budget?</li> <li>is achievable within the proposed budget?</li> </ul>
Artistic Excellence	Does the EOI: <ul style="list-style-type: none"> <li>propose something unique, innovative and engaging?</li> <li>show how the work extends artistic practice and possibilities?</li> </ul>
Fitness for Purpose and Safety	Does the EOI: <ul style="list-style-type: none"> <li>consider conditions on site?</li> <li>consider practical strategies for reducing risk?</li> </ul>
Demonstration of Capacity	Does the EOI demonstrate that the artist: <ul style="list-style-type: none"> <li>has previously created works of a consistently high standard?</li> <li>can successfully manage and deliver a project of the nature and scale being proposed?</li> </ul>

The City reserves the right to accept or refuse applications, and all decisions are final and no further correspondence will be entered into. Canvassing of elected members is not permitted

## Design Development

Following the selection of one or more successful submissions, successful artists will be invited to further develop their proposal, prior to finalising a commission agreement to implement the artwork.

Successful artists will be asked to submit at least the following:

- Drawings and/or supporting documentation or examples detailing the concept
- Full breakdown of budget or itemised costs
- A copy of a current Public Liability insurance certificate
- Title of work and artist statement
- A completed New Vendor Checklist

- A completed Risk Checklist
- Quality images and text, as required to support the City's promotional activities

An appropriate schedule will be developed with the selected artist/s for the submission of the detailed design proposal. If details of the proposal cannot be finalised within the agreed timeframe to enable a commissioning agreement to be drawn up, the City may choose not to proceed with the commission.

Considerations relevant to the development of the detailed design are outline below:

### Responding to the Brief

The City advertises diverse opportunities with varying degrees of specificity around the nature and purpose of the temporary or ephemeral public art that it is seeking to commission. Artists should ensure that their EOI and detailed design materials address the specific requirements of the brief, which may stipulate themes to be explored, time-frames, materials, levels of community interaction and so on. Where the brief is more open, artists are encouraged to submit proposals that will show their distinctive art practice in the best possible way at the proposed site, and/or extend their practice in new ways. Artists are encouraged to contact the City's Arts Officer to discuss their ideas, and to seek clarification around the requirements of the brief.

### Budget

The City will include details of the budget that is available for each temporary and ephemeral public art commission that it advertises. Artists should ensure that everything required to design, create, install, display and remove their proposed artwork can be delivered in full from the available budget, and provide enough detail in their proposed budget to demonstrate that the project can be delivered as proposed.

The City is focused on delivering high quality artistic works through its temporary and ephemeral public art commissions. As the City uses public funds for these projects, value for money is also a key consideration. Artists should actively consider how to maximise the impact of their artwork from the available budget, especially considering where and when the community will be able to benefit from the experience of the artwork.

The City seeks to support projects where the vision, skills and labour of professional artists are properly valued, and the artistic outcome is a realistic reflection of the cost of the time, materials and effort involved.

### Support Personnel

The City understands that artists may choose to, or need to, work with others in order to achieve the temporary and ephemeral public art outcomes that they are proposing. Artists should consider who they will need to work with in order to supply the required materials, skills and work-hours to realise the

artwork and secure commitments from reliable sub-contractors, collaborators or partners. Details of all support personnel, their roles, availability and commitment to the project, and their professional credentials should be included in the proposal and its budget. The City will only award commissions to an eligible professional artist, or artist team, with one nominated artistic project leader with whom the City will liaise, and to whom all commission payments will be made.

Artists should not assume that the City is able to provide any additional resources to support temporary and ephemeral commissions, beyond the commission budget paid to the selected Artist. In some circumstances, the City may be in a position to offer some in-kind support for temporary and ephemeral public art projects. Artists should engage with the City prior to submitting their proposal, with details of any additional support that they are seeking from the City in order to confirm what additional support, if any, the City may be able to provide.

Where community participation is an integral part of the proposed temporary and ephemeral artwork, and/or is essential for providing voluntary labour or to generate content to realise the proposed outcome, this should be clearly stated in the Artist's proposal. The Artist's proposal should detail how the required number of suitable community participants are to be recruited, involved, managed and catered for in the proposal and budget, subject to the City's endorsement of the approach.

### Materials and Design

Temporary and ephemeral public art takes diverse forms, and is created using a wide range of materials, equipment and strategies because it is intended to explore creative possibilities and deliver new experiences. Temporary and ephemeral public art is also intended to be accessible and often occupies space in the public realm, where it is essential that these items do not pose risks to community safety, public or private property or the environment.

For this reason, Artists should select materials, methodologies and design their artwork so as to reduce the likelihood of injury or damage caused by the artwork or during the process of installation, display or removal from site.

The Artist's proposal must detail strategies (choice of materials, design approach and/or other methodologies) for creating the artwork and securing it at the site to ensure public safety, so that it will withstand the elements and other site conditions, and also so that it is resistant to vandalism, theft and other forms of un-intended treatment at the site. The Artists' proposal must also show how the artwork will be removed from site so as to have no lasting impacts on public or private property, or the environment, or include considerations for rectifying the site to as-found condition.

### Site

The artwork's impact on surrounding properties and events should be considered within artists' EOI submissions and detailed design proposals. Situations may arise where, due to reasons outside the City's control, the preferred location or date/s may not be available. In such cases the City will work with the selected artist to realise the best possible outcomes within circumstantial constraints.

## Audiences

Artists should aim to ensure the experience is as inclusive as possible, appealing to a broad demographic of children, adults, people with disabilities etc. If hosting an interactive activity and elements are not suited to certain types of people or ages etc., ensure this is communicated in the EOI. This won't necessarily hinder the selection.

## Temporary and Ephemeral Public Art Risk Checklist

Risk	Y/N	Potential Risk Outcome to be Managed by the City	If Yes
Will your artwork include any of the following on site:		Personal Injury	Demonstrate the importance and significance of these elements for the artwork AND propose a detailed design solution that will reduce the likelihood and/or severity of personal injury on site
<i>hazardous substances (toxic/corrosive etc)?</i>			
<i>exposed sharp edges or points?</i>			
<i>pinch points or entrapment risks?</i>			
<i>climbing/falling risks?</i>			
<i>burns/scalding risks?</i>			
<i>electrical components?</i>			
<i>moving components?</i>			
Will you be using any of the following at the site of your artwork?:		Personal Injury/ Damage to Property	Propose methodologies and design solutions that will reduce the likelihood and/or severity of personal injury/ damage to property on site.
<i>hand tools?</i>			
<i>power tools and machinery?</i>			
<i>power tools and machinery requiring licenced operation?</i>			
<i>access equipment?</i>			
Will your artwork (or its elements) be positioned:		Personal Injury/ Damage to Property	Propose methodologies and design solutions that will reduce the likelihood and/or severity of personal injury/ damage to property on site.
<i>inside a property/building (visible from the public realm)?</i>			
<i>in a public open space (green space)?</i>			
<i>in a public open space (urban space)?</i>			
<i>on a footpath?</i>			
<i>within a road reserve?</i>			
Will your artwork be:		Personal Injury/ Damage to Property	Propose methodologies and design solutions that will reduce the likelihood and/or severity of personal injury/ damage to property on site. Structural certification may be required, so be prepared to pay for the services of an engineer.
<i>performed without installed elements?</i>			
<i>installed mostly flat on the ground plane?</i>			
<i>installed so it stands or sits upright on the ground?</i>			
<i>suspended above the ground?</i>			

Will your artwork be:		Financial Loss	Demonstrate the importance and significance of these elements for the artwork AND propose methodologies and design solutions that will reduce the likelihood and/or severity of financial loss on site. Be prepared to include strategies to mitigate risk, and to allocate resources from your budget for this.
<i>susceptible to damage from weather/environmental conditions?</i>			
<i>able to be moved by one or more people if not secured?</i>			
<i>accessible for people to touch/handle directly?</i>			
<i>susceptible to deliberate or accidental damage?</i>			
<i>flammable?</i>			
<i>left unattended at the site during the day or night?</i>			
Do you live outside the Perth Metro Area?		Financial Loss	Demonstrate that distance from South Perth will not be an obstacle to your effective liaison with the City and the delivery of the artwork.
Do you have other competing commitments during the development, delivery and close out phases of this commission?		Financial Loss	Demonstrate that your competing commitments will not be an obstacle to your effective liaison with the City and the delivery of the artwork
Does your artwork rely on services provided by third parties?		Financial Loss	Demonstrate that you have confirmed the commitment of third party service providers you will engage, show that they are experienced and reliable, and provide detail about their role and a schedule for their service provision.
Does your artwork rely on approvals/permits issued by third parties?		Financial Loss	Demonstrate that you have investigated which approvals/permits are required, and the process for obtaining them. Demonstrate that you can obtain the necessary approvals in sufficient time to allow the artwork to be delivered on schedule. Be prepared to pay a fee for permits and approvals.
Is your artwork constructed:		Environmental Damage	Demonstrate the importance and significance of these elements of



<i>from materials sourced directly from the natural environment?</i>			the artwork AND propose environmentally responsible methodologies for obtaining materials and constructing the artwork.
<i>using environmentally harmful materials or processes?</i>			
When removed from site, will your artwork be:		Environmental Damage	Demonstrate that opportunities to lessen environmental impacts of temporary public art commissions have been considered in your design and approach. Be prepared to pay a fee for disposal of some materials
<i>stored for the foreseeable future for re-use?</i>			
<i>recycled?</i>			
<i>waste that cannot be recycled?</i>			
Will your artwork:		Environmental Damage	Demonstrate the importance and significance of these elements of the artwork, detail the nature and extent of any impacts, and propose strategies to reduce the likelihood and/or severity of any environmental impacts.
<i>dissolve, degrade, decay, dissipate in any way while on site?</i>			
<i>have an impact on vegetation and other aspects of the natural environment on site?</i>			
<i>involve music, other sound or create noise during installation, display and removal from site?</i>			
Do you have a licence to operate all equipment required for the successful delivery of the artwork?		Legislative Breach	Provide current copies of all relevant, valid licences held and/or show that you can and will obtain the necessary licences prior to commencing work.
Are you the author and copyright holder for this artwork?		Legislative Breach	Provide a declaration that this is so.
Does your artwork incorporate any intellectual property or cultural material for which you need a licence or permission?		Legislative Breach	Provide details of any intellectual property or cultural material being used, and demonstrate that you have permission to use it for the purpose of this artwork. Be prepared to pay licencing or other fees for this.

Are there any permits or approvals that you need to use the site for your artwork?		Legislative Breach	Demonstrate that you have investigated which approvals/permits are required, and the process for obtaining them. Demonstrate that you can obtain the necessary approvals in sufficient time to allow the artwork to be delivered on schedule. Be prepared to pay a fee for permits and approvals.
Will your artwork prevent the City from delivering any services at the site?		Business Interruption	Highlight the services that may be affected by your artwork, and the nature of the service interruption
Will your artwork require the City to provide any additional services at the site?		Business Interruption	Highlight the additional services that the City may need to provide for the artwork, and demonstrate the need for these. Be prepared to pay a fee for services.
Do you anticipate that your artwork might:		Reputational Damage	Demonstrate the importance and significance of these elements of the artwork AND highlight which community groups and political issues may be prompted to respond negatively
<i>cause offense, or be perceived to be obscene or inappropriate by anyone in the community?</i>			
<i>highlight politically sensitive issues within the community?</i>			
Are you confident that you:		Reputational Damage	Demonstrate your standing as a reputable artist with a track record of delivering high quality works AND show that the ambition of your proposal is in alignment with the resources available to deliver it.
<i>have the capacity and all relevant skills to deliver an outcome of high artistic merit?</i>			
<i>can deliver an outcome of high artistic merit as proposed from the available budget?</i>			