

ART IN PUBLIC PLACES POLICY - REPLACEMENT

Date adopted:	October 2012
Date for review:	June 2017
Officer responsible:	Community Arts Officer

Policy purpose:

A built and natural environment enhanced by works of art, which reflect the culture, diversity, history and spirit of Rotorua and which are enabled through the development of infrastructure, resources and processes which support the creation, interpretation and maintenance of art in public places.

Definitions:

1. **Temporary** refers to artworks intended to be in a public space for less than three years.
2. **Permanent** refers to artworks intended to be in place longer than three years.
3. **Capital Works** refers to infrastructure and building projects carried out by RDC.

Policy:

POLICY goals

Significance

Recognition of the value of public arts in enabling social, historical and cultural expression, and in contributing to the social, cultural, environmental and economic well-being of the Rotorua district.

Integration

Integrating arts and cultural considerations into Council's decision-making and planning processes in regard to capital works projects.

Community

Enabling community involvement in decision-making regarding proposed sites and selection or creation of art works ensuring that Tangata Whenua views and interests are accorded appropriate consideration.

Collaboration

Supporting cooperative planning, development and support for the creation of public art works both temporary and permanent.

SCOPE

This policy applies to temporary and permanent works of art which may include:

- artwork commissioned by Rotorua District Council as part of capital works projects
- community driven projects on Council owned or managed land
- offers to donate artworks
- existing public art

MANAGEMENT

The policy is managed by the Community Arts Officer with the Public Arts Committees comprising an internal steering committee of Council officers overseeing Council wide implementation, and with reference to an external committee where appropriate.

A separate budget line for each Public Art initiative and ongoing maintenance will be maintained in the Parks & Recreation budget each year.

POLICY MECHANISM

- Internal and external committee membership and function (terms of reference) confirmed annually
- Identifying suitable capital works projects through examination Council plans by Council departments supported by internal steering committee members.
- Donated artworks will be assessed by application from donors prior to work being commenced and the donor must outline what is proposed, all costs including installation, maintenance, value, commissioning processes, and artists information.
- Operational guidelines will be updated by the internal steering committee three yearly.

ACCOUNTABILITY AND MONITORING

The steering committee is responsible for the implementation of the policy. Reporting to Council on implementation of the policy is to be included in the Community Arts Officer's annual report.

This Policy is to be reviewed in 2017.

OPERATIONAL GUIDELINES FOR THE ART IN PUBLIC PLACES POLICY 2012-2017.

BACKGROUND

The Art in Public Places Policy was first adopted in 2002 and subsequently reviewed, rewritten and adopted by Council in 2008. This Policy has been drafted following research and experience in the implementation of earlier policies, and consultation with community and Council.

These operational guidelines are intended for use by all the departments of the Rotorua District Council (RDC). Guidelines for donors of art works and artists engaged to create public art works, are also set out in this document.

Defining Public Art

'Public Art' is broadly defined as art works created for the Rotorua community and/or located in public places. These places include parks and reserves as well as public buildings (excluding the Rotorua Museum of Art and History) and in a few instances will involve private buildings and spaces.

Public art includes both temporary and permanent works. Within such parameters, public art may apply to:

- Permanent art fixtures, including; murals, sculptures, carvings, memorials, monuments and other objects
- Temporary exhibitions, installations, events and performances
- Community arts projects
- The integration of art with architectural features which may include but is not limited to street furniture, lighting and water features, built facades and planted elements

These guidelines are generally concerned with those works of art which are intended to be permanent fixtures in a public location. Permanence refers to an intended life span of greater than three years.

Intention of the Policy Objectives

The policy seeks to promote, develop and inspire public art recognising the diverse and special cultural and physical characteristics of the Rotorua district. Engaging the community in public arts projects is a policy goal.

An important aspect for RDC is the integration of art into capital works projects. Departments overseeing significant projects must look at the potential for including artworks, involving artists and allocating budgets in some aspect of the design and construction. This involvement may range from advice, design or crafting of elements, or creation of purposeful stand-alone works of art.

The Policy works toward the Council priority for the district: Living the Dream – World Class in Everyway.

Arts Committees

Internal Steering Committee

This interdepartmental committee is charged with ensuring that the policy is implemented. Each year the committee should be looking ahead through Long Term Plans or Annual Plans and identifying projects so that budgets can be approved through this process at the earliest possible time.

A significant role of the committee is to provide an overview of public art works including the number and nature of such and the interpretation and maintenance of public art. The committee will also assist the Arts

Officer to maintain the Public Arts Register, detailing the contributing artist or artists and other design professionals, relevant dates, materials information, maintenance programme and responsible Council department, and a cessation guide where appropriate.

The committee will review any proposals involving the commissioning or acquisition of art works for the Rotorua district as well as the decommissioning of artworks.

In order to establish a broad base of skills and knowledge the committee is made up of Council staff drawn from all departments. The committee consists of the following team:

- Community Arts Officer
- Landscape Architect
- Engineering Works Manager
- Manager, City Services
- Manager or Team Leader, Planning Services
- Curator Museum of Art and History
- Economic Projects Manager
- Iwi liaison and Policy Analyst

External Reference Committee (Art in Public Places and Arts and Cultural Policies)

This committee is intended to offer important expert advice and feedback as well as assist in the selection of artists for projects as appropriate. Council will have final decision making responsibilities. An external committee is to be convened as required to:

- comment on and or support commissioning processes
- assess shortlisted artists
- comment on artworks in-line for significant remedial work or relocation
- comment on work under review for decommissioning
- comment on and or support temporary public art projects

Committee composition where appropriate may include skilled members of the following organisations:

- Waiariki Institute of Technology School of Art
- Te Puia
- Rotorua Arts Village
- Local gallery managers/curators
- Local elected community representatives

Composition of the committees is to be reviewed in 2017 in line with the policy review. Membership will be one and the same as the external committee for the Art and Cultural Policy and varied as required.

PUBLIC ART GUIDELINES

Guideline Objectives

These guidelines set out the range of criteria by which all proposals for the commissioning or acquisition of art works for the public domain can be assessed.

Art may be commissioned by Council departments in the course of carrying out capital works as stand alone sculptural pieces or integrated into the form or structure of some element of a capital work project.

Capital Works

The Art in Public Places Policy requires departments to review all capital works projects at the earliest possible moment for the potential to integrate art works and artists involvement. Early input from the Arts Officer should be considered before project plans are in place and budgets are allocated. Where a suitable project has been identified, an arts budget line will be created as an addition to the overall capital works budget. Where it is deemed necessary additional funds may be sought from external funding bodies.

Projects identified as having potential for the inclusion of art will require the responsible department, with input from steering committee members, to look at how art can be integrated. Tendering or contract documents may include a reference for the requirement to consider the integration of art. For example;

“The RDC Art in Public Places Policy requires that consideration be given to how art will be included in this project. The inclusion of art should be an integral component of the overall design and budget.”

Given the variety of projects carried out, the nature of this art will be diverse in character, function and size. It is expected that art and artists can play an important part of certain capital works projects.

Care should be taken not to relegate the integration of artworks to mere adornment or to overuse art and artists to ‘window dress’ a project, or to look for art works to ameliorate poor design, or insufficient consultation.

Where there is a requirement or an agreement to consider use of art within a project it may be appropriate to have an arts expert or advocate (and not necessarily an artist) involved in identifying opportunities and creating the framework for that artwork or artist participation.

Memorials

Artists are often engaged to create images or sculpture that honour successful or beloved citizens, or significant events. It can be very compelling to propose memorials close to a death or event, however it is suggested here that some time is allowed to pass between the event and any work is erected. This timeframe allows for careful consideration by families involved and other community interests, of suitable locations and to raise funds to engage artists to create suitable works.

There are alternatives to sculptural monuments or murals that may be suitable. Planting of trees as seen at the Tree Trust and the use of plaques and relief panels may be a more appropriate memorial.

Consultation Requirements

Most work will require consultation with community representatives. This consultation will in the first instance be managed by the department responsible for the project with support from steering committee members where necessary. The arts officer will contribute to consultation directly relating to public artworks.

Project managers and/or contributing artists may also need to consult with experts in history, geology and materials.

The External Committee should be convened to offer expert advice and consideration to projects.

Contributing Artist or Artists

RDC's arts policies recognise the importance of developing and supporting professional arts practice in Rotorua. This then would encourage the engagement of local and New Zealand artists more broadly, in the course of implementing this policy. However, the guidelines do not preclude overseas artists' from being considered.

Use of Suitable Materials

Consideration will need to be given to the suitability of materials used and clear guidance should be given to artists regarding materials especially where working in geothermal areas. We acknowledge the importance of wood to the local economy and will look to use wood where appropriate in local art and design projects.

- Will the work reside in a geothermal area?
- What is the pedestrian or vehicular traffic like?
- Is the work temporary (in place up to three years) or intended to be permanent (greater than three years) in nature?
- How durable should it be?

Conservation and Maintenance

Art works will require care and maintenance procedures to be attached as part of the proposal.

Artists will generally be responsible for care and maintenance of artworks between three and six months after installation (unless otherwise agreed). After that time, artworks will be cared for by the designated Council department.

Proposals need to consider the desired life span of the art work when drafting a maintenance programme and the cost of that maintenance.

Interpreting Art

Information about the artwork, the artist, the funders and other relevant details should be gathered prior to installation of the artwork. Information about all public artworks should be available to the public either by some plaque or interpretive panel on or near the work, or through a printed or digital guide.

Registering Public Art Works

Public artworks will be listed on Council's Public Art Register and any other RDC database as appropriate.

Ownership

RDC will become the owner of all commissioned and gifted artworks unless otherwise agreed.

The Copyright Act 1994 sets out that copyright to commissioned art works are assigned to the commissioning agent. RDC will assume ownership of all work commissioned by RDC departments. Other art works may become the property of Council where there is agreement.

Decommissioning and Cessation Guidelines-Sculptural Public Art Works

Decommissioning or the cessation of public art works will not happen on a whim. In commissioning art works Council departments accept the significance of the art work. The life span for works of art will vary. Stating the intended or potential lifespan of an art work should form part of the proposal.

Temporary art works should not be allowed to become permanent without a conscious decision being made that this is the desirable outcome either.

Work may be decommissioned for the following reasons:

- Poor state of repair and the excessive cost of on going maintenance and conservation
- The work has reached an agreed lifespan
- The work no longer meets criteria set out in the Art in Public Places Guidelines
- Contractual obligations cannot be kept
- The location is no longer suitable

When an artwork is decommissioned one of the following actions will be taken where consultation with Council, community and where ever possible the artist has taken place, unless a course of action was agreed at the time of commissioning or gifting:

- Deposited with the Museum of Art and History or other RDC department
- Art works returned to the artist or donor party, their associates or their heirs
- Sold, with funds used to support other public art projects
- Upon agreement from the artist or donor party (or their respective heirs) the work might be destroyed
- Offered to some other organisation locally or nationally with agreement for the artist or donor party (or their respective heirs)

COMMISSIONING PUBLIC ART

Costs for Consideration when Commissioning Work

All proposals for public works of art need to consider the following costs:

- Community Consultation
- All resource consents
- Creation of the artworks
- Installation costs
- On-going maintenance costs
- Interpretation costs (descriptive plaques etc.)
- Unveiling costs

Adequate time needs to be set aside for consultation, planning and raising required funds to successfully complete a project.

Funding Allocation for Commissioned Works

All capital projects must consider the inclusion of landscaping and art as part of the preliminary design. This includes concept development, creation of the artwork, installation and maintenance of the artwork.

Any landscaping or art costs will be identified separately, and budgeted for in the associated Parks and Reserves entity. The ongoing maintenance will also be budgeted for, in the Parks and Reserves entity.

Engaging an Artist

Artists commissioned to create work for the district will be asked to sign a public art work contract.

Artists might be selected through:

- i. Open invitation where a public call for expressions of interest or draft proposals is made.
- ii. Invited competition where certain artists with requisite skills and experience are expressly asked to submit proposals.
- iii. Direct approach where specific artists are engaged to create the artwork.

Open invitation and invited competition are the preferred methods of artist selection.

GUIDELINES FOR DONORS

These guidelines apply only to permanent public art works. A collaborative approach to planning and commissioning is desired by the steering committee in the hope that generous gifts of art works are seen as the positive and rich contributions to the district that they are intended to be.

Gifting Art Works

Rotorua District Council will generally not accept gifts of finished art works or finalised design work for significant and permanent art works.

Donating Funds for Public Art Works

RDC will gratefully accept generous donations where art works will be cooperatively commissioned. This means that:

- i. That the donor works with the Public Arts Committees and Council in developing the project.
- ii. Donors consider the range of costs to be covered. These may be collaboratively met by agreement with RDC. Costs to be considered include:
 - a. Design
 - b. The artist or artists
 - c. Resource Consents
 - d. Materials and construction
 - e. Installation
 - f. Maintenance and insurance for an agreed period; or where,
- iii. Funds are donated for the purpose of creation and installation of public art at the discretion of RDC.

The donor will be acknowledged formally, whether through a physical notation on or near the art work and/or as a matter of record in Council documentation (the Public Arts Register).

Commissioning Processes

Where there is agreement on the donation of a work, the commissioning process must be through open invitation or invited competition. Commissioning of specific artists by the donor must be by agreement with RDC and the External Reference Group.

Ownership

Donated art work will become the property of the Rotorua District Council unless otherwise agreed.

Where work has been donated to RDC prior to 2008 and where ownership has been vested in RDC then maintenance, interpretation, repairs, decommissioning and other issues shall be dealt with as deemed appropriate by staff and or the Public Arts Committees as appropriate.

CONTACTS

In the first instance, contact the Community Arts Officer to discuss existing or potential public arts projects, or Council's arts policies.

arts@rdc.govt.nz

You can contact all RDC staff at:

Rotorua District Council
1061 Haupapa Street
Rotorua

Private Bag 3029
Rotorua Mail Centre 3046

07 348 4199

Visit the following website for information on RDC services and projects; www.rdc.govt.nz

Or for information on arts projects, artists, arts organisations and more, visit www.creativerotorua.org.nz