

ARTIST'S BRIEF

Penguin District School

Project summary	
Commission	Artwork or series of artworks for Penguin District School that will appeal to students and the community
Two-stage selection process	Stage one – expressions of interest Stage two – up to three artists will be shortlisted to develop concept proposals
Client	Department of Education
Commissioner	The Tasmanian Government Art Site Scheme
Location	Penguin, North Coast Tasmania
Audience	Students, staff, visitors, families and members of the community
Shortlist fee	\$1 500 + GST (if applicable) per shortlisted artist
Artwork budget	\$72 000 + GST (if applicable)
Applications close	Monday 1 March 2021
Installed by	2022 (date to be negotiated)

Project background

Penguin District School was established in 2014 when Penguin Primary and Penguin High School were amalgamated.

The school is undergoing a \$20 million redevelopment – one of the largest public works ever undertaken in Penguin. The redevelopment will provide new state-of-the-art learning facilities for students from birth to

Year 12. It will bring together the primary and secondary schools on the existing secondary school site, delivering a combination of new and upgraded facilities.

The Department of Education undertook extensive community engagement to give local communities and stakeholders the opportunity to provide input as part of Phase I of the project. The *Get Involved* community consultation campaign ran for six weeks and concluded on 30 November 2018. A majority of respondents felt it was critical that the high school's buildings and spaces be comfortable and inviting. They wanted students to feel a sense of ownership and pride in their school. For a majority of respondents, it was important that the school buildings blend in with its environment and have a strong emphasis on flexible and multi-purpose spaces.

The Department of Education produced a report that captures the Phase I - Community Engagement process and outcomes: <https://penguindistrict.education.tas.edu.au/about-us/redevelopment>

For more information about Penguin District School visit: <https://penguindistrict.education.tas.edu.au/>

To view a fly through of the proposed design for the redevelopment by 6ty Architects visit: <https://www.dropbox.com/sh/kc6xkfunqscbx0k/AAA-WLQ9lwbr6wEqw4KRjnP2a?dl=0>

Commission details

The school would like to work in partnership with an artist or artist team to develop an artwork or series of artworks that will appeal to students and the school community to complement the redevelopment. The location could be either indoors or outdoors within the school environment and buildings.

This commission will be managed through a two-stage selection process.

At the first stage artists will be invited to submit expressions of interest, followed by a concept proposal at the second stage. This is an opportunity for artists to engage directly with stakeholders to help shape their ideas for the public art concept proposal.

Building works on site will commence in late 2020 and are due to be completed by 2022. The artwork delivery dates can be negotiated with the school at the Detailed Design stage.

Artists resident in Tasmania for a minimum of six of the last months, are eligible to apply. Applicants must meet Arts Tasmania's [general eligibility requirements](#).

Artists may submit solo or collaborative expressions of interest. Artists may choose to work in collaborative teams or mentoring relationships.

Stage one: expression of interest (EOI)

Artists are invited to submit an expression of interest if they wish to be selected to develop an artwork commission concept proposal.

Expressions of interest should include:

- what you would bring to the project and why you would like to be considered
- how this opportunity applies to your arts practice
- details of your professional skills and experience (including CVs)
- relevant examples of your work.

Please note - concept drawings will not be required at this stage and will not be considered by the selection committee.

A selection committee will review all EOIs against the selection criteria. The committee will select up to three artists or artist teams to develop concept proposals.

Selection criteria**1. Quality**

Are the key personnel experienced, or have the potential to develop and grow? Is the artist's work distinctive?

2. Planning

What is the track record of the artist or artist team to manage projects?

3. Benefit

How would receiving this commission benefit the artist or artist team, the Tasmanian Government Art Site Scheme and the building users?

Applicants are encouraged to discuss their expressions of interest with the Program Officer – Public Art.

Stage two: shortlist proposal

Up to three artists or artist teams will be shortlisted and paid \$1 500 each (+GST if applicable) to develop a concept proposal.

Shortlisted artists will be engaged to:

- meet with school representatives and other stakeholders to discuss commission objectives
- undertake a site visit to understand the opportunities of the site and the project constraints
- develop a concept proposal and present this to the selection committee.

Shortlisted artists will be required to be registered to work with vulnerable people and must have a current Working with Vulnerable People (WWVP) card for the duration of your time on-site.

All meetings and site visits will be organised by Arts Tasmania. It is strongly recommended that artists attend the site visit and discuss their proposal in person with the selection committee. If this is not possible Arts Tasmania will discuss alternatives.

Shortlisted artists will be required to submit an online proposal, approximately six weeks after the site visit and stakeholder engagement event. The proposal should include:

- a description of the artist's concept proposal, including proposed location
- details of how the artwork will enhance the site and address the needs of stakeholders
- a proposal budget and project timeline
- details of additional collaborators (if they were not identified at expression of interest stage)

- support material to illustrate the proposed artwork concept.

Following submission, shortlisted artists will be invited to discuss their concept proposals with the selection committee.

Selection criteria

1. Suitability

To what extent do the artistic concept, design, materials and delivery method address the brief?

2. Viability

How feasible is the project given the commission budget, constraints and timelines?

3. Capability

To what extent does the team demonstrate the necessary skills and experience to deliver the commission?

4. Vision

How well does the proposal demonstrate a creative or innovative vision in terms of concept, media, construction methods, materials and/or collaborations?

Design considerations

A site plan and photos of the school and surrounding grounds are attached.

The artworks must comply with the relevant Australian Standards and the Building Code of Australia relating to the design, fabrication and installation of the commission. This may require the artist to engage a consultant to work with the artist on matters relating, but not limited to, engineering, playground design and material certification where relevant. It is the responsibility of the artist to provide evidence of such compliance at both the Detailed Design Package stage and at installation. The artist is required to include these costs in the artwork budget.

The appointed artist will be required to consult with stakeholders as part of the Detailed Design Package stage of the project.

The successful artist will be required to supply information about maintenance requirements for the artworks. The artworks should be very low maintenance and should have a lifespan of at least 15 years. Consideration must be given to the fact that the artwork will be in the public domain and may be subject to climatic conditions, vandalism and wear and tear.

Budget

The allocated artwork budget is intended to cover all costs associated with the design, construction, certification and installation of artwork. Costs may include design fee, labour, transport, installation, any certification costs, insurance, travel, project management fee if subcontractors are engaged by the artist, contingency allocation and any other costs normally borne by independent contractors. If the artist is bound by an exclusive contract to a commercial gallery it is their responsibility to notify the gallery and negotiate commission fees which may require payment.

If shortlisted, artists will be required to provide a proposal budget. A firm budget will be required as part of the Detailed Design Package. A sample budget template is available on the Arts Tasmania website under Resources: http://www.arts.tas.gov.au/public_art

Selection committee	
Arts Tasmania	Catherine Wolfhagen, Program Officer – Public Art
Client	Andrew Rundle, Department of Education
Building User	Mathew Grining, Principal Penguin District School
Architect	David Gillies, 6ty Architects, Launceston

Applicants wishing to clarify information regarding the commission must contact the Program Officer – Public Art, not other members of the Selection Committee.

Timeline

The Artist's Brief will be advertised Wednesday 3 February 2021. The closing date for applications is **Monday 1 March 2021**. Applications must be completed and lodged online by 11:59pm on the closing date. Support material must be uploaded as part of your application and will not be accepted separately.

The proposed deadline for the installation of artwork will be for a date in 2022.

Online applications

Online applications consist of:

- applicant's details
- a 150-word description of the artist's art practice.
- a maximum 500-word description of what the artist will bring to the project and why they would like to be considered.
- a maximum 150-word description of the artist's professional skills and experience.
- support material, as detailed in the online application form, which gives a clear indication of the quality of the artist's previous contemporary artwork and projects.
- a combined CV or biography for all artists involved (no more than two pages total).

IMPORTANT NOTE: additional material will not be accepted.

Artists are encouraged to discuss their applications with the Program Officer - Public Art before submission.

Enquiries

Catherine Wolfhagen
Program Officer - Public Art
Arts Tasmania
Tel 6777 2791

Email catherine.wolfhagen@arts.tas.gov.au

APPENDIX A

Tasmanian Government Art Site Scheme

Background

The Tasmanian Government Art Site Scheme, established in 1979, is the oldest continuous public art scheme in Australia. It is a significant, Tasmanian public art collection of works including paintings, prints, ceramics, glass, sculpture, furniture, photography and installation work. The collection forms part of the living public heritage for the people of Tasmania.

Public artworks from the collection are located throughout the state, in both rural and metropolitan areas. They are appreciated in a wide range of public buildings including offices and open spaces and across all government departments.

The Scheme has created a vital interface between the state's professional artistic community and the general public and has generated significant employment opportunities for artists.

The Tasmanian Government Art Site Scheme has a number of ongoing benefits for both artists and audiences. By visually enriching public buildings and spaces in the public arena, the Scheme enhances public access to and understanding of contemporary art from diverse fields of practice. The Scheme provides artists with professional development opportunities and the chance to reach diverse communities and audiences with their work. It also provides a positive example of the social, cultural, community and economic benefits of the arts to the wider community.

Administration

Arts Tasmania is a division of the Department of State Growth. Arts Tasmania's Program Officer - Public Art:

- manages the commission and purchase of artwork projects through to their completion
- negotiates with all parties in the development of the Artist's Brief
- establishes the Selection Committee to coordinate selection of the artist
- seeks the relevant Ministerial approvals
- arranges contracts and payments
- manages approval of the Detailed Design Package
- inspects and documents completed commissions
- authorises final acceptance of commissions in consultation with other relevant stakeholders
- forwards the Artist's Statements and the Artwork Manual to the client and building user
- advises the client and building user of processes that need to be followed in the case of repairs, maintenance or decommissioning of the works after the artworks are handed over to the client and building user.

Arts Tasmania is responsible for overseeing the operation of the Scheme.

The objectives of the Scheme are detailed in the [Tasmanian Government Art Site Scheme Handbook](#).

Summary of the commissioning process

1. Call for EOI advertised (Program Officer – Public Art available for information)
2. Applications/EOI reviewed by Selection Committee meets to shortlist artists for commission
3. Shortlisted artists engage with all relevant stakeholders to develop their proposal
4. Shortlisted artists develop concept proposal for the Selection Committee
5. Selected artist contracted (Stage 1)
6. Artist develops Detailed Design Package after consultation with relevant stakeholders
7. Detailed Design Package presented for consideration by relevant stakeholders
8. Detailed Design Package approved and permission to proceed with fabrication and installation received (Stage 2)
9. Artist fabricates and co-ordinates with relevant stakeholders re installation
10. Any proposed changes that occur after approval of the Detailed Design Package must be submitted to Arts Tasmania for approval by all relevant stakeholders in writing prior to implementation
11. Installation completed and certified by the artist's qualified consultants as required
12. Arts Tasmania notified of completion
13. Handover inspection undertaken by Arts Tasmania and any other relevant stakeholder as required
14. Acceptance of commission upon successful handover inspection by relevant stakeholders
15. Artist provides actuals budget report and receives final payment (Stage 3).

Working with vulnerable people

The Registration to Work with Vulnerable People Act 2013 aims to protect vulnerable persons from the risk of harm. It requires those working with children to have a current registration and Working with Vulnerable People (WWVP) card.

For projects that are located in a school, library, a child and family centre or a location where children will be on site, for example a children's ward in a hospital, the selected artist must be registered to work with vulnerable people. If you are employing contractors or sub-contracts they will also need to comply with these requirements.

Your registration needs to be current for the duration of your time on-site. Details and the online application form can be found here: www.justice.tas.gov.au/working_with_children. Please note that this registration does incur a cost.

For commissions that include the depiction and employment of children in artworks, exhibitions and publications, artists should familiarise themselves with the Australia Council's protocols for working with children which can be found here: www.australiacouncil.gov.au/funding/children-in-art-protocols.

Workplace health and safety

Siting artworks in the public domain can result in safety risks for the public and for artists.

The risks to the public from the display of the artwork are mitigated through engineering approvals and sign-offs and through ensuring compliance with the Building Code of Australia and Australian Standards.

The risks to the artist and the risks to the public from the artist's actions whilst on-site during the installation of the artwork need to be managed by the artist through risk mitigation strategies appropriate to the level of risk identified. Commissioned artists will need to provide Arts Tasmania with a Clearance to Work Certificate and Risk Assessment (RA) and any additional paperwork required as part of their Detailed Design Package presentation.

In scoping the commission, Arts Tasmania recognise that hazards may be present with the artist's work on site. These will be communicated to the artist through a Scope of Work Risk Assessment which will be provided while the Detailed Design Package presentation is under development. Hazards identified through the Scope of Work Risk Assessment must be addressed in the Clearance to Work Certificate and Risk Assessment, along with any others identified during the development of the design idea.

Resources for artists

The Arts Tasmania website contains examples of new and recently completed projects and general information about the Scheme. Go to:

http://www.arts.tas.gov.au/public_art