



Title → CRG Meeting 3
Purpose → To explore process for commissioning a local artist with Yarra Council
Date → 23/2/2022
Location → Online – Zoom

Community Reference Group – Fitzroy North, Meeting 3

5-6pm, 23 February 2022

Agenda

Time	Details	Person	Aim
17:00	Welcome, introductions, and outline of aims/expectations of this meeting	SG/CW	Welcome and introduction
17:05	Brief project update and provide context for this meeting	CW	Provide key updates and context
17:15	A commissioning process to engage a local artist to treat the community battery	SG/GL	To provide guidance on a commissioning process.
17:45	Agree next steps, a commissioning timeline and align with project timeline (hardware delivery/installation)	CW	Establish next steps and agree on dates
17:55	Other business and conclude (minutes to be published on YEF website)	SG/CW	

Minutes

- In next 2 weeks, Grace Longato (Visual Arts Officer) will put together a creative brief, with ideas/input from the CRG, which will specify the five criteria for assessment and selection by the panel, will describe the requested outcome, will specify the surface (relating to paint and options available to artists).
- The assessment panel, to be formed with community members, would determine the ranking/priority/weighting of the assessment criteria.
- The brief will specify the artwork needs to be covered with anti-graffiti coating and that would also have at least a 2-year longevity before needing to be recoated.
- The artist will retain copyright to the work and moral rights. It is expected for a project with lifespan beyond 5 years it goes beyond a Council initiative and



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becomes and inherent landmark in the community and therefore the artwork lives on beyond the need of the function of the battery.

- Initially it was thought that an approximate 10-year lifetime would be used in the brief, but that can be discussed with the community.
- The artist will also need to submit a maintenance plan. This has to do with the quality of the paint/medium used in the creation of the artwork.
- The assessment panel would invite 3-5 artists to make submissions – note it would not be an open EOI for anyone to apply, but rather the panel (with support from Grace) will decide which are suitable artists to approach given the agreed criteria. The artists will be given 4 weeks to produce a concept and will be paid \$1,000 per concept submission.
- This should be completed by mid-April. The concepts will be forwarded to the panel and assessed. The assessment criteria will have a range of weightings and be scored accordingly.
- It's intended that an artwork contract would be signed with the selected artist by the end of April 2022, that specifies all requirements (safety, traffic management etc.) needed for the development of the artwork.
- City of Yarra aren't able to make financial contributions to this artwork (commissioning or maintenance). They only service graffiti removal to artwork that the City owns. Maintenance is a cost to the owner (YEF).
- Cost of graffiti removal is \$200 per instance and they typically budget for 2 x per year.
- \$15,000 is the approximate fee for the installation, which includes about \$5-6,000 in artists fees, the remainder for materials, paint, and other costs involved in the installation. Part of the total fee could also include payment of a plaque for details of the artwork/artists (for discussion with the artist).
- Action: Chris Wallin to provide technical specifications to the artist.



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Key questions and issues register

Item	Details	Raised by	Response	Action required (Y/N)
1				
2				
3				
4				
5				
6				
7				

Action items

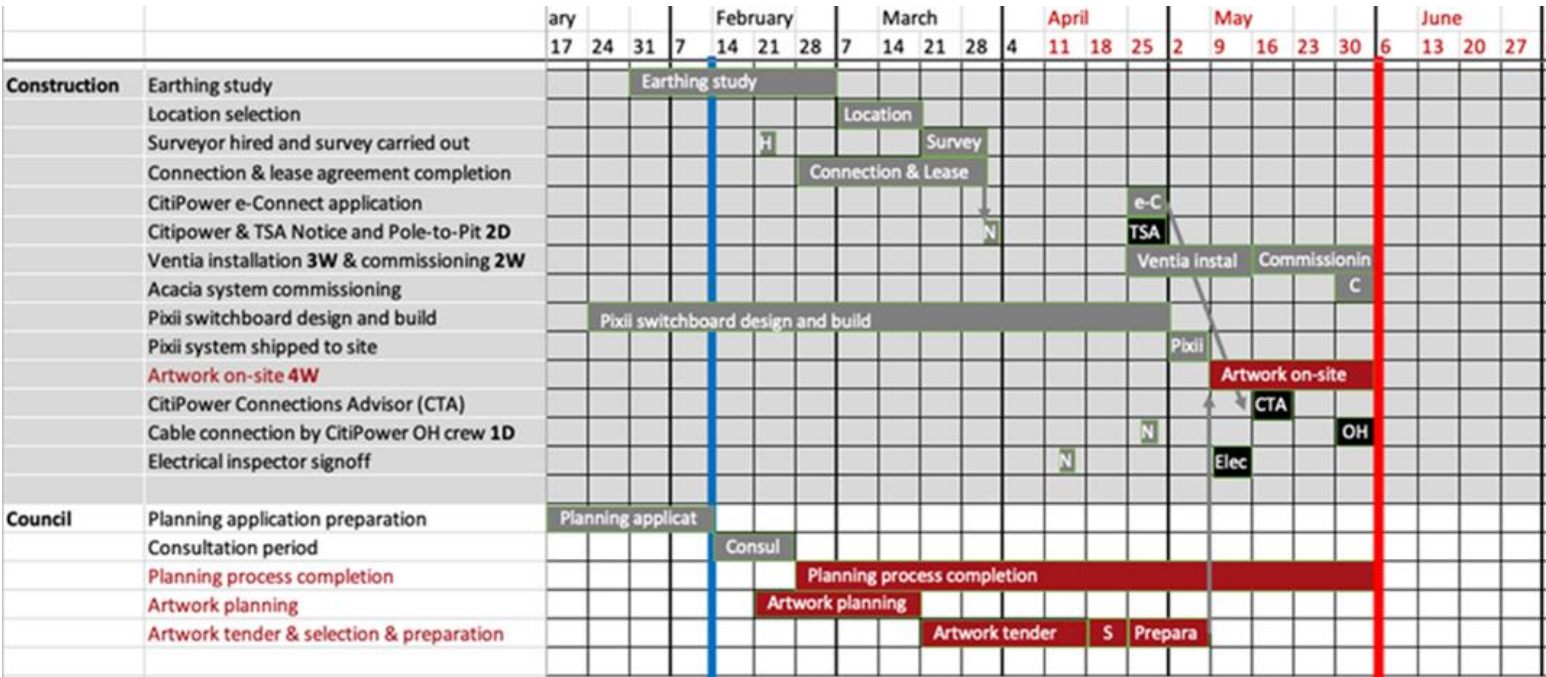
Item	Details	Owner	Due	Status
1	Provide technical specifications of the battery unit to the artist.	CW	Mid-March 2022	
2				
3				
4				
5				
6				
7				
8				



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Additional information

Project schedule to June 2022

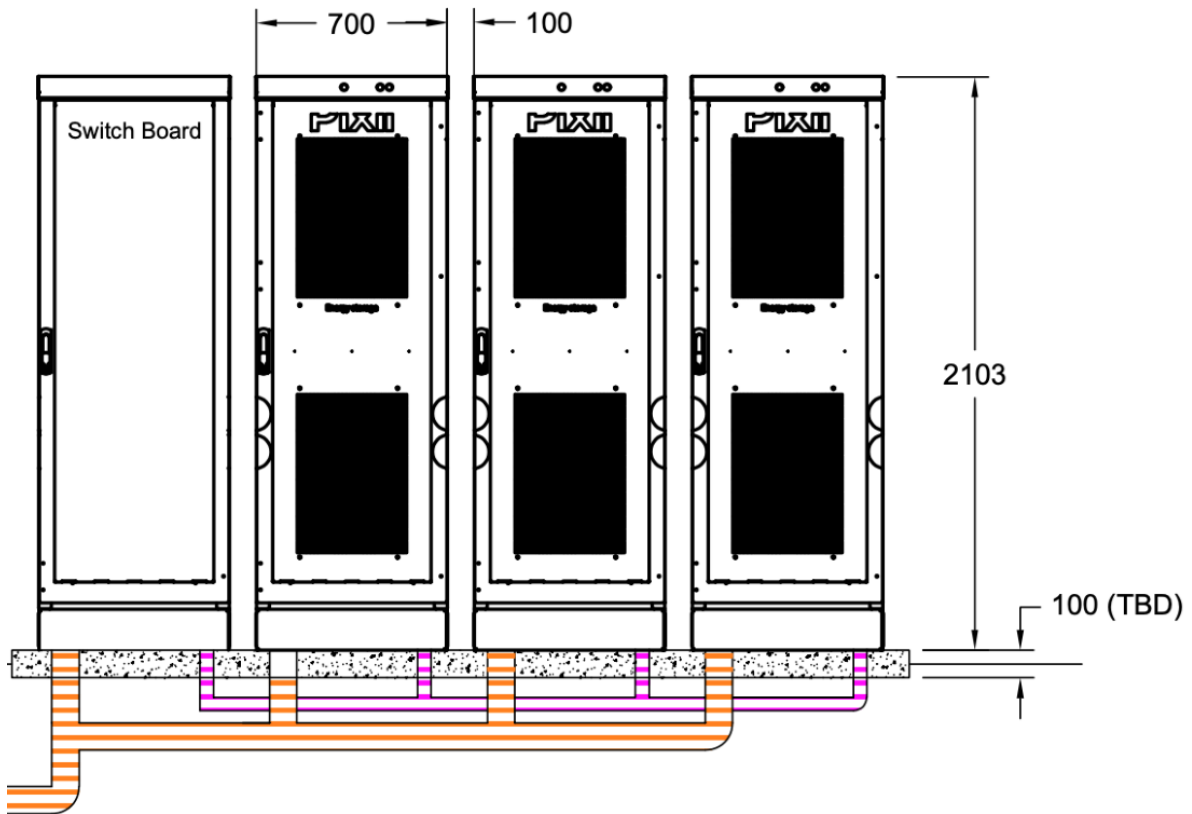


Artist concept of the community battery unit on site (not in final position – example only) – provided by Pixii (the battery manufacturer)



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Battery system drawings



FRONT ELEVATION

