

Procedure **DRAFT**

Public Art to Enhance Edmonton’s Public Realm



This procedure falls under Policy C458D Public Art to Enhance Edmonton’s Public Realm

Programs Impacted	<p>Land Development <i>Edmonton is developed to support growth and social, cultural, economic and environmental well-being.</i></p> <p>Recreation and Culture <i>Edmontonians are physically and emotionally healthy.</i></p>
Approved By	City Manager
Date of Approval	[Enter the date that the most recent version was approved (i.e. date of Council approval). Until approval is received, enter “TBD”.]
Approval History	[Enter dates previous versions were approved. If policy is new, state “n/a”.]
Next Scheduled Review	[Must not exceed 3 years from date of approval]

Policy Administration

1. The Policy is administered by the Edmonton Arts Council (EAC), in partnership with the City of Edmonton, through its Service Agreement with the City.
2. The City of Edmonton partners with, and provides support to, the EAC to implement the Public Art Policy.
3. The EAC is responsible for:
 - a. Administering the Public Art Policy implementation and managing the City of Edmonton Public Art Collection. This includes:
 1. Planning, commissioning, acquiring, caring for, and animating the collection.
 2. Managing the art procurement process and overseeing the services of Professional Artists and Arts Professionals on behalf of the City.
 - b. Providing leadership, expertise and advice to the Public Art Policy implementation, including:
 - i. Public art curatorial priorities.
 - ii. Suggesting public art locations and corresponding budget allocations
 - iii. Reporting on the public art program to Administration and Council.

- c. Joint leadership of the Public Art Advisory Group (PAAG) with the City of Edmonton
- 4. City of Edmonton Administration is responsible for:
 - a. Providing program management of the Public Art program within the City
 - b. Managing the Public Art Reserve and appropriate use of funds
 - c. Procuring art for the Public Art Collection, with the assistance of EAC
 - d. Maintaining a Public Art Coordinator position to:
 - i. Support Administration and EAC in the implementation of the policy.
 - ii. Administer PAAG meetings.
 - iii. Be the point of contact for public art-related matters to City Administration, Council, and stakeholders.

Public Art Advisory Group (PAAG)

- 5. A Public Art Advisory Group comprised of departmental leadership in the City of Edmonton and Edmonton Arts Council maximizes the city wide impact of public art within the City of Edmonton by aligning operational activities with City of Edmonton and EAC strategic goals. This includes:
 - a. Developing and applying criteria for what civic projects are suitable for public art.
 - b. Providing a forum to discuss opportunities for public art in relation to other City initiatives.
 - c. Providing capital project updates for the purpose of public art planning.
 - d. Providing advice and leadership on public art that has city-wide implications.
 - e. Advocating for and advancing public art within City Administration.
 - f. Providing strategic advice on the public art policy implementation, including developing and maintaining a program manual and a periodic review of the policy.
 - g. Operating under a Terms of Reference as developed by City Administration

Capital Project Governance Alignment

- 6. Public art will be considered for Municipal Capital Projects.
 - a. Capital projects that are assessed to be suitable for Public Art will consider and integrate public art within the overall Project Development and Delivery Model (PDDM)
 - b. City Administration will work with the Edmonton Arts Council to explore and identify public art opportunities within the capital project and will support the overall delivery of Public Art.
 - c. The Branch Manager of Infrastructure Planning and Design will approve proposed art projects and use of funds from the reserve.
 - d. Reporting will be provided to City Council at a minimum annually on public art funded from the Public Art Reserve.

Lifecycle Management

7. The City of Edmonton owns the Public Art Collection and has a shared responsibility with the Edmonton Arts Council for lifecycle management of the Public Art Collection.
8. The City of Edmonton is responsible for the ongoing routine maintenance of artworks in the Public Art Collection, following EAC's recommendations.
9. The Edmonton Arts Council is responsible for overseeing the specialized care and conservation of artworks in the Public Art Collection and for advising City Administration on artworks' specific maintenance requirements, as necessary.

Public Art Reserve

10. The Public Art Reserve will operate under the following requirements:
 - a. The City of Edmonton Public Art Reserve will hold funds for the sustainable comprehensive administration and management of the Public Art Collection, including planning, accession, acquisition, installation, maintenance and conservation, deaccession and re-site, information management, communication and outreach of Public Art in Edmonton.
 - b. The Public Art Reserve is not permitted to fall into a deficit position. No expenditures are to be funded from the reserve which would result in the reserve falling into a deficit position.
 - c. In accordance with the City of Edmonton Reserve and Equity Accounts Policy C217D, the Public Art Reserve will not accrue interest as its primary purpose is not to maintain future capital purchasing power and because there are no external requirements based on legislation or agreements requiring a reserve of this nature.
 - d. The Reserve account balance will be reviewed at a minimum every three years as a part of the City of Edmonton's reserve review process as required through the City's Reserve and Equity Accounts Policy C217D, with recommendations made to City Council, if necessary.
 - e. Transfers to and from the Public Art Reserve will be reported and approved by City Council as a part of the budget approval process.
 - f. In compliance with this Policy, Reserve and Equity Accounts Policy C217D, and the Municipal Government Act, the establishment of the Public Art Reserve and the transfers to and from the reserve require City Council approval through the budget.
 - g. Transfers to and from the Public Art Reserve will be reported to City Council as part of the regular performance reporting process and/or specific annual reporting related to public art funded from the reserve .

11. Funding the Reserve
 - a. The Public Art Reserve will be funded annually on a Pay-As-You-Go basis as approved by City Council through the operating budget. Funding levels are established in accordance

with historical public art investment, public art maintenance requirements, and approved capital plans.

- b. The Public Art Reserve annual Pay-As-You-Go funding will be included in the Infrastructure Planning and Design operating budget as a transfer to reserve.
- c. The Public Art Reserve will fund a portion of the administrative costs associated with the Public Art Policy implementation in addition to the EAC's Service Agreement funding.

12. Expenditures Funded From the Reserve

- a. Eligible expenditures to be funded from the reserve need to be annually approved by City Council either through the operating budget or supplemental budget adjustment reports..
- b. Eligible expenditures to be funded from the reserve for approved projects include:
 - i. acquisition, accession, installation of art, re-site, conservation, de-accession, maintenance, including damages and losses to the Public Art Collection,
 - ii. Administration, information management, and communication and outreach, related to Public Art Policy implementation and Public Art Collection management.
 - iii. temporary public art initiatives (including commissions, borrowing and lending).
- c. Reimbursement (expense) to the Edmonton Arts Council for eligible expenditures will be included within the Infrastructure Planning and Design Branch operating budget, with an offsetting transfer from the Reserve (revenue) to fund the expenditures.
- d. Excess funds will remain within the Reserve at year-end and are not to be used for any other corporate purposes.

Definitions

Art Accession A public artwork acquired through the Public Art Policy to become part of the City of Edmonton Public Art Collection;

Art Acquisition The method of attaining Public Artwork for the Public Art Collection through purchase, commission or donation.

Artist A person who has specialized training in their artistic field, and is recognized as such by their peers.

Collection Management The development and preservation of the City of Edmonton Public Art Collection. The goal of collection management is to ensure the Public Art Collection is grown and cared for in a responsible and sustainable way. This includes planning, art acquisition and accession, maintenance and conservation, re-siting, deaccession, administration, and information management.

Conservation The preservation and protection from deterioration of artworks.

De-accession The formal removal of an artwork from the Public Art Collection.

Lifecycle Management Refers to the responsibility to care for and artwork over its lifespan ranging from artistic planning, acquisition and accession, and installation to maintenance, conservation, re-siting, replacement or deaccession.

Maintenance The routine work of keeping a public artwork in good condition.

Municipal Capital Project New construction or redevelopment of infrastructure or land owned by the City, that is fully or partially funded through a Council-approved capital budget, as well as infrastructure owned by the City but built or operated by third parties, including the public private partnerships. For the purpose of the Public Art Policy, rehabilitation projects, as defined in the Infrastructure Asset Management Policy C598, are excluded from this definition.

Pay-As-You-Go Funding Funding source primarily provided from annual investment / dividend income, with some portion of the funds received through property taxes. Investment volatility can greatly impact the total amount of PAYG funding available in a given year.

PDDM Project Development and Delivery Model (PDDM), as defined in City Policy C591 Capital Project Governance, was adopted by the City to ensure a phased approach is used for all capital projects. It involves formal checkpoint reviews of the project as it progresses through the strategy, concept, design, build and operate value chain.

Public Art Collection A collection of Public Artworks owned by the City of Edmonton that have gone through an acquisition process administered by the Edmonton Arts Council under the Public Art Policy.

Public Art (Public Artwork) Art that is created for the public realm and accessible to the general public. While it is recognized that architecture, interior design, and landscaping are artistic in nature and have artistic components that may be integrated into a building project, this policy defines Public Art as a distinct process and product created by an Artist.

Public Art Program The processes related to the implementation of the Public Art Policy and Procedure aimed at long-term sustainable growth and management of public art in Edmonton. The program scope includes art planning and collection management including art accession, conservation and maintenance, re-siting or deaccession, administration, information management, and communication and outreach for the program and collection.

Re-site The procedure of removing a public artwork from its current site to a new site location.

Temporary Public Art Initiatives Art that is time-based, durational, experiential, experimental, and

transitory art in programmed spaces, or event-based art that engages the public through non-permanent art experiences.