

Art at the Airport Advisory Committee Terms of Reference

Policy Type: Governance Process

Policy Number: #119

Date Approved: 07/20/00

Dates Amended: - 22 Apr 02;
- 27 Sep 04; (Art Policy #213 moved from Executive Responsibilities to Governance Process and re-named Art at the Airport Advisory Committee Terms of Reference - Policy #119)
- 13 June 11 (under 'Composition' – to include CEO as voting member, and excluding the Airport Terminal Building Architect as a member; and under 'Guidelines' – threshold increased from \$25,000 to \$50,000)

Definition

The term “Art” includes the original concepts of artists, sculptors, craftspeople, executed in any visual art/craft medium, sculpture, carved, cast, assembled or constructed; paintings, prints, drawings, murals, banners, wall hangings, ceramic, or combinations of media.

Purpose of Public Art

1. To enhance the public spaces of the Victoria International Airport by the introduction of works of art into the airport environment.
2. To display artwork that reflects and respects local values and character, providing a source of community pride for Victoria area residents and that can be informative for the traveling public.
3. To provide professional opportunities to local and regional visual artists.

Values

The adoption of the VAA Board Policy reflects the belief that:

- a. works of art in public places provide opportunities for citizens to enjoy the arts in everyday life;

- b. works of art promote Victoria as a center of artistic and cultural excellence;
- c. artistic and cultural initiatives enhance the quality of life and have the potential to stimulate economic development; and
- d. art should promote a sense of community pride and identity.

Art at the Airport Advisory Committee

The Art at the Airport Advisory Committee shall be a volunteer body. The Committee is responsible for making recommendations to the Board regarding acquisition of works of art for the Victoria Airport Authority.

Composition of the Art at the Airport Advisory Committee

1. The Art at the Airport Advisory Committee shall consist of six members, one of whom is the Board Chair, to be appointed by the Chair of the Authority with the advice and consent of the Board.
2. Each member's term in Committee shall be three years and each member may again be re-appointed for additional three year terms by the Chair of the Authority with the advice and consent of the Board.
3. Membership on the Committee shall consist of three (3) members of the VAA Board - one of whom is the Board Chair; the VAA President and CEO; and two (2) members of the community who are representative of all fields of the visual arts, including architecture, urban planning and design. They shall be individuals who are widely known for their professional competence and experience in the arts and/or are knowledgeable laypersons.

Terms of Reference for the Art at the Airport Advisory Committee

1. The Art at the Airport Advisory Committee will evaluate proposals for public art works and make recommendations for any work of art which will be part of the VAA's public art collection.

2. The Art at the Airport Advisory Committee will endeavor to identify and pursue partnership arrangements, sponsorships, loans and donations of artworks to expand the scope of artwork at the Victoria International Airport.
3. Priority shall be given to the employment of Victoria and British Columbia artists and designers.
4. When recommending art to the Board, the Art at the Airport Advisory Committee shall advise the Board of the Authority that:
 - a. the work is of an excellent aesthetic standard;
 - b. the work is conceived with a sensitive regard to the community and the context of its site; and
 - c. given that works of art may legitimately challenge traditional modes of expression and give rise to differences of opinion, the work in its intention will not offend normal standards of public decency.
5. When recommending commissioned art to the Board, the Art at the Airport Advisory Committee shall advise the Board of the Authority that:
 - a. the artist(s) involved is/are qualified formally or by experience or achievement or by good repute, to carry out the proposed work;
 - b. the artist(s) is/are physically able to execute the work or arrange for the work to be fabricated by others, if appropriate;
 - c. the artist(s) has/have the ability to work collaboratively both administratively and at a creative level;
 - d. the artist(s) has/have an understanding of visual design presentation (including, for example, the ability to do scale drawings, mock-ups, video, computer imaging);
 - e. the artist(s) has/have an understanding of issues such as site specificity, including research skills to inform artworks as to cultural and natural heritage significance and sense of place;

- f. the project has been realistically and comprehensively budgeted including tested quotations for subcontracted work, light, heat, studio rent, transport, site preparation, professional consultation and other materials, creative and artist's costs accounted for;
- g. the work will meet the requirements of the Health and Safety Act and not constitute a hazard to public safety. The materials and method of construction used are sound and appropriate to the project.; and
- h. that landscaping, architectural, insurance, engineering, lighting and any other design and technical aspects of the project have been professionally addressed.

Conflict of Interest

Members of the Art at the Airport Advisory Committee operate under the Conflict of Interest guidelines for members of the Board of Directors of the Victoria Airport Authority.

Funding

A maximum of ½ of 1% of the capital budget for the Airport Terminal Building expansion shall be allotted to public art.

Acquisition

The Victoria Airport Authority may acquire works of art in the following ways:

- 1. By purchase, which includes:
 - a. direct purchase of finished works of art; and
 - b. commission of works of art (by open or limited competition process).
- 2. By donation, which includes donations from:
 - a. Organizations;
 - b. Corporations; and
 - c. Visiting Dignitaries.

3. By partnering with other public or private organizations.
4. By loan from public or private organizations for a defined period of time.
5. By rental from an organization for a defined period of time.

Guidelines

1. Sponsorships must be unobtrusive, of high quality and governed by a signed agreement clearly defining the privileges and obligations* of both parties.
2. Art works loaned to the Authority by individuals, public and private organizations, or corporations shall be for a set period of time (in which the ownership remains with the loaner). Loaned artwork must be of high quality and governed by a signed agreement clearly defining the privileges and *obligations of both parties. The agreement shall specify exhibition standards: for example, standardized labeling, mounting and presentation.
3. For Rotating Public Art there will be a rental fee payment to the artist where it is an existing policy requirement of the representative art organization.
4. Rental of artwork shall be for a set period of time (in which the ownership remains with the loaner). Rented artwork must be of high quality and governed by a signed agreement clearly defining the privileges and *obligations of both parties.
5. Donations of artwork are subject to the same selection guidelines and administrative procedures as artwork generated from the public art fund. All donations are to be valued by an outside appraiser.
6. Any gift of art offered to the VAA would be vetted by the Art at the Airport Advisory Committee on an individual basis. The Committee would then make a recommendation to the Board to either approve the gift or not approve the gift.

7. The threshold to engage in commissioning new work is established at \$50,000 (excluding the administrative fee). This threshold is set to provide artists with sufficient funds to research, propose, refine, fabricate and install a new work.
8. A maximum of 15% of the total amount allocated for public art may be expended for administrative costs of the program at the recommendation of the Art at the Airport Advisory Committee.

* For example: insurance coverage against loss or damage or public liability and any cost incurred for special installation needs, such as installation or location site preparation, restoration after removal of art work, shipping costs to and from installation, lighting and special environmental controls.