

Agenda Item 8



Chichester City Council

CHICHESTER CITY COUNCIL PUBLIC ART GUIDELINES

Introduction

Public art enriches Chichester by supporting placemaking, building community identity, and contributing to the city's cultural and strategic goals. These guidelines outline principles for commissioning, funding, maintaining, and decommissioning public art within the city that the Council owns or supports.

Guiding Principles

Public art projects must:

1. **Align with Council Objectives:** Support the Council Plan's four overarching objectives and be clearly integrated into strategic and capital programmes of Chichester City Council.
2. **Reflect Community Values:** Address the needs, values, and narratives of Chichester's communities, seeking to build and develop new communities and opportunities to incorporate minority and marginalised groups in the culture of our city
3. **Secure Funding:** Identify funding sources, including planning processes (e.g., Community Infrastructure Levy, S106 funds), grants, or private donations.
4. **Maintain Quality:** Focus on quality rather than quantity, ensuring robust and sustainable artwork made from high-quality materials and processes to ensure durability

The Council will consider projects that meet these criteria and demonstrate alignment with broader regional priorities (e.g., Arts Council England, Chichester District Council, West Sussex County Council).

Public Art Definition

Public art encompasses the creation, curation, and commentary of temporary or permanent artworks in public spaces. These works serve as cultural, social, and political expressions that enhance the city's identity.

Commissioning Public Art

To propose public art on City Council land or buildings:

1. **Contact the Council:** Outline the project and secure initial agreement via the relevant committee

2. **Follow the Process:** Develop a clear proposal including:
 - Purpose and site specifics.
 - Engagement plans for community involvement.
 - Funding, maintenance, and liability details.
 - Clear timelines, consultation process, and project milestones.

Key Commissioning Requirements

In order to be considered by the Council, a proposal must:

- Build a sense of place and reflect local cultural narratives.
- Align with the Council Plan and other strategic goals.
- Engage the community through consultation and design processes.
- Be robust in design, material, and execution.
- Include clear funding and maintenance provisions.
- Identify decommissioning plans and responsible parties including longevity of the project, its permanence, and any potential reasons for early decommissioning
- Have a clear and transparent process for the appointment of an artist or artists

Please note that the Council does not accept:

- Ad-hoc requests or gifts without prior agreement.
- Proposals for permanent projects that have a likely life-span of less than 20 years.

Consultation and Engagement

Any project which is subject to Council approval or support must have a clear and exemplified plan for consultation. The Council will not support projects that do not have clear support from the community or that have not undergone robust consultation.

Effective consultation should:

- Clarify the project's purpose, benefits, and implications.
- Involve local communities and stakeholders early in the process.
- Foster ownership, reducing vandalism risks.
- Example clear support from the community #

Consultation should include:

- Engagement with ward councillors and residents.
- Input on design and impact.
- Consideration of educational or participatory opportunities.

Funding Public Art

Potential funding sources include:

- Community Infrastructure Levy or S106 funds.
- Local authority capital funds.
- Grants and private donations.

Key Funding Notes

- The Council does not have a dedicated public art fund; funding must be identified at the project's outset.
- The focus will remain on securing high-quality, sustainable projects.

Decommissioning Public Art

The Council may decommission public art for reasons such as:

- Natural end-of-life or irreparable deterioration.
- Significant public objection.
- Safety concerns, liabilities, or insurance issues.
- Planning permission failure.
- If the artwork is repeatedly vandalised

Decommissioning Process

1. Legal and Funding Considerations:

- Ensure no legal or funding restrictions apply.
- Funds from decommissioning must support future public art.

2. Consultation and Records:

- Notify the artist, councillors, and stakeholders.
- Maintain full records of decisions.

3. Options for Artwork:

- Return to the artist or agreed parties.
- Offer to museums or other authorities.
- Relocate, store, or—if necessary—destroy.

4. Site Restoration:

- Budget for restoring the site if removal occurs.

New artworks must include:

- A decommissioning date, with provisions for extension if necessary.
- Demonstrated availability of decommissioning funds.

Conclusion

Chichester City Council aims to foster high-quality public art that enhances the city's cultural landscape while reflecting community values. These guidelines ensure that public art projects are thoughtfully planned, funded, and maintained, contributing to the city's vibrancy and heritage.

Adopted:

Committee:

Minute ref.:

Agenda Item 11

CHICHESTER CITY COUNCIL

DISCRETIONARY GRANTS (SMALL GRANTS) 2024/2025

APPLICATIONS TO BE DISCUSSED AT THE COMMUNITY AFFAIRS COMMITTEE MEETING ON MONDAY 9th DECEMBER 2024

Organisation	Total of Grant Requested	Estimated Total Cost of Project	Application Details	Financial Details
Chichester Area Mental Health Support Foundation (lunch club)	£3,000		<p>Food and the associated social interaction are the key components of the charity's service to its beneficiaries. Regular and shared meals provide rhythm and regularity and the opportunity to listen and interact with other people in similar situations. They offer a sense of wellbeing and comfort and can evoke feelings of contentment and security. We provide a monthly roast lunch and a Christmas dinner.</p>	<p>Accounts to 31st December 2023 were provided. Total income £68,059 Expenditure £75,521. Total reserves £65,132 (unrestricted £59,690)</p> <p>2023 was not a typical year costs associated with moving premises approx. £18k</p> <p>All additional information provided.</p>
Chichester District Foodbank	£3,000	£4,152	<p>Our new premises will combine our warehouse, office space and client meeting/collection area in larger premises, which should be easier for all to access.</p> <p>We will use the funding for furniture to:</p> <ul style="list-style-type: none"> - Create a reception and waiting area where clients can feel comfortable while they wait. - Provide additional chairs and tables to facilitate meetings between clients and our 	<p>Unaudited Accounts to 31st March 2024 Total Income £328,001, expenditure £280,271 Net profit £51,452 Total held in reserves £157,988. Unrestricted reserves £360,415</p>

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			<p>volunteer signposting team, as well as with other agencies who attend our sessions.</p> <ul style="list-style-type: none"> - Establish a quiet space where clients facing particularly difficult traumas can speak confidentially with the Samaritans, Citizens Advice worker or other support services. 	
Chichester Film Makers CIC	£1,900		<p>Annual Event</p> <p>To provide funding to support the annual event on 25th January 2024, which includes:</p> <ul style="list-style-type: none"> - £270 - Hire of Jubilee Hall, New Park Centre - £180 - Hire of New Park Centre auditorium for screenings - £100 - Refreshments and snacks - £500 Towards expenses and travel for 4 guest speakers, 2 from London, 1 from Brighton, 1 from Bognor - £300 - Marketing materials, including: leaflets, audience feedback surveys, newspaper and social media advertising - £1000 - Film making competition for local film makers - £120 - Launch our script writing competition - £1100 - Funding of studio day-tours 	<p>No supporting documents provided.</p> <p>£280 exp since 01/10/2024</p>

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Chichester Open Studios Art Trail 2025	£500	£967.28	Chichester Open Studios wishes to encourage new and emerging artists to register for the 2025 Art Trail, but the registration fee £125 may be a financial disincentive to younger unestablished artists. The money will set up 4 artists bursaries.	Income and Expenditure account to 3 rd June 2024 Income £20,658.50 Expenditure £19,637.34 Bank Bal £2,216.77
Community Fundraisers	£3,000	£7,800 annual	<p>The grant would support the ongoing commitment to the monthly disco and lunch club. The funds would be allocated toward food supplies, disco equipment, community center rentals and storage costs.</p> <p>For Christmas Day the total expenditure is estimated to be between £1,200 and £1,600 covering all expenses such as presents, food, table decorations, gift boxes, crackers, drinks and any other related costs.</p> <p>The financial support would ensure the success of these vital community events.</p>	Copy of insurance details provided.
Creative Beatz	£2,222.04		Creative Beatz is seeking funding to support a group of our home-educated students. These students, who face unique learning challenges and are educated outside of traditional school settings, have a passion for the arts but require specialised support and resources to achieve their goals. The funding will allow them to	No accounts because the charity is under 10 months old.

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			continue to create an inclusive, flexible, and tailored program that accommodates their needs, enabling them to flourish creatively while working toward formal accreditation.	
Kitchen Sink Productions CIC	£3,000	£9,748.44	Kitchen Sink Productions CIC is seeking to establish a community led theatre organisation 'The Chichester Community Theatre' which will provide an accessible community space for residents, across socio-economic and age backgrounds, to engage with theatre and live art performance mediums in a space which blends the joy and community focused spirit of amateur dramatics with the skills, knowledge, access and industry quality of professional theatre opportunities.	Income and expenditure figures for 2023-2024. Income £4,643.00, expenditure £2,648.37, restricted reserves £1,994.63 Unrestricted reserves £244.63
Second Chance Chichester CIO	£3,000		The grant will be used initially for supporting the day-to-day activity of Second Chance Chichester enabling it carry on whilst other funding is sourced or it will be forced to cease operations.	Accounts to the end of 2023 were provided showing Total Income £24,500, expenditure £22,600 amount in reserves £1,840.
Talks at Six (via The M H Charitable Trust)	£1,347		The main purpose is to revamp the Talks at Six website to allow for an automated booking system, an efficient database management process and an improved mechanism for	A spreadsheet provided showed donations received £6,015 (all donations were handed to the charity of the speaker). The costs of venue rental etc have been met by Marilyn Humphrey in the past.

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			emailing people who have booked to come to the talks.	
The Novium Chichester	£3,000	£3,007.68	In previous years we have put on a Roman reenactment day in Priory Park which is free to attend and has reached an audience of 2,500 people. However, in 2024, due to lack of funding, this did not happen which was hugely detrimental to the impact of the week. We didn't reach as many people in the city and the day was limited to being inside the confines of the museum. We will use the funding to reinstate the free reenactment in the park allowing us to engage with a wider audience and creating an intergenerational offer for Chichester residents and visitors to our city.	Total income £169,566. Total expenditure £882,900 reserves £26,058
Volya Art Community Group	£1,850	£1,850	We organise a Christmas event in traditional national Ukrainian style. We would like to give the Ukrainian children a £20 present from a father Frost/St Nicolas figure.	Details of their constitution and bank account provided
The Sheila and John Williams Arts Foundation	£3,000	£3,000	The Foundation would like to bring contemporary electronic music and visual artists to Chichester as part of the Festival of Chichester in 2025. We would like to run 4 events in total, each of which would showcase a known musician and also a complementary digital visual artist who would be invited to show their	They are currently in the process of setting up the Foundation as a Community Interest Company

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			work alongside the musician, to produce immersive, multi-media experiences.	
Sussex Creative Art Network CIC (Chichester CAN)	£2,980	£6,000	This funding will help us provide exhibition space for artists and help raise awareness of the growing but unseen art community within Chichester. By exhibiting a diverse range of art, we hope to encourage others to share, experiment and create. The funding will cover 4 events.	A budget overview was provided showing how the grant will be spent.