



# Shakespeare Grove Artist Studios

## 2 Spenser Street, St Kilda, 3182

## Studio Guidelines

### Acknowledgment of country

Council respectfully acknowledges the Traditional Owners of this land, the people of the Kulin Nation. We pay our respect to their Elders, past and present. We acknowledge and uphold their continuing relationship to the land.

### Studio Guidelines

The Shakespeare Grove Artist Studios provides workspace for visual artists and is one of three venues supported by the City of Port Phillip that incorporate artist studios. The Studio is located at 2 Spenser Street, St Kilda, near Luna Park. The building, which previously operated as a lawn bowling club, was vacated in 1998. Studio artists now share this site, on the northern tip of the Peanut Farm Reserve, with VegOut Community Garden. The City of Port Phillip acts as the Committee of Management for the site, through the support of City officers.

### Studio Aims

Through Council's Shakespeare Grove Artist Studios program, the City of Port Phillip aims to provide affordable workspace and support for visual artists who can make a significant contribution to the cultural life of the City of Port Phillip and to the development and profile of their particular art form. The studios also aim to encourage exchange and dialogue between studio artists and the wider arts and local communities.

### Principles

- A commitment to equity and access.
- A commitment to providing a safe work environment and sustainable, eco-friendly work practice.
- A commitment to providing secure and affordable professional workspace.
- A commitment to providing flexible workspace to a wide range of visual art practitioners.

- A commitment to providing encouragement and opportunities for studio artist's professional development.
- A commitment to supporting artists who can make a significant contribution to the cultural life of the City of Port Phillip and to the development and profile of their particular art form.

## The Studio Space

- The studio offers 15 lock up spaces, of varying sizes, from 12 - 32 square metres.
- Studios are a mix of wet and dry and semi-enclosed and fully enclosed spaces.
- Studio artists have access to a kitchen and a common meeting/display area.
- Rents range from \$195 - \$275 per calendar month (approx. & Inc.GST). Rents are subject to an annual increase.
- The space offers 24 hour access.

## Application process

- Applicants are encouraged to seek advice from staff when applying for a studio and to make an appointment with the Studios Administrator to view the studios.
- It is incumbent upon potential tenants to inspect studios offered before committing to accept. Council does not take responsibility for studios accepted that are not fit for purpose.
- Applicants must submit an online application form via Smartygrants and upload Supplementary Material to accompany the application including a CV; up to 12 images of recent work (including information regarding the size of the works submitted); an artist statement and a brief but clear description outlining what they intend to achieve during their 3 year studio residency.
- Applications should be submitted by the due date and clearly address the selection criteria. No late applications will be accepted.
- The Studio selection panel will seek to find a balance of studio artists, incorporating innovation, emerging and established artists, and a variety of styles and practices.
- Decisions made by the Studio selection panel are final. While feedback/advice is available, the Studio selection panel will not enter into correspondence.

## Tenancy

- Studios are available for up to 3 years, with a preliminary 6 month probationary period.
- Any applications or requests for change/leave must be emailed to the Studios Administrator.
- After the first 6 months of tenancy, artists may apply for a legitimate deferment of use of 1 year due to change in circumstances such as maternity leave or overseas travel. In this case, the studio will be offered to another highly recommended applicant for the deferment period.
- After the first 6 months of tenancy, artists may request professional development leave through fellowships or residencies for up to a maximum of 10 weeks.
- Should an artist be taking up an opportunity for longer than 10 weeks they would need to vacate their studio and re-apply at a later date to take up the remainder of their 3 year studio tenancy if they wished. (ie: for the first available studio after their return).

- Artists are required to give 1 month notice to vacate should they desire to leave the studio prior to the end of the 3 year period or should they wish to vacate at any time during that period.
- Artists must provide a copy of a current insurance policy covering public liability
- Incumbent tenants may request to move to a different studio should a more suitable space become vacant during their tenancy. If two or more artists request to move to the same studio space they will be asked to submit an expression of interest form that will be assessed by Council Officers other than the Program Administrator
- A quarantine period of 2 years applies for applicants who have previously leased a studio and wish to return.

## Conditions of Entry

The City of Port Phillip is committed to providing a welcoming, safe, inclusive and equitable creative work space environment where visual artists can experience diverse social connection, learning and development and creative expression. We have a responsibility to ensure the safety and wellbeing of all our resident artists, community visitors and staff.

On entering Shakespeare Grove Artist Studios and VegOut community gardens, artists and visitors agree to abide by these Studio Guidelines, understanding that failure to do so could result in being asked to leave the studios for a period of time (which could include permanent expulsion) as determined by Council.

- Artists are responsible for setting up their own tools and equipment.
- The use of highly toxic mediums and practice is prohibited in the studios. Artists must adopt safe and responsible work practices in accordance with Occupational Health & Safety practices outlined in the Licence Agreement.
- Artists should be able to demonstrate how they explore and capitalise on opportunities for engagement with the local community separate to the group studio open days.
- Artists must treat all other artists and visitors and Council staff with courtesy and respect, show tolerance of diverse beliefs and views, and refrain from harassment, discrimination, abusive language or behaviour.
- Artists must inform Council's Studios Administrator or Council staff of any concerns relating to the behaviour of other artists or visitors as soon as possible after any incidents.
- Studio artists are supported by Council to contribute to the positive artistic culture of the City of Port Phillip and as such there needs to be a respectful relationship between Council and studio tenants. All studio tenants must not do anything which brings, or would be likely to bring, Council into disrepute.
- Artists must follow instructions provided by Council in relation to OH&S and safety within the studio spaces
- Artists and visitors must abide by all instructions or directions given by staff

- The City of Port Phillip is a child safe organisation and is committed to the safety and wellbeing of children and young people by ensuring best practice delivery of services to the children and young people who live, study or visit the City of Port Phillip.
  - All studio tenants must provide a valid Volunteer Working With Children Check or Assessment Notice.
  - Applications for a WWCC are completed online with your identification verified either online via Digital iD or at a participating Australia Post. For information on what is required for verification visit: [Home | Working with Children](#)
  - Additionally, any studio events or activations where children may be present, must submit a risk assessment. Council's Studios Administrator can provide a risk plan template.
  - Children under six years of age must not be left unattended in the Studios and should at all times be under the supervision of a parent or other adult.
  - Any young person left unattended in a public facility may be classed as a child or young person at risk of harm under the *Children, Youth and Families Act 2005 - SECTION 162*
- Smoking within any facility building is illegal under State and Federal law, and is not permitted
- Consumption of alcohol is not permitted on premises unless approved by Council and all relevant Liquor Licences are approved.
- No illegal substances are to be used while on Studio premises or in adjoining VegOut Gardens
- Council will not be liable for lost or stolen private property
- Council's Authorised Officers have the right to ask any person to leave facility premises if they are creating disturbance, or if their conduct, or manner is likely to interfere with any other people's use of the space

For further information please contact Studios Administrator – Terese Schlaghecke

Ph 9209 6217 / 0466 752 942 or visit: [Shakespeare Grove Artist Studios - City of Port Phillip](#)