

# Creative Spaces

## Aboriginal Creative Studio Space

### 2025 Guidelines

Boyd Studios  
Boyd Community Hub  
Southbank

#### EOI (Expression of Interest) Timeline

Applications open	9am, Wednesday 21 May
Applications close	4pm, Wednesday 18 June
Assessment period	Late June
Notification of outcome	Late June
Licence term (12 months)	15 July 2025 - 15 July 2026

## Introduction

Operating since 2008, Creative Spaces is a City of Melbourne program providing affordable work and exhibition space and soft infrastructure via the Creative Spaces website. Currently supporting more than 150 artists and creative organisations, the program has a strong reputation and is seen as a leader in creative space provision. It partners with government and the private sector to identify, secure, develop and manage space across the municipality for creative use. The City of Melbourne [Council Plan 2021-25](#)<sup>1</sup> establishes a framework for this vision, guided by the values of integrity, courage, accountability, respect and excellence.

Now, Creative Spaces is pleased to offer a studio space for 12 months at Boyd Studios, free of charge, to the successful applicant. This opportunity is open to Aboriginal and/or Torres Strait Islander artists and creative practitioners.

## Eligibility

Applicants must meet the following eligibility:

- be an Aboriginal and/or Torres Strait Islander artist
- undertake the licence between July 2025 and July 2026
- submit only one application by the closing date
- Attend a site visit

Limitations:

- Applicants who are current City of Melbourne employees and contractors are not eligible to apply.
- The studio is suitable for up to two practitioners in the space at the same time.
- The studio is not suited to artforms and practices that require wash up facilities, generate loud noise or require the use of heavy machinery, extractor fans and open flames. There is no grease trap sink.
- Due to the heritage nature of the building, the studio is not suitable for suspension of equipment or artworks from walls or ceiling.

## Aboriginal Creative Studio Space at Boyd Studios

A free studio space for Aboriginal and/or Torres Strait Islander artists provides a valuable opportunity to spend time researching, experimenting, developing and creating new work.

The aim of the Aboriginal Creative Studio Space is to support Aboriginal and/or Torres Strait Islander artists and creative practitioners to advance their practice through the provision of a space to create and grow.

This opportunity is for creative development and no public outcome is required.

## Site Visits

It is recommended that you attend a Boyd Studios site visit. Inspections are available throughout the EOI period. Please contact Creative Spaces on (03) 9658 9893 or at [creativespaces@melbourne.vic.gov.au](mailto:creativespaces@melbourne.vic.gov.au) to arrange a time.

## Applying as a group

Creative Spaces supports expressions of interest from organisations, businesses and individuals working in partnership who may wish to share a space. One application with all parties' details is to be submitted.

## About Boyd Community Hub

Boyd is the City of Melbourne's first integrated community service space, housing the Southbank Library, a cafe, family services, meeting rooms, artist studios, residency spaces and is surrounded by Boyd Park.

## Opportunity details

- Number of studio spaces available: One
- Duration: 12 months. Artists are required to work from their studio a minimum of twice per week.
- Studio rent: There is no cost to the successful applicant. In-kind rent is valued at \$4,138 inclusive of GST.
- Dates: From 15 July 2025 to 15 July 2026

## Site details

- Location: Boyd artist studios, 207 City Road, Southbank
- Studio specifications: The space is secure, is 17m<sup>2</sup> and has good natural light, wooden floors, high ceilings, heating and air-conditioning and wireless internet connection. There is a kitchen, bathroom (with shower) and dining area close by.
- Access: Artists will have 24/7 swipe card access to the studio and the Boyd building facilities.

## Application questions

Applicants will be required to answer the following three questions:

- Tell us about your practice (200 words maximum)
- Describe how you will use the studio space at Boyd Studios (200 words maximum)
- Describe how the studio space at Boyd Studios will benefit and extend your practice (200 words maximum)

## Assessment criteria

Applicants will be assessed against the following:

- Creative excellence, boldness and experimentation
- How the studio space will benefit and advance their practice
- Viability of the proposed creative medium and suitability to the space

## Supporting material

Artistic and other support materials can strengthen and inform your application and will be reviewed as part of the assessment process. We encourage applicants to include support material related to their artistic or creative practice and/or proposal for the studio space.

Examples of support material could include:

- current, proposed or past works
- peer/industry support letter/s and reviews
- social media and/or website links
- portfolios

## How to apply

1. Read the guidelines thoroughly and preview the application form.
2. Call or email the Creative Spaces team with any queries or if you need help with any part of the application process.
3. Complete and submit only one online application by 4pm on the closing date.

We support diverse application methods and are happy to accept applications through a variety of formats (handwritten, recorded voice, video).

For any questions or to arrange a time to view the studio space, please contact Creative Spaces on (03) 9658 9893 or by emailing [creativespaces@melbourne.vic.gov.au](mailto:creativespaces@melbourne.vic.gov.au)

## Assessment process

All applications are assessed by a panel of three persons including two Aboriginal arts peers and one representative from Creative Spaces.

Applications are kept confidential and the contents will not be disclosed to any person outside the application and assessment process. A summary description may be used in reports to Council.

The City of Melbourne reserves the right to request further information in considering any application, as well as the right to reject any application that is ineligible or does not meet the criteria.

Unsuccessful applicants are eligible to re-apply in future rounds in accordance with Creative Spaces guidelines.

The successful applicant will be published via City of Melbourne and Creative Spaces channels including social media, website/s etc.

## Terms and conditions

- The successful applicant is required to sign a licence agreement.
- Licensees are required to obtain Public Liability Insurance to the sum of \$20 million.
- All electrical items that enter the studio space must be tested and tagged.
- Licensees are required to work from their studios a minimum of twice per week.
- Any work created in the building and published in the public domain must contain the Creative Spaces logo and acknowledge the program.

- Licensees must contact Creative Spaces for approval before publishing or distributing any material containing the City of Melbourne and Creative Spaces logos.
- Intellectual property: Copyright of any works created during the licence term remains with the creator.
- Licensees will allow Creative Spaces or City of Melbourne's property team to conduct building inspections or maintenance as required.
- The licensee must keep the licensed area clean and in good repair and condition.
- The studio space must not be damaged or altered.
- City of Melbourne reserves the right to invite artists to apply.

## Help available

If you would like to talk to someone about your application and eligibility, please contact; (Acting) Creative Spaces Manager, Bronwyn Roper on 0422 872 729 or email [bronwyn.roper@melbourne.vic.gov.au](mailto:bronwyn.roper@melbourne.vic.gov.au)

### Application support

Artists who have specific needs or require help to view, complete and submit an application (which could involve submitting an application using an alternative format) are encouraged to contact the Creative Spaces team. Applicants can also seek assistance in the following ways:

#### d/Deaf and Disabled artists

Applicants can contact Arts Access Victoria (AAV) for application support. Contact [info@artsaccess.com.au](mailto:info@artsaccess.com.au) or phone (03) 9699 8299.

If you are deaf, hearing-impaired, or speech-impaired, contact us via the National Relay Service 133 677.

#### Technical assistance

Refer to the SmartyGrants [Help Guide](#) or contact the support desk 9am - 5pm Monday to Friday on (03) 9320 6888 or email [service@smartygrants.com.au](mailto:service@smartygrants.com.au)

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