Irish Architectural Archive

Fair Pay and Fair Practice Policy

Approved by the IAA board at is meeting held on 30 October 2026

Introduction

The Irish Architectural Archive (IAA) collects, preserves and shares the records of architecture from across the island of Ireland, inviting learning, discovery and enjoyment of this rich cultural inheritance.

Many professionals contribute to the work of the IAA: architects, archivists, artists, conservators, photographers and researchers. Creatives make works for the IAA, exhibit and curate exhibitions in our Architecture Gallery and First Floor Rooms, prepare and deliver our schools workshops, participate in symposiums and seminars, research in our reading room, draw inspiration from our collections, and undertake residencies as part of our artist-in-residence programmes.

The IAA is part of, supports, and relies on the existence of a thriving arts ecosystem to fulfil its mission and achieve its ambitions. At the heart of that ecosystem are artists and freelance arts workers. If a career as an artist is not rewarded, rewarding and sustainable, the ecosystem will collapse.

Fair pay for artists, and fair practice, aligns with the IAA's strategic priorities. Section II of the IAA's Strategic Plan 2027-31, Our Reach and Relevance, contains the objective to 'commission, curate, and present exhibitions and public-facing events locally and nationally', with the outcome that there will be 'new opportunities for artists, architects and the public to explore and experience the IAA's collections'.

The IAA introduced its first 'Pay the Artist' policy in 2021. This committed the IAA to conforming to the principle of fair and equitable remuneration when employing or engaging in collaborations with artists, including architects. We are now expanding on the 2021 policy to encompass not only fair pay but also fair practice.

In devising this policy statement, the IAA has drawn extensively on the Arts Council's *Fair Pay, Fair Practice Toolkit* published in 2025.

Policy Statement

Artists and freelance arts workers with whom the IAA engages will be properly and fairly remunerated while also being treated ethically, respectfully and with justice.

The IAA understands that *remuneration is fair when it equates to what is asked in terms of time, input and expertise. Remuneration will account for the standing of an artist or freelance arts worker and reflect the value created by their engagement. This applies to all potential forms of earnings including pay, salary, wages, fees, allowances, benefits and noncash incentives, as well as income derived from rights or royalties*. (Arts Council *Fair Pay, Fair Practice Toolkit*)

The IAA also understands that *work practices are fair when artists and freelance arts workers are treated justly, are recognised as professionals and their wellbeing is a priority.* (Arts Council *Fair Pay, Fair Practice Toolkit*)

While nothing in this policy prevents the IAA from accepting voluntary contributions of any kind from any collaborator, including artists, the IAA has a duty and a responsibility to remunerate collaborators fairly and appropriately for all contributions made to its activities, to treat contributors fairly and engage with them professionally and respectfully.

The IAA may purchase works of art from artists but, in general, the policy of paying artists does not extend to paying for archives or additions to the IAA collections. The purchase of archival material is covered by Section 2.5 of IAA Acquisitions Policy which states that the Archive 'may purchase material as and when the need arises, and as funding permits. However, the funding available for purchase acquisition is extremely small and special fundraising may need to be undertaken to finance specific purchases'.

Practice

Respect

The IAA values artists and freelance arts workers, recognises them as professionals, and pays for their time and their work at rates appropriate to their skills, knowledge and experience.

The IAA will:

- never ask artists and freelance arts workers to work for free.

- regularly gather and use appropriate data to benchmark pay rates, referencing the resources created by representative and resource organisations, the National Minimum Wage, the National Living Wage and the national average hourly rate.

- enable negotiation by meeting in-person to discuss project details, remuneration rates, and, where applicable, sign contracts.

- link flat fees to the time required to fulfil a project or contract.

- within the parameters of its Engagement t Policy, which covers exhibitions, consider with openness and flexibility all requests to use IAA exhibition spaces.

- pay for meetings, travel days, mandatory training, planning, research and development, preparation, evaluation and documentation as well as delivery.

- if a project budget does not balance, rework the project in consultation with the artist rather than reducing their fees.

Transparency

The IAA seeks to be open and clear, giving artists and freelance arts workers an effective voice, and respecting their intellectual property.

The IAA will:

- meet artists and freelance arts workers to review projects before finalising arrangements.

- publish its policy on pay, including sample pay rates, on its website.

- ensure artists and freelance arts workers understand IAA systems and protocols.

- separate fees, production costs and expenses for individual projects, where necessary by way of contract, setting out what is required from the artist or freelance arts worker and including the payment schedule and invoicing procedures.

- be clear if it does not intend to pay for a particular activity, and explain why not.

- establish before any project begins ownership and copyright of any artworks produced as part of that project.

- seek permission before sharing online any outputs of an artist's or freelance arts worker's engagement with the IAA, making clear in the request their right to refuse that permission.

Opportunity

The IAA aims to provide fair and equitable access to work opportunities.

The IAA will:

- make exhibition spaces available on a non-commercial basis to established or emerging artists, in particular those whose work resonates with architecture.

- work with galleries and artists' representatives to provide access to artists' work.

- cultivate opportunities for artist development through multiple engagements over time.

- be flexible so that artists engaging directly with the IAA can fulfil any caring responsibilities or take up other paid work.

- liaise with colleagues within and across sectors, with resource organisations and with other relevant bodies to find the best way of paying artists and freelance arts workers in receipt of Disability Allowance and other social welfare payments.

Sustainability

The IAA believes that artists and freelance arts workers should be able to earn a living wage throughout their careers.

The IAA will:

- pay rates for all work, whether online or in-person, that reflect the input required.

- pay artists and freelance arts workers promptly, and tell them when they can expect payment following receipt of an invoice.

- budget artists and freelance arts workers' fees, materials and expenses separately.

- where agreed, pay appropriate rates for travel, accommodation and subsistence.

- be open to paying an instalment of the fee upfront and to making staged payments at agreed milestones.

- discuss with artists any in-kind support they need, and where possible provide same.

- support, including through the commitment of in-kind resources applications, for grant funding for projects by artists and freelance arts professionals that rely for delivery on IAA holdings and/or spaces.

Fulfilment

The IAA will work to remain a safe, welcoming and secure working environment for all workers, including arts and freelance arts workers.

The IAA will:

- introduce artists and freelance arts workers to all staff members when they start working with the IAA.

- provide tours of 45 Merrion Square to new artists and freelance arts workers so that they know the building and feel comfortable moving around it.

- provide access to the IAA kitchen so that artists and freelance arts workers can join staff for coffee, lunch etc.

- seek to develop ongoing relationships with artists and freelance arts workers.

- listen to feedback from artists and freelance arts workers whether provided formally and informally.

Related policies

This policy should be read in conjunction with the following IAA policies:

- Being Accessible: An Equality, Human Rights and Diversity Policy for the IAA
- IAA Acquisitions Policy
- IAA Engagement Policy
- IAA Staff Handbook
- IAA Safety Statement

Implementation and Review

This policy was adopted by the IAA Board at its meeting held on Friday 30 October 2026.

Implementation of this policy is the responsibility of the IAA CEO.

This policy will be reviewed by the IAA Audit Committee every three years. Any proposed changes will be brought to the IAA board for consideration and approval.

This policy will be published on the IAA website.

Appendix 1

Sample Rates (last updated: September 2026)

Speaker/lecture fees: €200 per event

Workshop development: €300

Workshop delivery: €250 per workshop (1.5-2 hour duration)