

Name of Policy	Artist Pay Policy
Policy Owner:	Head of Finance & Compliance
Version:	01
Effective Date:	27 st of April, 2026
Approved by:	27/4/26
Next Review Date:	April 2027

Artist Pay & Fair Practice Policy

1. Purpose

This policy sets out Pavilion Theatre's commitment to fair pay, fair practice and transparent working relationships with artists and arts workers.

This policy aligns with the Arts Council of Ireland's ***Paying the Artist*** policy and the ***Fair Pay, Fair Practice framework***, and reflects best practice across Irish arts venues of a comparable scale and remit. It is intended to support artistic quality, organisational accountability and sustainable artist careers.

The policy applies to all artists, creative practitioners, facilitators, freelancers and arts workers engaged by Pavilion Theatre across programming, participation, commissioning, presentation, learning and development, producing and grant-supported activity.

2. Policy Principles

Pavilion Theatre commits to the following core principles:

- Artists and arts workers are **paid fairly for all professional work undertaken**.
- Pay reflects the **skill, experience, responsibility, time commitment and scope of work** involved.
- Rates, terms and expectations are **transparent and communicated in advance** of engagement.
- Engagements are underpinned by **clear written agreements or contracts**.
- Payments are made **promptly and within agreed timeframes**.
- Pavilion Theatre supports **equity, diversity, access and inclusion**, and recognises that fair pay is integral to sustainable artistic careers.

3. Alignment with National Frameworks

This policy is informed by and aligned with:

- **Arts Council of Ireland – Paying the Artist Policy**
- **Arts Council of Ireland – Fair Pay, Fair Practice Framework**
- Relevant sectoral guidelines including Theatre Forum, Irish Theatre Institute (ITI), and other recognised representative bodies.

Pavilion Theatre recognises the Fair Pay, Fair Practice framework as a living framework and commits to reviewing this policy in line with sectoral developments and Arts Council guidance.

4. Scope of Paid Work

Artists and arts workers will be paid for all agreed professional activities, which may include (but are not limited to):

- Creative development, rehearsal and performance

- Programming, commissioning and presentation
- Workshops, talks, facilitation and education activity
- Preparation, planning and evaluation time
- Meetings, technical rehearsals and production calls
- Mentoring, peer review and advisory roles

Unpaid labour is not expected or requested, except where participation is clearly voluntary and explicitly agreed in advance.

5. Rates of Pay

- Pavilion Theatre uses **industry-standard rates** appropriate to the artform, scale of activity and type of engagement.
- Rates are benchmarked against recognised national guidelines and sector norms, including Performing Arts Forum, Irish Theatre Institute (ITI), and Music Network, where relevant.
- Where fixed rates are not applicable, fees are negotiated in good faith and reflect the **full scope of work**, including preparation, delivery, evaluation and any agreed development or mentoring elements.
- Artist fees are **ring-fenced within project budgets**, including within co-productions, commissions and artist support schemes.
- Where Pavilion Theatre distributes funding through awards, bursaries or development schemes, **clear fee frameworks and eligible cost guidelines** are provided to ensure fair pay outcomes for participating artists.

Indicative or reference rates may be published separately and reviewed annually.

6. Contracts & Agreements

- All artist engagements are supported by a **written contract, letter of engagement or memorandum of understanding (MOU)**.
- Agreements will clearly outline:
 - Scope of work and deliverables
 - Fees and payment schedule
 - Expenses (where applicable)
 - Duration and dates of engagement
 - Intellectual property and usage rights
 - Cancellation terms

Contracts are issued in advance of work commencing wherever possible.

Pavilion frequently presents or hosts work by visiting companies and independent producers who directly contract and pay their artists. In these cases, we will advocate for the artist/company paying all involved artists in line with industry norms and within the framework of Arts Council Paying the Artist Policy. This will be communicated to the company as a clause in their contract.

7. Payment Terms

- Pavilion Theatre commits to paying artists **within 14–30 days** of receipt of a valid invoice, or as otherwise agreed in writing.
- Payment schedules for longer engagements or commissions may include staged payments.
- Any delays or issues are communicated promptly.

8. Expenses

- Reasonable, pre-agreed expenses (e.g. travel, accommodation, materials) are covered separately from artist fees.
- Expense arrangements are confirmed in advance and outlined in contracts or agreements.

9. Intellectual Property & Rights

- Artists retain ownership of their intellectual property unless otherwise agreed.
- Any use of documentation, recording or reproduction of work is subject to prior agreement and appropriate licensing or fees.

10. Equity, Access & Fair Practice

Pavilion Theatre acknowledges that fair pay must be supported by fair practice. In line with the Arts Council's Fair Pay, Fair Practice framework, this includes:

- Clear communication, realistic timelines and appropriate lead-in periods
- Respectful, safe and professional working environments
- Accessibility considerations in contracts, schedules, venues and modes of engagement
- Recognition of additional care, access or support costs where relevant
- Alignment with Pavilion Theatre's Equality, Diversity and Inclusion policies and actions

Fair pay commitments apply across all strands of activity, including producing, presenting, participation, commissioning and grant-supported work.

11. Review & Accountability

- This policy is **formally approved by the Board of Pavilion Theatre** and published on the organisation's website.
- It is reviewed **annually**, or in line with updates to Arts Council frameworks, funding conditions or sectoral standards.
- Responsibility for implementation and monitoring rests with the Executive, with oversight by the Board.
- Feedback from artists and arts workers is welcomed and informs ongoing development and improvement.

This policy supports Pavilion Theatre's wider organisational capacity, governance and strategic development, and responds to Arts Council feedback regarding transparency, accountability and sustainability in artist remuneration.