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Website: www.musicforgalway.ie | Registered Charity Number: 20021566

MfG Fair Pay, Fair Practice Policy

INTRODUCTION

MfG is a leader in classical music development in Ireland. We partner with organisations on local, national and international levels to programme an annual series of concerts, artistically unique festivals and provide unparalleled experiences for artists and audiences. We collaborate with major orchestras, choirs, ensembles and soloists and we reach out to new audiences. With the University of Galway we provide bespoke professional developments for music students in Galway.

CONTEXT

We present an annual series of concerts, an annual chamber music festival of three days, and a triennial cello festival, Cellissimo of 8-9 days. We develop music through commissioning new work, providing prestigious platforms for artists at different stages of their career. We build audiences through programming, choice of venue, through bringing world-class artists to the doorsteps of people. We provide meaningful participation opportunities and offer programmes to assist schoolteachers in their teaching of music. Our core team comprises a part-time artistic director, a programme manager (75%) and CEO (100%). We engage performance artists, commission and present work, we engage freelance arts workers such as lighting designers, staging providers, stage managers, volunteer managers, educational programme managers etc. For over 40 years, MfG has worked with the principles of fair pay fair practice. This led by artistic directors, who are themselves performing artists or composers and continue to work as artists.

PURPOSE

This policy clarifies MfG's practices when it comes to fair pay of its artists and freelance arts workers.

SCOPE

This policy covers anyone we work with, including performing artists, composers, artists presenting work of any kind commissioned by us. It also applies to freelance arts workers that are involved in production, such as lighting and stage designers, volunteer managers, stage managers, drivers, programme producers, PR and social media managers.

PRINCIPLES

The values in MfG's Strategy 'From Galway to the World' largely align with the principles of Fair Pay Fair Practice:

Respect / Transparency / Opportunity / Sustainability / Fulfilment

MfG values each artist and freelance arts worker it engages, and subscribes fully to the principle that best practice, and not minimum standards, should apply to remuneration and contracting of artists and freelance workers. We have a proven track record in engaging artists from all parts of the world to perform in Galway. Each fee is negotiated individually, either directly with the artist or with their manager. MfG is keenly aware that artists need fair and proper remuneration and always seeks to pay a fee that corresponds to the work being done by the artist, while also striving to remain within agreed budgets. When negotiating fees, we enter into an open dialogue with our artists and freelance arts workers. This creates the space to ensure that the established fee is a proper fee and equitable for either side.

All engagements (artistic and freelance workers) are covered by contracts, which clearly reflect the full scope of what they are expected to deliver and what they will receive in



Music for Galway Board: Mark Gantly, chair | Cyril Briscoe | Alice Kelly | Anne O'Maille
Liz McConnell | Claire McLaughlin | Ludmila Snigireva
Terri Treacy, company secretary

CEO: Anna Lardi | Artistic Director: Finghin Collins | Programme Administrator: Suzanne Black

return. If the contract covers a longer period of time, pay schedules are agreed upon and stated in the contract.

In co-productions we discuss these values with our co-producers and ensure that we are all working with the same understanding.

THE FIVE PRINCIPLES AND OUR PRACTICES

RESPECT – we

- Never ask artists and freelance arts workers to work for free
- Set pay ranges rather than minimum rates
- Benchmark our pay rates against the National Minimum Wage, the National Living Wage and the national average hourly rate, not just the creative and cultural sectors
- Regularly gather and use the data needed to benchmark your pay rates, referencing the resources created by representative and resource organisations [<https://performingartsforum.ie/>]
- Enable negotiation by meeting in-person to discuss and sign contracts
- Direct freelancers to the relevant resource organisation to ensure they understand what they are worth and can get advice on negotiating for it
- Consider the impact on artists of all your decisions
- Reconnect flat fees to the time required to fulfil a contract, ensuring a realistic understanding across your organisation of what specific roles will involve.
- Say how many hours a freelance job is expected to require in advertisements and the contract
- Pay for meetings, travel days, mandatory training, planning, research and development, preparation, evaluation and documentation as well as delivery
- Ringfence artists and freelance arts workers' fees in budgets

TRANSPARENCY - we

- Enable unpressured negotiation by meeting artists and freelance arts workers to review the project before we finalise the contract
- Ensure artists and freelance arts workers understand our organisation's systems and protocols
- Issue clear and transparent contracts, separating fees, production costs and expenses, setting out what is required from the artist or freelance arts worker and including the payment schedule, time taken to pay invoices and how to get paid
- If we do not intend to pay for a particular activity, we will say so and explain why not
- Resolve issues around ownership and copyright of any artworks produced as part of the project through negotiation at the pre-contract stage. Ensure fair credit and remuneration to cover its future exploitation

- Contracts state whether performances and artworks will be shared online including in social media. Artists have the right to refuse permission
- Negotiate possible additional fees for limited-time online sharing rights of artworks and recorded performances, particularly if they are not behind a paywall

OPPORTUNITY

- Build fair pay and fair practice into your Equality, Diversity and Inclusion policy
- Cultivate opportunities for artist development, mentoring and multiple engagements over time
- Offer paid opportunities to emerging artists
- Offer networking opportunities and broker introductions
- Consult with each artist about how we might accommodate access requirements including preferred working style
- Work with your 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

- Collaborate with colleagues within and across sectors to develop career paths
- Create additional income streams for artists
- Pay rates for online and in-person work that reflect the input required
- Pay annual increments to freelancers involved in long-term projects
- Budget artists and freelance arts workers' fees, materials and expenses separately
- Ensure payments for travel, accommodation and subsistence keep pace with inflation
- Pay an instalment of the fee upfront and staged payments at milestones, setting this out clearly in the contract
- Pay artists and freelance arts workers promptly within ten days of receiving an invoice, telling them when they can expect payment
- If possible, give artists and freelance arts workers the option of flexible part-time employment so they have access to social supports and benefits
- If we have cash flow issues, we commit to paying artists and freelance arts workers first
- Cover freelance arts workers under our organisation's public liability insurance policy.
- Think creatively with artists about the support-in-kind they would find useful
- We want to remain confident that our practice and pay continues to be fair and equitable. This means that we need to ensure that our organisation works and is funded in a sustainable way.



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FULFILMENT

- Invite feedback from and listen to artists and freelance arts workers formally and informally e.g. at our post-concert dinners and end of season artist's review questionnaire
- Seek to develop ongoing relationships with artists and freelance arts workers
- Include open and honest communication in your organisation's values
- Involve artists and freelance arts workers in project development as early as possible
- Prioritise improving working conditions for artists and freelance arts workers including the physical environment
- Seek to understand the professional development needs of the artists and freelance arts workers you work with, providing relevant advice and support
- Respect break times
- Review shift lengths with reference to the EU Working Time Directive
- Sign up to Safe to Create

RESPONSIBILITIES

Signing off: Anna Lardi, CEO


Ensuring implementation: Anna Lardi, CEO and Finghin Collins, AD

MONITORING AND REVIEW

Both the CEO and AD, who are responsible for negotiating the contracts and engaging artists and freelance workers, have experience and are keeping themselves up to date and monitor the policy.

At the end of the season, a confidential questionnaire seeking to collect feedback on satisfaction on pay, ways and clarity of communications, welcome, overall organisations, wellbeing, will be sent to all artists and arts workers engaged looking for feedback on the topics set out above. This will help evaluate and shape the policy.

–THIS POLICY WILL BE REVIEWED: EVERY 2 YEARS

| Revision | Signature (CEO) | Date | Review date |
|----------|---|------------|-------------|
| Rev 1 |  | 21/07/2025 | 21/07/2027 |
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