

Final report of the Working Group for the Review of Pay Rates (WGRPR)

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Executive summary

The Institute of Archaeologists of Ireland (IAI) set up a Working Group for the Review of Pay Rates (WGRPR) in Irish commercial archaeology in March 2013. The group commissioned three surveys, which asked employees, archaeological consultancies and archaeological specialists a range of questions about employment and levels of pay over the period July 2012 to July 2013.

There were 185 responses to the employee survey, 16 responses to the company survey and 38 responses to the specialist survey. These surveys found that there were *at least* 170 archaeologists working in archaeological consultancies in the survey period. Very few Site Assistants and Supervisors worked all year round with only Site Directors employed for substantial periods. There was no growth in temporary employees in archaeology over the period. The survey showed that the term General Operative was generally no longer used in archaeological consultancies with experienced archaeologists hired in all roles. When asked about wages, Site Assistants were paid on average €9.50 an hour or £7.50 in Northern Ireland. Supervisors were paid €12 per hour or £9.12 per hour in Northern Ireland. The average weekly wage among specialists was €550. Thirteen companies had lost significant amounts of money as a result of clients going into liquidation.

Significant numbers of Site Assistants have amassed years of experience but have not managed to rise above that grade. They perform a range of tasks equivalent to supervisory grades in comparable grading systems both in Ireland, the UK and Holland.

The analysis shows that there are 82% less archaeologists than recorded by the DISCO survey of the Irish Republic in 2007. When compared with this survey Site Assistants are today earning 32% less, Supervisors 23% less and Site Directors 6.2% less. This is not the case in other industries that have suffered equally during the downturn, such as construction, where weekly pay levels are now within 3.5% of 2009 levels. These annual earnings figures were extrapolated from average hourly rates and belie the fact that many archaeologists, particularly site assistants, only work for relatively short periods. Competitive tendering for a diminishing pool of work has meant a steep decline in tender prices from companies.

The low rates of pay in the survey and the excess costs incurred by staff in moving to new places of work for short periods means that commercial archaeological work is unsustainable in its current form.

In proposing new recommended pay rates across the commercial sector, the report looks at the previous IAPA 1998/9 recommended rates (Irish Association of Professional Archaeologists, which became the IAI). These rates were arrived at before the height of the economic boom and were carefully calibrated against other professions at this time. Adjusted for the true rate of annual inflation in each successive year until 2014, and broken down on the basis of a 40 hour week, these rates form the basis of the IAI's new recommended hourly rates. The rates are also recommended in Northern Ireland but adjusted for the cost of living differential between North and South.

The report explored a number of mechanisms for raising levels of pay. The new rates should become part of benchmarks for the tendering of new public contracts. A local agreement could be negotiated between employers and employees although this may be difficult to

enforce. Another option would be an agreement between a trade union(s) and an organisation representing employers under the new revamped Joint Labour Contracts now to be decided on by the Labour Court.

An interim report was issued to all IAI members for consultation following an open discussion at the 2014 IAI AGM in Limerick. The report findings were overwhelmingly accepted by those attending and a period was given for public consultation. The resulting comments are appended to this report and covered a range of issues but mainly focussed on the need for a new entrant grade for those beginning work in archaeological companies. Debate focussed on whether all those working in the sector should have a third level qualification in archaeology or whether there was any room for those with different skill sets to enter and contribute to commercial archaeological practice. Comments also crucially addressed the issue of when and how companies could implement the recommended rates without losing competitiveness.

The report recommends that the institution insert key phrases into its revised code of conduct regarding the recommended rates of pay and the right of all members and the employees of members to engage freely in collective bargaining to achieve decent pay and conditions.

In terms of key issues to be tackled next, it is recommended that an agreed system of subsistence rates be implemented for all archaeologists depending on distance from place of work and costs incurred. The report emphasised the need to have an agreed universal system of grading and definition of archaeological roles, in partnership with the licensing sections of the National Monuments Service (Republic of Ireland) and the Northern Ireland Environmental Agency (Northern Ireland), which would better acknowledge levels of experience in all field grades.

1 Background

The collapse of the global economy and the disastrous consequences for the employment, pay and conditions of archaeologists struggling to work in the contract sector on the island of Ireland has been lamented and discussed widely in various fora in recent years. The Institute of Archaeologists of Ireland (IAI) conducted a survey on *Employment Levels in Irish Archaeology*, which confirmed the drastic decline in employment in the sector between 2008 and 2009, particularly when compared to the findings from the *Discovering the Archaeologists of Europe* (DISCO) survey conducted in 2007 (Eogan and O’Sullivan 2009; McDermott and la Piscopia 2008).

One of the outcomes of such discussions was the establishment of an open Facebook group—Representation for Irish Archaeologists—in January 2013 that spearheaded a campaign to have the IAI address these issues. In March 2013 the IAI Board decided that a Working Group should be established to review the current rates of pay within the contracting sector North and South of the Border and to make appropriate recommendations on how best to remedy the decline in pay rates precipitated by the current recession. The brief of the Working Group was also to include the potential for establishing a new scheme of IAI-recommended pay rates. The outcomes of the review were to include:

1. A comprehensive survey of current pay scales within the archaeological profession and how this compares to other similar professionals.
2. A detailed assessment of whether any new pay rates can be successfully implemented.
3. Proposals for new rates/bands for different grades of professionals both North and South of the Border.

Voluntary expressions of interest were sought from members and non-members to join the proposed Working Group, which was intended to reflect the profession profile in terms of age, gender, sector and jurisdiction. In May the IAI Board appointed Marése Curtin (non-member), Graham Hull, Cia McConway, Cara Murray, Franc Myles, Eileen Reilly, Matthew Seaver and Michael Stanley to the Working Group, while Jean O’Dowd (non-member) was co-opted in June. An interim report was released through the IAI on 12 March 2014 and was subsequently discussed at a special session during the AGM at Limerick on April 5th 2014 (See Appendix VI). Written submissions by interested parties were invited and received (V) and issues raised were incorporated within the report in appropriate sections.

Phase 1 of Review

The Terms of Reference of the working group were as follows:

- To undertake a review of current pay rates in the contract sector north and south of the border.
- To review the appropriateness of the current system of grading and qualifications of

archaeological staff.

- To examine the pay rates/schedules of cognate professions.
- To determine the appropriateness of recommending exact pay rates versus pay bands.
- To review the mechanisms by which any new pay rates scheme could be effectively implemented.
- To produce an interim report for the IAI membership, reviewing the above and providing a series of options.

2 Survey results

2.1 Survey format

One of the first tasks undertaken by the Working Group for the Review of Pay Rates (hereafter called WGRPR) was the design of three surveys to assess the current pay and working conditions in private sector archaeology. For anonymity and ease of compilation the surveys were undertaken using the online Survey Monkey facility. The surveys targeted a short period i.e. July 2012 to July 2013 (see Appendix IV for list of questions in each survey). Within this chapter they are referred to as S1, S2 and S3 respectively. A general survey with 21 questions aimed to capture information about pay and conditions from both temporary and permanent employees (S1). A second survey with 27 questions was tailored towards specialists who had worked in the sector over the same period (S2). A third survey, with 28 questions, was designed to capture information and views from archaeological consultancies/companies (S3).

2.2 Respondents

Survey 1 had the greatest number of responses (see Table 2.1). Due to the shifting of archaeologists between self-employed, temporary employment contracts and those employed full time by consultancies there was some ambiguity over which survey was most appropriate to which individuals. Despite this the surveys did capture a substantial cohort of those working in the sector. For the purposes of Survey 2 'specialist' was taken to be an individual undertaking specialist analysis: human bone, wood technology, palaeoenvironmental work, conservators, lithics, ceramics but also included computer graphics, geophysical survey etc. These individuals could be self-employed or 'in-house' (five companies employed ten specialists).

Table 2.1 Number of responses to S1, S2 and S3

	Target	Responses
Survey 1	Employees of Archaeological Consultancies	185
Survey 2	Specialists	38
Survey 3	Archaeological Consultancies	16

2.3 Responses

2.3.1 How many people were working in the archaeological consultancy sector in Ireland July 2012- July 2013?

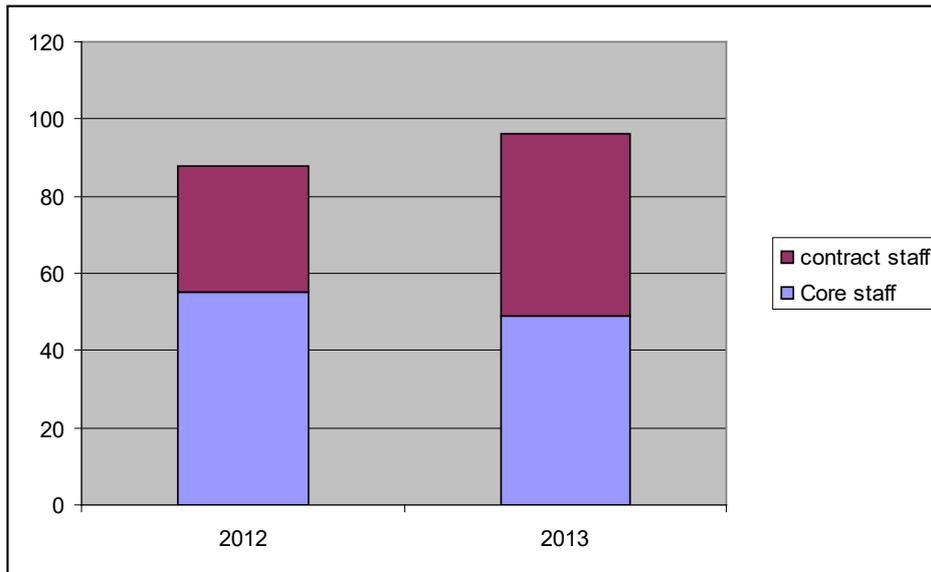


Figure 2.1 Total numbers of temporary contract staff and core staff at two periods July-December 2012 and January-July 2013 based on sixteen responses from sixteen companies (S3).

The sixteen responses to the Company survey make it possible to gauge how many people were working both as core company staff and temporary contract staff at two separate periods over the year July 2012-July 2013 (S3, Q1, Q24). There were a total of 135 people employed under temporary contracts by the sixteen respondents to the company survey from July 2012-July 2013 (Fig. 2.1).

Core staff employment overall was slightly reduced by July 2013, from July 2012, indicating redundancies (S3, Q25) and there was an expansion in the employment of temporary contract staff.

This does not include all of those working on a self-employed basis. There are a number of complications with this data but it suggests that there is at least a further 32 people working on this basis (Q3, S3) in the year surveyed indicating that companies employed a minimum of 116 workers at any one period over the year.

The overall numbers of staff in the Republic of Ireland and Northern Ireland can also be charted through Survey 1 and 2. They responded to a question based on the number of weeks worked in the different jurisdictions between July 2012 and July 2013 (Fig. 2.2). This indicated 140 staff of all kinds in the Republic of Ireland and 48 in Northern Ireland (including specialists). There were at least 22 people who worked in both jurisdictions during that year. The survey did not include responses from all employees of companies from England, Scotland or Wales who worked temporarily on roads projects such as the A5 in Northern Ireland.

KEY FINDING: At least 166 individuals were employed in commercial archaeology on the island of Ireland over the period July 2012-July 2013.

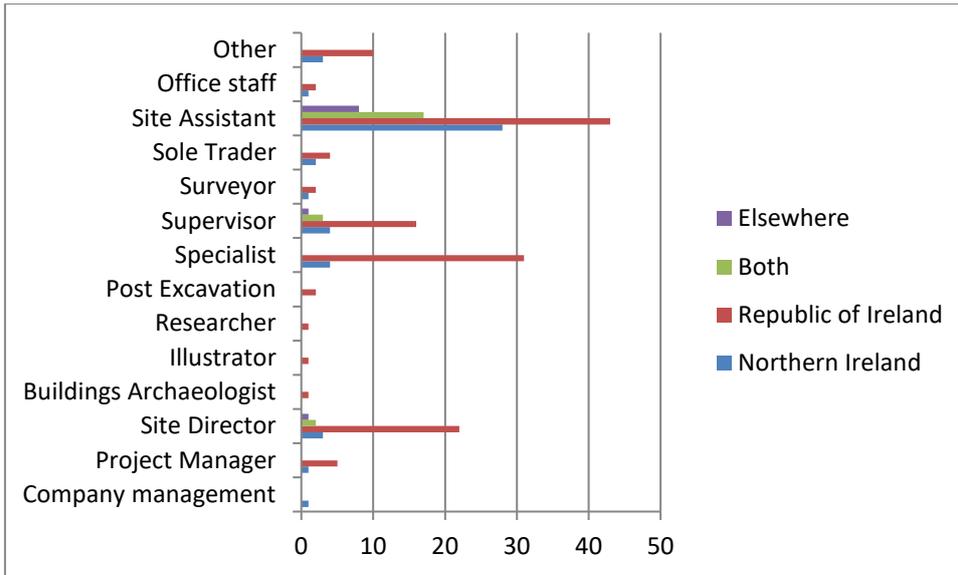


Figure 2.2 Temporary and core staff in archaeological consultancies in both jurisdictions on the island of Ireland July 2012-July 2013 (based on total of 223 responses, S1 & S2).

2.3.2 Salaries for Employees of Archaeological Consultancies

Archaeologists in Survey 1 were asked to give their gross hourly rate of pay (Q13). Although some office staff, project managers and surveyors responded to the survey there were insufficient responses to make these data statistically valid. As field staff frequently move between companies they were asked to give the lowest and highest hourly rates they were paid over that period (Q14) (Table 2.2).

Table 2.2 Average highest and lowest hourly wages for different grades of field staff in Ireland (north and south) i.e. Site Assistants (78 responses ROI, 34 responses NI), Site Directors (23 ROI, 3 NI), Supervisors (17 ROI, 3 NI). Based on Q14, S1

Grade	Average lowest hourly wage ROI	Average highest hourly wage ROI	Average lowest hourly wage NI	Average highest hourly wage NI
Site Director	€17.90	€20.74	£15.00	£15.00
Supervisor	€10.97	€13.09	£8.50	£9.75
Site Assistant	€9.00	€9.70	£7.22	£7.80

Archaeologists in Survey 1 were also asked to give their actual earnings from archaeology during the survey period (Q13, S1). These fluctuated considerably depending on the length of employment (Table 2.3 and see section 2.3.7 below). For that reason the average figure is given in three bands depending on time worked. Due to low responses from Site Directors and supervisors in Northern Ireland only the figures for Site Assistants were valid here. There were considerable fluctuations among archaeologists with the same job title and the same duration of employment, for example, within the range of 40-52 weeks Site Directors were paid between €20,000 and €41,000.

Table 2.3 Average actual earnings based on figures provided by employees (Q13, S1). R= numbers of respondents.

	R	1-20 wks	R	20-40 wks	R	40-52 wks
Site Director ROI	4	€10,127	5	€14,400	13	€30,917
Site Director NI	0	n/a	0	n/a	1	£22,500
Supervisor ROI	3	€5,060	3	€14,625	6	€21,119
Supervisor NI	1	£1,200	1	n/a	1	£10,000
Site Assistant ROI	22	€3,835	11	€8,785	3	€17,433
Site Assistant NI	5	£3,120	4	£10,732	7	£15,100

KEY FINDINGS:

- Average site assistant hourly rates, North and South, are only marginally above the National Minimum wage rates of €8.65 (ROI) and £6.31 (NI) per hour.
- The majority of archaeologists who responded to the survey at all grades do not work full time or earn a full time income from their work.
- 45% felt that they had to seek work outside the sector to make ends meet in 2013.

2.3.3 Pay rates for specialists

Table 2.4 Total earnings from specialist work (all fields). No. respondents 35, ROI = 31, NI = 4

No. of respondents (ROI)	Pay bands ROI (euro)	No. of respondents (NI)	Pay bands NI (sterling)
3	30-35,000	0	25-30,000
3	25-30,000	0	20-25,000
1	20-25,000	2	15-20,000
4	15-20,000	1	10-15,000
7	10-15,000	0	5-10,000
1	5-10,000	1	0-5,000
12	0-5,000	0	N/A

KEY FINDING: The majority of specialists who responded to the survey averaged less than €5,000 from their work (Table 2.4). No question was asked about the amount of earnings from other employment engaged in by specialists. The average number of weeks worked by specialists in the Republic of Ireland was 23 and the average weekly wage based on the number of weeks specifically engaged in specialist work was €550, which equates to €13.75 per hour. The median figure is €12.50 (Fig. 2.3). In Northern Ireland, there were only 4

responses for which figures were provided. Here, average weeks worked amounted to 34, with an average weekly wage of £326, equating to £8 per hour.

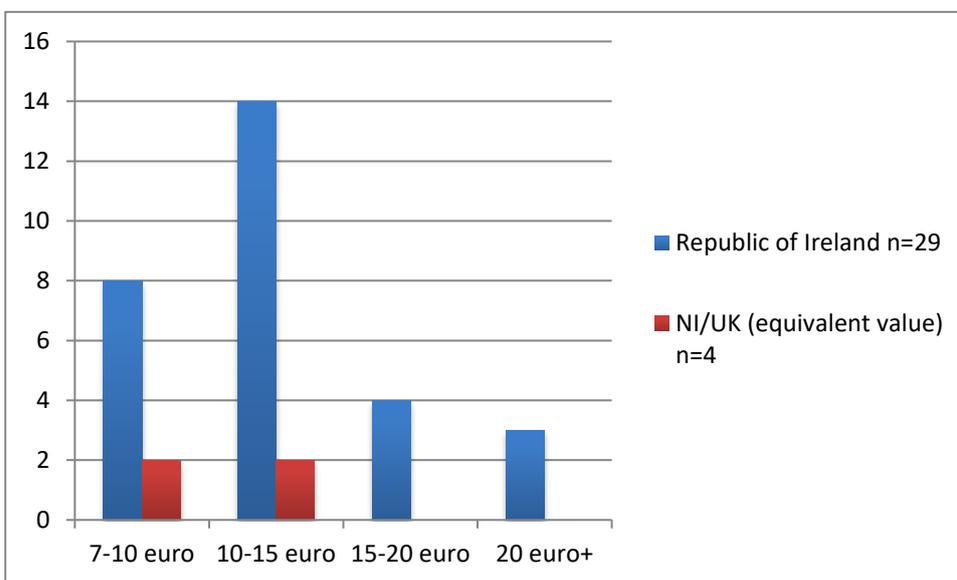


Figure 2.3 Hourly rates in bands for specialist work in the Republic of Ireland/Northern Ireland (one UK respondent included in these figures) n=33

2.3.4 Financial situation in Irish archaeological consultancies

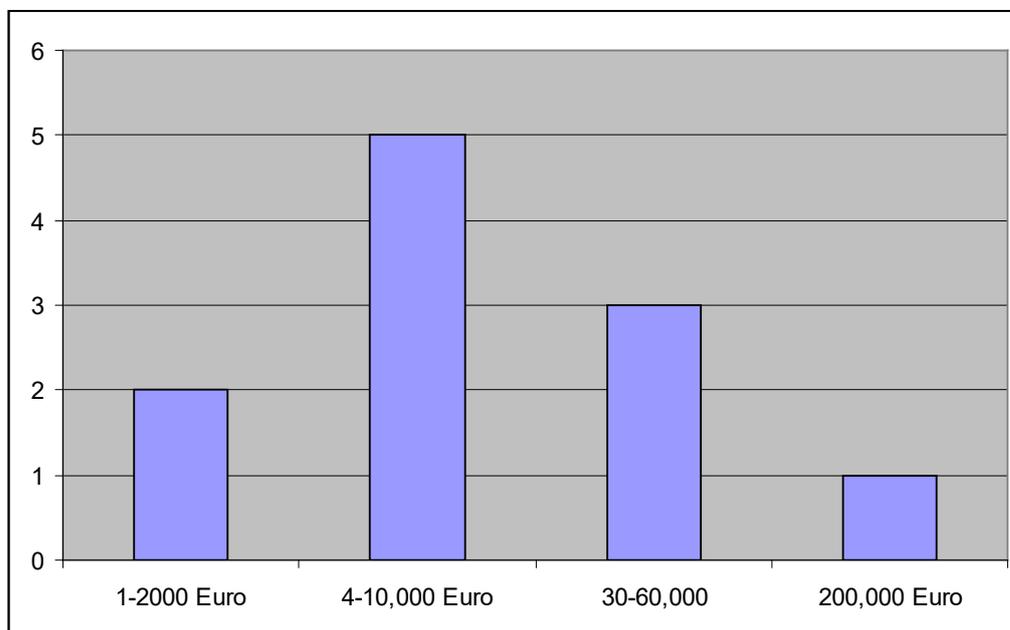


Figure 2.4 Amounts of money reported to have been lost by companies due to clients going bankrupt/ceasing trading (S3, Q21)

KEY FINDING: Thirteen companies lost substantial sums of money through client companies going into liquidation (Fig. 2.4). Twelve indicated that terms and conditions of a

contract had not been honoured by clients. When asked who these contracts were with, two said state contractors, one semi-state and eight private sector companies. All except one found difficulty in getting payment for onsite works while twelve experience the same problems getting money from clients to complete post excavation work.

2.3.5 Financial situation for self-employed specialists

Table 2.5 The length of time it takes for invoices to be paid after completion of a piece of specialist work. Total no. respondents n = 36 (not broken down by region)

Payment post submission of invoice	Total responses	100%	50-100%	0-50%	N/A*
Within 1 month	14	6	3	4	1
Within 2 months	19	7	1	10	1
2-6 months	13	0	9	3	1
6-12 months	11	0	3	7	1
Remain unpaid after 1 yr	12	0	0	11	1

*person working full time for company

KEY FINDING: 60% of specialists work outside archaeology in order to supplement their income (Q5, S2). On payment or non-payment of invoices, Q6 asked how long it took for invoices to be paid after a piece of work was completed. Only 6 out of 36 respondents reported 100% payment after 1 month, while 7 reported 100% payment after 2 months. 11 of 36 respondents reported that up 50% of invoices remained unpaid after 1 year (Table 2.5).

2.3.6 What is the age profile and qualification level of archaeologists in the private sector?

KEY FINDINGS: The majority of respondents were aged between 25-45 and there were slightly more females than males (Q1, S1). The majority hold Masters degree or higher (55%). Only 5% did not hold a third level primary degree. 45% of those surveyed were eligible to apply for a license to excavate (Q4, S1). 63% of those surveyed had been working in archaeology greater than five years (Q3, S1).

The specialist survey indicated a much greater percentage of females working (64%) in this sector and here 29% held PhDs and 55% Masters degrees (Q1, S3). 42% of these were eligible to hold licenses to excavate.

2.3.7 Where, how long and for whom?

Archaeologists in survey 1 were asked a series of questions about the duration of their employment in each jurisdiction. Based on the number of responses (140 in total), the data is most applicable to the three key grades of field workers – Site Assistant, Site Supervisor

and Site Director but data is poorer for Northern Ireland compared to the Republic of Ireland. Just under half, 46.3%, of the 101 archaeologists who responded to this question from the ROI worked for most of the year (40-52 weeks). Site Assistants worked for the shortest duration with 66% of those in the ROI and 54% in NI working for less than 20 weeks (Fig. 2.5). Site Directors were the most consistently employed with 77% of those in the ROI employed between 40-52 weeks of the year. A much smaller number of supervisors were employed for a comparable length of time.

KEY FINDING: Field work is currently only sustainable on a year round basis for Site Directors and very small numbers of Supervisors and Site Assistants.

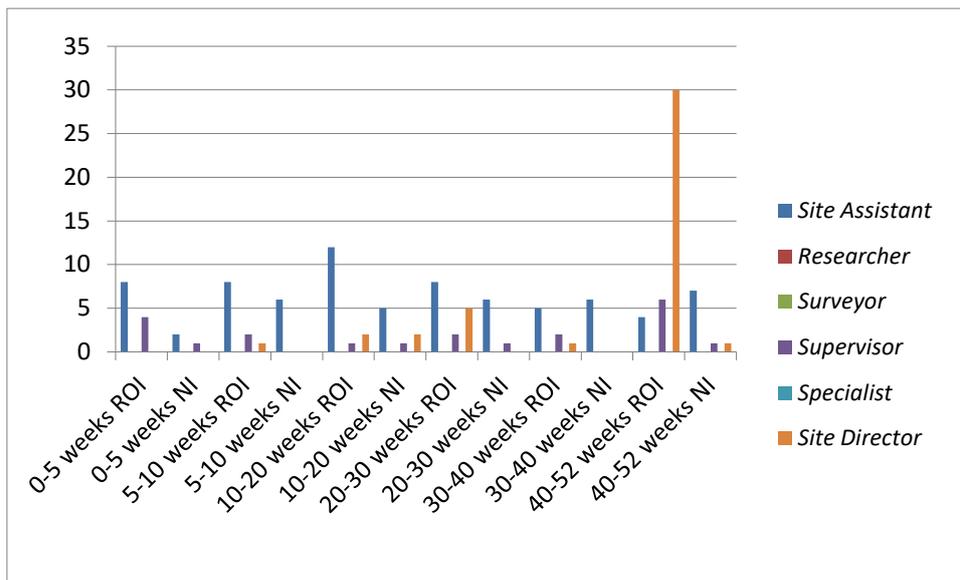


Figure 2.5 Numbers of weeks worked during 2012-2013 by respondents from Survey 1 in different jurisdictions based on 140 responses to Q8, S1. 22 people worked in both jurisdictions

2.3.8 Self-employment in Irish archaeological consultancies

KEY FINDINGS: Thirteen out of the sixteen companies surveyed contracted field work to 32 self-employed individuals over this time period (S3, Q3). This was confirmed by the employee survey which noted that 38 people were asked to take work on a self-employed basis and 3 declined (S1, Q12). One company used 20 self-employed fieldwork staff on its projects, according to the temporary contract question (S3, Q4). Four companies, who did not employ any PAYE temporary contract workers, took on 15 self-employed archaeologists during the period. These were small companies undertaking short term work.

Seven companies indicated that self-employment status was at the request of the self-employed individual while three companies said it was a condition of taking the work (Fig. 2.6). This was confirmed by a respondent in the additional comments in Survey 1, which noted that they were offered two jobs where self-employment was a condition of taking the work. The three companies which took on the most people (18 in total) on this basis stated that it was by mutual agreement.

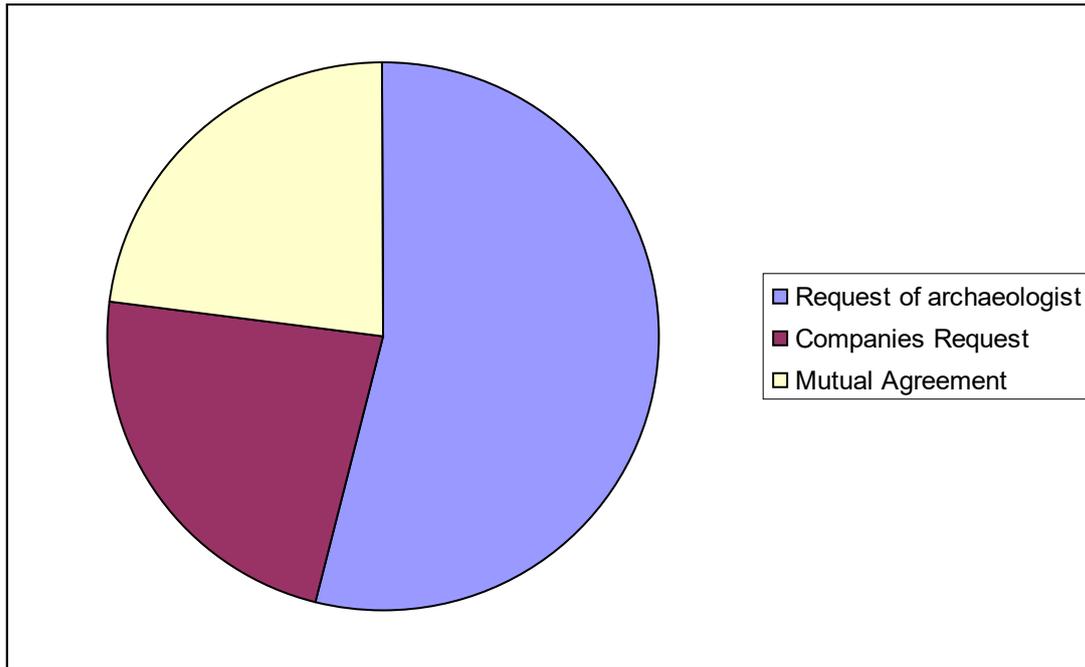


Figure 2.6 Chart showing responses to requests for employees to be self-employed based on ten responses from companies to Q4, S3.

2.3.9 Employment grading, contracts and training

KEY FINDINGS: Ten companies used the term ‘Assistant’ or ‘Archaeological Assistant’ as their base field work grade while two used the term ‘Archaeologist’ (S6, Q3). No company that responded gave an indication of any internal sub-division within this grade based on experience.

Fourteen companies indicated that the ‘General Operative (GO)’ or ‘Archaeological Worker’ grade was no longer in use (Q6, S3). The term ‘Project Manager’ seems to be used very occasionally with only six people responding with this job title. It is likely that Site Directors carry out many aspects of this role today. While all companies implemented practice to promote core staff only three companies surveyed had a system for the promotion of temporary contract staff.

Seven companies issue written temporary contracts detailing terms and conditions and responsibilities of employer and employees to their staff. Nine companies noted that they issued job descriptions indicating responsibilities of the employer. Irish companies are required by law to issue written statements of employment to workers within two months of the commencement of employment. This suggests that most employees were employed for less than 2 months duration.

Twelve companies noted that they paid staff to attend Continuous Professional Development (CPD), Manual Handling and Safe Pass courses. This question did not ask whether this applied to all staff or only to core staff.

2.3.10 Allowances and subsistence

Thirteen companies replied to five questions dealing with the payment of allowances for movement, accommodation and subsistence (Fig 2.7). Data here is patchy, however, as many replies were left blank, either because companies do not pay that particular expense or chose not to answer the question. It is also unclear whether these expenses were paid only to core staff or to all staff, including temporary contract employees. Responses were cross-referenced with the employee survey (S1), which shows that Site Directors and Senior Archaeologists receive the most assistance, particularly with accommodation costs (Fig. 2.8). Site Assistants are poorly represented in most categories with travel in company vehicles the only assistance available to many.

Key Finding: It would appear that the larger the company the less expenses provided. Smaller to medium-sized companies with small numbers of employees are most likely to have the full range of expenses.

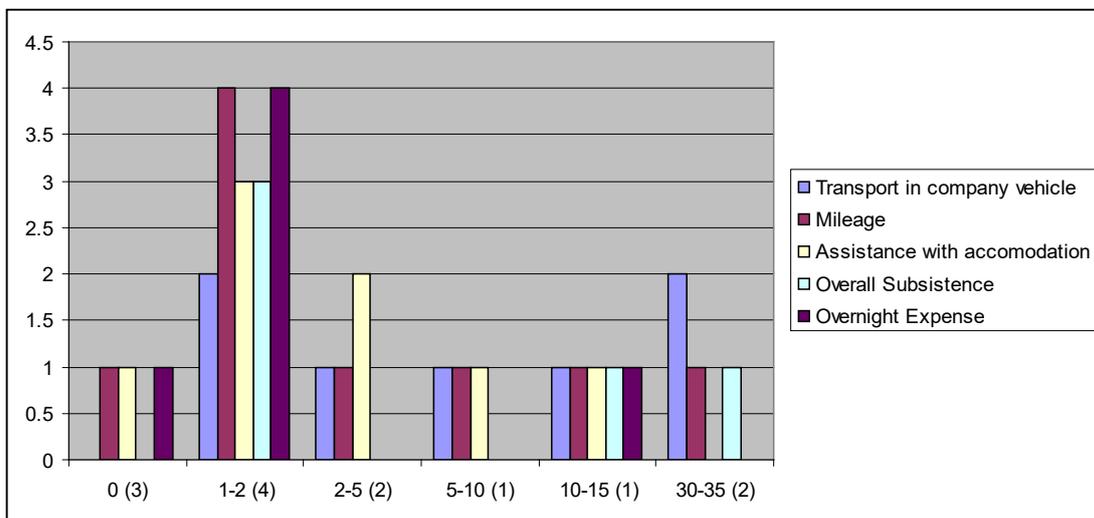


Figure 2.7 Expenses paid for accommodation, travel and subsistence compiled by companies based on the numbers of employees (S3, Q9) (13 responses). The number in brackets indicates the total number of companies with that number of employees.

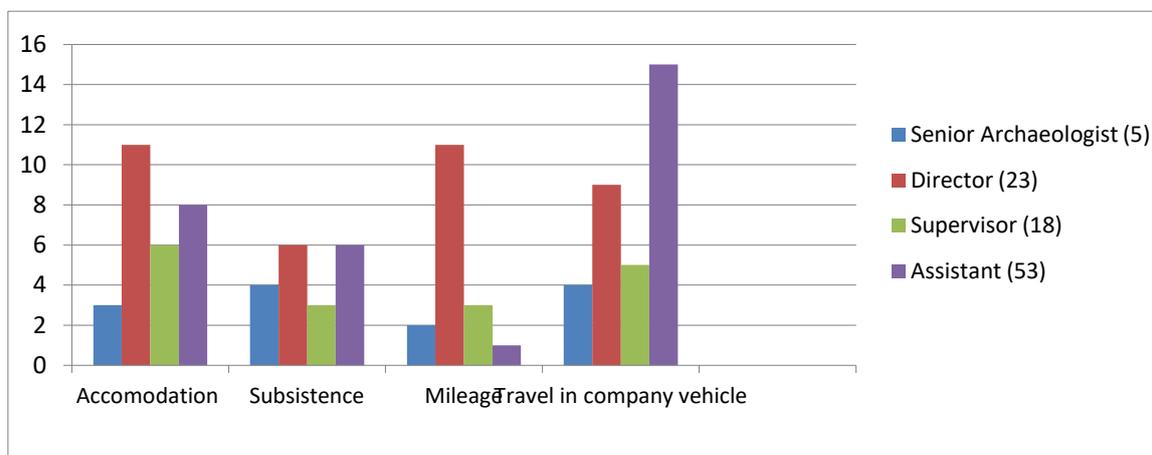


Figure 2.8 Expenses paid to main grades of site archaeologists according to Q11, S1. Numbers in brackets refer to overall total of contributors stating their grade in Survey 1.

2.3.10 JobBridge and Internships

Nine respondents were on Internships while eleven had been part of JobBridge during this time period (Survey 1). Nine of these rated the training they received very highly (a score of 4-5). Eight were far less satisfied (a score of 1-3). One internship resulted in a paid position while three JobBridge positions resulted in paid positions.

KEY FINDING: It would appear that there is a low rate of translation into full-time work from these schemes.

2.4 Additional Comments

2.4.1 Can the situation improve? – key points from Irish archaeological consultancies

- Twelve out of sixteen companies felt that pay and conditions could be improved for all employees in a way that maintained profitability (Q10, S3). Seven companies felt that this should be through a general agreement on recommended minimum rates of pay with one suggesting that this could be achieved through a Joint Labour Agreement.
- Another employer suggested that grading in archaeological companies, in addition to site directors, should be formalised and regulated by the heritage authorities.
- Three respondents felt that there was inadequate inspection and scrutiny of archaeological consultancy work by State Authorities. They felt that this was linked to under-pricing where there is no policing of the tendering process and where unrealistic quotes are given to undertake work.
- Some commented that there is no enforcement of the requirement to fulfil the commitments given in method statements and licence applications. One response noted that '*...if we want to maintain standards we have to cut wages to enable us to finish the work within the budget*'.
- Suggestions included operating a Registered Company Index as maintained by the IfA (Institute for Archaeologists, UK) to ensure minimum standards, operating a bond system to ensure that post excavation is paid for and ensuring that clients are issuing tenders which are not based on price alone.
- Fourteen companies expressed a willingness to meet to discuss the current situation regarding pay and conditions.

2.4.2 Can the situation improve? – key points from employees

- Respondents indicated that they really enjoyed working in archaeology; however, a considerable number expressed a desire to leave in order to take up dependable work with better pay and conditions.
- Several comments derided the current emphasis on voluntary work.
- Core staff within consultancies felt that they had to work harder for less in order to make up on jobs where less staff was hired to fulfil tender requirements.
- Many of those working at Site Assistant level felt that it was important that they be reimbursed for petrol, accommodation and subsistence while on site. This would

prevent them falling into the situation of paying double rent and essentially making less money than if they had remained on Social Welfare, if employed for short periods of time.

- Several people also complained that they were taken on for specified periods of time, which was then cut short with only statutory notice given.
- A repeated comment was that there should be an agreed set of sub-divisions within the Site Assistant grade to acknowledge experience.

2.5 Summary

Employment levels have clearly plummeted in Ireland since the mid-2000s. c. 170 staff were recorded by this survey during the period July 2012-July 2013 compared with 974 staff employed in this sector in 2007 (McDermott and Piscopia 2008, 25). In the latter survey the 24 organisations surveyed had 274 full-time and 684 temporary contract staff. This present figure represents a decline of 82% in the numbers of archaeologists employed since 2007, a figure almost identical to the original IAI survey in 2009 (Eogan and O’Sullivan 2009).

The survey responses indicate that archaeological companies have responded to the economic downturn by implementing redundancies, pay cuts or shortened hours among core staff, while pay rate cuts and changes in Terms and Conditions have also been implemented for temporary contract employees.

Table 2.6 Comparison of DISCO 2007 average salaries with WGRPR 2012-13 average salaries

Grade	2007 DISCO Valid replies	2007 DISCO average salaries	WGRPR Valid replies ROI	WGRPR average salary ROI
Site Assistant	368	€26,910	41	€18,232
Supervisor	98	€30,268	17	€23,376
Site Director	56	€39,788	21	€37,391

The reduction in work available is inevitably accompanied by significant drops in remuneration. The average annual minimum and maximum levels of salaries for different grades could be calculated using the hourly rates provided from respondents. This allows comparison to be made with the 2007 DISCO Ireland Survey with the caveat that it looked at the entire profession rather than a sector within it and is only valid for the Republic of Ireland. This indicates a striking drop of 30% in Site Assistant salaries, 22.7% drop in Supervisor salaries and a 6% drop in Site Director salaries (Table 2.6). This is particularly striking when compared to the construction industry figures from 2009 to 2013, where average weekly earnings have returned to 3.5% below 2009 levels after dipping considerably in the intervening years (http://www.cso.ie/en/media/csoie/releasespublications/documents/earnings/2013/earnlab_costs_q22013.pdf).

It is perhaps unsurprising therefore that 45% of employee respondents to the survey felt that they had to seek work outside of archaeology to make ends meet.

In Northern Ireland, there is no available comparison with 2007 wage rates. However, the October 2013 Monthly Labour Market Report, issued by the Northern Ireland Statistics and Research Agency, records in their Annual Survey of Hours and Earnings (ASHE) that the median gross weekly earnings in the *private* sector (full time) was £397.70, which equates to £20,680.40/year (Table 2.7). This translates as Site Assistants and Site Supervisors earning c. 21% and 14% less respectively than the NI median wage, while a Site Director earns 40% more.

Table 2.7 The average earnings based on the 2012/13 WGRPR survey with % below/above median gross weekly earning in NI in the private sector 2013 (ASHE)

Grade	Valid replies NI	2012-13 average NI	2013/ASHE Difference as percentage
Site Assistant	21	£16,313	-21.12%
Supervisor	3	£17,794	-13.96%
Site Director	3	£28,943	+40%

In the Republic of Ireland, it is clear that Site Assistants have suffered serious wage deflation and labour at this grade is significantly undervalued. The average salary at this grade is marginally above the National Minimum Wage (€8.65 per hour or €17,992 annually). In Northern Ireland, the Site Assistant rate is above minimum wage (£6.31 per hour or £13,125 annually) but wage differential between 'Assistant' and 'Supervisor' grades is marginal. As noted above, both are significantly below the median industrial wage in Northern Ireland. The situation is further exacerbated by lack of continuous employment and the reduction in or complete absence of subsistence being paid for moving from contract post to contract post.

While there are indications of a stabilisation in the general economic situation in Ireland, so far, this does not appear to be manifesting itself in sustained increased employment in Irish archaeology. Despite rising levels of archaeological licences being issued in the Republic of Ireland (see Mount 2013) the survey showed that numbers in employment were not rising significantly (Fig. 2.9). This suggests that contracts are being carried out by smaller numbers of staff.

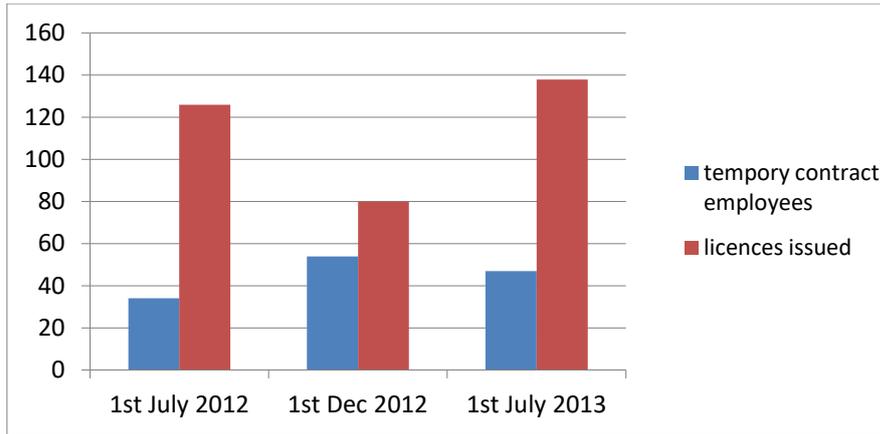


Figure 2.9 Temporary employment contracts issued (after Q8, S3) and archaeological excavation licences issued for the corresponding period (after Mount 2013)

3 Review of current grading and qualifications

3.1. Introduction

Pre-2008, the archaeological commercial sector, both North and South, generally employed field staff, including contract staff, on a multi-graded system, ranging from General Operative (GO), Archaeologist, Archaeological Assistant grades 1 and 2 (or junior and senior), Supervisor (grades 1 and 2), Assistant Director and Site Director (often graded according to relevant experience). This allowed staff, especially non-core staff, to be promoted on merit, progressing through the various grades with the ultimate goal of becoming an archaeological Site Director. With each promotion, the archaeologist took on more responsibility on site and rates of pay increased.

Before and during the boom, there was no formal agreement amongst companies as to what constituted the minimum requirements of an Archaeological Assistant or Supervisor, but it was generally accepted that the more experience an archaeologist accrued, the higher the position they could expect to be employed at and the more they might expect to be paid. This was especially true of Site Assistants. A graduate archaeologist could expect to work for six months as an 'archaeological worker', non-archaeological (or related discipline) graduates/staff would work as General Operatives for up to 12 months, and on successful completion of this both would be promoted to the ranks of junior Site Assistant or Grade 1. Here the archaeologist would accrue another 6–12 months' experience before being moved up to senior Site Assistant or Grade 2. After another 12 months at this senior level, most archaeologists, assuming they had proven their competency in the field, could reasonably expect to move into supervisory roles where available.

Since 2008 and the reduction in construction activity, the commercial archaeological sector in general now employs three grades as standard – Site Assistant, Site Supervisor and Site Director, none of which are banded. The survey results would appear to concur with this. Due to the shortage of longer term contracts, an archaeologist starting out on their career finds it increasingly difficult to secure that all important first job. Commercial companies as a rule run rescue, not research, excavations and are unlikely to give a paid position to an inexperienced archaeologist when deadlines and budgets are tight. Companies prefer to fill whatever vacancies they have from an ever decreasing pool of experienced archaeologists, rather than take on inexperienced staff.

The WGRPR Survey 1 notes that two archaeologists were employed as GOs¹, 62 as archaeological Site Assistants, 20 as Site Supervisors and 24 as Site Directors. At first reading, Site Assistants making up just over a third of the responses seems reasonable. However, on further investigation it is noted that these assistants have amassed vast archaeological experience – eight had 3–5 years, twenty had 5-10 years and three had over 10 years in the field (Fig. 3.1). In addition to this, three archaeologists noted that they were licence eligible. Seventeen responses were from Site Supervisors, one of whom had 1–3 years' experience, five had 5–10 years' and eleven had more than 10 years' experience. Again, seven archaeologists currently employed as supervisors, noted they were licence eligible. The only grade where experience appeared to reflect their current position was the

¹ Within the 12 month study period, one was actually employed as an unpaid volunteer for 3 weeks, the other worked in post-excavation for 1 week.

twenty one Site Directors - all bar one had more than 10 years' experience, the exception having 5–10 years' experience.

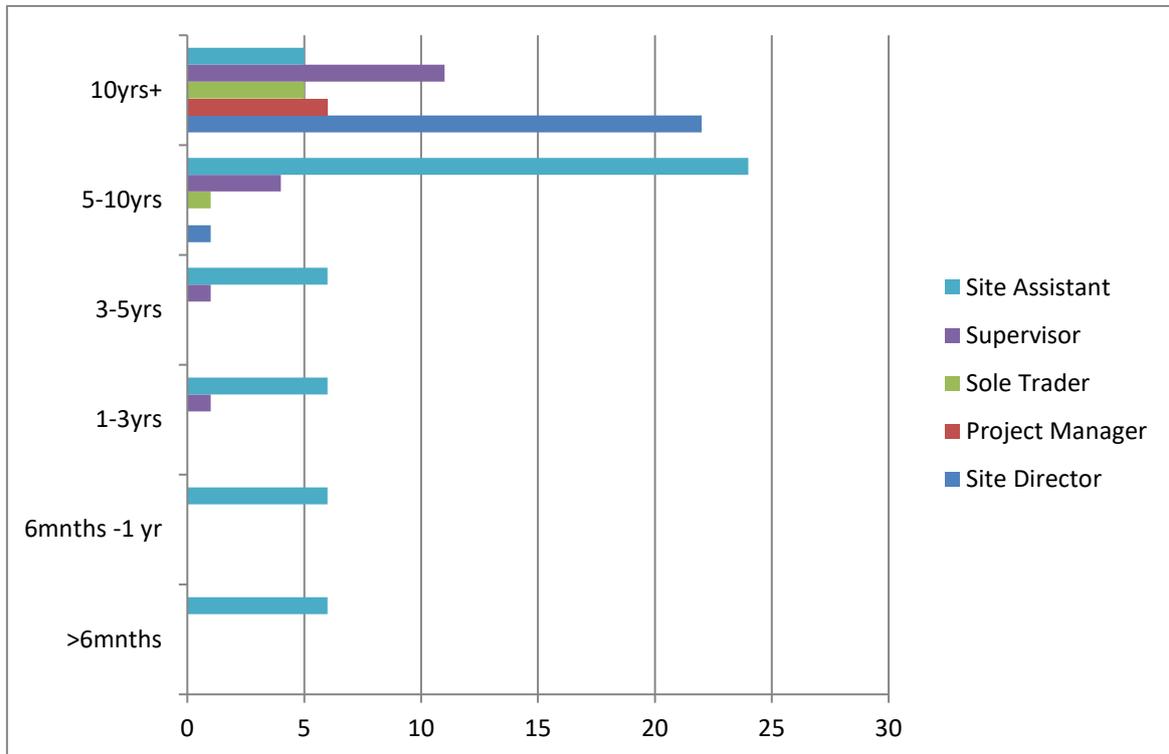


Figure 3.1 Accumulated experience by grade for a range of respondents (n=105). Based on Q3, S1

3.2 Defining field archaeology roles: current situation

Archaeological companies currently employ Site Assistants who, pre-2008, could reasonably expect to have gained employment as Site Supervisors by now, even as Directors, and Site Supervisors, who previously could expect to be employed as Site Directors by now. A consequence of this is that the role and responsibilities of, in particular, a Site Assistant has increased dramatically as companies take understandable advantage of the hugely experienced workforce available to them. Few current job descriptions for Site Assistants were made available to the WGRPR, indeed one company noted that it does not issue job descriptions with their contracts. However, those that were available note that the duties include:

- The supervision of junior staff
- Ensuring their section of the site is completed on schedule
- Ensuring the site archive associated with their section of the site is complete and maintained to the highest possible standard
- Ability to work on own initiative with minimal supervision
- To undertake archaeological monitoring

Given the years of experience the current Site Assistants have amassed, carrying out the duties of a Site Assistant should be straightforward, even those duties noted above. But

expecting staff to supervise junior staff, to be responsible for compiling and maintaining the site archive, to work with minimal supervision and undertake archaeological monitoring, suggests that the role of Site Assistant is becoming conflated with that of a Site Supervisor, and possibly even Site Director.

3.3 Archaeological grades: alternative models

The WGRPR looked at current banding that British Archaeological Jobs and Resources (BAJR) advocate on their forum (www.bajr.org). Here, 10 bands are represented, ranging from Grade 1 Training (comparable to GO/Archaeological worker grade), through to Grade 7, Directorial and Senior Management (Table 3.1, see overleaf). While this model does not exactly fit the Irish model (which has remained comparable North and South), it is perhaps instructive to focus on the lower grades, that of Site Assistants and Supervisors, their tasks and responsibilities.

The BAJR banding is reminiscent of the pre-2008 Irish model, where staff progressed through the ranks (albeit through a smaller number of grades) where, on proving their competence with increased responsibilities, they were rewarded with a higher grade and remuneration (see Chapter 4).

Other bodies, for example, the National Roads Authority (NRA), categorise archaeological grades and the responsibilities associated with them for the purposes of their contract documents (Table 3.2, see overleaf).

Beyond Ireland and the UK, the system of grading staff in the Netherlands came out of the Dutch Archaeological Quality Standard (KNA) process expected to be adhered to by archaeological practitioners and ostensibly 'enforced' by the governing authority there i.e. the equivalent of the National Monuments Service (Willems and Brandt 2004, 18-20; Table 3.3, see overleaf). Due to 'statutory' backing for this process, an emphasis is placed here on membership of professional bodies, adherence to recognised codes of ethics/practice and training/experience.

Table 3.1 BAJR Archaeological jobs grades/bands

Job description	Decision making and influence	Freedom to act	Previous experience
<p>Grade 2 – Basic Site Assistant: General knowledge of work required, should be able to carry out work with instruction from Supervisor or a senior field worker.</p>	<p>Expected to work on short-term targets through an established procedure.</p>	<p>Only with the advice and guidance of more senior colleagues.</p>	<p>Some relevant experience, 3-6 months</p>
<p>Grade 3 - Site Assistant 2: Experienced in most aspects of the work, though will receive supervision and further instruction from higher levels. Ability to learn and mentor G2 staff.</p>	<p>Expected to work on short-term targets through an established procedure</p>	<p>Guidance of more senior colleagues.</p>	<p>Demonstrable relevant experience - around two to three years</p>
<p>Grade 3/4 - Senior Site Assistant: Experienced in all aspects of the work, and although they may receive supervision and further instruction from higher levels are capable of basic G4 tasks and responsibilities. May be responsible for small projects.</p>	<p>May occasionally play a supervisory role</p>	<p>Work within set procedures and standards and reports to more senior colleagues.</p>	<p>Demonstrable relevant experience - around two to three years</p>
<p>Grade 4 - Supervisor: Expected to be competent in chosen field and able to instruct others in the basics as well as take responsibility at a low level. Will supervise others to required tasks, but will receive instructions from higher level. Will be responsible for small projects and discreet areas of larger projects</p>	<p>Will play a supervisory role</p>	<p>Work within set procedures and standards and reports to more senior colleagues.</p>	<p>Demonstrable relevant experience - over three years</p>
<p>Grade 4/5 - Supervisor/Junior Project Officer: Expected to be proficient in chosen field and be able to act independently on a single project, with responsibility for the daily running though receiving strategy instruction from higher levels. Will have responsibility for a discrete area of work.</p>	<p>Likely to manage a small team or discrete area of work. Likely to have some budgeting input with guidance</p>	<p>Will have procedures/standards to follow. Will refer to a manager for guidance.</p>	<p>Demonstrable relevant experience – including evidence of responsible posts - over five years</p>

Table 3.2 Gradings/associated qualifications for NRA contracts

Organisation	Job/membership category	Responsibilities	Expected experience/qualifications
National Roads Authority (contract documents 2011 – key field grades only)	Archaeological worker	Capable of performing tasks assigned to them by and under supervision of senior staff	May not have formal qualifications in archaeology; less than 1 years proven field experience
	Excavation (site) assistant	Responsibility for all tasks assigned to them by site supervisor/excavation director	Qualified archaeologist with min. 1 years postgraduate archaeological field experience or up to 3 years experience at Archaeological worker level
	Excavation (site) supervisor	Assist Excavation director in proper conduct of excavations and the management of archaeological staff	Fully qualified archaeologist with minimum two years postgraduate field experience
	Excavation director	Responsible for carrying out excavation in accordance with agreed methodology and good professional practice, managing excavation staff, overseeing post-excavation, managing Health and Safety on-site	Fully qualified archaeologist, min. level 7 (HETAC) or equivalent qualification in archaeology or equivalent discipline; fully qualified archaeologist eligible to receive a licence from Dept of AHG; have at least 5 years postgraduate field experience and x 5 licences in own name fully completed, including all reporting obligations arising from same.

Table 3.3 Dutch archaeological job categories and underlying criteria

Job category	Criteria	Training
Excavation worker (GO)	No requirements	
Junior Field technician	Some practical experience	Internal training (no third level qualification expected)
Senior Field technician	At least 6 years of demonstrable practical field experience	Internal training (no third level qualification expected)
Junior Archaeologist	Subscribe to code of ethics or similar (membership of NVvA, EAA, IFA or RPA expected)	Completed university university training in archaeology (MA level or equivalent)
Medior Archaeologist	As above for Junior PLUS demonstrable broad or specific expertise; demonstrable practical experience; demonstrable experience in working with the KNA (i.e. the Dutch Archaeology Quality Standard); at least 3 years of employment in archaeology (min. 1225 hrs annually)	Completed university training in archaeology (MA level or equivalent)
Senior Archaeologist	As above for junior PLUS in case university training not in NW Europe, minimal demonstrable experience must be entirely in Dutch archaeology; demonstrable depth, broadness, length of experience (backed up by CV, diplomas, references); demonstrable experience of working with KNA; demonstrable experience in writing final reports; at least 6 years of employment in archaeology of which at least 3 must be in managerial role (non-continuous); 6 relevant publications of which at least 2 as the sole author	Completed university training in archaeology (MA level or equivalent)
Junior Archaeological specialist	MA or equivalent	Relevant specialist training
Senior Archaeological specialist	Subscribe to code of ethics or similar (membership of NVvA, EAA, IFA or RPA expected); expertise in implementation of specialism; demonstrable practical experience; demonstrable experience working with KNA; demonstrable experience in writing final reports; at least 6 years of employment in archaeology; 6 relevant publications of which at least 2 as the sole author	Relevant specialist training

3.4 Summary

The organisations and their criteria outlined above are not an exhaustive review of definitions of archaeological roles/grades. Each has slightly different emphasis, depending on that organisation's ultimate goal. The most useful from an Irish perspective is probably the simplified NRA categories; however, both the BAJR and Dutch KNA models have much to commend them as they seek to separate out levels of experience and qualifications in order to give field workers a visible sense of progression through the ranks. However, the BAJR model could be viewed as overly complicated and some of the Dutch KNA qualifications may be considered too onerous or exclusive. Whatever model is arrived at, it is clear that grades of field work can and should be defined, with expected tasks outlined and minimum levels of qualifications and experience laid out so that there is transparency for newly graduating archaeologists. Ideally, this needs to be backed up by the statutory authorities, both North and South.

Given the levels of experience currently accrued by existing field staff who responded to this survey (outlined in Fig. 3.1) it is clear that many of them are already highly or over qualified at Site/Excavation Assistant level (equivalent of 'junior archaeologist' in Dutch KNA or Grade 3/4 in the BAJR system) and could reasonably expect to be employed at Site Supervisor level by now. The same is true of many Site Supervisors, who are well-qualified to be Site Directors/Senior Archaeologists by now. However, it is also true that in a very restricted labour market and where competitive tendering has driven wage rates down it is unlikely that a site crew can be made up entirely of staff employed at or being paid at supervisory grade and above. The other difficulty that arises from this situation is that new entrants into the field will automatically be excluded (and indeed are currently being overlooked) in favour of their more experienced colleagues who are prepared to continue working at lower grades and for consequently lower levels of pay.

There is no easy way to deal with this situation in the absence of an upswing in the economy and an increase in work available at all grades so that staff can move up through the ranks and new entrants can come into the labour market. However, an agreed system of improved rates of pay for each grade, with a reintroduced sub-division at Site Assistant level, would at least ensure that some increased reward is accrued for experience.

4 Pay rates in cognate professions

4.1 Introduction

Archaeology is the study of ancient people and their past through excavation, survey, various analyses and interpretation of the results. In reality archaeology is an amalgam of many professions and disciplines. Archaeologists, in addition to their academic background and the ability to identify, excavate and record in the field, are expected to be proficient in understanding engineers' drawings, architects' plans and scientific reports. They should be professionally competent in understanding the legal implications of heritage legislation, licencing and planning. They should ideally have experience in people management and have knowledge of health and safety legislation. Above all, archaeologists are obliged to produce quality excavation reports, all the while working within tight timescales and budgets. This list is not exhaustive – for instance graphics staff have specialised skill sets in Adobe Creative Suite, while specialists are experts in their various fields e.g. prehistoric pottery, human bone, plant remains etc.

Comparisons with rates of pay in so-called 'cognate' professions proved challenging, not least deciding on what professions could be considered comparable to archaeology and how to gauge rates of pay in the private sector.

4.2 'Cognate' professions - issues

Professionals most often compared to archaeologists tend to be those associated with the construction industry e.g. planners, engineers, architects. Environmental scientists and ecologists, especially those engaged in environmental impact assessment, may also be considered 'cognate'. In the case of engineers and architects, pay rates (or increases in pay) are often directly related to post-graduate professional qualifications, something that is not paralleled in archaeology. Architects must be registered with the Royal Institute of Architects of Ireland to even use the title 'architect' and registration is a requirement under the Building Control Act 2007 (http://www.riai.ie/register/is_your_architect_registered1/). To use the title 'Chartered Engineer', 'Associate Engineer' or 'Engineering technician' both an individual's academic and post-graduate professional qualifications must be accredited through Engineers Ireland (<http://www.engineersireland.ie/membership/registered-titles.aspx>). Again, this influences the rates of pay that can be achieved.

In addition to the issue of who exactly to bench-mark archaeologists to, current private sector job vacancies for engineers, architects and other professions, north and south of the border, increasingly do not advertise the rate of pay offered. Therefore, research for this report looked at a number of recruitment agency surveys of salaries paid after placement in key sectors in 2012-14 e.g. CPL, Sigmar and Brightwater². This showed quite a degree of variability and wide bands for many positions and in the end was not considered particularly useful. Rates of pay in the Public Service were then examined, particularly those assigned to specific archaeological posts or against which archaeological posts were benchmarked.

² <http://www.cpl.ie/Content/uploads/salary-survey/>
http://www.sigmarrecruitment.com/fileadmin/Salary_Guides/Sigmar_Recruitment_Technical_Divisions_Salary_Guide_2013.pdf
http://www.brightwater.ie/documents/brightwater_salary_surveys_ROI_2014.pdf

4.3 Other archaeologists - the state sector in Northern Ireland and the Republic of Ireland

Archaeologists are employed in the state sector both North and South of the Border. Tables 4.1 and 4.2 outline the rates of pay for various grades of staff. Notably, engineering grades in the Civil Service and Local Authorities were used to bench-mark the rates of pay for National Roads Authority archaeologists in the ROI.

Table 4.1 Pay rates within the UK Civil Service for archaeological posts. Data courtesy of UK Civil Service 1st Aug 2012 – 31st July 2014 (excludes London weighting)

AA Level	Bands (£)
Admin Assistant/ Assistant Custodian	16,300 – 17,620
AO Level	
Admin Officer	18,946 – 22,291
Assistant Supervisor (water)	
Field Monument Warden	
Technical Grade 1	
Assistant draughtsman	
Assistant Illustrator	
Conservation Grade G	
EO1 Level	
Curatorial Grade F	25,871 – 27,271
Conservation Grade F	
Assistant Manager	
Mapping & Charting Officer	
SO Level	
Curatorial Grade E	28,500 – 31,135
Research Assistant (Historic Monuments)	
Conservation Grade E	
DP Level	
Curatorial Grade D	35,190 – 39,675
Drawing Officer Manager	
Curatorial Grade D+4 (DOE)	35,921 – 40,736

Table 4.2 Comparable pay rates within the Republic of Ireland Civil Service (Engineering grades I, II, III used for setting rates of pay for archaeologists in National Roads Authority/RPA)

Grade³	Bands (€) (NOTE: incremental rates with minimum specified time periods spent at certain rates before reaching maximum)
Engineer grade III	30,738 - 59,604
Engineer grade II	58,765 - 68,647
Engineer grade I	65,000 - 80,140
<i>Other Civil Service grades</i>	
Clerical officer (CO)	22,015 - 35,515 (standard scale)
	23,042 - 36,267 (higher scale)
Staff officer (SO)	33,070 - 43,906
Executive officer (EO)	29,024 – 45,616 (standard scale)
	29,024 – 47,379 (higher scale)
Higher executive officer (HEO)	43,816 – 55,415 (standard scale)
	46,426 – 57,251 (higher scale)
Administrative officer (AO)	31,619 – 55,415 (standard scale)
	40,734 – 57,251 (higher scale)
	65,000 – 79,552 (higher scale)

4.4 Professional associations

In the late 1990s, the pre-cursor to IAI, the Irish Association of Professional Archaeologists (IAPA), proposed rates of pay for archaeologists, which were also benchmarked to then rates of pay for local authority engineers. The rates are outlined in Table 4.3 and will be discussed again in Chapter 5.

Table 4.3 IAI 1998 rates benchmarked to Local Authority engineering pay grades

Position	1998 rate (IR£)
<i>Senior archaeologist</i> (Project manager/Survey manager)	IR£675
Site director/survey director	IR£570
Site supervisor/field surveyors/senior officer assistant	IR£475
Site assistant/office administrator/project assistant/research assistant	IR£375
Archaeological worker (GO)/archaeological technician	IR£275
Specialist/illustrator	IR£10-25 per hour

³ Rates effective from 1st July 2013 (inclusive of Haddington Road agreement pay deductions) with exception of Grade III engineer and all grades below AP, which are the 2010 figures inclusive of pay deductions applied from that year forward (these grades were not affected by the Haddington Road agreement 2013).

The Institute for Archaeologists (IfA) in the UK has been recommending rates of pay for their three specific grades of membership since the 1990s (Table 4.4). The rates were also originally benchmarked to Local Authority pay scales (<http://www.archaeologists.net/IfASalary2013to14>). However, subsequent benchmarking exercises in 2007/8 showed that archaeologists lagged on average 13% behind colleagues in other professions. In 2009 it was agreed to raise the rates substantially, although this was not fully achieved. In 2013, on foot of legal advice, the IfA agreed that they could not enforce payment of the recommended rates as a condition of membership for 'Registered Organisations' (i.e. consultancies). However, they would continue to recommend starting salaries and non-compliance can trigger a more detailed audit of the way a new applicant or existing organisation ensures that it has appropriately competent staff at its disposal for any work undertaken.

Table 4.4 IfA recommended pay rates – minima and starting salaries 2013-14

Membership level/competency	Practitioner (PIfA) – non-managerial posts	Associate (AIfA) – junior managerial posts	Member (MIfA) – senior managerial posts
Recommended starting salaries	£19,853 - 20,926	£29,123 – 31,561	£36,552 – 40,276
Level below which salary should not fall	£16,327	£19,017	£24,583

4.5 Summary

Comparisons with cognate disciplines are difficult as no single profession necessarily provides the best 'fit' for archaeology. Pay rates in the private sector in engineering, architecture, planning and the sciences vary a great deal, depending on level of experience and additional professional qualifications.

There has been a trend in archaeology, both in Ireland and Britain, to benchmark pay rates to those of local authority or Public Service engineering grades. The salary scales used in the appointment of archaeologists to the National Roads Authority and the Rail Procurement Agency followed this trend. Both the previous manifestation of IAI, IAPA, and the present IfA (in the UK) used local authority pay scales to set minimum starting salaries for various grades of archaeologist.

It seems unnecessary therefore to 'reinvent the wheel' when it comes to deciding on new recommended pay rates for field archaeologist in Ireland today.

5 Suggested pay rates or bands

5.1 Introduction

When the average earnings north and south are calculated and, in the case of the Republic, compared to the results of the 2007 DISCO survey, it is clear there has been a very significant decrease in wages across the profession (see Chapter 2, Summary).

For the purposes of this survey, the average lowest and highest gross earnings were based on the assumptions that the archaeologist worked 52 weeks at that rate (including paid leave) and the paid working week was 40hrs, although the survey has indicated that this can vary from 7.25hrs, 7.5hrs to 8hrs paid per day, depending on the project/company. In reality, today's commercial field archaeologist is likely to have earned significantly less than even the average lowest earnings (see Chapter 2, Section 2.3.2, Table 2.3).

The marked decrease in earnings is further compounded by the additional expense of finding short term rental accommodation close to the project site, the reality of losing rental deposits when the tenant archaeologist breaks the rental agreement early to pursue the next project elsewhere in the country and/or the cost of putting fuel in the car to drive to and from the site from home base.

Given the cost of third level education today, one could ask if archaeologists are benefitting from the 'graduate premium' i.e. the difference between the average salary for those starting graduate employment or self-employment and the average salary for those starting non-graduate employment or self-employment. The *Complete University Guide (UK)* suggests that an archaeology graduate can expect an average starting salary of £17,675 compared to a non-graduate archaeologist salary of £13,847 (based on 2010 figures)⁴. The average wage for Site Assistants in Northern Ireland, the usual 'starter' grade for field archaeologists, falls some way short of this at £16,313.

5.2 The need for wage rate improvement

Since the early 2000s, the 'archaeological worker' or GO grade has all but disappeared, especially in the Republic (though it is still applied to some sites in NI and UK). The rates of pay in the Republic for the remaining field grades – Site Assistant, Site Supervisor and Site Director - have in effect 'dropped a grade' since the 2007 DISCO survey i.e. Site Assistants are paid the equivalent of the GO rate; Supervisors are paid (in many cases less than) the equivalent of Site Assistants in 2007 and so forth (Chapter 2, Table 2.6). In Chapter 3, the need for sub-division of the key field grade of Site Assistant was discussed in light of the high levels of experience accumulated by field staff at this grade but with no clear distinction made in the form of improved pay rates.

It is clear looking at the figures from 2007, and despite the perception of very high rates of pay during the boom years, that rates were in fact largely keeping pace with inflation and, in the absence of the crash, rates today would be more or less equivalent to those recommended by IAPA in 1998 (Table 5.1 and 5.2, below). It is notable, for example, that the equivalent of the recommended IAPA rate for a Supervisor in today's money is

⁴ <http://www.thecompleteuniversityguide.co.uk/careers/archaeology/>

equivalent to the Average Industrial Hourly Wage for 2013⁵, which is hardly an unrealistic expectation for a graduate with many years postgraduate field experience. At the moment, given the discontinuous nature of archaeological field work, most experienced archaeologists are only just about earning the hourly equivalent of the recommended 'living wage' or the minimum wage, both north and south of the border (Chapter 2, Table 2.3).

5.3 What rates to set?

Table 5.1 Original IAPA rates as recommended in 1998 with today's equivalents adjusted to inflation⁶. NOTE: all figures recommended as basic starting rates

Position	1998 rate (IR£)	Euro equivalent (IR£ x €1.27)	Equivalent today (adjusted for actual inflation rate every year between 1998-2013)	Approx. equivalent hourly rate (based on 40hr week)
<i>Senior archaeologist</i> (archaeologist responsible for more than one team or more than one archaeological project – Project manager /Survey manager)	IR£675	€857.25	€1261.20	€31.50
Site director /survey director	IR£570	€723.90	€1074.30	€26.85
Site supervisor /field surveyors/senior officer assistant	IR£475	€603.25	€887.50	€22.20
Site assistant /office administrator/project assistant/research assistant	IR£375	€476.25	€700.50	€17.50
Archaeological worker (GO) /archaeological technician	IR£275	€349.25	€513.60	€12.80
Specialist/illustrator	IR£10-25 per hour	€12.70 - €31.75 per hour	€18.70 – €46.70 per hour	€18.70 – €46.70 per hour

As discussed in the previous chapter, the issue of what rates are appropriate for specific field grades or levels of experience/competency has been addressed before, both by the IAI in its previous form and the IfA in Britain (see Tables 4.4 and 4.5). In addition, the

⁵http://www.cso.ie/quicktables/GetQuickTables.aspx?FileName=EHQ03.asp&TableName=Earnings+and+Labour+Costs&StatisticalProduct=DB_EH

⁶http://www.cso.ie/quicktables/GetQuickTables.aspx?FileName=CPA01C4.asp&TableName=Average+Annual+Percentage+Change&StatisticalProduct=DB_CP

decision to benchmark salaries for newly appointed archaeologists to major public sector bodies, such as the National Roads Authority and Rail Procurement Agency, at Public Sector engineering grades was the result of protracted discussion and negotiation. Therefore, the Working Group decided to re-examine the original IAPA rates from 1998/9 and evaluate the appropriateness of using these today, adjusted for inflation in the intervening period and conversion to the Euro.

No sterling equivalents were given in the original rates, as outlined in Table 4.3 (Chapter 4). However, as IAI is an all-Ireland body, it is deemed appropriate that any rate set by IAI should be equal North and South, with the Northern figures only adjusted for a measurable 'cost of living' differential between the two regions. Initially, however, the group has looked at relevant UK bodies to gauge the differences.

Table 5.1, above, outlines the original rates, the Euro equivalent today adjusted for inflation and the approximate equivalent hourly rate, based on a 40 hour week. These figures, when compared to current rates of pay, represent a significant rise in pay (in the order of 35-50%) for the three key field grades – Site Assistant, Site Supervisor and Site Director - while also presenting a significant improvement for specialist hourly rates of pay (Table 5.2).

Table 5.2 Comparison of current average hourly rates of pay to the present day equivalent of those recommended by IAPA and rates paid in 2007 (DISCO)

Position	Current hourly rate (€)	2007 average rate (DISCO survey)	Today's equivalent value of IAPA recommended rate
Site assistant	€9-9.70	€12.50	€17.50
Site supervisor	€10.37-13.09	€14.55	€22.20
Site director	€17.90-20.24	€19.12	€26.85
Project manager	€14.12	€24.28	€27.48
Specialist	€13.75	-	€18.70-46.70
Surveyor	€24	€14	€22.20

In the context of Northern Ireland/UK, British Archaeological Jobs and Resources (BAJR) forum has set out recommended **minimum** pay bands for all grades of archaeological field staff (2013-4), while IfA has specific recommended rates of pay for their three membership grades. It is worth outlining the hourly rates here and comparing them to the currently hourly rates in Northern Ireland from the WGRPR survey (Table 5.3). BAJR identify three subdivisions in the 'Site assistant' grade and two at 'Supervisor' grade but they are amalgamated in the table. The IfA rates are not directly equivalent to field grades as they are based on multiple criteria, however, an attempt has been made here to provide a field-based 'equivalent' for their rates.

Table 5.3 Current hourly rates of pay compared to BAJR recommended rate and IfA rates for their

three key membership grades

Position	Current hourly rate (NI)	BAJR recommended rate (equivalent)	IfA recommended starting salaries and minima (approx. equiv. grades)
Site assistant (all grades)	£7.22-7.80	£7.85-8.76	Practitioner? (overlaps with supervisor grade?) £9.54 - £10.04 (should not fall below £7.84)
Site supervisor (all grades)	£8.50-9.75	£9.15-9.65	
Site director (project officers)	£15	£10.25-12.88	Associate? (some overlap with grades above and below) £14 – £15.17 (should not fall below £9.14)
Project manager (senior archaeologist)	-	£12.88	Member? (some overlap with grade above) £17.57 – 19.36 (should not fall below £11.81)
Specialist	£8.50	£10.25-12.88	Fall into all three categories of membership

The BAJR rates are for the whole of the UK and show very little variation or progression in terms of salary levels. The IfA rates are notably higher across the board. In 2009, the Council of IfA agreed to move the minimum pay rates away from local authority payscales, and set out an ‘aspiration’ to increase them by 13% above inflation over five years in order to close the gap with other professions. In the event the economic downturn meant that, in the intervening five years, Council made only inflationary increases or no increases at all. However, IfA also has ‘recommended starting salaries be set aspirationally higher than the minima’ (as noted in Table 5.3). These are commended to the members in Rule 5.5 of their Code of Conduct, which requires members to give them ‘reasonable consideration’⁷.

As noted earlier, in determining IAI recommended rates, the WGRPR feels that if the IAI are to recommend rates, these should apply both North and South of the Border. Therefore, the rates suggested to be taken forward for discussion with the membership are set out in Table 5.4. These are based on the original IAPA recommended rates, adjusted for inflation and Euro conversion. The rates for Northern Ireland are the sterling equivalent but adjusted by an average 20% lower cost of living differential⁸. The rates also include an ‘entry level’ Site Assistant rate, Site Assistant Grade 1. This is, in effect, similar to the original ‘Archaeological worker’ grade (still recognised for the purposes of NRA contracts and used in some NI/UK companies) and allows for distinction on the basis of experience within the Site Assistant grade, with appropriate improvement in pay levels. It should be noted that the

⁷ <http://www.archaeologists.net/sites/default/files/node-files/Full-report-IfA-and-salary-recommendation-2013-2014.pdf>

⁸ http://www.numbeo.com/cost-of-living/compare_cities.jsp?country1=Ireland&country2=United+Kingdom&city1=Dublin&city2=Belfast

rates for NI are significantly higher than the BAJR recommended rates; however, they are on a par with the IfA 'aspirational' rates for their different membership categories.

*Table 5.6 Suggested **minimum** rates of pay for archaeological field staff and specialists – NI figures are based on £Stg equivalents to the Rol less 20% for lower cost of living*

Position	Hourly rate (Rol)	Hourly rate (NI)
Archaeological Trainee	€11.65	7.65
Site assistant grade 1	€12.85	£8.50
Site assistant grade 2	€17.50	£11.50
Supervisor	€22.20	£14.60
Site director/project officer	€26.85	£17.70
Project manager	€31.50	£20.80
Specialist	€20-€46	£13.20-£30.40

5.4 Justification

It is important to justify why these rates are being recommended today. Whereas the levels of archaeological activity in Ireland in the late 1990s were well below those of the mid-2000s, it is the opinion of the majority of members of WGRPR that they nonetheless represented a reasonable rate to work from. Although wage inflation in the Republic of Ireland, in particular, may have been artificially high during the boom, the WGRPR notes that archaeological wages did not increase at the same level across the board as other professions or trades. When wages in the construction sector and associated professions fell back in the aftermath of the economic crash in 2008, archaeological wages suffered a more profound decrease, which, with the corresponding fall in employment rates created the present conditions that WGRPR was tasked with investigating. When taken with current rates of pay being offered across the board in other professions and trades it is apposite to ask why archaeology as a profession should not be valuing the work it undertakes, irrespective of what are considered 'market forces'.

In the case of Northern Ireland, the WGRPR recognises that archaeology is undertaken on a similar statutory footing on either side of the border, with a tradition of archaeological workers taking work in either jurisdiction and indeed with several archaeological consultancies operating within both jurisdictions. It is recognised, however, that by recommending rates well above those put forward by BAJR, the acceptance of proposed IAI rates would leave NI consultancies more exposed to competitive tendering from UK companies.

In response to the interim version of this report there was considerable debate both in written submissions and the IAI special meeting on the notion of a starter grade for new graduates or those without formal archaeological training who wanted to gain experience (Appendix V and VI). In this instance a graduate would be anyone coming out of a University Degree in archaeology with less than three months experience on site. It would also apply to postgraduates with the same limited experience. There was considerable debate and submissions on whether field staff who had not completed (or are in the process of

completing) an archaeological or similar degree/diploma should be able to begin progressing along the professional pay scales listed here. Many state and private sector bodies require an archaeological certificate for each of their staff as a requirement of payment. There have on the other hand been extraordinarily competent individuals who have made a unique contribution to archaeology who have entered the profession despite having a completely different skill set. If they are not excluded from the particular tender there should be a provision for a low ratio of such individuals to join an archaeological team.

There should be a low ratio (1 'starter' to 8 experienced staff) of such staff to experienced archaeologists and their upgrading should be automatic once they have reached no more than three months in their work or sooner if they have attained a basic understanding of recording skills. The rate applied here is based on the 'living wage' in both jurisdictions which was designed to avoid poverty traps (<http://www.nerinstitute.net/research/a-living-wage-for-ireland/>), (<http://www.livingwage.org.uk/>).

It was also decided not to recommend 'bands' of pay for each grade as, in the view of the WGRPR, the default pay rate would always be the lowest level of that band.

5.5 Other issues to be addressed - subsistence rates

The nature of most archaeological contracts is such that workers frequently find themselves working away from where they pay rent or a mortgage. In the construction industry the concept of 'country money' has been enshrined in legislation and in wage agreements for many years, however as the surveys undertaken for this report show, there is no consistency in archaeology regarding the payment of such expenses (Chapter 2).

The WGRPR proposes that this issue be examined by the IAI as part of an ongoing review of pay and working conditions in private sector archaeology. See Appendix IV for further discussion on this topic.

6 Mechanisms/obstacles for implementation of recommended rates

6.1 Mechanisms

6.1.1 IAI members, Code of Conduct and public contracts

In the first instance, if the proposed rates are adopted by the membership of IAI, they should form part of a revised 'Code of Conduct' for members. In the UK, the IfA recommended starting salaries and minimum rates are written into their Code of Conduct and, as adherence to the Code of Conduct is written into the Articles of Association, they are expected to be adhered to by members. Lobbying for inclusion of minimum rates of pay in Public Contracts would also be a key objective.

6.1.2 Beyond IAI - statutory approaches

In general, the primary law governing wage rates in both the Republic of Ireland and Northern Ireland is the National Minimum Wage Act 2000 - currently €8.65 per hour in ROI while in the UK and Northern Ireland it is £6.31 per hour. All wages paid above these rates are the result of hard fought negotiations between employers groups, employee groups, trade unions and statutory authorities. In the Republic of Ireland, Employment Regulation Orders (EROs) exist for some industries, with various agreements on pay and conditions made by Joint Labour Committees (JLCs). Collective agreements have also been registered in the Labour Court known as 'Registered Employment Agreements' (REAs).

6.1.3 Trade Union

Trade Unions can assist in negotiating, on behalf of their members, either on an individual or group basis with an employer. In addition a trade union would also potentially be involved in the establishment of an ERO or REA (see below), if this route was considered.

A key element in any involvement with Trade Unions would be to ensure cross-border representation and also the parameters of protection provided. This latter issue will be particularly pertinent in relation to those not in employment, those in self-employment and those who occasionally employ staff.

6.1.4 An Employment Regulation Order (ERO) – ROI only

While Joint Labour Committees (JLCs) are established by means of a statutory order made by the Labour Court, they are independent bodies that determine minimum rates of pay and conditions of employment for workers in their respective sectors. The pay and conditions agreed by the JLCs are given the force of law in Employment Regulation Orders made by the Labour Court on foot of proposals made to the Court by the JLCs.

Following a High Court decision, McGowan Case (7/7/2011 CASE REF: 2008 10663 P) all Employment Regulation Orders ceased to have statutory effect from 7 July 2011 (<http://www.djei.ie/press/2011/20110712.htm>). Employment Regulation Orders were in place for, amongst others, Agricultural Workers, Catering and Contract Cleaning.

6.1.5 Registered Employment Agreements (REA) – ROI only

Registered Employment Agreements (REAs) were Collective Agreements made between trade unions and employers which were registered with the Labour Courts. Following a decision of the Supreme Court, all Registered Employment Agreements ceased to have statutory effect from 9 May 2013. Legislation to address this Supreme Court ruling is to be introduced as soon as possible and is currently being reviewed (<http://www.djei.ie/press/2013/20130627c.htm>). There were REAs for the following sectors: Drapery, footwear and allied trades (Dublin and Dun Laoghaire); Construction industry; Printing (Dublin); Electrical contracting; Contract Cleaning; Overhead power line contractors.

6.1.6 A local agreement regarding rates of pay

A further possibility is the establishment of a wage agreement at local level between an archaeology employers group, similar to the Federation of Archaeological Employers and Managers (FAME) in the UK and an employee group. This mechanism would not have any legal standing (effectively a ‘gentleman’s agreement’) unless the outcome was registered with the Labour Court (as above). This may have further limitations, based on possible competition implications, and may be subject to court challenge. Legal opinion may need to be sought before such a move is contemplated.

6.2 The Labour Court’s review of Employment Regulation Orders and Registered Employment Agreements

Both Employment Regulation Orders and Registered Employment Agreements are currently being reviewed by the Labour Court. At the moment, employees who were covered by an ERO or an REA have existing contracts of employment that govern their pay and conditions of work. Until new EROs are made the pay and conditions of employees who started work after 7 July 2011 are governed by employment legislation such as the National Minimum Wage. This also applies to the pay and conditions of new employees in the sectors previously governed by REAs who start work after 9 May 2013.

However, based on opinion received by the working group from the Congress of Trade Unions (TUC), the process of establishing a new ERO or REA could be commenced now in advance of the Labour Court review findings. This could then be implemented once that review is completed.

This process would require:

- Agreeing/allowing a spokesperson/mediator to act on behalf of employees (such as a union)
- Engagement and agreement with some or all employers through a newly formed employers group

6.3 Possible obstacles – competition law

Under the Competition Act 2002, the IAI may be seen as an ‘association of undertakings’, undertakings defined as ‘being an individual, a body corporate or an unincorporated body of persons engaged for gain in the production, supply or distribution of goods or the provision of a service’. As such any attempt to ‘set’ rates could be viewed under the provisions of the act as anti-competitive or restricting competition. In the UK, legal advice sought by the IfA in respect of their requirement for ‘Registered Organisations’ to pay their recommended pay rates was deemed inappropriate and has subsequently been removed⁹. However, they still advertise these rates and actively encourage their membership organisations to pay them.

It may be prudent for IAI to also seek legal opinion both on the status of IAI in the eyes of the Competition Authority and in terms of their ability to advertise recommended rates. Given the similar status of the IfA in Britain, it would appear that the IAI can endorse or set out the case for pay rates commensurate with the value and experience of the work being undertaken even if it cannot *enforce* them. It may also be possible for IAI to publicly support other mechanisms of ensuring proper rates of pay.

6.4 Endorsement of report and rates at IAI AGM 2014

This report was overwhelmingly endorsed by members at the IAI AGM in Limerick in spring 2014. A special session of that conference was held to debate the report with a subsequent period for comments. Debate focused on whether all companies should ‘jump together’ on a given date with the recommended rates or whether they should be implemented on a gradual basis. The endorsement of this report by IAI means that they accept that archaeologists in the commercial sector should be valued at the recommended rates from the date of the adoption of this report. The details of any formal agreement between archaeological employees and employers to ensure its implementation would require a collective agreement between bodies outside of the IAI.

⁹ <http://www.archaeologists.net/sites/default/files/node-files/Full-report-IfA-and-salary-recommendation-2013-2014.pdf>

7 Options for the future

7.1 For consideration by IAI members

1. Endorse recommended minimum rates of pay for archaeological field work/specialist work as recommended in Table 5.6.
2. Write these rates into a revised Code of Conduct for members.
3. Actively seek an immediate improvement in Site Assistant pay rates, which have suffered the greatest wage deflation since 2007.
4. Support third party (e.g. Union) action on improving pay and conditions for field archaeologists, based on the minimum pay rates adopted.
5. Set up a review group every 2-3 years to monitor progress in pay and conditions and to address other matters arising e.g. subsistence rates (Appendix IV), pension contributions, adherence to statutory employment law (see Appendix II).
6. Run a shortened version of the survey each year to monitor rates of pay.
7. Organise a joint committee between the IAI, UNITE or any other union or collective group representing employees and any body formed by employers to implement better pay. This measure has recently been taken by ifA, Prospect (Union representing commercial archaeologists) and FAME (Federation of Archaeological Managers and Employers).

7.2 Other issues to be considered as part of ongoing review of pay and conditions

7.2.1 Standards

Public support/endorsement of this process by statutory authorities would be welcome. The issue of pay rates and the value of archaeological work dovetails with the issue of standards of archaeological fieldwork. There should be enforcement of standards by statutory authorities, both North and South of the Border, at the very least, ensuring that works outlined in method statements are carried out. This should eliminate below-cost tendering, while 0% tender prices submitted for small public contracts should be rejected automatically.

7.2.2 Grading

The IAI should convene immediate discussions with the statutory authorities in the ROI and NI on definitions for 'archaeologist' and sub-grades of that role within the consultancy sector. This would help to also define the minimum qualification criteria required for each grade. This relates directly to rates of pay and would mean that there were uniform standards for site staff. Method statements would require staff employed at these grades to attain the minimum criteria listed.

It is noted here that this issue has already been raised by IAI with the National Monuments Service in the ROI who have agreed to set up a working group to look into these matters. A similar approach to the licensing section of the NIEA (NI) should be made.

7.2.3 *Self-employment vs 'employment'*

It emerged during the survey that significant numbers of staff were being offered work on a self-employed basis despite not being able to satisfy the criteria laid down by Revenue (<http://www.revenue.ie/en/tax/it/leaflets/tax-social-insurance-guide.pdf>).

While many archaeologists and specialists, such as licensed site directors, choose to be self-employed, it appears that some respondents felt they were 'forced' to take work on a self-employed basis. Many of these archaeologists would not carry suitable insurance or earn sufficient income to cover the holiday entitlements, which they would otherwise be entitled to. The IAI should adopt a measure as part of their revised Code of Conduct that compels members not to make self-employment a condition of contract unless it is at the request of the archaeologist being offered the work. A number of forms of words for this have been suggested (See Appendix VI) and should be quickly considered by the working group on codes of conduct and voted on at the next AGM.

7.2.4 Subsistence (see Appendix IV)

As outlined in Chapters 2 and 5, subsistence rates are currently not standard across archaeological contracts, putting further downward pressure on what are already low levels of pay in the sector. This issue needs to be addressed as soon as possible. To this end, a working group should be set up or reconvened every 2 years to look at this and other important employment-related matters arising from the survey.

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Willems, W. and Brandt, R.W. 2004. *Dutch Archaeology Quality Standard*, Rijksinspectie voor de Archeologie, Den Haag.

Websites:

Mount, C. 2013. After a year of stability recovery appears on the horizon for Irish archaeology. Charles Mount's Blog, 1 October 2013. <http://charles-mount.ie/wp/?p=1282>

www.archaeologists.net – website of the Institute for Archaeologists (IfA, UK)

www.brightwater.ie – recruitment agency

www.cpl.ie – recruitment agency

www.cso.ie – Central Statistics Office

www.famearchaeology.net – Federation of Archaeological Employers and Managers (FAME, UK)

www.revenue.ie – Revenue Commission (Republic of Ireland)

www.sigmarrecruitment.com – recruitment agency

www.thecompleteuniversityguide.co.uk – Independent online guide to all universities/colleges in the UK and Northern Ireland

Appendices

I Definitions and Abbreviations

Annual leave	Annual leave is paid time off work for holidays, rest or recreation.
ASHE	Annual Survey of Hours and Earnings
BAJR	British Archaeological Jobs and Resources
Benefit-in-kind	A term used by Revenue to refer to a taxable non-cash payment to an employee, for example, the use of a car.
Casual worker	A person employed as required without fixed hours or attendance arrangements
Code of Practice	A code of practice sets out good practice in employment but is not usually legally binding
Collective agreements	Agreements negotiated between unions and employers about terms and conditions of employment.
Common law	Law derived from custom and court decisions, rather than legislation.
Comparator	A comparator means a comparable employee who is doing the same or similar work as a part-time worker or someone on a fixed-term contract.
Contract of employment	A contract of employment exists if someone is offered work in return for wages and accepts the offer – see also written terms of employment.
Constructive dismissal	Constructive dismissal is when you terminate your contract of employment because of your employer's behaviour.
Continuity of employment or service	This means the employee's service or employment is unbroken and can help you qualify for certain employment rights such as redundancy.
CPD	Continuous professional development
Custom and practice	Custom and practice is where a term of employment is set up by normal behaviour in a workplace rather than by legislation or a written contract. One example is an informal ten-minute coffee break at 11am.
Deductions	Deductions are amounts taken off your pay and listed on your payslip, for example, PRSI.
Disciplinary procedure	It sets out in writing how the employer will deal with the alleged shortcomings of an employee.
Discrimination	This means treating one person less favourably than another person. Discrimination at work is illegal if it is based on gender, civil status, family status, sexual orientation, religion, age, disability, race, membership of the Traveller community.
Dismissal	This occurs when your contract of employment is ended. If you are dismissed by your employer you may be able to claim unfair dismissal.
DISCO	Discovering the Archaeologists of Europe projects (2006-2008) and (2012-2014)
Duty of care	Your employer owes you a duty of care to provide a safe workplace and this is implied by law in your contract of employment. It means that you should not have to work in unsafe or unhealthy conditions.
Employee	An employee is someone works for someone else in return for payment. There is no definition of 'employee' in employment law. The Code of Practice in determining Employment Status (pdf) contains criteria which can be used to clarify whether a person is employed or self-employed. The employment status of a person is generally

	determined by the Revenue Commissioners or the Department of Social Protection.
Employment Regulation Order (ERO)	EROs are negotiated by Joint Labour Committees to regulate conditions of employment and pay in certain employment sectors.
Fixed-term contract	A fixed-term contract is a contract of employment which ends on an agreed date.
GO	General operative or unqualified labourer
Grievance procedure	This sets out how to complain about something in your employment terms and conditions which affects you.
Holiday	A holiday is paid time off work for rest and recreation. It can mean either annual leave or a public holiday.
HR	Human resources
IAI	Institute of Archaeologist of Ireland
IAPA	Irish Association of Professional Archaeologists
IfA	Institute for Archaeologist (UK)
Job-sharing	A type of flexible work where two people share the same employment position.
Joint Labour Committees (JLCs)	JLCs regulate conditions of employment in certain employment sectors. Their agreements are called Employment Regulation Orders (EROs).
KNA	Dutch Archaeological Quality Standard
Lay off	Lay off is when you are let go from your job temporarily as your employer has no work for you.
Leave	Permission to be absent from work. Under employment rights legislation there are statutory entitlements to annual leave, maternity leave, adoptive leave, parental leave and carer's leave.
Minimum wage	This is a minimum hourly rate of pay. Most employees have a legal right to the national minimum wage (NMW) .
Notice	Notice is an announcement by the employee or employer that the employment contract will end on a certain date.
NI	Northern Ireland
NRA	National Roads Authority
Open-ended contract	This is a contract of employment which continues until the employer or employee ends it. It is known as a contract of indefinite duration. This is what employees often refer to as a permanent job.
Overtime	Overtime is work done outside normal working hours.
Part-time worker	An employee whose normal hours of work are less than the normal hours of work of a comparable full-time employee.
PAYE	Pay As You Earn. The PAYE system is a method of tax deduction under which a person's employer calculates the tax due and deducts it each time a payment of wages, salary, etc. is made to an employee, and a method of collecting PRSI (Pay-Related Social Insurance).
REA	Registered Employment Agreement: REAs set out pay and conditions of employment in certain employment sectors. They are collective agreements which have been registered with the Labour Court.
ROI	Republic of Ireland
Self-employed	A self-employed person is someone who carries on their own business and is not an employee.

Specified purpose contract	A contract of employment which ends when a specific task is completed, or when a specific event occurs.
Trade union	A trade union is an organisation which negotiates with an employer for better pay and conditions.
Wages	Wages are the money paid to you by your employer for your work. This money is also known as pay, salary or remuneration. Sometimes other benefits can be included to make up your wages, for example board and lodging, if supplied by your employer and are part of your employment contract.
Working hours	This means the time when you are working. For most employees the legal maximum average working week is 48 hours.
WGRPR	Working Group for Review of Pay Rates
Written terms of employment	Although all your contract of employment does not have to be written, you have a legal right to a written statement of certain employment terms.
Zero-hours contract	A zero-hours contract is a type of employment contract where the employee make themselves available for work for a specified number of hours and get paid for a proportion of those hours even if not required to work.

II Employment Law (pertaining to Republic of Ireland)

http://www.citizensinformation.ie/en/employment/employment_rights_and_conditions/employment_rights_and_duties/employment_law_update.html

Employment protection developments 1993-2012

The following is a summary of the legislation that has been introduced in this period concerning employment protection:

[Protection of Employment \(Temporary Agency Work\) Act 2012](#): This Act provides that since 16 May 2012 all temporary agency workers must have equal treatment as if they had been directly recruited by the hirer in respect of the duration of working time, rest periods, night work, annual leave and public holidays and pay. The right to equal pay is backdated to 5 December 2011.

- [Protection of Employment \(Exceptional Collective Redundancies and Related Matters\) Act 2007](#): This legislation establishes a redundancy panel to consider certain proposed collective redundancies. The Act also removes the upper age limit for entitlement to redundancy payments.
- [Employment Permits Act 2006](#): This Act updates the [Employment Permits Act 2003](#), introducing the Green Card permit and revising the legislation on work permits and spousal permits.
- [Employees \(Provision of Information and Consultation\) Act 2006](#): This legislation sets establishes minimum requirements for employees' right to information and consultation about the development of their employment's structure and activities. Since 23 March 2008 it applies to employers with at least 50 employees.
- [Parental Leave \(Amendment\) Act 2006](#) amends the [Parental Leave Act 1998](#) which provides for a period of unpaid [parental leave](#) for parents to care for their children and for a limited right to paid leave in circumstances of serious family illness ([force majeure](#)).
- [Safety, Health and Welfare at Work Act 2005](#): This legislation replaced the provisions of the Safety, Health and Welfare Act 1989 when it came into operation on 1st September 2005. It consolidates and updates the existing [health and safety](#) law. Changes include the provision for higher fines for breaches of safety legislation.
- [Adoptive Leave Act 2005](#): It amends the [Adoptive Leave Act, 1995](#) which provides for [adoptive leave](#) from employment principally by the adoptive mother and for her right to return to work following such leave.
- [Maternity Protection \(Amendment\) Act 2004](#): It includes new provisions relating to [ante-natal classes](#), [additional maternity leave](#), [breastfeeding](#) making significant improvements to the [Maternity Protection Act 1994](#) which covers matters such as maternity leave, the right to return to work after such leave and health/safety during and immediately after the pregnancy.
- [Equality Act 2004](#): This legislation makes significant amendments to the [Employment Equality Act 1998](#) which prohibits discrimination in a range of employment-related areas. The prohibited grounds of discrimination are gender, marital status, family

status, age, race, religious belief, disability, sexual orientation and membership of the Traveller community. The Act also prohibits sexual and other harassment. The Equality Act also amends the Equal Status Act 2000 to extend the definition of sexual harassment and shift the burden of proof from the complainant to the respondent.

- [European Communities \(Protection of Employees on Transfer of Undertakings\) Regulations 2003](#). This legislation applies to any [transfer of an undertaking, business or part of a business](#) from one employer to another employer as a result of a legal transfer (including the assignment or forfeiture of a lease) or merger. Employees rights and entitlements are protected during this transfer.
- [Protection of Employees \(Fixed Term Work\) Act 2003](#): This legislation protects fixed-term employees by ensuring that they cannot be treated less favourably than comparable permanent workers and that employers cannot continually renew [fixed term contracts](#). Under the Act employees can only work on one or more fixed term contracts for a continuous period of four years. After this the employee is considered to have a contract of indefinite duration (e.g. a permanent contract).
- [Organisation of Working Time \(Records\) \(Prescribed Form and Exemptions\) Regulations 2001](#). The main purpose of this EU Regulation is the requirement by employers to keep a record of the number of hours worked by employees on a daily and weekly basis, to keep records of leave granted to employees in each week as annual leave or as public holidays and details of the payments in respect of this leave. Employers must also keep weekly records of starting and finishing times of employees.
- [Protection of Employees \(Part-Time Work\) Act 2001](#) - this replaces the Worker Protection (Regular Part-Time Employees) Act, 1991. It provides for the removal of discrimination against [part-time workers](#) where such exists. It aims to improve the quality of part-time work, to facilitate the development of part-time work on a voluntary basis and to contribute to the flexible organisation of working time in a manner that takes account of the needs of employers and workers. It guarantees that part-time workers may not be treated less favourably than full-time workers.
- [Carer's Leave Act 2001](#) - this provides for an entitlement for employees to avail of temporary unpaid [carer's leave](#) to enable them to care personally for persons who require full-time care and attention.
- [National Minimum Wage Act 2000](#) - introduces an enforceable [national minimum wage](#).
- [Organisation of Working Time Act 1997](#) - regulates a variety of employment conditions including [maximum working hours](#), night work, [annual](#) and [public holiday](#) leave.
- [Protection of Young Persons \(Employment\) Act 1996](#) - replaced previous legislation dating from 1977 and regulates the [employment and working conditions of children and young persons](#).
- [Terms of Employment \(Information\) Act 1994](#) - updated previous legislation relating to the provision by employers to employees of information on such matters as job description, rate of pay and hours of work.
- [Unfair Dismissals Act 1993](#) - updates [unfair dismissals](#) law and amends previous legislation dating from 1977.

- Implications of the High Court Decision Delivered on July 7th 2011 in Relation to Employment Regulation Orders (EROs). [High Court decision \(pdf\)](#)

Complaints/breach of rights

Employment law in Ireland provides strong protection for employees who feel their rights have been breached. Complaints, disputes and grievances are heard before a [Rights Commissioner](#) who will listen to both sides before completing an investigation of the complaint and issuing a recommendation. Recommendations issued by the Rights Commissioner can be binding or non-binding, depending on the type of law under which the case is heard.

The [Equality Tribunal](#) investigates claims under equality legislation.

Often, disputes between employers and employees can be resolved using mediation. Mediation means that the Labour Relations Commission is contacted and appoints an independent person to meet with both parties and listen to both sides. This free service is available to all employees and employers (except members of the Gardaí, Defence Forces and Prison Service). Meetings are held privately and all discussions are confidential.

How to apply

Requests for mediation services should be made to the [Workplace Mediation Service at the Labour Relations Commission](#).

Complaints, disputes or grievances regarding breaches of employment rights under certain legislation can be referred using the [new single complaint form](#). Before you apply to have your complaint heard, you must notify your employer of your intention to contact the Rights Commissioner service. Where legal entitlements are involved, you should try and resolve the matter locally before referring a complaint. Further information on employment protection legislation may be obtained from **Workplace Relations Customer Services**.

Further information on the Maternity Protection Acts 1994-2004, the Adoptive Leave Acts 1995-2005, the Employment Equality Acts 1998-2011 and the Equal Status Acts 2000-2011 may be obtained from the [Equality Authority](#).

III Contacts (primarily pertaining to Northern Ireland)

Citizens Advice (NI)

Belfast - Central Belfast CAB
Merrion Business Centre, 58 Howard St
Belfast
BT1 6PJ
0300 1 233 233
amyinbelfast@citizensadvice.co.uk

Irish Congress of Trade Unions

31/32 Parnell Square, Dublin 1, Ireland
Tel: +353 1 8897777
Fax: +353 1 8872012
Email: congress@ictu.ie

Northern Ireland Committee Irish Congress of Trades Unions

4-6 Donegall Street Place, Belfast BT1 2FN, Northern Ireland
Tel: 02890 247940
Fax: 02890 246898
Email: info@ictuni.org
Web: <http://www.ictuni.org>

The Labour Relations Commission (LRC)

The Labour Relations Commission, Tom Johnson House, Haddington Road, Dublin 4, Ireland
Telephone: (01) 613 6700
Lo call: 1890 220 227 (outside (01) area)
Fax: (01) 613 6701

National Employment Rights Authority (NERA)

Link: <http://www.employmentrights.ie/en/>

National Employment Rights Authority, Headquarters, O'Brien Road, Carlow, Ireland
Lines open Monday-Friday, 9.30am-5pm **Lo-call 1890 80 80 90 or + 353 (0) 59 9178990**

Workplace Relations Customer Service Lo-Call 1890 80 80 90*

Follow the link for more details on our [Information Services](#)

Inspection NERA Inspectorate Service Lo-Call 1890 220 100*

Email: inspection@employmentrights.ie

Follow the link for more details on our [Inspection Services](#)

Enforcement NERA Enforcement Service Lo-Call 1890 220 200*

Email: enforcement@employmentrights.ie Follow the link for more details on our [Enforcement Services](#)

Prosecution NERA Prosecution Service Lo-Call 1890 220 200* Email:

prosecution@employmentrights.ie Link for more details on our [Prosecution Services](#)

Corporate enquires Telephone: +353 59 917 8800

NIDirect

NIDirect brings together lots of information from government departments and agencies, written in language that is easy to understand. And, you don't need to know the workings of government to find what you are after. NIDirect is the official government website for Northern Ireland citizens.

<http://www.nidirect.gov.uk/index.htm>

nibusinessinfo.co.uk

nibusinessinfo.co.uk, a free service offered by Invest Northern Ireland, is the official online channel for business advice and guidance in Northern Ireland. nibusinessinfo.co.uk
Bedford Square

Bedford Street

Belfast

BT2 7ES

Tel: 0800 181 4422

Email: info@nibusinessinfo.co.uk

<https://www.gov.uk/>

Workplace Relations Customer Services (formerly Information Services of the National Employment Rights Authority - NERA)

Link: <http://www.workplacerelations.ie/en/>

IV Subsistence Rates

The payment of tax-free travel and subsistence expenses are governed by the criteria set out in Revenue Leaflets IT51 (Employees Motoring Expenses) and IT54 (Employees Subsistence Expenses). In general, employees in the archaeology sector do not satisfy the criteria set out for the payment of tax-free travel or subsistence payments.

Due to the transient nature of the work in the construction industry, an agreement was reached in 1976 between the Construction Industry Federation and the Construction and Electrical Workers Unions in relation to the payment of 'country money'. The payment was designed to compensate employees for expenses incurred travelling varying distances to and from building sites and to cover subsistence expenses.

Historically, it has been accepted that 'country money' provided for under the above agreement between Construction Industry Federation and the Construction and Electrical Workers Unions could be made without deduction of Tax / PRSI where certain conditions were satisfied. Following representations from the Construction Industry Federation in 2003, it was agreed that the payment of 'country money' could continue to be made without deduction of Tax / PRSI where the revised conditions set out below apply. It is entirely apposite that these criteria should apply to those working in the archaeological sector.

'Country money' may be paid tax free where:

For Dublin-based Contractors:
the individual is employed by a contractor and is working at a site which is 20 miles or more from the G.P.O.
the employee actually incurs the expense of travelling to and from the site
the employee is not provided with board and lodgings by the employer
the employee is not provided with transport to and from the site by the employer
the employee is not recruited on site or at the employer's head office or elsewhere to work at one site only.

For country-based Contractors:
the individual is employed by a contractor and working at a site which is 30 miles or more from the employer's base
the employee actually incurs the expense of travelling to and from the site
the employee is not provided with board and lodgings by the employer
the employee is not provided with transport to and from the site by the employer
the employee is not recruited on site or at the employer's head office or elsewhere to work at one site only.

If any of the conditions are not satisfied, any 'country money' paid must be subjected to Tax / PRSI deductions.

Under Clause 8(c) of the Registered Employment Agreement of 21 July 1986, subsistence allowance (country money) shall be paid at:

€181.68 per week for 5,6 or 7 days
€36.34 per day for 4 days or less

The allowance was designed to be increased every **6 months** in accordance with the increase in the consumer price index; however it is understood that in practice these rates have not increased significantly since their implementation.

V Survey questions

Survey 1: Employee Survey

1. Are you; Male Female Under 25 25-35 35-40 45-55 55-65 65+

2. Do you have any of the following archaeological qualifications?
 - Diploma Degree Masters PhD None
 - Do you have a third level qualification outside of archaeology? Yes No

3. How long in total have you been employed in archaeology?
>6months 6mts-1year 1-3 years 3-5 years 5-10 years 10 years+

4. Are you eligible to hold an excavation licence? Yes No

5. What grade are you currently working at?
GO Site assistant Supervisor Director Specialist Office staff Post excavation staff
Geophysicist Surveyor Other

6. Is this lower than your usual grade? Yes No

7. How much off-site experience have you accumulated (weeks)
Post-ex EIAs Survey Museum/local heritage Graphics/Illustration

8. In the period July 2012- July 2013 how many weeks were you employed in archaeology?
 - In the republic of Ireland
 - Northern Ireland
 - Elsewhere in EU

9. During this period did you regularly have to work at a level lower than your usual grade?
Yes No

10. During this period have you had to find work outside of archaeology to make a living wage?
Yes No

11. During this period have any of the following been provided by your employer? Accommodation Rent allowance Mileage Transport Daily subsistence Paid day off/ time in lieu to attend CPD training Renewal of Safe Pass or equivalent

12. In this period have you been asked by an archaeological consultancy to be self-employed in order work on a scheme? No Yes

13. What were your total earnings from archaeology during this period (please specify € or £)?

14. During this period what was your gross hourly rate (please specify € or £)? Highest Lowest

15. During this period how were you normally paid? Weekly Fortnightly Monthly Per invoice

16. During this period have you experienced any of the following:

- not breaking even / losing money on a job
- paying double rent
- losing accommodation deposits due to short term contracts
- above average maintenance/repair costs for private vehicles
- having to decline work due to poor wages/ overall expense
- use of private vehicles for work purposes other than travel to and from place of work

17. During this period have you been employed within archaeology on either:

JobBridge Internship

- If yes did this result in a paid position? Yes No
- Did you feel the level of training received was Excellent , Adequate , Poor

18. Is there anything you would like to add?

Survey 2: Specialists Survey

1. Do you have any of the following archaeological qualifications?

Diploma Degree Masters PhD None

2. How long in total have you been employed as a specialist?

>6months 6mts-1year 1-3 years 3-5 years 5-10 years 10 years+

3. In the period July 2012- July 2013 how many weeks were you employed as a specialist?

4. What were your total earnings from archaeology during this period (please specify € or £)?

5. During this period have you had to find work outside of archaeology to make a living wage?

Yes No

6. During this period what percentage of invoices were paid within:

1 month 2 months 2-6 months 6 months-1 year not at all

7. During this period have you made a profit on any of the work you have done? Yes No

8. Have you completed the general survey? Yes No

Survey 3: Company Survey

1. What was the total number of individual TEMPORARY CONTRACT staff employed over the term of the survey (1st July 2012 - 31st July 2013) (here individual corresponds to a single PPS/National Insurance number - i.e. if employee X worked for the company on five different occasions they are to be counted once)

2. What was the total number of individual TEMPORARY CONTRACT staff members employed on:

1st July 2012

1st Dec 2012

1st July 2013

3. Have you employed field staff on a self-employed basis during the study period?

Yes/ No

If yes, how many staff was employed on this basis?

Was this arrangement at your request or theirs?

4. Are you currently employing in house specialists? If Yes, can you list the specialisms.

(Specialisms include graphics, geophys, osteo, finds, enviro, conservation etc)

Yes/no

List the specialisms

5. How many specialists have you employed on a 'pay per invoice' basis in the study period (1st July 2012 - 31st July 2013).

6. Please list the current pay grade titles operated by your company including any subcategories (i.e. site assistant grade I/2 etc)?

7. Do these differ from those operated during the period 2000-2008? If so which grade titles are no longer used?

8. Does your consultancy have an in-house system for promotion of core staff? and for contract staff?

Core staff Yes

Core staff No

Contract staff Yes

Contract staff No

9. Does your consultancy regularly provide any of the following for TEMPORARY CONTRACT staff:

Paid tea break

paid lunch break

provision of PPE

mileage

transport in company vehicles

assistance with accommodation

daily subsistence allowance

overnight allowance

paying for courses including attending CPD, Safe Pass, Manual Handling etc.

Other (please specify)

10. Do you feel that pay and conditions can be improved for employees (core and temporary contract) in a way which maintains competitiveness and profitability?

Yes

No

If Yes, how do you feel this can be achieved?

11. Are your staff (core and temporary contract) issued with contracts?

Yes

No

12. Do your staff (core and temporary contract) have Job Descriptions describing their Terms and Conditions, i.e. responsibilities and duties?

Yes

No

13. Does the T&C (including rate of pay) differ between core and temporary contract staff of the same grade?

Yes

No

14. During the study period, has your consultancy employed staff at grades lower than they have previously worked at?

Yes

No

15. During the study period, has your consultancy employed staff who are over qualified for the position they are offered?

Yes

No

16. If Yes to either Q 14 or 15, is this a common occurrence?

Yes

No

17. During the study period, has your consultancy found it difficult to recruit staff for projects?

Yes

No

18. Have you experienced difficulties in getting payment for on site works?

Yes

No

If Yes, was this is in the Private sector and/or Public Sector?

19. Have you experienced difficulties in getting payment for PX works?

Yes

No

If Yes, was this is in the Private sector and/or Public Sector

20. Have terms of contracts been reneged on by the client?

Yes

No

If Yes, was this is in the Private sector and/or Public Sector?

21. Since 2008, have you lost money due to clients going bankrupt/ceased trading?

Yes

No

If Yes could you indicate a ballpark of monies involved (ex Vat)

22. How many CORE staff were in your employment on 1st July 2012 and on 1st July 2013?

1st July 2012

1st July 2013

23. Since 2008 have you implemented any of the following for CORE staff:

pay cuts;

change of T&Cs (i.e. removal of paid lunch breaks, subs, mileage, accommodation, additional duties);

down time/short time

redundancies

Other (please specify)

24. Have the heritage authorities assisted you in securing funds to allow the close out of a project?

Yes

No

25. Would you be willing to attend an informal meeting to discuss these issues with other commercial companies, under the auspices of IAI?

Yes

No

26. Any other comments?

VI Written Responses to the WGRPR Report

Written responses to the WGRPR Interim Report April 2014

There were five written responses to the IAI report received by 28-04-2014. Four of these are listed in full below. One respondent requested that their submission remain confidential.

DAVE POLLOCK, INDEPENDENT LICENCED ARCHAEOLOGIST

Following on from the meeting in Limerick, and the excellent draft document, I've just a couple of little thoughts about archaeol pay rates.

First, I still think the minimum rates should be recommended from a set date, maybe 6 months hence. Whilst that would not make everyone jump at the same time it would help someone who is willing to jump by justifying a price to a client.

Second, this idea of a low rate for starters should be treated carefully. If this is a particularly low rate I don't think any individual should be paid this rate by an employer for more than 3 weeks. 2 weeks with a decent employer should be a sufficient training period, beyond which everyone should be generally useful on site. If someone has the misfortune to start on very short jobs (day here, 2 days there, for different employers), the time on the very low rate might be extended a little, perhaps to 4 weeks.

I would see this very low rate paid to undergrads getting field experience, oldish secondary school students, youngish people coming in from other fields. After the short time on the starter rate they would be automatically upgraded to site asst grade 1. I think few employers would sack them and train up new inexperienced people.

SUSAN CURRAN, PHD STUDENT, UCD

I read the interim report and was present at the IAI information meeting & discussion in relation to pay rates in the sector.

There were a number of points being made about graduates in the industry and I had a number of additional points to raise/comments to make:

- 1) Graduates come in many forms with different levels of qualification - BA/MA/PhD etc. but they seem to be all thrown into the same bracket as 'graduates'. Do we need to incorporate the level of qualification into the pay scales?
- 2) There was talk about graduates vs non-graduates with site experience. I would suggest having 2 entry-level grades - one for graduates & one for non-graduates.
- 3) It is very difficult to find work once graduated for a number of reasons, not least the lack of actual excavation going on. One such reason is the fact that it is difficult to build up enough site experience while going through college - often you have to pay for the pleasure as well. The universities are not doing enough to ensure that their graduates are employable - it's all about transferable skills etc. This is fine for those in college who do not wish to pursue a career in archaeology, and I understand that the universities have to get numbers in to keep courses afloat. However, it is pointless if these new graduates (who want to be archaeologists) have nowhere to go. In my own case, on completing my MA

with some site experience under my belt I wasn't even getting a reply or even an acknowledgement to my applications. If the industry is to grow, we need to ensure that these graduates have somewhere to go. Firstly, the universities need to step up and ensure that those who want practical experience can get it - perhaps this could be done via internships with established companies etc. Secondly, there should be at least one 'starter' position on each site (relative to the number of experienced staff) - this could be a graduate with say 1-9 months experience. If this was a set grade, it could go some way towards cutting down/out on those willing to work for considerably lower wages.

4) At the moment, contract work is almost punished in the archaeology sector - in other areas, contract staff are compensated for short-term contracts by getting paid higher salaries. By compensating those who can only find work for 20-30 weeks a year with higher wages and subsistence costs, we could encourage valuable experienced staff to remain within the industry and stay available for archaeological work.

I think you have all done a great job getting the issue to this point, especially with buy-in from the employers. It's great to see something so positive happening and I hope it goes all the way.

KATE TAYLOR, CO-DIRECTOR, TVAS IRELAND

As you requested at the meeting, here are a few comments I (we) have about the report and discussions that took place. In no particular order...

1) Apprentice grade - I would totally support the idea of an additional lower entry level grade, but agree that there needs to be control of the use of this grade on site. This could, as with other grades, be tied into method statements which should be enforced by NMS (wishful thinking but...). Whilst I can kind of see the point in thinking of ourselves as a graduate profession, I wouldn't want to exclude people without archaeology degrees from joining us, even if their progress is limited. We shouldn't bar non-graduates from undertaking excavation work if they are interested. Archaeology is one of those jobs that people are genuinely interested in (lucky us!) and this type of experience can sometimes lead people to pursue a degree in the future which is something we should surely be encouraging. If we make ourselves too exclusive we'll be seen as snooty consultants who demand high fees for doing something that most people don't understand. Much of our time is spent in outreach trying to involve members of the public in archaeology and some of them would like a chance to work in the profession, even at a low grade. I am not advocating for the return of GOs, but of trainee opportunities. If we close this option we are pushing more people, both non-graduates and fresh graduates, into volunteer positions.

2) Re the definition of 'an archaeologist' and the various grades, specifically the specialists - what role does NMI have in this regard? They have some sort of list of 'approved' specialists, does getting on this list make someone an official specialist? This would need to be formalised of course and might also need some entry level or trainee type category.

3) How to police any agreement. I don't particularly like the sound of a FB group where people can complain about companies who are not paying the suggested rates. Whilst people are of course entitled to write what they want on social media sites (within the limits of the law anyway!), this sounds very petty and negative and undermines our professionalism. Surely a better, and more positive, mechanism would be for IAI to maintain (and display on the website) a list of companies who have committed to paying the recommended rates and to police this list. This would automatically include all corporate members of IAI who would be bound by the Codes of Conduct but would also include non-member companies who have also made the commitment.

4) Presumably the intention is that the Codes of Conduct also apply to individual members who should therefore refuse to take work at rates below the recommended levels.

5) Subsistence - I'm not sure that many archaeologists, other than core staff, meet the requirements of the 'country money' criteria (App IV) as they are usually engaged on a project-specific basis and are therefore recruited to work 'at one site only'. The definition of what a 'site' is here needs clarification as large infrastructure projects can involve working on various sites many miles apart (not often over 30 miles though). Believe me, companies do not want to be subject to a Revenue audit on this matter if there is any doubt about the legality of these payments as tax free. There needs to be careful thought about where the 'place of work' is, as specified on the employment contract, but this can cause other problems so is not a simple solution.

6) Tying in clients to pay rates shouldn't be too difficult for state contracts at least. The NRA contracts already refer to IAI Codes of Conduct for Human Remains, Artefacts and Sampling so it shouldn't be too much of a stretch for them to refer to the more general codes. Or does anyone know if there is a reason they don't already do so? It might also be possible to encourage planning authorities to include a requirement to comply with the CoCs alongside the standard 'suitably qualified archaeologist' wording that often appears in planning conditions.

7) Annual salary v weekly wage v hourly rate. I think that the proposed rates are based on a 40 hour week. In reality we talk about wages on a weekly rate basis, certainly for temporary site staff. Some companies calculate on 37.5, others on 40. For the staff concerned what matters is the weekly amount as it makes no difference whether or not they are being paid during their breaks. The difference in weekly wage could be as much as €78.75 for the most senior grade. Is it the intention of the PRWG that this is just something that will sort itself out, probably by the 40 hour companies changing their calculations to 37.5 hours? Not necessarily possible for existing employment contracts. Of course these are recommended minimum rates but, given the drastic increase from current levels, I agree that these are unlikely to be exceeded for a while at least.

8) A FAME-type organisation or some committee or body representing employers is a must and needs to work in parallel to the IAI recommendations.

8) Mechanism for reaching the proposed recommended rates. This is the main issue I have with the whole thing and is where I fear it could all fall down.

The gap between where we are now and where we would like to be is enormous. In some cases wages would need to be more than doubled to achieve the recommended levels. This is simply not achievable overnight.

All companies are having a hard time at the moment, with some struggling more than others. Current projects, some of which were priced several years ago and others more recently, were probably costed using pay rates well below the proposed levels. It is a mistake to say that in one year's time current projects will be finished. Large projects can run for 4 years or more and the contract prices (whether they be day rates or fixed price) are set at the beginning. Unless there is a very large profit margin included, these types of pay rises can't be absorbed.

Whilst it would be lovely to start from a clean slate with all companies signing up to these new rates starting from tomorrow and tendering for new projects on this basis, this would only work if companies had no ongoing projects, no debts and no mountains of finds and archives piling up in the background. We are not in that position so we have to deal with

the reality of where we are now.

If pay rises cause wage expenditure to exceed income from a particular project, companies can either choose to lose money (which will mean going bust in many cases) or drop out of the contract. Neither of these are realistic options so what will happen is that companies who find themselves in this position will not sign up to the rates. This may mean cancelling both corporate and individual membership of IAI. Once some companies opt out, the whole idea fails as we need near-100% compliance to make this work.

My proposal would be for an incremental increase over, say two to three years. Set a start date eg 1st July 2014 and say IAI would like to see pay at 75% recommended rates as a minimum. Every 6 months go up 5% so that by 1st Jan 2017 we have hit these rates. Of course inflation will probably require another increase after this, but gradual inflationary increases can be absorbed by the market on an ongoing basis.

A clearly stated schedule for increases will allow companies to tender for projects knowing what minimum wages will be at various stages over the lifetime of the project and cost accordingly.

There needs to be some flexibility during this incremental period as some companies will find this more difficult than others, depending on what percentage of their workload is made up of existing and ongoing projects. Perhaps in the same way that the IAI CPD requirements were voluntary for a couple of years before they became compulsory. The alternative is that companies will be forced to operate different projects with different salaries which would get very messy very quickly.

In the absence of any union or other official employment agreement, pay increases will only be achieved by, as you suggest, a gentleman's agreement, i.e. it will be totally voluntary on the part of the employers. There is no point suggesting something that most companies will not be able to sign up to for basic economic reasons, however willing they might be. If the change is too severe there will be minimal uptake and the project will be dead in the water, with the additional impact that IAI membership (individual and corporate) would be reduced.

Whilst we'd all love to increase staff wages, including our own, we can't do this overnight and we can't do it if it undermines the economic viability of our companies. This is not evil corporate greed, it is basic common sense. If we are not making enough money there is no work for anyone and if companies are driven into the ground the impact on the archives and artefacts they are caring for is potentially catastrophic.

Basically what I am saying is that THIS WILL NOT WORK unless the change is brought in incrementally over a reasonable period of time and could risk driving people and companies away from the IAI.

Anyway, that's my tuppence worth

Good luck incorporating all the comments and thanks for all your hard work getting to this stage.

EDEL RUTTLE, EXCAVATION DIRECTOR, TVAS IRELAND

I have just a couple of comments leading on from last Saturday week's meeting.

There was discussion about an entry level graduate position but I think this should be the proposed 'Site assistant grade 1' for a minimum of 1 year's service. This could then lead the way to an additional 'grade 3' position. I would suggest grade 2 be remunerated at approximately 15 euro and move the new grade 3 position to 17.50 euro.

The suggestion of a review group is a great idea but I wonder if 2-3 years is too long a period without a review. As a questionnaire is already in place with a little editing would it be possible to put the questionnaire out yearly for the first 2/3 years and then put it out every 2 years. This might be a better indicator of any progress in pay rates.

An item that was not really discussed was subsistence rates, pension contributions and employment law. I think, as an Institution, information about employee rights should be available on the IAI website, perhaps in the member section, for employees. In this document the fact that every employer has to facilitate a pension scheme (though they are not obliged to contribute to it) could be highlighted. I think subsistence rates are something that is only negotiable at this point.

An item that could lead on from employee rights is the issue of Health and Safety. I know a whole other area but I'm sure there are archaeologists out there who have found themselves in unsafe conditions, or felt unsafe at work, and don't know what they can do about it.

VII Minutes of IAI Information Meeting

MINUTES of the IAI Information Meeting and Discussion on the Report by Working Group on Review of Pay Rates

5th April 2014

Absolute Hotel, Limerick

11.30am to 1.25pm

E. Reilly (Chair of the Meeting, Vice-Chair of the IAI Board, Working Group Member and co-author), M. Seaver (Working Group Member and co-author) and approximately 34 other attendees comprised of IAI members and non-members.

Members of the IAI Board in Attendance: J. Bonsall, M. McClatchie, M. Jones, M. McQuade, C. O'Regan, T. Kador, C. Brett, E. Reilly (as above), Rob Lynch, Tracy Collins. Board Members (and M. Seaver) speaking at the meeting are named below by initials.

The Minutes were taken by James Bonsall (IAI Hon. Secretary) in agreement with E. Reilly and M. Seaver. The Minutes will be distributed to all interested parties for discussion and comments should be made to the Working Group (WG) by 17th April 2014.

General Themes and Outcomes:

- Clear Agreement on need for Minimum Pay Rates
- Need for Minimum Pay Rates to be endorsed by IAI
- Minimum Pay Rates could be enshrined in IAI Codes of Conduct and Fixed Price Contract documents
- IAI has a moral authority to recommended Minimum Pay Rates
- IAI cannot legally enforce Minimum Pay Rates
- Agreement that IAI members have the right to be represented by a Union to ensure better pay
- Recognition that a possible FAME-style group may be needed as a single point of contact for negotiating with Employers
- More contact needed with sole-traders to ensure consistency of Pay Rates across the profession
- No clear agreement on *how* and *when* Minimum Pay Rates should occur:
 - strong arguments for rates to improve ASAP for junior levels of archaeologist for immediate impact to quality of life
 - strong arguments for all rates to improve incrementally and aspirationally over time (e.g. years)
 - strong arguments for all rates to improve at once (non-incrementally), by an agreed and nominated date – failure to comply could result in naming non-compliant companies and/or Union-backed action
- Urgent need for 'an archaeologist' and gradings at all levels within the profession, to be defined
- Definition of 'an archaeologist' and gradings needs to be endorsed by NMS
- Should seek to have 'an archaeologist' recognised on a similar professional level as 'an architect/engineer'

- Need for Vocational Pathway for archaeologists, to include apprenticeships for graduates
- NMS need to control number of volunteers working on commercial projects for free

All submissions, suggestions, amendments and additions to the Report by interested parties should be made to the Working Group
by 17th April 2014.

Detailed Minutes of the Meeting:

11.35am	E. Reilly presented the key findings of the Working Group's Interim Report on the Review of Pay Rates, as distributed to IAI members and non-members via the IAI website on the 13 th March 2014.
12.00pm	ER and MS on the panel asked for any immediate feedback and invited comments from the floor.
	12 Speakers from the floor made comments
Speaker 1 Emmet Byrnes	Would personally endorse the Minimum Pay Rates and felt that the IAI should also endorse them.
	The notion that the Minimum Pay Rates should be enshrined in the Code of Conduct was supported in principle but the IAI might seek advice from the Competition Authority if Minimum Pay Rates are 'required'.
ER	Clarified that the WG had talked to the Competition Authority and need further discussions regarding advertising the Minimum Pay Rates.
Emmet Byrnes	Similar problems were encountered in other disciplines – Veterinarian Organisation cited – as it was seen as 'a cartel' and the IAI must avoid this. General congratulations to the WG for such a comprehensive document. The IAI have a moral authority however it will be difficult or even impossible for the IAI to enforce the Minimum Pay Rates as the IAI is not a registered Trade Union, has no negotiating licence and no specialist knowledge on negotiating pay rates. Employers in Ireland have the right not to engage with collective bargaining....
ER	...Although forthcoming changes in legislation have been recently announced....
Emmet Byrnes	...and the EU Court of Human Rights requires a mechanism to bargain for better pay and conditions. The minimum number of people per company to negotiate in Ireland is set at 50 (far too high for most archaeological companies).
12.10pm	
Speaker 2 M.McC	Does the WG see a need for defining Grades that require with certain qualifications?
MS	A system is needed for registering different grades of archaeologist; grades are poorly defined. The NMS requires the type and number of grades to be mentioned on a method statement for a particular project, but gives no definition for them.
ER	The WG looked at other grade definitions (BAJR and the Dutch system). It's not impossible to set grades but it is challenging. Many archaeologists working without a degree but have decades of valued experience. This needs to be tackled further. The NRA is currently the only Irish body that defines the roles of each archaeologist.
Speaker 3 RL	The IAI met with the NMS in 2013 to get them to define what an archaeologist is. There is further scope for introducing a grading system into a later draft of the WG document. It's something that the IAI can do (and quite

	quickly), and then present it to the NMS for them to endorse it. Some Dublin-based tender documents require the work to be done in line with the IAI Fixed Price Contracts guidance – if an ‘archaeologist’ is defined in that document then it will be enshrined in many tender documents with DCC on board.
12.17pm	
Emmet Byrnes	Grading should represent a minimum standard. We should, at a minimum be a graduate profession, similar to the minimum standards of other professions.
	The above statement provoked much debate regarding the need for a degree versus field experience.
ER	This also impacts archaeologists coming from other EU countries and the need/not to have a Licence. The NMS are currently writing the new legislation, and defining an ‘archaeologist’ needs to happen now.
Emmet Byrnes	Other EU states define ‘an archaeologist’ as someone with a degree in archaeology.
Speaker 4 TK	We know that >80% of archaeologists working in Ireland have a degree and >1/3 have a post-graduate degree. This is a marginal issue that perhaps we don’t need to worry too much about, as most have a degree.
Speaker 5 John Sunderland	Disagree with TK. Many people with decades of experience and no degree – we don’t want to shut the door on those people.
Speaker 6 Thomas Cassidy	There’s a reluctance to put archaeologist on the same professional grading as an Engineer. Many archaeologists are paid less to do a scientific and technical job of removing/detoxing archaeology than a cleaner. We need to increase awareness to value below ground archaeology as heritage rather than upstanding buildings or pretty display pieces in museums. The status of archaeology needs to be raised. Is this relevant to Dept. Education, Work and Skills, to Richard Bruton <i>etc.</i> ?
ER	There is still a disconnect of how people value archaeology, and how we value ourselves. We (IAI) have talked to Minister Leo Varadkar who was not engaged with that particular issue. Richard Bruton could be approached as the process could add value.
Thomas Cassidy	Very important to define an ‘archaeologist’ in Legislation. There are parallels with architects and the use of ‘Ministers Lists’, an ‘archaeologist’ needs recognition and definition in Law. There have been historically tight controls on who an archaeologist is (e.g. Licenced) and this should go in to formal legislation.
12.28pm	
MMcC	Could ER clarify points presented on ‘supporting third party e.g. Union action on improving pay’
ER	To clarify, WG suggests that the IAI supports the notion of Union membership and collective bargaining and the rights of IAI Members to be represented (by a Union) that can negotiate for better pay. Do we (the IAI) want to do this? Do we support this notion? This must come from the IAI membership.

MMcC	The IAI has a very broad membership (academics, researchers, commercial companies, employers, employees, the state sector <i>etc.</i>), many of whom are represented already by Unions. The point (above) might require better definition.
ER	It is similar for academic Unions as well, and there are lots of groups involved.
MS	If the IAI chooses to endorse the Minimum Pay Rates in the Codes of Conduct, it must then be achieved via an external body (e.g. a Union).
MMcC	If the IAI don't specifically endorse the Minimum Pay Rates, will it fail?
MS	I think it would fail. It needs the IAI to endorse the Minimum Pay Rates in order for it to succeed. The IAI is the only organisation that represents all archaeologists.
TK	Private companies have no clear pay scale, whereas the State/Academia do have clearly defined pay scales. The proposed Minimum Pay Rates will mostly affect archaeologist working for commercial companies.
Emmet Byrnes	I would not want the IAI to be involved in personal disputes. That should be left to the Unions. The IAI should support Minimum Pay Rates in principle.
MS	And endorse the process.
12.37pm	
RL	RE: the Minimum Pay Rates. We're starting off from such a low base rate (current pay levels) and the Minimum Pay Rates represent a large jump from the present position. Employers might want to say that we want to aspire to these rates incrementally over time – that would be something that could be 'sold' to employers to get them to engage with the process. Not sure how it will impact N. Ireland as there is such great mobility between north and south (people working or living on either side of the border). How do we implement that, given that there is a approx. 20% rate change recommended for Minimum Pay Rates between north and south, as companies from either side of the border will tender for work up north?
ER	It is difficult to determine how this would work. Do commercial companies feel a need to form a single group, along the lines of FAME (Federation of Archaeological Managers and Employers) in the UK, as a single point of contact for negotiation? The IfA in the UK does have a 'Minimum Floor' for Pay Rates as well as an aspirational set of Pay Rates.
RL	There probably is a need for a FAME-style group in Ireland and will probably be looked at in the future. The IfA members (employers) appear to be more open and communicative than IAI members (employers) in terms of sharing information and communicating.
ER	For the final report of the WG: shall we recommend that commercial companies should communicate more for a better understanding of contracts? The general view in the comments section of the WG Survey was that there is a need for us to talk more.
Speaker 7 Dave Pollock	I disagree with RL about incremental and aspirational pay, as some companies will keep their rates low in order to undercut and win tenders. The Minimum Pay Rates needs to happen quickly, not incrementally.
MS	The Minimum Pay Rates won't have a large immediate impact on the senior grades, but the junior grades, particularly diggers, will get a raise of about

	€3 per hour – this is very small but it will make a big difference to them and must happen as soon as possible.
Speaker 8 Graham Hull	The Minimum Pay Rates must be incremental, but if we all jump up to the same level and some companies don't, there is no sanction against those that don't do it.
Dave Pollock	We shouldn't say we'll pay those rates tomorrow. But we should nominate a future date, e.g. in 12 months time or a period well beyond any currently tendered projects, and then we can all agree that on that date we'll implement the Minimum Pay Rates.
Graham Hull	Some companies won't do it. The IAI can't do anything about that.
Speaker 9 Jean O'Dowd	If we're Unionised, then members can simply refuse to work for those lower rates.
Graham Hull	Only if there is 100% Union membership?
Jean O'Dowd	No, if the core staff of companies are Union members it will work, if everyone takes Union membership and Minimum Pay Rates seriously.
Graham Hull	Agreed, plus the effect of 'naming' companies that don't implement the Minimum Pay Rates.
MS	There is a process of negotiation to achieve a Registered Agreement.
Graham Hull	It needs 100% commitment between employers and employees, some of whom are not in the IAI, such as one-man-band sole traders etc.
Jean O'Dowd	Something has to give though, as the situation is so bad at the moment.
Speaker 10 Cathy Moore	There are multiple points of contact now as well, via social media etc.
ER	We do need to connect more with sole traders, as they may lower their own rates for jobs and potentially undermine the Minimum Pay Rates.
12.54pm	
RL	The Irish Water example is a case in point – members of the IAI made representations to us that small companies were being excluded from the Irish Water tender process which required a high financial threshold. IAI talked with Irish Water to open up the tender process to a wider range of smaller companies with lower thresholds in order to get the most experienced people working on those projects and open it up for everyone.
MMcC	This is particularly a problem for Specialists. Specialists need to charge more for jobs; the self-employed need to value ourselves more.
Speaker 11 Aidan Harte	Most sole-traders can't tender for most big state projects and most may employ just 2 or 3 people during an entire year. Very small workforces, very temporary work. It would be scandalous therefore to pay the same Minimum Pay Rates to a new graduate if they are working alongside an experienced digger. There needs to be grading for the junior workers.
ER	Is there then a need to bring in an Apprenticeship grade for graduates? We could implement a transparent system of grading, so that a graduate knows when they will be entitled to a full 'archaeologist' rate.

Aidan Harte	Part of the problem is volunteers. At the moment as there is no work, and no way for graduates to gain field experience, people are volunteering for 6-9 months just to gain experience. How do we control that if people are working for free?
MS	That should be controlled through the NMS Method Statement – NMS should ensure who has which amount of appropriate experience, e.g. no more than 'x' volunteers on a site.
Aidan Harte	It is difficult to police that. There is also a difficulty getting archaeologists off Social Welfare as the current pay rates are so low and the Social Welfare is so generous. I fully support the notion of the Minimum Pay Rates and Union representation.
TK	Another issue highlighted by the WG report is that many commercial companies have 0 employees on the books but many staff working for them as self-employed archaeologists.
Thomas Cassidy	There is a need to deal with Engineers in the language of Engineers, a need to explain to clients that rates must go up, that pensions must be accounted for <i>etc.</i> .
ER	Pensions for archaeologists is mostly confined to those working in the academic or state sector.
1.09pm	
ER	Any further comments or issues for discussion? There is a need to agree on the Minimum Pay Rates and the need for a method of collective bargaining. The WG would like people (members and non-members) to engage with the document over the next 2 weeks. We're setting a date of the 17 th April, by which date we would like any comments to be submitted, any adjustments or amendments.
RL	Many workers at the moment go from site to site, from a Supervisor job to an Assistant job – is it right for them to accept a lower pay?
MS	In that case, it is up to them if they decide to accept a job offering lower pay.
RL	Some tenders have specific grading which offers an opportunity for better Pay Rates and Progression for those without field experience.
ER	The NRA do that.
Thomas Cassidy	There is a need for graduate training in order for graduates to get proper field experience. A course such as that offered by Birmingham University could work.
John Sunderland	UCC have a similar scheme but it doesn't equate to a certain level of experience of say several years.
Speaker 12 Mick Monk	There is a role for the IAI here as well, to help improve the educational basis.
TK	There is no formal vocational pathway for archaeologists, unlike other disciplines such as architects <i>etc.</i> .
MMcC	Most archaeology students don't go into archaeology after graduation – so a vocational pathway needs to be a separate thing from a degree in archaeology.
TK	Why not have an Apprenticeship pathway then?

Confer- ence Floor	General Agreement.
MMcC	Congratulations to the WG for all their hard work.
Confer- ence Floor	General Agreement.
ER	Thanks to everyone for attending.
TK	The date of 17 th April, for comments <i>etc.</i> , to be mentioned in the next IAI Weekly Update.
1.25pm	ER Closes the Meeting.