

AGENDA

Fair Pay Agreement Panel: Meeting 1

Date / time	5 July 2018, 1pm - 4pm
Venue	MBIE, 15 Stout Street, Wellington, Room 2.11
Attendees	Rt Hon Jim Bolger ONZ (Chair) Vicki Lee Dr Stephen Blumenfeld Caroline Mareko Steph Dyhrberg John Ryall Anthony Hargood Dr Isabelle Sin Kirk Hope Richard Wagstaff
Secretariat	Paul Stocks (Deputy Chief Executive, Labour, Science and Enterprise) Ministry of Business, Ruth Isaac (General Manager, Labour and Immigration Policy) Innovation and Sam Thornton (MBIE, Acting Manager, Employment Relations Policy) Employment Gayathiri Ganeshan (MBIE, Senior Policy Advisor)
Apologies	None

Item	Discussion sought	Indicative timing
1. Welcome and introductions	Welcome and overview from chair Introduction from each member of the Panel MBIE to outline its role as secretariat	30 mins
2. Work programme	Confirmation of Terms of Reference <ul style="list-style-type: none"> <i>Is the panel clear about its objective?</i> <i>Does the group need anything clarified with the Minister?</i> Key topics and questions <ul style="list-style-type: none"> <i>What are the key questions the group wants to look into?</i> <i>See attached background info (Document A)</i> <i>See attached draft work programme (Document B)</i> Timelines and milestones <ul style="list-style-type: none"> <i>Confirm intended deadline for final report to Minister (end of Nov 2018).</i> <i>Will there be a draft report to the Minister, or a draft report for consultation?</i> 	2 hrs
3. Housekeeping	Schedule of future meetings <ul style="list-style-type: none"> <i>What is the quorum?</i> Group decision making <ul style="list-style-type: none"> <i>Will decision making be by consensus?</i> Fees and expense claims (see Document C) <ul style="list-style-type: none"> <i>Any questions about processes for fees and expense claims</i> 	20 mins

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- *Agreement about preparation time for this meeting*

Other housekeeping matters

- *Application of the Official Information Act*
 - *Protocols for media requests and external communications*
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4. Next meeting	Confirm date/time and agenda for next meeting	5 mins
	<ul style="list-style-type: none">• <i>Scheduled for 18 July, 2-5pm</i>	

5. Other matters	Any other matters the group wishes to discuss
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Attached documents

Document A. Background information
Document B. Draft work programme
Document C. Fees and expenses information

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AGENDA

Fair Pay Agreement Panel: Meeting 2

Date / time	20 July 2018, 1 – 4 pm	
Venue	MBIE, 15 Stout Street, Wellington, Room 3.11	
Attendees	Rt Hon Jim Bolger ONZ (Chair) Dr Stephen Blumenfeld Steph Dyhrberg Anthony Hargood Kirk Hope	Vicki Lee Caroline Mareko John Ryall Dr Isabelle Sin Richard Wagstaff
Secretariat (MBIE)	Paul Stocks (Deputy CE, Labour, Science and Enterprise) Katherine MacNeill (Policy Director) Sam Thornton (Acting Manager, Employment Relations Policy) Gayathiri Ganeshan (Senior Policy Advisor) Alexandra Jackson (Senior Policy Advisor)	
Apologies	None	

Item	Discussion sought	Indicative timing
1. Welcome	Welcome and recap. Discuss plan for this meeting.	10 mins
2. Previous meeting	Confirm minutes from previous meeting. See Document 2A.	5 mins
3. Current labour market outcomes	Discuss presentation and identify areas for further exploration (if any). See Document 2B.	45 mins
4. Collective bargaining landscape in NZ	Discuss presentation and identify areas for further exploration (if any). See Document 2C.	45 mins
5. International comparisons	Discuss presentation and identify areas for further exploration (if any). See Document 2D	1 hour
6. Next meeting	Confirm date/time, agenda and action points for next meeting. <i>Scheduled for 31 July 2018, 1 – 4 pm.</i>	5 mins

Attached documents

Document 2A: Minutes from 5 July 2018 meeting

Document 2B: Current labour market outcomes for firms and workers

Document 2C: Collective bargaining landscape in New Zealand

Document 2D: International comparisons

AGENDA

Fair Pay Agreement Panel: Meeting 3

Date / time	31 July 2018, 1 – 4 pm	
Venue	Room Te Aro 4, Terrace Conference Centre Levels 2 – 4, St John House 114 The Terrace Wellington	
Attendees	Rt Hon Jim Bolger ONZ (Chair) Dr Stephen Blumenfeld Steph Dyhrberg Anthony Hargood Kirk Hope	Vicki Lee Caroline Mareko John Ryall Dr Isabelle Sin Richard Wagstaff
Secretariat (MBIE)	Ruth Isaac Gayathiri Ganeshan Katherine MacNeill	Beth Goodwin Alexandra Jackson Rebecca Scoular-Sutton
Apologies	Paul Stocks (MBIE)	

Item	Discussion sought	Indicative timing
1. Welcome	Welcome and recap. Discuss plan for this meeting.	10 mins
2. Invoicing and expense recording	Confirm preparatory time, attendance and travel expenses for first two meetings.	10 mins
3. Previous meeting	Confirm minutes from previous meeting. See Document 3A.	5 mins
4. Potential objectives of FPA system	Discuss range of objectives to choose from, and whether other objectives should be included. See Document 3B.	1 hour
5. Designing a FPA system: questions to consider	Discuss presentation and options for each design question. See Document 3C.	1 hour 30 mins
6. Next meeting	Confirm date/time, agenda and action points for next meeting. <i>Scheduled for 16 August 2018, 1 – 4 pm.</i>	5 mins

Attached documents

Document 3A: Minutes from 20 July 2018 meeting

Document 3B: Potential objectives of an FPA system

Document 3C: Design questions to consider

AGENDA

Fair Pay Agreements Panel: Meeting 4

Date/time	16 August 2018 (Thursday), 1 – 4 pm	
Venue	BusinessNZ Level 6, JacksonStone House 3 – 11 Hunter St, Wellington	
Panel members	Rt Hon Jim Bolger ONZ (Chair) Dr Stephen Blumenfeld Steph Dyhrberg Anthony Hargood Kirk Hope	Vicki Lee Caroline Mareko John Ryall Dr Isabelle Sin
Other attendees	Paul Conway (Productivity Commission, item 2)	
Secretariat (MBIE)	Paul Stocks Siobhan Walburn Katherine MacNeill	Ruth Isaac Beth Goodwin Alexandra Jackson
Apologies	Richard Wagstaff	

Item	Discussion sought	Lead	Timing
1. Welcome	Discuss plan for this meeting.	Jim	10 mins
2. Presentation: Productivity and wages	Discuss presentation from Paul Conway, Productivity Commission. <i>See Document 4A.</i>	Paul Conway	1 hour 45 mins
3. Productivity in collective bargaining: international comparisons	Discuss MBIE presentation on international models which build productivity into labour market systems. <i>See Document 4B (to be tabled).</i>	Alexandra	30 mins
4. E tū experience of MECAs	Discuss potential implications for FPAs of E tū experience of MECA bargaining. <i>See Document 4C.</i>	John	15 mins
5. Administration	<ul style="list-style-type: none"> <u>Previous meeting</u>: confirm minutes. <i>See Document 4D.</i> <u>Finances</u>: Clarify Cabinet requirements for reimbursement. <u>This meeting</u>: confirm preparatory time, attendance and travel expenses. <u>Next meeting</u>: confirm date/time, 	Jim	20 mins

agenda and action points.

Scheduled for 31 August 2018, 1 – 4 pm.

See Document 4E.

Attached documents

Document 4A: Can the kiwi fly? Achieving productivity lift-off in New Zealand

Document 4B: Productivity in collective bargaining: international comparisons (to be tabled)

Document 4C: E tū experience of MECAs

Document 4D: Minutes from 31 July 2018 meeting

Document 4E: Forward agenda

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Fair Pay Agreements Panel: Forward agenda

Updated 14 August 2018

Date	Forward agenda
Meeting 5 31 Aug 2018	<p>Diagnosis workstream: Conclude diagnosis workstream.</p> <p><i>Items for discussion:</i></p> <ul style="list-style-type: none"> • Secretariat paper proposing a set of objectives • Potential models for Fair Pay Agreements <p><i>Additional information requested by Panel to be provided by the secretariat:</i></p> <ul style="list-style-type: none"> • Film Industry Working Group update (depending on report back date) • Summary of OECD Employment 2017/2018 re collective bargaining systems <p><i>Additional information to be presented/provided by Panel members:</i></p> <ul style="list-style-type: none"> • Kirk Hope and Richard Wagstaff to provide examples of industries where collective bargaining is working well (or not well) and why (TBC)
Meeting 6 13 Sep 2018	<p>Design workstream</p> <p><i>Items for discussion:</i></p> <ul style="list-style-type: none"> • TBC <p><i>Additional information to be presented/provided by Panel members:</i></p> <ul style="list-style-type: none"> • Stephen Blumenfeld to provide additional information on passing on. • Richard Wagstaff to share any available information about Modern Awards system from his visit to Australia.
Meeting 7 27 Sep 2018	<p>Design workstream</p> <p><i>Items for discussion:</i></p> <ul style="list-style-type: none"> • Dispute resolution • Support for participants <p><i>Additional information to be presented/provided by Panel members:</i></p> <ul style="list-style-type: none"> • Richard Wagstaff and Kirk Hope to provide thoughts on capacity and funding issues for workers and employers wanting to participate in bargaining (TBC)
Meeting 8 11 Oct 2018	<p>Productivity workstream: Consider complementary policies to lift productivity. Commission additional work.</p> <p><i>Items for discussion:</i></p> <ul style="list-style-type: none"> • TBC
Meeting 9 25 Oct 2018	<p>Penultimate meeting. Consider draft report.</p>
Meeting 10 6 Nov 2018	<p>Final meeting. Confirm final report.</p>
Meeting 11 22 Nov 2018	<p>TBC if needed</p>
Meeting 12 5 Dec 2018	<p>TBC if needed</p>

Action points

Meeting	Action	Responsible person	Due date	Update
Meeting 3	Secretariat to use the diagram on slide 5 of the presentation on design to represent different international models.	Secretariat	31 Aug 2018	To be provided at meeting 5.
Meeting 3	Secretariat to illustrate different combinations of trigger, coverage and scope	Secretariat	31 Aug 2018	
Meeting 2	Invite Productivity Commission to attend a future meeting.	Secretariat	16 Aug 2018	Complete
Meeting 2	Consider setting up joint meeting with the Tax Working Group.	Secretariat	16 Aug 2018	
Meeting 2	Secretariat to provide updated information on sectoral trends later in panel's process.	Secretariat	When available	
Meeting 2	John to provide written description of experience of MECAs.	John	16 Aug 2018	Complete
Meeting 2	Stephen to provide more information on extension of CEAs.	Stephen	When available	
Meeting 2	Secretariat to find out about assumptions in ASB predictions of FPAs' economic impact.	Secretariat	When available	
Meeting 2	Secretariat to provide information on Film Industry Working Group's recommendations once completed.	Secretariat	When available	Currently scheduled for meeting 5.
Meeting 2	Richard to share any available information about Modern Awards from his organisation's visit to Australia.	Richard	When available	
Meeting 2	Secretariat to provide further information about international comparisons (eg Singapore, South Africa, Denmark, Sweden).	Secretariat	On ongoing basis	
Meeting 1	Kirk Hope and Richard Wagstaff to provide examples of industries where collective bargaining is working well and why.	Kirk and Richard	31 Aug 2018	To be provided at meeting 5.
Meeting 1	Secretariat to summarise and circulate the OECD 2018 Employment Outlook	Secretariat	31 Aug 2018	To be provided at meeting 5.
Meeting 1	Secretariat to summarise and circulate the following reports: <ul style="list-style-type: none"> NZCTU report by Bill Rosenberg: Shrinking portions to low and middle-income earners: Inequality in Wages & Self-Employment 1998-2015. Productivity Commission report: "Can the Kiwi Fly? Achieving Productivity Lift in New Zealand". 	Secretariat	1 Aug 2018	Complete. CTU report described in meeting 2 slides. Productivity Commission report described in meeting 2 slides, and Paul Conway attending meeting 4.
Meeting 1	Secretariat to provide information on the current landscape of collective bargaining in New Zealand.	Secretariat	Meeting 2	Closed.
Meeting 1	Secretariat to provide gender and ethnic breakdown of minimum wage employees.	Secretariat	Meeting 2	Closed.

Meeting 1	Secretariat to provide information on collective bargaining mechanisms are used in other countries, including summary of evaluations and the 'direction of travel'.	Secretariat	Meeting 2	Closed.
Meeting 1	Secretariat to provide options or examples of how to define occupations/industries and present to working group at future meeting. E.g. immigration definitions, ANZSCO, international examples (e.g. Australia's modern awards).	Secretariat	To be provided to the Panel for a future meeting.	
Meeting 1	Richard Wagstaff and Kirk Hope agreed to provide thoughts on ways to deal with capacity and funding issues for workers and employers wanting to participate in bargaining.	Kirk and Richard	When available	To be provided at meeting 7 (TBC).

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Fair Pay Agreements Panel: Meeting 5

Date/time	31 August 2018 (Friday), 1 – 4 pm	
Venue	MBIE Ground floor, meeting room G.14 15 Stout Street, Wellington	
Panel members	Rt Hon Jim Bolger ONZ (Chair) Dr Stephen Blumenfeld Steph Dyhrberg Tony Hargood Kirk Hope	Vicki Lee Caroline Mareko John Ryall Dr Isabelle Sin Richard Wagstaff
Secretariat (MBIE)	Paul Stocks Katherine MacNeill	Ruth Isaac Beth Goodwin

Apologies

Item	Discussion sought	Lead	Timing
1. Welcome and admin	Discuss plan for this meeting. <u>Previous meeting</u> : confirm minutes. <i>See Document 5A.</i>	Jim	10 mins
2. Presentation: OECD analysis of collective bargaining	MBIE to present the highlights of OECD Employment Outlook chapters related to collective bargaining <i>See Documents 5B and 5C</i>	Beth	20 mins
3. Presentation: Collective bargaining across industries	Presentations from Kirk and Richard of where collective bargaining is/isn't working well and why.	Kirk & Richard	50 mins
4. Discussion: Models and objectives for Fair Pay Agreements	MBIE will present design options and objectives for a Fair Pay Agreements system. Group to discuss and refine. <i>See Documents 5D and 5E.</i>	Beth and Katherine	1 hr 30
5. Administration	<u>This meeting</u> : confirm preparatory time, attendance and travel expenses. <u>Next meeting</u> : confirm date/time, agenda and action points. <i>Scheduled for 13 September 2018, 1 – 4 pm.</i> <i>See Document 5F.</i>	Jim	10 mins

Attached documents

Document 5A: Minutes from meeting 4, 16 August 2018

Document 5B: Summary of OECD Employment Outlook 2017/2018 re collective bargaining systems

Document 5C: Slidepack of highlights of OECD Employment Outlook 2017/2018

Document 5D: Design options for a Fair Pay Agreements system

Document 5E: Draft Panel report structure, including proposed problem definition and objectives

Document 5F: Forward agenda

Document 5G: Treasury report "Increasing the Minimum Wage"

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Fair Pay Agreements Panel: Forward agenda

Updated 28 August 2018

Date	Forward agenda
Meeting 6 13 Sep 2018	Design workstream <i>Items for discussion:</i> <ul style="list-style-type: none"> • Further detail on design options, including on: <ul style="list-style-type: none"> ○ Scope (which topics would be covered by a FPA, and how) ○ Coverage (how sectors/occupations could be defined) <i>Additional information to be presented/provided by Panel members:</i> <ul style="list-style-type: none"> • Stephen Blumenfeld to provide additional information on passing on. • Richard Wagstaff to share any available information about Modern Awards system from his visit to Australia.
Meeting 7 27 Sep 2018	Design workstream <i>Items for discussion:</i> <ul style="list-style-type: none"> • Dispute resolution • Support for participants <i>Additional information requested by Panel to be provided by the secretariat:</i> <ul style="list-style-type: none"> • Film Industry Working Group update (depending on report back date) <i>Additional information to be presented/provided by Panel members:</i> <ul style="list-style-type: none"> • Richard Wagstaff and Kirk Hope to provide thoughts on capacity and funding issues for workers and employers wanting to participate in bargaining (TBC)
Meeting 8 11 Oct 2018	TBC
Meeting 9 25 Oct 2018	TBC
Meeting 10 6 Nov 2018	TBC
Meeting 11 22 Nov 2018	TBC
Meeting 12 5 Dec 2018	TBC

Action points

Meeting	Action	Responsible person	Due date	Update
Meeting 4	Secretariat to provide Treasury report on the impact of minimum wage increase on employment	Secretariat	Meeting 5	Complete.
Meeting 4	Secretariat to provide data on those just over the minimum wage.	Secretariat	When available	
Meeting 4	Secretariat to upload Paul Conway's and Alexandra Jackson's presentations to workspace	Secretariat	When available	Complete.
Meeting 3	Secretariat to use the diagram on slide 5 of the presentation on design to represent different international models.	Secretariat	Meeting 5	To be provided at meeting 5.
Meeting 3	Secretariat to illustrate different combinations of trigger, coverage and scope	Secretariat	Meeting 5	To be provided at meeting 5.
Meeting 2	Invite Productivity Commission to attend a future meeting.	Secretariat	Meeting 4	Complete.
Meeting 2	Consider setting up joint meeting with the Tax Working Group.	Secretariat	16 Aug 2018	
Meeting 2	Secretariat to provide updated information on sectoral trends later in panel's process.	Secretariat	When available	
Meeting 2	John to provide written description of experience of MECAs.	John	Meeting 4	Complete.
Meeting 2	Stephen to provide more information on extension of CEAs.	Stephen	When available	
Meeting 2	Secretariat to find out about assumptions in ASB predictions of FPAs' economic impact.	Secretariat	When available	
Meeting 2	Secretariat to provide information on Film Industry Working Group's recommendations once completed.	Secretariat	When available	Currently scheduled for meeting 5.
Meeting 2	Richard to share any available information about Modern Awards from his organisation's visit to Australia.	Richard	When available	
Meeting 2	Secretariat to provide further information about international comparisons (eg Singapore, South Africa, Denmark, Sweden).	Secretariat	On ongoing basis	
Meeting 1	Kirk Hope and Richard Wagstaff to provide examples of industries where collective bargaining is working well and why.	Kirk and Richard	Meeting 5	To be provided at meeting 5.
Meeting 1	Secretariat to summarise and circulate the OECD 2018 Employment Outlook	Secretariat	Meeting 5	Complete.
Meeting 1	Secretariat to summarise and circulate the following reports: <ul style="list-style-type: none"> NZCTU report by Bill Rosenberg: Shrinking portions to low and middle-income earners: Inequality in Wages & Self-Employment 1998-2015. 	Secretariat	Meetings 2, 4	Complete. CTU report described in meeting 2 slides. Productivity Commission report

	<ul style="list-style-type: none"> Productivity Commission report: "Can the Kiwi Fly? Achieving Productivity Lift in New Zealand". 			described in meeting 2 slides, and Paul Conway attending meeting 4.
Meeting 1	Secretariat to provide information on the current landscape of collective bargaining in New Zealand.	Secretariat	Meeting 2	Closed.
Meeting 1	Secretariat to provide gender and ethnic breakdown of minimum wage employees.	Secretariat	Meeting 2	Closed.
Meeting 1	Secretariat to provide information on collective bargaining mechanisms are used in other countries, including summary of evaluations and the 'direction of travel'.	Secretariat	Meeting 2	Closed.
Meeting 1	Secretariat to provide options or examples of how to define occupations/industries and present to working group at future meeting. E.g. immigration definitions, ANZSCO, international examples (e.g. Australia's modern awards).	Secretariat	When available	
Meeting 1	Richard Wagstaff and Kirk Hope agreed to provide thoughts on ways to deal with capacity and funding issues for workers and employers wanting to participate in bargaining.	Kirk and Richard	When available	To be provided at meeting 7 (TBC).

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Fair Pay Agreements Panel: Meeting 6

Date/time	13 September 2018 (Thursday), 1 – 4 pm	
Venue	MBIE Ground floor, meeting room G.17 15 Stout Street, Wellington	
Panel members	Rt Hon Jim Bolger ONZ (Chair) Dr Stephen Blumenfeld Steph Dyhrberg Tony Hargood Kirk Hope	Vicki Lee John Ryall Dr Isabelle Sin Richard Wagstaff
Secretariat (MBIE)	Ruth Isaac	Beth Goodwin
Apologies	Caroline Mareko Paul Stocks	Katherine MacNeill

Item	Content	Lead	Timing
1. Welcome and admin	Discuss plan for this meeting. <u>Previous meeting</u> : confirm minutes. <i>See Document 6A.</i>	Jim	10 mins
2. Presentation: Collective bargaining experiences across industries	Presentations from Kirk and Richard of where collective bargaining is/isn't working well and why.	Kirk & Richard	45 mins
3. Discussion: Two possible models for a Fair Pay Agreements system	MBIE will briefly present models for a Fair Pay Agreements system, then group to discuss. <i>See Document 6B.</i>	Beth	60 hrs
4. Presentation: Trends in collective bargaining	Stephen will outline key trends in collective bargaining in NZ.	Stephen	45 mins
5. Admin	<u>This meeting</u> : agree preparation time <u>Next meeting</u> : 12pm, 27 September 2018	Jim	10 mins

Attached documents

Document 6A: Minutes from meeting 5, 31 August 2018

Document 6B: Two possible models for a FPA system

AGENDA

Fair Pay Agreements Panel: Meeting 7

Date and time	27 September 2018 (Thursday), 12 – 3 pm	
Venue	Room Lambton 3 Terrace Conference Centre 114 The Terrace	
Panel members	Rt Hon Jim Bolger ONZ (Chair) Dr Stephen Blumenfeld Steph Dyhrberg Tony Hargood Kirk Hope	Caroline Mareko John Ryall Dr Isabelle Sin Richard Wagstaff
Secretariat (MBIE)	Paul Stocks Ruth Isaac	Katherine MacNeill Beth Goodwin
Other attendees	Stuart King (MBIE, item 2)	
Apologies	Vicki Lee	

Item	Content	Lead	Timing
1. Welcome, lunch and admin	Discuss plan for this meeting and confirm minutes from previous meeting. <i>See Document 7A.</i>	Jim	20 mins
2. What we know: data summaries	Discuss data summaries. <i>See Documents 7B and 7C.</i>	Beth	60 mins
3. Group discussion: thinking ahead to panel report	Split into smaller groups and discuss vision for panel report. Agree plan for remaining four meetings. <i>See Document 7D.</i>	Katherine	90 mins
4. Wrap up	This meeting: agree preparation time Next meeting: 1 – 4 pm, 11 Oct 2018	Jim	10 mins

Attached documents

Document 7A: Minutes from meeting 6 - 13 September 2018

Document 7B: Introduction to occupation and industry data summaries

Document 7C: Occupation and industry data summaries

Document 7D: Draft Working Group report in bullet form

A light lunch will be provided at the start of the meeting (12 pm).

Fair Pay Agreements Panel: Forward agenda

Updated 8 October 2018

Date	Forward agenda
<p>Meeting 9 25 Oct 2018</p>	<p>Flesh out views on Options A and B, and address remaining action items</p> <p><i>Items for discussion:</i></p> <ul style="list-style-type: none"> • Vicki's presentation about the hospitality industry. • A consolidated model of Option A+B. • Discuss written descriptions of Option A and B. • Where the group has differences of opinion, describe those and the reasons. • Ensure pros and cons of each option are reflected. • Consider Context section. • Ensure all outstanding actions are completed or discharged. <p><i>Information presented by MBIE</i></p> <ul style="list-style-type: none"> • Presentation on options for remaining building blocks. • Drafted sections of Report describing Option A and B. • Drafted Context section. • Update on actions register.
<p>Meeting 10 6 Nov 2018</p>	<p>Focus on recommendations</p> <p><i>Items for discussion:</i></p> <ul style="list-style-type: none"> • Consider the draft report. • Discuss what your recommendations will be. <p><i>Information presented by MBIE</i></p> <ul style="list-style-type: none"> • Draft of entire report, including edited sections of Report describing Option A and B reflecting conversation from Meeting 9.
<p>Meeting 11 22 Nov 2018</p>	<p>Finalise report and discuss communications.</p> <p><i>Items for discussion:</i></p> <ul style="list-style-type: none"> • Any final changes to the report. • Communications plan: discuss whether you will issue a press release, and how you will respond to media queries. <p><i>Information presented by MBIE</i></p> <ul style="list-style-type: none"> • Final draft of entire report, reflecting conversation from Meeting 10.

AGENDA

Fair Pay Agreements Panel: Meeting 8

Date and time	11 October 2018 (Thursday), 1 – 5 pm	
Venue	Room G.16, MBIE, 15 Stout St	
Panel members	Rt Hon Jim Bolger ONZ (Chair) Dr Stephen Blumenfeld Steph Dyhrberg Tony Hargood Kirk Hope	Vicki Lee Caroline Mareko John Ryall Dr Isabelle Sin Richard Wagstaff
Secretariat (MBIE)	Paul Stocks Ruth Isaac	Tracy Mears Beth Goodwin
Other attendees	Doug Martin (item 4, from 2.30pm)	

Item	Content	Lead	Timing
1. Welcome and admin	Agree Minutes, set out plan for the meeting. <i>See Document 8A</i>	Jim	10 mins 1.00 – 1.10
2. Singapore download	Jim, Richard and Paul to report back on what they learnt from Singapore.	Jim, Richard, Paul	30 mins 1.10 – 1.40
3. MBIE presentation: remaining building blocks (part 1)	MBIE to present on remaining building blocks – status quo and international examples <i>See Document 8B</i>	Beth	40 mins 1.40 – 2.20
Break (2.20pm)			10 mins 2.20 – 2.30
4. Presentation: Doug Martin, Martin Jenkins	Doug to present his views on an FPA system. <i>See Document 8C</i>	Doug Martin	45 mins 2.30 – 3.15
5. MBIE presentation: remaining building blocks (part 2)	MBIE to continue presenting on remaining building blocks – status quo and international examples <i>See Document 8B</i>	Beth	30 mins 3.15 – 3.45
Break (3.45pm)			5 mins 3.45 – 3.50
6. Presentation: Richard Wagstaff and John Ryall	Richard and John to present their outline of how an FPA system could look. <i>See Document 8D</i>	Richard and John	60 mins 3.50 - 4.50

7. Wrap up	This meeting: agree preparation time. Consider prioritising remaining items on Action Register. <i>See Document 8E</i> Next meeting: 9am – 1pm, 25 Oct 2018 <i>See Document 8F</i>	Jim	10 mins 4.50 – 5.00
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Attached documents

Document 8A: Minutes from meeting 7 (27 September 2018)

Document 8B: MBIE presentation – remaining building blocks

Document 8C: Doug Martin blog post on FPAs

Document 8D: Richard and John's document 'Proposed Fair Pay Agreement Design'

Document 8E: Action register

Document 8F: Forward agenda

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Fair Pay Agreements Panel: Action register

Updated 8 October 2018

Meeting	Action	Responsible person	Due date	Update
Meeting 7	MBIE to locate and circulate to working group Gail Pacheco's work on re-skilling and pathways out of permanent low skilled work.	Secretariat	11 October	
Meeting 5	Vicki to present on 11 October on perspectives of her sector	Vicki Lee	11 October	
Meeting 5	Secretariat to resend calendar invite for 13 September	Secretariat	10 September	Complete
Meeting 5	Secretariat to prepare two 'straw men' models, each incorporating an answer to each design question, for Panel to discuss preferences	Secretariat	Meeting 6	Complete
Meeting 5	Secretariat to summarise all design questions and send to Panel for consideration	Secretariat	Meeting 6	Complete
Meeting 5	Secretariat to present existing data on: <ul style="list-style-type: none"> • People with multiple jobs • Underemployment • Qualitative information from Labour Inspectorate • What we know about sectors that show behaviours in the 3 bullets on slide 5 • Income adequacy • Number or percentage of target groups who are on working holiday visas – impact of immigrant workforce 	Secretariat	Meeting 6	Complete. Available data available provided at Meeting 7.
Meeting 5	Kirk to consider how employers might initiate an FPA	Kirk Hope	Meeting 6	
Meeting 5	Secretariat to report back on how other country's government administration approach an override role – to trigger or prevent an FPA being triggered on public interest grounds	Secretariat	Meeting 6	
Meeting 5	Secretariat to report back on what other countries do to assess support for a sectoral agreement proposal	Secretariat	Meeting 6	
Meeting 5	Secretariat to report back on representativeness thresholds used in other countries	Secretariat	Meeting 6	Complete
Meeting 5	Secretariat to send the training section of the CSW agreement to panel members	Secretariat	When available	Complete
Meeting 4	Secretariat to provide Treasury report on the impact of minimum wage increase on employment	Secretariat	Meeting 5	Complete
Meeting 4	Secretariat to provide data on those just over the minimum wage.	Secretariat	When available	Complete
Meeting 4	Secretariat to upload Paul Conway's and Alexandra Jackson's presentations to	Secretariat	When available	Complete.

	workspace			
Meeting 3	Secretariat to use the diagram on slide 5 of the presentation on design to represent different international models.	Secretariat	Meeting 5	Complete
Meeting 3	Secretariat to illustrate different combinations of trigger, coverage and scope	Secretariat	Meeting 5	Complete
Meeting 2	Invite Productivity Commission to attend a future meeting.	Secretariat	Meeting 4	Complete
Meeting 2	Consider setting up joint meeting with the Tax Working Group.	Secretariat	16 Aug 2018	
Meeting 2	Secretariat to provide updated information on sectoral trends later in panel's process.	Secretariat	When available	
Meeting 2	John to provide written description of experience of MECAs.	John	Meeting 4	Complete.
Meeting 2	Stephen to provide more information on extension of CEAs.	Stephen	When available	
Meeting 2	Secretariat to find out about assumptions in ASB predictions of FPAs' economic impact.	Secretariat	When available	
Meeting 2	Secretariat to provide information on Film Industry Working Group's recommendations once completed.	Secretariat	When available	Recommendations yet to be published.
Meeting 2	Richard to share any available information about Modern Awards from his organisation's visit to Australia.	Richard	When available	
Meeting 2	Secretariat to provide further information about international comparisons (eg Singapore, South Africa, Denmark, Sweden).	Secretariat	On ongoing basis	
Meeting 1	Kirk Hope and Richard Wagstaff to provide examples of industries where collective bargaining is working well and why.	Kirk and Richard	Meeting 5	Complete
Meeting 1	Secretariat to summarise and circulate the OECD 2018 Employment Outlook	Secretariat	Meeting 5	Complete.
Meeting 1	Secretariat to summarise and circulate the following reports: <ul style="list-style-type: none"> NZCTU report by Bill Rosenberg: Shrinking portions to low and middle-income earners: Inequality in Wages & Self-Employment 1998-2015. Productivity Commission report: "Can the Kiwi Fly? Achieving Productivity Lift in New Zealand". 	Secretariat	Meetings 2, 4	Complete. CTU report described in meeting 2 slides. Productivity Commission report described in meeting 2 slides, and Paul Conway attending meeting 4.
Meeting 1	Secretariat to provide information on the current landscape of collective bargaining in New Zealand.	Secretariat	Meeting 2	Closed.
Meeting 1	Secretariat to provide gender and ethnic breakdown of minimum wage employees.	Secretariat	Meeting 2	Closed.
Meeting 1	Secretariat to provide information on collective bargaining mechanisms are	Secretariat	Meeting 2	Closed.

	used in other countries, including summary of evaluations and the 'direction of travel'.			
Meeting 1	Secretariat to provide options or examples of how to define occupations/industries and present to working group at future meeting. E.g. immigration definitions, ANZSCO, international examples (e.g. Australia's modern awards).	Secretariat	When available	Complete
Meeting 1	Richard Wagstaff and Kirk Hope agreed to provide thoughts on ways to deal with capacity and funding issues for workers and employers wanting to participate in bargaining.	Kirk and Richard	When available	

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Fair Pay Agreements Panel: Forward agenda

Updated 8 October 2018

Date	Forward agenda
<p>Meeting 9 25 Oct 2018</p>	<p>Flesh out views on Options A and B, and address remaining action items</p> <p><i>Items for discussion:</i></p> <ul style="list-style-type: none"> • Vicki's presentation about the hospitality industry. • A consolidated model of Option A+B. • Discuss written descriptions of Option A and B. • Where the group has differences of opinion, describe those and the reasons. • Ensure pros and cons of each option are reflected. • Consider Context section. • Ensure all outstanding actions are completed or discharged. <p><i>Information presented by MBIE</i></p> <ul style="list-style-type: none"> • Presentation on options for remaining building blocks. • Drafted sections of Report describing Option A and B. • Drafted Context section. • Update on actions register.
<p>Meeting 10 6 Nov 2018</p>	<p>Focus on recommendations</p> <p><i>Items for discussion:</i></p> <ul style="list-style-type: none"> • Consider the draft report. • Discuss what your recommendations will be. <p><i>Information presented by MBIE</i></p> <ul style="list-style-type: none"> • Draft of entire report, including edited sections of Report describing Option A and B reflecting conversation from Meeting 9.
<p>Meeting 11 22 Nov 2018</p>	<p>Finalise report and discuss communications.</p> <p><i>Items for discussion:</i></p> <ul style="list-style-type: none"> • Any final changes to the report. • Communications plan: discuss whether you will issue a press release, and how you will respond to media queries. <p><i>Information presented by MBIE</i></p> <ul style="list-style-type: none"> • Final draft of entire report, reflecting conversation from Meeting 10.

AGENDA

Fair Pay Agreements Panel: Meeting 9

Date and time	Tuesday 6 November 2018, 12.30 – 4.30 pm	
Venue	Meeting Room Te Aro 4 – Terrace Conference Centre, Levels 2-4, St John House, 114 The Terrace	
Panel members	Rt Hon Jim Bolger ONZ (Chair) Dr Stephen Blumenfeld Steph Dyhrberg Tony Hargood Kirk Hope	Vicki Lee Caroline Mareko John Ryall Dr Isabelle Sin
Secretariat (MBIE)	Paul Stocks Ruth Isaac	Katherine MacNeil Beth Goodwin
Apologies	Richard Wagstaff	

Item	Content	Lead	Timing
1. Welcome and admin	Agree Minutes, set out plan for the meeting. <i>See Document 9A</i>	Jim	10 mins 12.30 – 12.40
2. International obligations	Opportunity for Group to discuss the MBIE paper <i>See Document 9C</i>	Beth	15 mins 12.40 – 12.55
3. Draft report (part 1)	Discuss the draft Report: members' comments and areas of difference <i>See Documents 9D and 9E</i>	Beth	55 mins 12.55 – 1.50
Break (1.50)			10 mins 1.50 – 2.00
4. Presentation: Vicki Lee	Vicki to present on effects on small business and the hospitality industry. <i>See Documents 9F and 9G</i>	Vicki	60 mins 2.00 – 3.00
5. Draft report (part 2)	Continue to discuss the draft Report.	Jim	45 mins 3.00 – 3.45
Break (3.45) (if needed)			10 mins 3.45 – 3.55
6. Draft report (part 3)	Conclude discussion of draft Report: direct MBIE on next steps	Jim	25 mins 3.55 – 4.20
7. Wrap up	Next meeting: 1pm – 4pm, 22 November 2018	Jim	10 mins 4.20 – 4.30

Attached documents

Document 9A: Minutes from meeting 8 (11 October 2018)

Document 9B: (NB this was circulated for the previous, cancelled, meeting, and is now not relevant)

Document 9C: New Zealand's international obligations

Document 9D: Draft Working Group report – version 0.4

Document 9E: Major topics for discussion – *to come on 5 November*

Document 9F: Hospitality Benchmark (April 2018) – *suggested pre-reading*

Document 9G: Raising the bar – the impact of minimum wage hikes (April 2018) – *suggested pre-reading*

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AGENDA

Fair Pay Agreements Panel: Meeting 10

Date and time	22 November 2018 (Thursday), 12:30 – 4:30 pm	
Venue	Room G.03, MBIE, 15 Stout St	
Panel members	Rt Hon Jim Bolger ONZ (Chair) Dr Stephen Blumenfeld Steph Dyhrberg Tony Hargood Kirk Hope	Vicki Lee Caroline Mareko John Ryall Dr Isabelle Sin Richard Wagstaff
Secretariat (MBIE)	Paul Stocks Ruth Isaac	Katherine MacNeill Beth Goodwin

Item	Content	Lead	Timing
1. Welcome and admin	Agree Minutes, set out plan for the meeting. <i>See Document 10A</i>	Jim	10 mins 12:30 – 12:40
2. Finalise draft Working Group report Part 1: Work through current issues	Make decisions on remaining issues in the draft Working Group report <i>See Document 10D or 10E, and 10F</i>	Katherine	1 hour 15 mins 12:40 – 1:55
Break (1:55 pm)			10 mins 1:55 – 2:05
3. Finalise draft Working Group report Part 2: Dispute resolution	Discuss how to describe conciliation, facilitation and mediation functions <i>Whiteboard session</i>	Katherine	35 mins 2:05 – 2:40
4. Finalise draft Working Group report Part 3: Public interest criteria	Discuss and agree the public interest test criteria <i>See Document 10F (Annex 1)</i>	Katherine	30 mins 2:40 – 3:10
5. Finalise draft Working Group report Part 4: Skills training	Discuss the suggested text on skills training <i>See Document 10G</i>	Beth	20 mins 3:10 – 3:30

Break (3:30 pm)			5 mins 3:30 – 3:35
6. Finalise draft Working Group report Part 5: Exemptions	Discuss the approach to exemptions in the Working Group report	Katherine	20 mins 3:35 – 3:55
7. Photo options	Consider photo options for the cover and/or content of the Working Group report <i>See Document 10H</i>	Beth	15 mins 3:55 – 4:10
8. Comms: Next steps	Consider report publication and meeting with the Minister to discuss the report.	Beth	10 mins 4:10 – 4:20
9. Wrap up and next steps	This meeting: agree preparation time. Consider next steps and whether additional workshop is needed: 11 am – 12:30 pm Tuesday 27 November	Jim	10 mins 4:20 – 4:30

Attached documents

Document 10A: Minutes from meeting 9 (6 November 2018)

Document 10B: Draft Working Group report – version 0.5 (tracked) *Not attached, as was shared previously – not current version*

Document 10C: Draft Working Group report – version 0.5 (clean) *Not attached, as was shared previously – not current version*

Document 10D: Draft Working Group report – version 0.6 (tracked)

Document 10E: Draft Working Group report – version 0.6 (clean)

Document 10F: Table to resolve Working Group comments on draft Report

Document 10G: Information on education funding *To be added before 22 November meeting*

Document 10H: Photo options for the Working Group report

AGENDA

Fair Pay Agreements Panel: Meeting 11

Date and time	27 November 2018 (Tuesday), 9:30 am – 1 pm	
Venue	Terrace Conference Centre, Meeting room Te Aro 4	
Panel members	Rt Hon Jim Bolger ONZ (Chair) Dr Stephen Blumenfeld Steph Dyhrberg Tony Hargood Kirk Hope	Caroline Mareko John Ryall Dr Isabelle Sin (from 11 am) Richard Wagstaff
Secretariat (MBIE)	Paul Stocks Ruth Isaac	Katherine MacNeill Beth Goodwin
Apologies	Vicki Lee	

Item	Content	Lead	Timing
1. Welcome and admin	Set out plan for the meeting.	Jim	5 mins 9:30 – 9:35
2. Discuss approach	Discuss approach to Group's differences of opinion	Jim	20 mins 9:35 – 9:55
3. Finalise draft Working Group report	Page turn through the Working Group report <i>See Documents 11A, 11B, 11C</i>	Katherine	45 mins 9:55 – 10:40
Break (10:40 am)	<i>Morning tea provided</i>		5 mins 10:40 – 10:45
4. Finalise draft Working Group report (continued)	Continue page turn through the Working Group report	Katherine	1 hour 45 mins 10:45 – 12:30
Break (12:30 pm)	<i>Lunch provided</i>		10 mins 12:30 – 12:40
5. Photos for Working Group Report	Discuss photos for the Working Group report <i>See Document 11D</i>	Beth	10 mins 12:40 – 12:50
6. Wrap up and next steps	This meeting: agree preparation time. Discuss next steps	Jim	10 mins 12:50 – 1:00

Attached documents

Document 11A: Draft Working Group report – version 0.7 (tracked)

Document 11B: Draft Working Group report – version 0.7 (clean)

Document 11C: Diagram of dispute resolution

Document 11D: Photo options for the Working Group report

Document 11E: Possible case study from Partnership Resource Centre

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AGENDA

Fair Pay Agreements Panel: Meeting 12 (small group meeting)

Date and time	19 December 2018 (Tuesday), 9.00 – 10.30 am	
Venue	Meeting Room G.15, MBIE offices, 15 Stout Street, Wellington	
Panel members	Rt Hon Jim Bolger ONZ (Chair) Kirk Hope Vicki Lee (phoning in)	John Ryall Richard Wagstaff
Secretariat (MBIE)	Paul Stocks Ruth Isaac	Katherine MacNeill Beth Goodwin

Item	Content	Lead	Timing
1. Welcome and admin	Agree Minutes from previous two meetings; set out plan for the meeting. <i>See Document 12A</i>	Jim	10 mins 9.00 – 9.10
2. Discuss draft Report	Discuss outstanding matters: <ul style="list-style-type: none"> Finalise wording to include in the body of the Report about Kirk's alternative view Whether to include an appendix 	Jim	1 hour 10 mins 9.10 – 10.20
3. Wrap up	Discuss next steps	Jim	10 mins 10.20 – 10.30

Attached documents

Document 12A: Minutes from meeting 11 (27 November 2018)

Document 12AA: Minutes from meeting 10 (22 November 2018)

Document 12B: Draft Working Group report – version 0.8 (*this was circulated on 27 November and comments were received by email*)

Document 12C: Draft Working Group report – version 0.9 (clean and tracked versions)