



**MINUTES OF COMMITTEE MEETING FOR
RAISE THE BAR HOSPITALITY UNION INCORPORATED (“RBHU”)
Monday/Rāhina 14th March 2022, 7:00PM.**

VENUE: Online via Zoom

Attending: Chloe Ann-King, Toby Cooper, Bhupendra Bhattarai, Anne-Lise Mornard Stott.

Absent: D Saunders, Anna Krykunivsky, Alicia Lloyd-Jones.

Meeting commenced at 7:04PM.

1. **Welcome**
2. **Apologies:** Alicia Lloyd-Jones.
3. **Review of Previous Minutes and Next Steps**

The Committee reviewed the draft minutes of the previous Committee Meeting.

Motion: *The Committee approves the Minutes of the previous Committee Meeting.*

Moved: *Toby Cooper*

Second: *Chloe Ann-King*

All in favour: 4

All opposed: 0

Motion Passed

| Goal | Next Steps | Status |
|---------------------------|---|----------------|
| Establish a bank account. | Toby and Bhupendra to contact ANZ and provide necessary documents to open an account. | Steps ongoing. |

- Chloe and Toby informed the Committee that the final steps in this process were still being completed. Toby explained that, since the prior meeting, he had contacted the New Zealand Council of Trade Unions (“NZCTU”) to get some advice on the information required in the ANZ application forms. Toby expected that this goal would be completed in a number of days.
- This goal was revisited and discussed later in the Committee Meeting.

| Goal | Next Steps | Status |
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| Obtain a union membership platform. | Toby to obtain an estimate of costs on the “no-frills” platform from the Stratum providers. | Goal deprioritised. Revisit once funding has been received. |
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- Chloe explained to the Committee that RBHU information was presently being stored on OneDrive. Chloe reported that this was working well, commenting that RBHU does not need to pay for a platform until our membership size significantly increases. Toby agreed that this was no longer a priority for the moment.

| Goal | Next Steps | Status |
|---|--|-----------------|
| Obtain status as an incorporated society and union. | Toby to liaise with the Companies Office to complete this process. | Goal completed. |

- Chloe congratulated Toby on completing the work required to establish RBHU as an incorporated society and registered union.

| Goal | Next Steps | Status |
|--------------------|--------------------------------------|-----------------|
| Hold strategy hui. | Completed at last Committee Meeting. | Goal completed. |

- Chloe congratulated the Committee on achieving this goal, acknowledging that the Committee developed some good campaigns and strategies.

| Goal | Next Steps | Status |
|-------------------------|---|-----------------------------|
| Run an RBHU Quiz event. | Committee to restart a discussion for this event at the first Committee Meeting for 2022. | Goal postponed to mid-2022. |

- Chloe recognised that we have not made progress here, noting that it was hard to organise events due to COVID.
- This goal was discussed further, later in the Committee Meeting.

| Goal | Next Steps | Status |
|---|--|---|
| Increase engagement, awareness, and membership. | Each Member to provide to Chloe a bio consisting of a photo and short introductory post. Chloe to post introduction bio's on our website and social media. | Necessary “bios” had been provided by Committee Members. “Bios” still need to be posted on website. |



- Toby informed the Committee that all eligible Committee Members except one had provided “bios”, and that the bio from the final Member was not strictly necessary. Toby asked Chloe to post the bio’s on the RBHU instagram and RBHU website. Chloe signalled that she would collate this information and provide it to the RBHU Website Developer, Ben McMahon, for him to upload to the RBHU website.

| Goal | Next Steps | Status |
|----------------------------------|--|----------------|
| Pursue fundraising applications. | Chloe to continue looking into options and present these to the Committee. | Steps ongoing. |

- Choe and Toby signalled that this is an ongoing goal. This goal was further discussed as part of the Leader’s Update.

| Goal | Next Steps | Status |
|-----------------------|---|-----------------|
| Obtain a common seal. | Toby to confirm requirements. Chloe to design this if necessary. | Goal completed. |

- Toby confirmed that this goal has been completed and displayed to the Committee that RBHU now owns a red ink stamp with the common seal design.

| Goal | Next Steps | Status |
|---------------------------|---|----------------|
| Establish a bank account. | Toby and Bhupendra to contact ANZ and provide necessary documents to open an account. | Steps ongoing. |

- The conversation then returned back to this particular goal. Bhupendra asked for an update on the bank account situation, noting that Toby had indicated between meetings that he would ask for advice from Inland Revenue. Toby reiterated that he preferred to obtain some guidance from the NZCTU first, so had contacted them by telephone and email.
- Bhupendra stated that we cannot sort out our tax obligations until we have a bank account.
- Toby explained that there was a sort of Catch-22 situation, where it would be ideal to pay for an accountant to receive some advice on these questions, but that we cannot pay for an accountant until we have a bank account in place.



- Bhupendra noted that if we receive grants or donations, it could be hard if we need to provide GST invoices and do not have a bank account for this. Bhupendra explained that a portion of our tax could be exempted.
- Toby asked Chloe to contact Little Black Books NZ so that we could contact the recommended accountants and obtain some advice.

| Goal | Next Steps | Status |
|---------------------------------------|--|-----------------------------------|
| Run employment law advocacy training. | Toby and/or Chloe to run introductory sessions of employment law advocacy training with Anna and D Saunders. | Steps completed. Goal ongoing. |

- Toby informed the Committee that these steps were completed, noting that he held an introductory session with Anna (*in November 2021*), while Chloe had provided similar training for D Saunders (*in February 2022*).
- Chloe signalled that another training session was coming up.

| Goal | Next Steps | Status |
|------------------------------|---|----------------|
| Run income support training. | Chloe and Anne-Lise to meet to discuss. | Steps ongoing. |

- Chloe explained that this goal remained on her “to do list”.
- Toby encouraged Chloe to promote income support training using RBHU social media.

| Goal | Next Steps | Status |
|--------------------------------|---|-----------------------------------|
| Undertake Constitution Review. | Toby and D Saunders to start preparing work for this. | Steps completed. Goal ongoing. |

- Toby told the Committee that he had sent an initial email to D Saunders to get the ball rolling in relation to this goal.

| Goal | Next Steps | Status |
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|-----------------------------|---|--------------------------------|
| Undertake Personnel Review. | Toby and D Saunders to start preparing work for this. | Steps completed. Goal ongoing. |
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- Toby told the Committee that he had sent an initial email to D Saunders to get the ball rolling in relation to this goal.

| Goal | Next Steps | Status |
|--|---|----------------|
| Establish a wellness fund for Committee Members and RBHU volunteers. | Chloe to provide a cost estimate and details of services which will be available. | Steps ongoing. |

- Chloe noted that she is still looking into this goal, expressing that funding remains an issue.

4. Leader's Update

Chloe updated the Committee on RBHU Membership. Chloe confirmed that, since November 2021, RBHU has gained 51 new Members, without any dedicated membership drive.

Chloe then provided a short update on the Media Team's work for RBHU. Chloe explained that RBHU had not been in the media much lately due to the heavy case load for the Legal Team, the day-to-day running of RBHU, and the difficulties in campaigning for relevant stories due to staffing issues in the current news media landscape. Chloe clarified that five news stories came out in the past month which quoted RBHU, including a piece in The Spinoff about mask-wearing and pieces in NewsHub about what it is like to work in hospitality. Chloe expressed a desire to spend more time over the next two months improving the media presence. Chloe also detailed that she spoke in interviews with a Stuff journalist and a NewsHub journalist about health and safety issues in the workplace.

Chloe announced that \$10,000 worth of funding had been received for RBHU. (*This funding, received from the Quatro Trust by way of the Youth Movement Fund, amounts to \$8,000 for RBHU directly and \$2,000 for a chosen Committee Member to compensate for their time representing RBHU on the Youth Movement Fund Committee.*)



Chloe updated the Committee on the recent work carried out by the RBHU Legal Team. Across 2022 so far, RBHU has raised personal grievances on behalf of four workers. Chloe provided some general background information on the disputes. RBHU has also reached settlements on employment disputes for two workers in the past month.

Chloe then told the Committee that RBHU is now a confirmed research partner with the Hospitality and Tourism Department at Auckland University of Technology ("AUT"). Chloe indicated that the Department recently received around \$26,000 worth of funding, enabling RBHU and AUT to roll out annual surveys of hospitality workers, to present targeted data on the industry, following in the footsteps of the 2019-20 New Zealand Hospitality Worker Experience Survey.

Chloe updated the Committee about the RBHU Help Centre. Since December 2021, RBHU has answered approximately 22 direct message inquiries through the RBHU Help Centre. Chloe explained that RBHU had been inundated with email inquiries over the past couple of months, expressing that, in the future, she would aim to provide this data too. Chloe suggested that there could be software available to make this data collection easier. Chloe then provided details on how RBHU had helped a number of Members recently, including in meetings with their employers.

Toby reminded Chloe that the Committee started work on a submission on the New Zealand Income Insurance Scheme. (*On 7 February 2022, an RBHU Committee Discussion Session on this topic was attended by Committee Members Chloe, Anna, Toby, and Anne-Lise.*) Chloe provided details on some of the criticisms of the Scheme, including the minimal input from anti-poverty groups and the limited ability to access the Scheme.

Chloe informed the Committee that another meeting had been scheduled with Hon Michael Wood MP, the Minister for Workplace Relations and Safety, to take place in April 2022. David Williamson from AUT would be joining this meeting and was assisting RBHU to prepare a briefing paper for this meeting. Chloe intended to discuss how the findings from the 2019-20 New Zealand Hospitality Worker Experience Survey show that hospitality workers are not accessing minimum entitlements, indicating that RBHU would be making strong recommendations to the Minister. Toby insisted that it was important that RBHU continues to present this information to the Minister, pairing it with tangible solutions. Chloe suggested that the Labour Inspectorate needs to develop a Task Force to target the hospitality industry and audit employers on the spot, without warning.

Chloe announced the exciting achievement that RBHU is now a fully registered union, acknowledging the mahi from Toby to get this goal across the line.



Chloe updated the Committee on the RBHU Employment Clinics, noting that at least six Employment Clinics had been held since the prior Committee Meeting in December 2021. Chloe noted that the move to bi-weekly Employment Clinics at 4:00PM was a good decision, even though the attendance rates varied between Clinics; four workers attended the 28 February 2022 Employment Clinic, while zero workers attended the 14 March 2022 Employment Clinic.

Chloe notified the Committee that sex workers were organically reaching out to RBHU to join RBHU and seek advice and support. Chloe announced that the RBHU Legal Team now has its first volunteer sex worker to train up as an employment advocate. Chloe expressed her excitement to improve the laws which relate to sex workers. Toby explained that the New Zealand Prostitutes' Collective does not provide collective bargaining, which a union could provide. Toby opened the floor to Committee Members to consider whether this extension of RBHU was supported in principle by the Committee. Anne-Lise endorsed the extension of RBHU to include sex workers. No objections were raised by Committee Members.

The conversation then shifted to the need for a membership drive. Chloe suggested that RBHU should democratically elect a charging model first, otherwise RBHU is collecting more members and doing more legal work for free, basically. Toby explained to the Committee that most legal work over the past year or so had been carried out on the basis of RBHU legal advocates receiving 10% of any settlement fee. Toby estimated that if RBHU does manage to settle a dispute, RBHU legal advocates are likely earning an amount equal to the adult minimum wage, at best. Toby explained that the RBHU Legal Team also takes on cases where there is no real likelihood of any reimbursement for the volunteer time, so there will always be legal work which is inherently voluntary.

Toby then posed a question to the Committee: Where would you like RBHU to focus time on? Toby outlined that operationally, RBHU currently prioritises the legal cases which come in, with media work as a second priority, and wider strategic work coming last. Anne-Lise suggested that Toby and Chloe could choose where to focus their energies but encouraged RBHU to continue with legal work, noting that it is difficult for hospitality workers to hire lawyers. Anne-Lise offered to assist with the social media aspects of the Media Team work. The Committee then discussed several ways how Anne-Lise could contribute to the RBHU social media output, including using the platforms to inform workers of their fundamental employment rights.

5. Treasurer's Update



Bhupendra hoped that RBHU could open the bank account within a couple of weeks. Bhupendra added that once the RBHU bank account has approval, we can apply for funding, then process reimbursements and launch programs and training for hospitality workers. Toby suggested that RBHU use some of the initial funding to sit down with an accountant and obtain advice on invoicing for legal work.

6. RBHU Quiz event

Toby suggested that RBHU revisit this goal in a couple of months. Chloe endorsed this approach.

7. General Business

Toby informed the Committee that RBHU is required to do an annual union membership return, completing a form each year which details the numbers of our members as at 1 March. Toby will email RBHU Website Developer, Ben McMahon to undertake work on this.

8. Adjournment

Meeting adjourned at 8:01PM.



NEXT STEPS

| Goal | Next Steps | Suggested time frame for Next Steps |
|---|--|-------------------------------------|
| Establish a bank account. | Chloe to contact Little Black Books NZ to link Toby and Bhupendra up with the recommended accountant. After receiving advice from an accountant and/or NZCTU, Toby and Bhupendra to complete application for a bank account. | By April meeting. |
| Increase engagement, awareness, and membership. | Chloe to collate information and contact Ben McMahon to post introduction "bios" on our website. | By April meeting. |
| Lobby the Government on issues affecting hospitality workers. | Consult Members on NZ Income Insurance Scheme and complete submission. Draft briefing paper for meeting with Hon Michael Wood MP. | By 24 April 2022. |
| File annual union membership return. | Toby to obtain membership details from Website Developer, Ben McMahon. | By May meeting. |
| Undertake Constitution Review. | Toby and D Saunders to continue work for this. | By May meeting. |
| Undertake Personnel Review. | Toby and D Saunders to continue work for this. | By May meeting. |
| Provide direction to the RBHU Media Team, using the strategic priorities. | Toby to shape the feedback from the Committee into a draft set of guidelines and provide this to the Committee for review. | By May meeting. |
| Provide strategic direction to the RBHU Legal Team, using the strategic priorities. | Toby to engage with the Office of the Privacy Commissioner on the details which should be withheld or provided to the RBHU Committee in terms of individual legal disputes. | By May meeting. |
| Run an RBHU Quiz event. | Committee to restart a discussion for this event in July 2022. | At July meeting. |
| Establish a wellness fund for Committee Members and RBHU volunteers. | Chloe to provide a cost estimate and details of services which will be available. | Once funding has been received. |



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| Obtain a union membership platform. | Toby to obtain an estimate of costs on the “no-frills” platform from the Stratum providers. | Once funding has been received. |
| Assist with the Community Law Alcohol Harm Reduction Project. | Toby and Chloe to restart dialogue with Community Law Wellington and Hutt Valley. | Once RBHU has established a union membership platform. |
| Manage financial and reporting obligations as an incorporated society and union. | Bhupendra to look into tax, IRD, and GST obligations of unions. Chloe to take initial steps to organise training/support from Little Black Books NZ or Admin Angels. Bhupendra to ensure appropriate reimbursements are made for RBHU expenses incurred by Committee Members, including reimbursing Toby for incorporation application fee. | Once ANZ bank account is opened. |
| Provide advocacy services to hospitality workers. | Legal team to provide advocacy services. Chloe to provide an update on this at each Committee Meeting. | Ongoing. |
| Be a voice for hospitality workers in news media, social media, and the wider community. | Chloe to continue leading work in this area and providing an update at each Committee Meeting. Anne-Lise to assist with social media work. | Ongoing. |
| Run employment law advocacy training. | Toby and/or Chloe to continue to run introductory sessions of employment law advocacy training. | Ongoing. |
| Pursue fundraising applications. | Chloe to continue looking into options and present these to the Committee. | Ongoing. |
| Run income support training. | Chloe to promote income support training on RBHU social media. | Ongoing. |