NMTBC Committee Meeting Minutes

**Date**: Monday 09 November 2020, 7:00pm, The Boiler Room

**Present**: Mel Schroder, Chris Short, Brent Goddard, Zoe King, Hamish Berkett,, Matt Ball, Belinda Crisp, Mel Barker, Gerard Wilson, Tony Mifsud, Hamish Berkett,

**Apologies**: Chris Short, Ben Pointer

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| **Matter** | **Moved** | **Action** |
| **Conflicts of Interest**   * N/A |  |  |
| **Portfolio Discussion Points**   * Events - timer training      * Wairoa Gorge (see agenda) * Membership   T.M - Temporary permit holders have the same insurance as full club members   * Business * Communications (enewsletter)   Committee members to have the option of adding content to the enewsletter   * Trails & Stakeholder -communication needed about trail worksites. |  | **HB** - To contact event timing volunteers and begin training  **BG** - To email committee members prior to enewsletter  **BG** - FB post to remind members to keep out of trail worksites. |
| **Deep Dive**  Ngati Koata land access implications   * Nelson City Council has agreed to pay Ngati Koata to secure access to Codgers Maitai and Fringe for a one year * NMTBC is still in negotiations with Ngati Koata to secure land access to Sharlands. * Further discussions are needed with Tasman Pine to finalise agreement for riders to be in Tasman Pine forests. * Insurance covers members and so long as riders are members of the club the permitting system can change and this won’t affect insurance. * The committee hopes to have further discussions to finalise the long term agreement between Ngati Koata, NCC, Tasman Pine and the NMTBC. * The committee agree that there will need to be additional costs charged to members to cover the cost of land access. |  | **GW** - to continue negotiations with Ngati Koata and NCC. |
| **Agenda Items**   * **Wairoa Gorge**   General  Wairoa gorge will plan for a shutdown period during winter months. Details to be confirmed.  Exit strategy   * Committee agrees that the Gorge needs an exit strategy in place due to significant business risks and operational costs. * Risk matrix drafted will help identify triggers. * The exit strategy and triggers will need to be reviewed annually.   Insurance for Gorge   * The Sub Committee wants insurance at the Gorge. Certain assets identified and insured. * Waiting for costs for insurance. * Firetruck insurance needs discussing with the Gorge Sub Committee * **Introduce Michelle (legal advisor) -**   The committee is very grateful for the assistance that our legal advisor has been giving and for her time taken to come and speak with us.  Illegal trail building policy 2020  This policy needs to be finalised with some additional changes suggested by our legal advisor which include:   * To be explicit that by joining the club riders are agreeing to the clubs Terms and Conditions including the illegal trail building policy. * Disciplinary process needs to be clarified further with very clear actions and implications for the identified.   Membership Terms and Conditions   * Event conditions need to be removed from general terms and conditions * Membership terms and conditions to be finalised. * Trailforks will now charge for out of town riders, this makes it difficult to keep members informed about trail status. * **Widdershins discussion**   Various options for where the trail will go. The committee agreed that the preferred route is a new trail following contours..   * DOC has more conditions to meet if the trail is moved to a new location. This has considerable costs including Geotech and ecological report * Committee identified that the possibility the trail can’t be completed within budget is a risk. * Committee needs to consider if the track is variable, external review of tender has raised concerns about the budget. * Further discussions with NCC might be required to find a solution. |  | **MB** and **GM** to finalise the shutdown period.  **MB - to email committee the Exit Strategy**  ALL - to email MB thoughts on triggers.  **T.M** - to provide **MB** with a price for gorge insurance  **MB** to discuss firetruck insurance with sub committee  **ZK, BC** - to meet with a legal adviser to finalise the T’s and C’s  **BG** - To communicate with the Trailforks team to request access for members for trail status.  **BP** - get an in principle agreement with NCC for the proposed trail line based on geotech & ecological report.  **BP** to get quotes for a Geotech and Ecological report.  **BP -** Present quotes to committee for consideration. |
| **General Business**   * Approval of accounts payable – (this list to be circulated prior to the meeting and signed off by owners then moved by committee as approved to be paid) * Review of actions of last month’s minutes * Approval of last month’s minutes * Health and Safety Compliance – issues for month   Health and Safety   * Two incidents at the Gorge. Refer to Gorge Report * Near miss on Sharlands Road * Legal Compliance – issues for month   n/a | Moved -  2nd -  Moved - Zoe  2nd - TM |  |
| **Last month’s actions**   * **BC**  to run through Membership Terms and Conditions with a legal adviser. DONE * **GW** - To meet with Ngati Koata and the Council to continue negotiations on land access. ONGOING * **OW** to give **GW** numbers of participants for events on Sharlands. DONE * **BC** - to discuss the clubs response to major incidents with legal advisers to gain better understanding. DONE * **BC** - to establish a protocol for the clubs response to major incidents. DONE * **Matt B -** To highlight the incident to **GM. DONE** * **Mel B -** to investigate a FB page for Nelson Riders to post on. ONGOING * **BC** - To discuss illegal trail building policy with legal advisor. DONE * **OW -** To finalise decisions and notify **MelB. DONE** * **CS -** To review Widdershins tender to check it coverseverything it needs. ONGOING * **BP -** To discuss Widdershins tender further with **CS ONGOING** * **BC** to talk with **HB** to finalise **BP’s** contract. Still to be finalised. * **CS & BP** to talk to Fulton Hogan to discuss potential claim. DONE |  | HB - To finalise contract for BP |
| **Actions**   * **HB** - To contact event timing volunteers and begin training * **BG** - To email committee members prior to enewsletter * **BG** - FB post to remind members to keep out of trail worksites. * **GW** - to continue negotiations with Ngati Koata and NCC. * **MB** and **GM** to finalise the shutdown period. * **MB -** to email committee the Exit Strategy, **ALL** - email MB thoughts on triggers. * **T.M** - to provide **MB** with a price for gorge insurance * **MB** to discuss firetruck insurance with sub committee * **ZK, BC** - to meet with a legal adviser to finalise the T’s and C’s * **BG** - To communicate with the Trailforks team to request access for members for trail status. * **BP** - get an in principle agreement with NCC for the proposed trail line based on geotech & ecological report. * **BP** to get quotes for a Geotech and Ecological report. * **BP -** Present quotes to committee for consideration. * **HB** - To finalise contract for **BP** |  |  |

**Meeting closed:**

**Minutes Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**President NMTBC**