



# NMTBC Committee Meeting Minutes

**Date:** Monday 10 May 2021, 7:00pm, The Boiler Room

**Present:** Mel Schroder, Zoe King, Hamish Berkett, Matt Ball, Belinda Crisp, Gerrard Wilson, Brent Goddard, Jono Corfield

**Apologies:** Chris Short, Ellie Davies, Tony Mifsud

Matter	Moved	Action
<b>Conflicts of Interest</b>  No conflicts raised		
<b>Portfolio Objective Review/Items for committee discussions</b>  <b>Admin/Management</b> <ul style="list-style-type: none"> <li>● BC is aware that she will need more contract hours to have time to include EWS planning. Committee will need to consider.</li> <li>● A NMTBC contractor was requested to stop work preceding until evidence was provided to the committee of all approvals. Work was completed without this evidence being provided. A meeting was held with the contractor and it was acknowledged that communication and processes must continue to be improved.</li> </ul> <b>Events</b> <ul style="list-style-type: none"> <li>- DH round 3 to be at Cable Bay. The committee has approved this.</li> <li>- Branford Park improvements are on hold until NCC MOU is completed.</li> <li>- Lost event radio- Gorge volleys</li> </ul> <b>Wairoa Gorge</b> <ul style="list-style-type: none"> <li>- Looking to diversify the vehicle fleet for greater security.</li> </ul> <b>Membership</b> <b>Business</b> <b>Communications</b> <b>Asset and Stakeholder</b>		
<b>Deep Dive</b>		

<p><b>Agenda Items</b></p> <ol style="list-style-type: none"> <li>1. Maitai Hub - committee approval to proceed (details emailed to committee)</li> </ol> <p>NCC has approved funding for the Maitai Hub work to begin. Initial work includes connecting trails, a pump track and infrastructure upgrades. NCC will engage a contractor to complete trail work and infrastructure upgrades. The NMTBC will manage the contractors building the pump track.</p> <p>Future work includes a skills track but the NMTBC committee members would like this to wait until after the EWS to ensure there is enough space for the event village.</p> <p>There is potential for the NMTBC to have a 50/50 share in the lease of the Golf Club rooms. The committee has agreed that the pump track, infrastructure upgrades and connecting trails will need to be completed before any further decisions are made.</p> <ol style="list-style-type: none"> <li>2. Committee replacements (Brent, Zoe?)</li> </ol> <p>Zoe King and Brent Goddard have formally resigned from the NMTBC. The Committee will advertise for replacement members shortly and invite interested parties to attend the next committee meeting. Committee agreed to remove BG as an account signature and add Matt Ball.</p> <p>Thank you to BG and ZK for all your contributions to the committee and the NMTBC. The committee has appreciated all your work over the past few years.</p> <ol style="list-style-type: none"> <li>3. Fire Restrictions <ul style="list-style-type: none"> <li>- There is currently public consultation with FENZ to look at fire risk closures. Committee is aware that ongoing closures are inevitable and that the triggers need careful consideration.</li> </ul> </li> <li>4. Resolution for Funding Grants <ul style="list-style-type: none"> <li>- Administration contractors asked the committee for a resolution to apply for funding grants to secure a safety vehicle for The Gorge. Committee approved and MS to sign resolution.</li> </ul> </li> </ol>		<p><b>BC</b> to inform NCC about NMTBC timeline including the skills park needing to wait until after EWS.</p> <p><b>BC</b> to call for applications for replacement committee members</p> <p><b>Mel B</b> - FB post and mailchimp newsletter sharing the public consultation document</p> <p><b>MB &amp; HB</b> to draft a letter to FENZ</p>
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<p><b>General Business</b></p> <ol style="list-style-type: none"> <li>1. Approval of accounts payable</li> <li>2. Approval of last month's minutes</li> <li>3. Health and Safety Compliance issues for month</li> <li>4. Legal Compliance issues for month</li> </ol>	Move: JC 2 <sup>nd</sup> : HB Move: MS 2nd: MB	
<p><b>Action</b></p> <ul style="list-style-type: none"> <li>- Committee to start reviewing and approving monthly financials at the meeting during the portfolio reviews. Report presented by the treasurer.</li> <li>- <b>BC</b> to inform NCC about NMTBC timeline including the skills park needing to wait until after EWS.</li> <li>- <b>BC</b> to call for applications for replacement committee members</li> <li>- <b>Mel B</b> - FB post and mailchimp newsletter sharing the public consultation document</li> <li>- <b>MB &amp; HB</b> to draft a letter to FENZ</li> </ul>		
<p><b>Action Review</b></p> <p><b>GW / BC</b> – Ngati Koata agreement to be finalised. FINALISED AND WAITING ON SIGNATURE</p> <p><b>BC</b> to report to the committee at the next meeting with details of Maitai Hub. DONE</p> <p><b>JC</b> to provide report on Branford DONE</p> <p>Medical director required. <b>Committee</b> to ask contacts if they are interested. DONE</p>		

**Meeting closed: 8.39pm**

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

**President NMTBC**