

Event Cancellation Disclaimer

In the event of extreme weather events, industrial disruption, or other unforeseen circumstances that disrupt the event, NKBA along with the organisers accept no responsibility. The information on the event invitation on the website is correct at the time of publication. NKBA along with the organisers disclaim any and all liability to any person in respect of the consequences of any failure to operate, accident or injury which may occur on services reserved.

The Health and Safety of NKBA staff and members will be our uppermost priority and will take precedence over any inconvenience caused. As much notice as possible will be given when such a decision is made; however, all parties are advised to heed all NZ Government broadcasts to the nation and/or Met Service warnings and instructions and take responsibility for their own safety.

If an NKBA event is cancelled for any reason beyond the organiser's control, there is no right of exchange, and no obligation is assumed by the organisers for arranging a substitution. In the unlikely event of cancellation of an NKBA event, a refund of any applied fees may not be possible and is at the discretion of NKBA.

You should carefully consider the refund and cancellation policies of travel, accommodation and other goods or service providers when planning for attendance at an event. We strongly recommend that you book flexible fares and accommodation.

NKBA does not offer refunds or exchanges because of a change in your personal circumstances. Read the [NKBA Event Refund Policy](#) to understand what we expect and what we may or may not cover.

Should the advertised event be postponed, the right is reserved to add, withdraw or substitute speakers and vary the advertised programme.

PROCESS

1. Industrial disruption/action

The Health and Safety of NKBA staff and members will be our uppermost priority and will take precedence over any inconvenience caused.

At the first notification of such disruption or action the person hearing this must bring this to the attention of the Executive Officer and other staff.

These situations may take the form of transport outages, strikes or mass lobbying/ protests.

- Management contacts affected personnel, event organisers and partners if necessary and the disruption is discussed using up to date information gathered at the time including all official broadcasts.
- The decision-making process for postponing/cancelling an NKBA event is the same as the Phase 2 Extreme Weather Event.

2. Other unforeseen circumstances

The cancellation or postponement of an event at the discretion of NKBA will be notified to members as soon as possible. Whilst this is unlikely, we strongly recommend booking flexible fares and accommodation if travelling to an event.

3. Extreme Weather Event

The Health and Safety of NKBA staff and members will be our uppermost priority and will take precedence over any inconvenience caused. At the first notification of a potential weather warning, the person hearing this must bring this to the attention of the Executive Officer and other staff.

An extreme weather event shall be defined as one of, or a combination of the following scenarios: Heavy Rain, Snow, Ice/Freezing, Flooding, Electrical Storm, Fog, Landslides, Earthquake, High Winds.

The Extreme Weather Response Plan follows a 3 phased escalation model. Depending on the magnitude and scale of the event, management will implement the required phase that best fits the situation. Should Phase 3 be reached, the situation may be classed as an emergency.

PHASE 1

An Extreme Weather Event is forecast, with sufficient time to contact affected persons:

- Management contacts affected personnel, event organisers and partners if necessary; potential consequences of the Weather Event are discussed using up to date information gathered at the time and decisions made regarding pending NKBA Events and day to day place of work.

PHASE 2

An Extreme Weather Event is currently affecting one or many regions:

- Management contacts affected personnel, event organisers and partners if necessary and the Weather Event is discussed using up to date information gathered at the time including all NZ Government broadcasts to the nation and/or Met Service warnings and instructions.
- Effects on safety, road conditions/ travel, member requirements etc. are identified.
- NKBA will make the decision to cancel/ postpone events and travel if:
 - i. Official broadcasts or instructions are issued instructing the cessation of unnecessary travel
 - ii. The Health and Safety of its staff or members is deemed to be at risk
 - iii. Event organisers deem the area of the event to be unsafe to attend.
- These decisions will be made on a case-by-case basis and confirmed by management.
- The number of event attendees shall not influence the decision to cancel or postpone the event in the case of an extreme weather event that poses a safety threat.
 - i. Personal safety and NKBA's reputation as a responsible association is paramount
 - ii. NKBA will contact registered attendees via email advising of the decision
 - iii. As much notice as possible will be given when such a decision is made; however, all parties are advised to heed all NZ Government broadcasts to the nation and/or Met Service warnings and instructions and take responsibility for their own safety.
- The Executive Board will be notified and kept informed of updates.

PHASE 3

An Extreme Weather Event has escalated beyond the safe operating limits of NKBA, and/or its members:

- Affected personnel and members are contacted by management and the Weather Event is discussed using up to date information gathered at the time.
- Affected regions' Events are ceased or limited until further notice. This decision may be made either by Management or members in the area, based on the information at hand.
- The situation is monitored by management, with information updates communicated by the Executive Officer/ delegate as appropriate.

Useful Links:

Met Service Website www.metservice.co.nz

Transit Road Highway conditions www.nzta.govt.nz or 0800 444 449