

# Pākōwhai Stakeholder Advisory Group

## Meeting Minutes

**Date:** Monday 16 March 2026  
**Time:** 4:00 PM – 6:30 PM  
**Venue:** Pākōwhai Community Centre  
**Chair:** Tania Kerr

**Attendees:** Lochie MacGillivray, Sue Burgess and Sheryl Mackie (Landowners), Laurie O’Reilly (Landowner and Mana Whenua Representative Ngāti Pārau Hapū Trust), Te Uira Tomoana (Mana Whenua Representative Ngāti Hawea, Ngāti Hori and Ngāti Hinemoa), Simon Moffatt (Compliance – HBRC), Andrew Caseley, Jacqui Davis, Lynn McCowan, Cameron Burton and Richard Jardin (Project Team – HBRC)

**Apologies:** Danny Angland, Rob Sykes, Ron McFetridge, Tim Race and Melissa Burnes

(Landowners),

1.	Opening Karakia led by Laurie	Actions
2.	<b>Welcome and Apologies</b> Tania opened the meeting, welcomed all attendees and introductions took place.	
3.	<b>Construction Environmental Management Plan Workshop – Cameron Burton</b> <b>Introduction</b> <ul style="list-style-type: none"> <li>• Cameron explained that the process was to walk through the CEMP section by section to help STAG understand:               <ul style="list-style-type: none"> <li>○ The overall structure of the document.</li> <li>○ How appendices link back to specific CEMP sections.</li> <li>○ How statutory requirements are mapped to consent conditions.</li> </ul> </li> <li>• It was noted that there are two CEMPs (Northern and Southern) which follow the same format, with differences reflecting site specific conditions only.</li> <li>• The CEMP is a collaborative document between the Regional Council and the contractor - setting out how consent requirements will be achieved in practice.</li> <li>• Cameron confirmed that the CEMP is intended to fully comply with the Order in Council and all consent conditions.</li> <li>• STAG’s role is to check:               <ul style="list-style-type: none"> <li>○ Whether what is written is appropriate and workable.</li> <li>○ Whether any gaps or clarifications are needed.</li> </ul> </li> <li>• Additional comments can be provided after the workshop and incorporated later.</li> <li>• 4.1 The reference to the <i>Programme Manager</i> will be removed from the document.</li> </ul>	

- Some elements are not yet complete but will be provided prior to construction commencing.
- The consent was granted on the preliminary design, but it is not expected to be any significant differences the preliminary and final design.
- Pre-construction staging was discussed which can occur prior to the finalisation of the CEMP.

**Flood Risk Management**

Contractors will monitor upstream flow gauges and weather forecasts. Procedures are in place to:

- Move equipment to higher ground where practicable.
- Strengthen erosion and sediment controls ahead of forecast rainfall.

**Action:** Lochie to email the project team of the low-lying spot so that it is noted where the stream floods every year

*Lochie*

**Decommissioning**

- Involves the removal of all temporary works.
- Ensuring stop banks are stabilised and vegetated.
- Confirming environmental controls remain effective until stability is achieved.

**Hours of work**

- Standard construction hours confirmed as 7am–6pm.
- Communication from the STAG members should go through Project Engagement email ([project.engagement@hbrc.govt.nz](mailto:project.engagement@hbrc.govt.nz)) if construction needs to be adjusted where practicable.
- 5.3 It was asked that work was to exclude Christmas and New Year’s Day.
- It was highlighted that the construction could also impact the school and the Samoan church that uses the hall on a Sunday.

**Action:** To add wording excluding work over the Christmas and New Year period.

*Cam*

**Construction newsletter**

- 2 weeks look ahead newsletter will come out from contractor via project engagement to the STAG and the community

**Construction Areas**

- Lay down area will accommodate small traffic, deliveries, and material storage.
- Most heavy haulage will be off-road reducing the impact on public roads.
- Appendix 3a – it was noted that the bridge will move slightly upstream

**Vehicles**

- Project vehicles will be identifiable by Hicks branding and clearly displayed plant numbers to assist the community in distinguishing construction traffic from general road users.
- Any complaints will go through project engagement and be recorded

**Security**

- To prevent theft or vandalism.
- Avoid environmental harm from fuel or oil spills.

<p><b>Erosion and sediment controls</b></p> <ul style="list-style-type: none"> <li>Erosion and sediment controls will follow local best practice with increased bund and silt fence standards</li> </ul> <p><b>Dust control</b></p> <ul style="list-style-type: none"> <li>Hicks will be developing a local dust management plan with the Mackie’s prior to commencement of works</li> <li>Irrigation system will draw from the stream.</li> <li>Automatic irrigation system will stay until de-commissioning</li> <li>A water truck will be in use for those areas where trucks aren’t moving back and forth so much.</li> <li>When river levels are low water takes are restricted and contractors will import water from alternative sources to maintain dust suppression</li> <li>Dust was recognised as one of the highest risks and most noticeable impacts for the local community. It was agreed that the CEMP should explicitly reflect these local conditions.</li> </ul> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>Richard to follow up with the Mackie’s plan</li> <li>STAG expectations that dust mitigation measures will follow local best practice and be proactively managed to minimise impacts on neighbouring properties, with controls adapted to site conditions and weather as required.</li> </ul> <p><b>Contaminated Land</b></p> <ul style="list-style-type: none"> <li>Contractors have spill kits which are carried in every vehicle.</li> <li>Any spill, regardless of volume, will be treated as a spill and responded to immediately.</li> </ul> <p><b>Stream Works</b></p> <ul style="list-style-type: none"> <li>Stream diversion and dewatering will be undertaken including fish relocation under ecological advisor and cultural monitor supervision.</li> </ul> <p><b>Action:</b> Appendix 5 to clarify that pink lines are indicative only and bunds will be installed where required on site.</p> <p><b>Dewatering</b></p> <p>If a leak were to occur:</p> <ul style="list-style-type: none"> <li>Affected parties would be notified.</li> <li>The wider community would be informed.</li> <li>STAG suggested that dewatering and water takes be separated within the section even if they remain linked under the consent to improve clarity.</li> </ul> <p><b>Action:</b> Water takes to be separated out into their own paragraph under 5.15.</p> <p><b>Noise and Vibration</b></p> <ul style="list-style-type: none"> <li>National standards apply for construction noise and vibration. <ul style="list-style-type: none"> <li>Mitigation measures include directional alarms and noise absorbing materials where practicable.</li> </ul> </li> <li>STAG requested wording to reflect best practice, including: <ul style="list-style-type: none"> <li>Managing the noisiest activities sensitively.</li> </ul> </li> </ul>	<p><i>Richard</i></p> <p><i>Cam</i></p> <p><i>Cam</i></p> <p><i>Cam</i></p>
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<ul style="list-style-type: none"> <li>○ Keeping noise and vibration within the site where practicable.</li> </ul> <p><b>Action:</b> Update wording in the CEMP to reference best practice for noise and vibration management.</p>	<i>Cam</i>
<p><b>Waste Management</b></p> <ul style="list-style-type: none"> <li>• Significant waste is expected during decommissioning (e.g. silt fencing).</li> <li>• Cameron is investigating recycling options for silt fence materials.</li> </ul>	
<p><b>Discovery Protocols for Archaeological and Cultural Sites</b></p> <ul style="list-style-type: none"> <li>• ARC authority has been lodged</li> <li>• Works may continue under discovery protocols if material is found.</li> </ul> <p><b>Action:</b> Lochie to email the locations of known deer graves to the project team.</p>	<i>Lochie</i>
<p><b>Staging and Timing</b></p> <p><b>Action:</b> 5.2 SP5 – Proposed period to be updated</p>	<i>Cam</i>
<p><b>Incident and Hazard Management</b></p> <p><b>Action:</b> 5.22 If a leak occurred, affected parties would need to be notified and the wider community informed.</p>	<i>Cam</i>
<p><b>8.22 Reporting to Consent Authorities</b></p> <p><b>Action:</b> Take out bullet point ‘Post-construction stormwater treatment device documentation must be submitted to HBRC within 3 months of completion (Condition 21(a)).’</p>	<i>Cam</i>
<p><b>Northern CEMP</b></p> <ul style="list-style-type: none"> <li>• It was explained that there were two different CEMPs because it was required by resource consent and it was assumed at the time there would be two different contractors.</li> <li>• STAG supported providing a simple summary document outlining the differences rather than re-reviewing identical content twice.</li> </ul> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>• Cameron to detail the key differences between northern and southern documents.</li> <li>• Cameron to update Northern section numbering and Section 5.2 to SP5.</li> </ul>	<i>Cam</i>
<p><b>Feedback Process</b></p> <ul style="list-style-type: none"> <li>• Project team will send a template for feedback on points discussed.</li> <li>• STAG members will review documents and submit feedback.</li> <li>• Cameron advised that he was still waiting on some appendices which would be shared with the STAG once received.</li> </ul>	
<p><b>Cultural Impact Assessment (CIA)</b></p> <ul style="list-style-type: none"> <li>• Laurie noted that the wording in the Cultural Context section which was taken from the CIA isn’t fit for this purpose and needs to be reviewed. Any updates or clarifications must be handled carefully and confidentially.</li> </ul> <p><b>Action:</b> Laurie will work with Jacqui to ensure the wording is fit for purpose and appropriate for inclusion.</p>	<i>Laurie/ Jacqui</i>

4.	<b>Next Meeting</b> Meetings will take place on the 1st Thursday of the month. <ul style="list-style-type: none"><li>• The next meeting will be <b>Thursday 7 May 2026</b> at <b>4pm</b>.</li></ul>	
6.	<b>Closing Karakia</b> - led by HBRC	