

Pākōwhai Stakeholder Advisory Group

Meeting Minutes

Date: Tuesday 4 June 2026

Time: 4.00 pm – 4.38 pm

Location: Pākōwhai Community Centre

Chair: Tania Kerr

Attendees: Sue Burgess, Ron McFetridge and Rob Sykes (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 Moffitt (Compliance – HBRC), Andrew Caseley, Lynn McCowan, Richard Jardine and Jacqui Davis (joined for the final 5 minutes) (Project Team – HBRC)

Apologies: Sheryl Mackie, Danny Agland and Lochie MacGillivray (Landowners)

Item	Discussion	Actions
1.	Opening Karakia	
2.	Welcome and Apologies Tania opened the meeting, welcomed all attendees, and introductions took place.	
3.	Review of Previous Meeting Minutes Minutes of the CEMP workshops and meetings held on 9 and 16 March were circulated prior to the meeting. It was noted that all points raised during the meetings have been captured and both the northern and southern CEMPs have now been finalised with work starting. Enabling works were allowed to commence prior to CEMP finalisation. Resolved: That the minutes of the meetings held on 9 and 16 March be confirmed as true and accurate records.	
4.	Project Managers Update – Richard Jardine The Project Managers Update was circulated prior to the meeting and taken as read. <u>Discussion:</u> - Hicks is focused on enabling works on the northern side. - Photos have been taken to document the work (see Appendix) - Temporary bridge construction is underway, including a timber deck and an additional drip tray to manage potential spills from machinery. - A ramp is being installed over the haul track. - A trench has been opened and overhead lines removed today.	

Item	Discussion	Actions
	• A silt fence has been installed along the stream. • Vegetation is being removed and processed into mulch. • Earthworks are scheduled to begin next week. • Row shortening is underway with rows of trees being removed. • Progress is being made on the track. • Archaeological authority has been actioned for SP, 4 and 5 and instructions have been prepared for the contractors. Applications for SP2 and SP3 will be submitted next week. • A walkover has been completed by Dr Andy Hicks, Project Ecologist. • Estimated duration to clear vegetation is 85 days. • Cultural monitors will be on site from next week. • Chesterhope Road entrance is being used for the site office and light vehicle traffic.	
5.	Review of Information and Advice Log • Compliments from the school regarding contractor conduct – respectful of the school and mindful of speed - were added.	
6.	Any Other Business • Conflicts of interests will be recorded and held on file. This information will be treated confidentially and used for HBRC and STAG purposes only (not for public disclosure. • Anyone who has a conflict is asked to email Jacqui. • MSQA reports: It was noted at a previous meeting that Lochie had requested MSQA reports. Richard will bring documentation to a future STAG meeting to provide assurance to the group. • Mana Whenua site safety induction is in place for the northern side. Work taking place will be primarily within topsoil, unless unsuitable materials are identified and deeper excavation is required. Gaylynne will attend the site as required. The likelihood of involvement has been noted. • Archaeology and cultural monitoring: Gaylynne is the HBRC archaeological expert. HBRC will act as the intermediary between Cultural monitors and Gaylynne. A programme of work will be shared by Richard with the cultural monitors every two weeks. • Traffic impacts: It was noted that there is increased traffic at the Gilbertson Road river entrance as Hick are accessing the borrow pit there. They do also use the internal tracks which are now constructed. • Links Road traffic safety: Concern raised about vehicles travelling at 100 km/h past the site entrance. Richard advised that NZTA is undertaking a safety audit, and the issue has been formally raised.	<i>Richard</i>
	Comms and Engagement • The general newsletter is distributed every two months. • Construction updates are provided every two weeks to those who have signed up.	

Item	Discussion	Actions
	- Community members can sign up via the website: HBRC/pakowhai - Within the community there is an existing email group. Tania to follow up. - Including photos in construction updates was suggested as these are very useful. - A booklet including timelines, maps, and key contact details has been prepared and will be distributed from the second week of July. This will be letterbox dropped to all properties within the project footprint, including the dairy and garage.	<i>Tania</i>
7.	Next Meeting Meetings will take place on the 1st Thursday of the month. The next meeting will be Thursday 2 July 2026 at 4 pm. This was Lynn's last meeting with the group. The group thanked her for her work and wished her all the best for the future.	
8.	Closing Karakia – led by Te Uira	

Date	Action	Owner	Status
4 June 2026	To bring MSQA documentation to a future STAG meeting to provide assurance to the group	Richard	In progress

Appendix 1



