

Waiohiki Stakeholder Advisory Group

Meeting Minutes



Date: 15 July 2025

Time: 5:00 PM – 6:30 PM

Location: Waiohiki Marae

Meeting Chair: Adrienne Williams

Attendees: Caroline Gunn, Laurence O’Reilly, Denis O’Reilly (Landowners), Andrew Dunning (Mana Whenua Rep), Hinewai Ormsby (Waiohiki Marae), Neil Wembridge (UNISON), Jonathan Dick (Pou Taiao), Gareth Boyt (Mana Ahuriri), Matt Wilkinson and Simon Moffitt (Compliance – HBRC), Jacqui Davis, Lynn McCowan, Mell Anderson, Te Kaha Hawaikirangi and Jack Smith-Ballingall (Project Team - HBRC)

Apologies: Isabelle Crawshaw (UNISON), Christine Barnett (Heritage New Zealand Pouhere Taonga)

1.	Opening Karakia - Te Kaha
2.	Welcome and Apologies <ul style="list-style-type: none"> • Opening remarks by the Chair • Brief introductions
3.	Overview of the Stakeholder Advisory Group (STAG) <p>Purpose</p> <ul style="list-style-type: none"> • To act as the conduit between the community and HBRC. Community feedback can be brought to the meeting to be discussed - concerns would be registered and actions logged and then reported back to the community. • Government/legislative required advisory (not decision-making) body that works towards consensus on issues and risks. • Does not replace wider engagement - community meetings, whānau days, newsletters etc. would still take place. • The minutes will be adopted at the next meeting and will be put on the website. A log of actions will be kept. <p>Membership</p> <ul style="list-style-type: none"> • A representative is required from each interest group. Landowners may have 3–4 reps. • Mana whenua representatives are included. • It was explained that contractors will not be on the STAG committee. Concerns should be lodged with Jacqui who will be escalated to Mell as Project Manager and

	<p>who will then report back to this group. Andrew Dunning is also available to take any concerns and everything will be logged.</p> <ul style="list-style-type: none"> • Membership can be adjusted on a case-by-case basis. <p>Process</p> <ul style="list-style-type: none"> • Regular STAG meetings are planned for the first Tuesday of each month throughout the construction period. The tentative timeframe for construction is up to 26 weeks. • Meeting times are flexible and can be changed to accommodate the group's preferences. • The next meeting will be to go over the Construction and Environmental Management Plan (CEMP). • Mell explained the aim of the CEMP was to ensure sustainable environmental practices and compliance with regulations with regular monitoring to ensure adherence to environmental standards. • Once the contractor has confirmed their CEMP the STAG group have a 10 day period to review it.
4	<p>Terms of Reference</p> <ul style="list-style-type: none"> • The Terms of Reference (TOR) were reviewed by the group. • It was confirmed that the group will remain small and focused with approximately 12 members. • Conflicts of interest was discussed and was confirmed that all commercial or personal conflicts must be declared and the member concerned would need to step back from that item. • It was confirmed that confidential matters will be discussed but not minuted. <p>Resolution: That paragraph 2 section 10. <i>Conflict of Interest</i> should be removed. Moved: Denis O'Reilly Seconded: Jonathan Dick Carried</p> <p>Once amended the Terms of Reference were accepted by the group.</p>
5	<p>General Discussion</p> <ul style="list-style-type: none"> • Concern: interface with the Pakowhai project <ul style="list-style-type: none"> ○ It was confirmed that both projects are designed to be inter-dependent but will have a STAG group to support construction independently. • Concern: public access to the awa/stream during the construction process <ul style="list-style-type: none"> ○ Mell will be working closely with the contractor on their Health and Safety plan.

	<ul style="list-style-type: none"> ○ It is likely that the contractors will work in stages (e.g., start downstream and progress towards the bridge). Access arrangements will change over time and will be explained to the community. ○ An educational day for tamariki and whanau to be planned ● Concern: UNISON raised concern regarding work around power poles <ul style="list-style-type: none"> ○ This was regarding a close approach permit and will be added to the feedback and comments register. ● Concern: Cultural Monitor roles <ul style="list-style-type: none"> ○ The process for the appointment of cultural monitors was raised. ○ The process will be managed by Ngāti Pārau.
<p>10.</p>	<p>Next Steps</p> <p>Next meeting: Tentative date - Tuesday 5 August, 5:00 PM – 7:00 PM, Waiohiki Marae CEMP Workshop</p>
<p>11.</p>	<p>Closing Karakia - Denis</p>