



RANGITIKEI
DISTRICT COUNCIL
Making this place home.

ORDER PAPER

HUNTERVILLE RURAL WATER SUPPLY MANAGEMENT SUB-COMMITTEE MEETING

Date: Monday, 25 July 2022
Time: 4.00 pm
Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Chair: Mr Sam Weston

Membership: Mr Bob Crawford
Mr Mark Dawson
Mr Bernie Hughes
Mr John McManaway
Mr Sam Duncan
Mr Patrick Henderson
Cr Richard Lambert
HWTM Andy Watson

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Notice is hereby given that a Huntermville Rural Water Supply Management Sub-Committee Meeting of the Rangitikei District Council will be held in the Council Chamber, Rangitikei District Council, 46 High Street, Marton on Monday, 25 July 2022 at 4.00 pm.

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AGENDA

1 Welcome

2 Apologies

3 Public Forum

No public forum.

4 Conflict of Interest Declarations

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of items on this agenda.

5 Confirmation of Order of Business

That, taking into account the explanation provided why the item is not on the meeting agenda and why the discussion of the item cannot be delayed until a subsequent meeting, [enter item number](#) be dealt with as a late item at this meeting.

6 Confirmation of Minutes

6.1 Confirmation of Minutes

Author: Ash Garstang, Governance Advisor

1. Reason for Report

- 1.1 The minutes from the Huntermville Rural Water Supply Management Sub-Committee Meeting held on 30 May 2022 are attached.

Attachments

1. **Huntermville Rural Water Supply Management Sub-Committee Meeting - 30 May 2022**

Recommendation

That the minutes of Huntermville Rural Water Supply Management Sub-Committee Meeting held on 30 May 2022 **[as amended/without amendment]**, be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

ITEM 6.1
MINUTES



ATTACHMENT 1

**UNCONFIRMED: HUNTERVILLE RURAL WATER SUPPLY
MANAGEMENT SUB-COMMITTEE MEETING**

Date: Monday, 30 May 2022
Time: 4.00 pm
Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present Mr Sam Weston
Mr Bob Crawford
Mr Mark Dawson
Mr Bernie Hughes
Cr Richard Lambert

In attendance Mr Peter Beggs, Chief Executive
Mr Arno Benadie, Chief Operating Officer
Mr Ivan O'Reilly, Reticulation Serviceman
Mr Steven Parkinson, Reticulation Serviceman
Ms Karen Griffiths, Acting Manager – Financial Services
Mr Ash Garstang, Governance Advisor
Cr Fi Dalgety [*via Zoom*]

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UNCONFIRMED

1 Welcome

The meeting opened at 4.02 pm.

2 Apologies

Resolved minute number 22/HRWS/011

That the apology for Mr Henderson be received.

Mr B Crawford/Cr R Lambert. Carried

3 Public Forum

No public forum.

4 Conflict of Interest Declarations

No conflicts of interest were declared.

5 Confirmation of Order of Business

Mr O'Reilly tabled several documents relating to pipe damage at Lilburns farm (addressed as part of Item 9.1, 'Operations Report - May 2022').

6 Confirmation of Minutes

Mr Beggs advised the Committee that he would confirmation from them once they consider the schemes historic financial issues to be resolved. This could be via a letter from Mr Weston, or a Committee resolution. Mr Weston advised that although the Committee are now happy with the reporting from Council staff and the explanation of the schemes financial position, they are waiting for Mr Tombs (Group Manager – Corporate Services) to complete his investigation into the opening balance.

Resolved minute number 22/HRWS/012

That the minutes of the Huntermville Rural Water Supply Management Committee meeting held on 28 March 2022, without amendment, be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this committee be added to the official minutes document as a formal record.

Mr M Dawson/Mr B Hughes. Carried

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from previous Hunterville Rural Water Supply Meetings

Taken as read.

8 Chair's Report

8.1 Chair's Report - May 2022

Mr Weston noted that he had not been advised of any urgent work from Council staff recently.

Resolved minute number 22/HRWS/013

That the 'Chair's Report – May 2022' be received.

Mr S Weston/Mr B Crawford. Carried

9 Reports for Information

9.1 Operations Report - May 2022

Mr O'Reilly advised that the new pumps have arrived, but have not yet been installed. They will be installed when the weather has improved (likely closer to summer), as the job is not urgent and staff do not yet have the timber required.

Pipe damage at Lilburns farm

There was some discussion about whether the best solution would be to run a pipe over the river or under it. The Committee agreed that this was an urgent job and requested that staff address it with priority.

Resolved minute number 22/HRWS/014

That the 'Operations Report – May 2022' be received.

Mr S Weston/Mr B Crawford. Carried

Resolved minute number 22/HRWS/015

That staff investigate and implement the best solution for the repair at Lilburns farm, with Mr van Bussel advising the Chair of approximate costs when known.

Mr S Weston/Mr B Crawford. Carried

ITEM 6.1
ATTACHMENT 1

9.2 Hunternville RWS - 2021/22 Financial Update

Mr Weston advised that himself and Mr McManaway had met with Mr Tombs to discuss the scheme's finances. Mr Weston indicated that he was happy with both the reporting and the current financial position of the scheme.

Mr Weston noted that Mr Tombs does not have a detailed breakdown of figures under capital expenditure and staff reticulation, due to these figures being supplied to him by staff at the Manawatu District Council.

Resolved minute number 22/HRWS/016

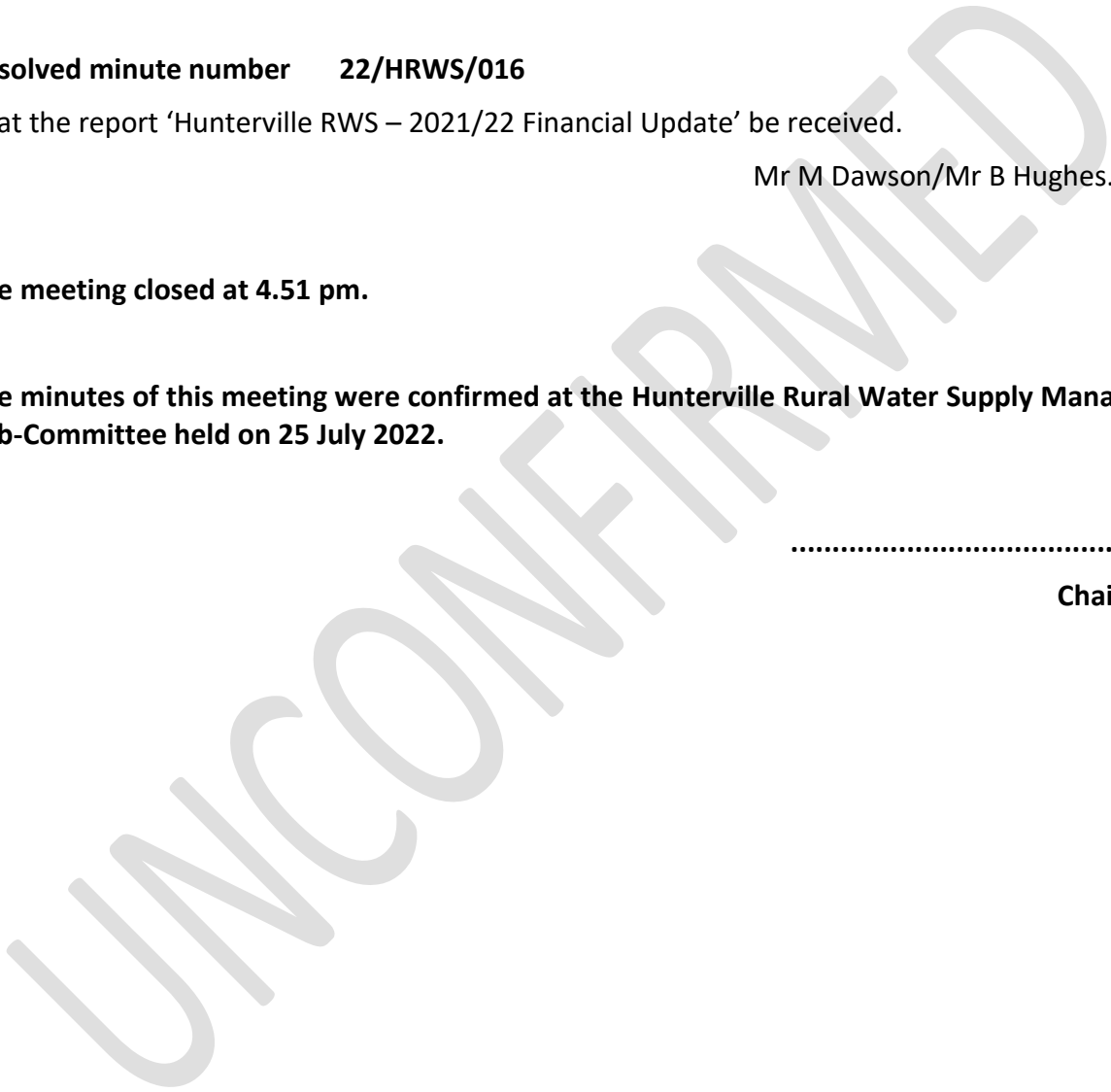
That the report 'Hunternville RWS – 2021/22 Financial Update' be received.

Mr M Dawson/Mr B Hughes. Carried

The meeting closed at 4.51 pm.

The minutes of this meeting were confirmed at the Hunternville Rural Water Supply Management Sub-Committee held on 25 July 2022.

.....
Chairperson



7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from previous Huntermville Rural Water Supply Meetings

Author: Ash Garstang, Governance Advisor

1. Reason for Report

- 1.1 On the list attached are items raised at previous Huntermville Rural Water Supply meetings. Items indicate who is responsible for follow up, and a brief status comment.

Attachments:

1. **Follow-up Actions Register** [↓](#)

Recommendation

That the report 'Follow-up Action Items from previous Huntermville Rural Water Supply Meetings' be received.

Current Follow-up Actions

| Item | From Meeting Date | Details | Person Assigned | Status Comments | Status |
|------|-------------------|---|-----------------------------------|--|---|
| 1 | 30-May-22 | As per resolution 22/HRWS/015 : Staff to investigate and implement the best solution for the repair at Lilburns farm, with Mr van Bussel advising the Chair of approximate costs when known. | Andrew van Bussel / Ivan O'Reilly | An update will be provided at the meeting. | Open |
| 2 | 28-Mar-22 | As per resolution 22/HRWS/008 : That the Committee requests a 0% increase to the rate per unit for 2022/23. Staff to note that this change will need to be reflected in the finalised Annual Plan 2022/23. | Dave Tombs | Rates Resolution for 2022/23 kept HRWS rates at same levels as 2021/22 rates. | Closed |
| 3 | 28-Mar-22 | As per resolution 22/HRWS/006 : Mr Weston, Mr McManaway and Mr Tombs to meet to verify the opening cash balance that has led to the 30 June 2021 balance. | Dave Tombs | Mr Weston, Mr McManaway and Mr Tombs met 12 July and were satisfied with the figures provided. | Closed (subject to comment from Mr Weston and Mr McManaway) |
| 4 | 28-Mar-22 | As per resolution 22/HRWS/004 : That the Committee directs staff to replace the Rathmoy break Pressure Tank with a timber tank (of the same size) in a new site, at a cost of \$50,000. | Andrew van Bussel / Anna Thompson | Andrew will provide an update at the 30 May meeting. | In progress |
| 5 | 13-Dec-21 | Regarding section 2.2 of the Operations Report (engine failure for pumps): Staff to approach the supplier and request compensation / replacement pumps. If the supplier does not agree to do this, staff will bring a full report to the March 2022 HRWS meeting. | Andrew van Bussel / Anna Thompson | Update 28 Mar 22: Noting the refusal of either company to cover the cost, Mr van Bussel will seek assurances / a warranty from them to help avoid any repeat of this situation in the future. | In progress |
| 6 | 20-Sep-21 | with negotiations with KiwiRail, for the purpose of getting a water line installed on the viaduct. Mr Flintoff to provide the Chief Executive with an email summary of this issue. | Dave Flintoff / CE | Update 28 Mar 22: Mr Flintoff has received advice from the Chief Executive and is pursuing this issue with Kiwirail. | In progress |

8 Chair's Report

8.1 Chair's Report - July 2022

Author: Sam Weston, Chair

1. Reason for Report

- 1.1 A verbal update may be provided by Mr Weston.

Recommendation

That the 'Chair's Report – July 2022' be received.

9 Reports for Decision

9.1 Reduction in Water Usage (Mac Keene)

Author: Ash Garstang, Governance Advisor

1. Reason for Report

- 1.1 Mr Mac Keene has emailed the Chair of the Committee and requested that his water intake be reduced from 13 units to 5 units.
- 1.2 The request from Mr Keene is attached.

Attachments:

1. Request [↓](#)

Recommendation 1

That the report 'Reduction in Water Usage (Mac Keene)' be received.

Recommendation 2

That the Committee agrees / does not agree [**delete one**] to reduce Mr Keene's water usage to 5 units.

From: Mac Keene <keenesathuntermville@gmail.com>
Sent: 5 July 2022 2:15 PM
To: sam@ruralca.co.nz
Subject: Huntermville Rural Water Supply

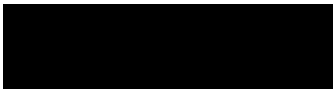
To whom it may concern,

We wish to reduce the water we are taking from the Rural Water Supply from the current 13 units to 5 units. We have found over the 2 years we have owned it that for the size of our property the level of 13 is much higher than is necessary.

We have just fitted a new 30000litre tank which will replace the old tank which leaked.

Mac Keene

J M & T A Keene



ITEM 9.2

9.2 Hunterville RWS - 2021/22 Financial Update

Author: Dave Tombs, Group Manager - Corporate Services

Authoriser: Dave Tombs, Group Manager - Corporate Services

1. Reason for Report

1.1 This Report provides the draft Operating Statement for the year ended 30 June 2022.

2. Commentary

2.1 This shows:

2.1.1 A draft Operating Cash Surplus of \$222k for the year ended 30 June 2022

2.1.2 Capital Expenditure of \$52k for the year

2.1.3 Annual Cash Surplus of \$170k at 30 June 2022

2.1.4 Notional Cash Reserves of \$758k at 30 June 2022

Attachments:

1. **HRWS June 2022 Financial Report** [↓](#)

Recommendation 1

That the report 'Hunterville RWS – 2021/22 Financial Update' be received.

Recommendation 2

That the members of the Hunterville RWS confirm that they are satisfied with:

- The format of the financial information that is now being presented at their quarterly meetings; and
- That any material accounting anomalies that may have been included in earlier reports have been addressed.

Hunterville Rural Water Scheme
Operating Statement 2021/22

| | | YTD Actual 12 Months Ended June 2022 (draft) | Full Year Budget 2021/22 | Full Year Actual 2020/21 | Full Year Budget 2020/21 |
|----------------------------|-------------------------------------|--|--------------------------------|--------------------------------|--------------------------------|
| INCOME | | | | | |
| | Metered Charges | 528,745 | 522,110 | 528,590 | 515,328 |
| | Public Good rate | 0 | 0 | (128,253) | (102,602) |
| | Penalty | 8,356 | 2,004 | 7,494 | 0 |
| | | 537,101 | 524,114 | 407,831 | 412,726 |
| EXPENSES | | | | | |
| | Phone rentals | 2,883 | 2,256 | 2,358 | 2,140 |
| | Electricity | 220,784 | 181,500 | 196,746 | 177,515 |
| | Insurance | 22,757 | 12,476 | 21,912 | 19,358 |
| | Rates - Utility | 22,569 | 19,500 | 21,334 | 18,062 |
| | Member Remuneration | 2,560 | 0 | 1,800 | 0 |
| | MDC Professional Services | 0 | 1,140 | 0 | 5,669 |
| | Operational Costs - Contractor | 0 | 1,200 | 0 | 0 |
| | Reticulation Costs - staff | 11,149 | 18,456 | 1,760 | 18,189 |
| | Treatment Costs - staff | 2,450 | 0 | 1,530 | 0 |
| | External Contractors | 31,864 | 13,872 | 14,163 | 27,545 |
| | Resource Consents | 1,556 | 0 | 1,281 | 0 |
| | Chemicals/consumeables | 0 | 3,504 | 0 | 0 |
| | Materials/Other | 1,986 | 12,504 | 3,601 | 29,823 |
| | | 320,558 | 266,408 | 266,485 | 298,301 |
| less | Depreciation | 204,835 | 153,600 | 204,216 | 151,000 |
| | Internal Charges | 0 | 0 | 114,815 | 106,280 |
| | Accounting Surplus/(Deficit) | 11,708 | 104,106 | (177,685) | (142,855) |
| Add back | Depreciation | 204,835 | 153,600 | 204,216 | 151,000 |
| | Public Good Rate | 0 | 0 | 128,253 | 102,602 |
| | Internal Charges | 0 | 0 | 114,815 | 106,280 |
| Plus | Notional Interest Income | 5,880 | 0 | 3,560 | 0 |
| | Operating Cash Surplus | 222,423 | 257,706 | 273,159 | 217,027 |
| Capital Expenditure | | | | | |
| | Contractor - Reticulation | 3,268 | 24,996 | 5,535 | 26,318 |
| | Contractor - Treatment | 0 | 20,004 | 9,636 | 21,054 |
| | Staff - Reticulation * | 49,123 | 0 | 26,100 | 0 |
| | | 52,391 | 45,000 | 41,271 | 47,372 |
| | Annual Cash Surplus | 170,032 | 212,706 | 231,888 | 169,655 |
| | Notional Bank bf | 588,291 | | 356,403 | |
| | Notional Bank cf | 758,323 | | 588,291 | |

* Staff - Reticulation : monthly charges paid to MDC (between \$1.9k and \$5.3k per month)

10 Reports for Information

10.1 Operations Report - July 2022

Author: Andrew van Bussel, Operations Manager

1 Leaks and Repairs

1.1 There have been a number of repairs during this period:

- 24-05 Fix leak at Rata under the bridge
- 24-05 Lift river pump out
- 30-05 Leak on Horricks
- 12-06 Fix seal on pump 1
- 14-06 leak on Taylors line
- 17-06 leak on Leedstown line by railway
- 17-06 Loggers walked digger over pipe on Cooks Road
- 21-06 Leak on Shane Hurleys
- 04-07 Clean out Cliff Road meter
- 04-07 Clean out meter on Te Houhou line
- 05-07 Drain Kakarangi tank and repair roof
- 11-07 Leak on Shane Hurleys line due to track falling away.
- 07-07 Connect new tank at 609 Purtorino Road and reduce units to 5 per day.

2 General

2.1 New pumps and motors have arrived, waiting on contractor to install.

2.2 Rathmoy break pressure tank site has been finalised with land owner site access completed, will be installed when the weather improves.

2.3 An asset register is being compiled with all large ticket items on the scheme.

This register will have the following information:

- Age of asset
- Life cycle
- Condition rating
- Estimated cost to relace

Once completed this will be emailed to all Committee members.

Recommendation

That the Operations Report – July 2022 be received.

11 Next Meeting

The next Committee meeting is scheduled for Monday, 26 September at 4.00 pm.

12 Meeting Closed