



**RANGITIKEI**  
DISTRICT COUNCIL  
*Making this place home.*

# ORDER PAPER

## HUNTERVILLE RURAL WATER SUPPLY MANAGEMENT SUB-COMMITTEE MEETING

**Date:** Wednesday, 28 September 2022

**Time:** 4.00 pm

**Venue:** Council Chamber  
Rangitikei District Council  
46 High Street  
Marton

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**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 Wednesday, 28 September 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 25 July 2022 are attached.

#### Attachments

1. **Huntermville Rural Water Supply Management Sub-Committee Meeting - 25 July 2022**

#### Recommendation

That the minutes of Huntermville Rural Water Supply Management Sub-Committee Meeting held on 25 July 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, 25 July 2022  
**Time:** 4.00 pm  
**Venue:** Council Chamber  
Rangitikei District Council  
46 High Street  
Marton

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**Present** Mr Sam Weston  
Mr Bob Crawford  
Mr Bernie Hughes  
Cr Richard Lambert

**In attendance** Mr Arno Benadie, Chief Operating Officer  
Mr Dave Tombs, Group Manager – Corporate Services  
Mr Sam Zhang, Manager – Financial Services  
Mr Dave Flintoff, Reticulation Team Leader  
Mr Ivan O’Reilly, Reticulation Serviceman  
Mr Steven Parkinson, Reticulation Serviceman  
Mr Ash Garstang, Governance Advisor  
Cr Fi Dalgety [*via Zoom*]

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UNCONFIRMED

## 1 Welcome

The meeting opened at 3.58 pm.

## 2 Apologies

**Resolved minute number 22/HRWS/017**

That the apologies for Mr Henderson and Mr Dawson be received.

Cr R Lambert/Mr B Hughes. Carried

## 3 Public Forum

No public forum.

## 4 Conflict of Interest Declarations

No conflicts were declared.

## 5 Confirmation of Order of Business

There was a late item (water supply to Mr Hurley's tank) discussed as part of item 10.1 (Operations Report – July 2022).

## 6 Confirmation of Minutes

**Resolved minute number 22/HRWS/018**

That the minutes of Huntermville Rural Water Supply Management Sub-Committee Meeting held on 30 May 2022, as amended, 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.

Amendment:

Correct the first sentence of page 6 (grammatical error).

Mr B Crawford/Mr B Hughes. Carried



## 7 Follow-up Action Items from Previous Meetings

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

Mr Flintoff advised that the repair at Lilburns farm (action item 1) will cost around \$16,000 + GST. The Committee confirmed that they were happy for this repair to proceed.

Mr Weston confirmed that himself and Mr McManaway were satisfied with the opening cash balance that has led to the 30 June 2021 balance (action item 3), and that this item can now be closed.

**Resolved minute number** 22/HRWS/019

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

Mr B Hughes/Cr R Lambert. Carried

## 8 Chair's Report

### 8.1 Chair's Report - July 2022

Mr Weston advised that he had attended a discussion around the Three Waters Reform. The task force from this have made several recommendations, which he has distributed to Committee members. He has suggested to the Mayor and Chief Executive that a meeting be held with the chairs of the three rural water scheme Committees (Huntermville, Erewhon and Omatane) and is awaiting a response to this.

**Resolved minute number** 22/HRWS/020

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

Mr S Weston/Mr B Crawford. Carried

## 9 Reports for Decision

### 9.1 Reduction in Water Usage (Mac Keene)

Taken as read.

**Resolved minute number** 22/HRWS/021

That the Committee agrees to reduce Mr Keene's water usage to 5 units.

Mr S Weston/Mr B Hughes. Carried

## 9.2 Huntermville RWS - 2021/22 Financial Update

Taken as read.

**Resolved minute number 22/HRWS/022**

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

Mr S Weston/Cr R Lambert. Carried

**Resolved minute number 22/HRWS/023**

That the members of the Huntermville 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.

Mr B Crawford/Mr B Hughes. Carried

## 10 Reports for Information

### 10.1 Operations Report - July 2022

Mr Weston advised that Mr van Bussel had indicated to him that he would put together a basic assets register for the scheme. Mr Benadie advised that he would prefer to avoid this, and instead provide information to the Committee from the existing assets register. Mr Benadie confirmed that he will liaise with Mr van Bussel to ensure that this information is provided to the Committee.

#### Mr Hurley's Tank

Mr O'Reilly advised that there are several slips on the Otiri line going to Mr Hurley's property, which is affecting the pipes. The Committee agreed that a short-term fix was required so that Mr Hurley would have water throughout summer. The Committee also agreed that a long-term fix around the placement of the pipes should be investigated in the future.

**Resolved minute number 22/HRWS/024**

That the Operations Report – July 2022 be received.

Mr B Hughes/Mr B Crawford. Carried

**Resolved minute number 22/HRWS/025**

That staff completes a temporary fix to get water into Mr Hurley's tank, and notes that a permanent fix will be investigated at a later stage.

Mr S Weston/Mr B Crawford. Carried

The meeting closed at 4.26 pm.

The minutes of this meeting were confirmed at the Huntermville Rural Water Supply Management Sub-Committee held on 26 September 2022.

.....  
Chairperson

UNCONFIRMED

**ITEM 7.1**      **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	25-Jul-22	The Committee requested a breakdown of their assets. Mr Benadie will liaise with Mr van Bussel on this and ensure that this information is provided from Council's current Assets database, in a digestible format.	Arno Benadie	Andrew has this information and will supply it to the Committee.	In progress
2	25-Jul-22	As per resolution <b>22/HRWS/021</b> : the Committee agreed to reduce Mr Keene's water usage to 5 units.	Tania Whale	This has now been completed.	Closed
3	30-May-22	As per resolution <b>22/HRWS/015</b> : 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	25 July Committee meeting: Mr Flintoff advised that the repair will cost around \$16,000 + GST. The Committee advised that they were happy with this figure and for the solution to proceed.	In progress
4	28-Mar-22	As per resolution <b>22/HRWS/004</b> : 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 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	<b>Update 28 Mar 22</b> : 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	HWTM and the CE offered their assistance 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	<b>Update 28 Mar 22</b> : Mr Flintoff has received advice from the Chief Executive and is pursuing this issue with Kiwirail.	In progress

**ITEM 8.1**

**8 Chair's Report**

**8.1 Chair's Report - September 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 – September 2022' be received.

## 9 Reports for Information

### 9.1 Operations Report - September 2022

**Author:** Andrew van Bussel, Operations Manager

#### 1 Leaks and Repairs

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

- 07-07 Connect new tank at 609 Putorino Road and reduce units to 5 per day.
- 11-07 Leak on Shane Hurley's property
- 12-07 Leak on Putorino Line
- 16-07 Charlie Duncan, no water. Found leak behind school house
- 25-07 Power cut, no pumping for 8 hours
- 02-08 Power cut no pumping for 5 hours
- 04-08 Leak on Charlie Duncan's property
- 05-08 Leak on Rowes place
- 06-08 Leak on Mrs Webb's, crack in 80mm pipe
- 17-08 Leak on Rowes place on 65mm line
- 30-08 Start work on middle pump station for new pump with Speed

#### 2 General

- 2.1 New pumps and motors have arrived, pipe work is underway waiting on better weather access.
- 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 work is underway.

This register will have the following information:

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

#### Recommendation

That the Operations Report – September 2022 be received.

## 9.2 Financial Summary Update - August 2022

**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 YTD Operating Statement for the two months ended August 2022.

### 2. Commentary

- 2.1 This shows:
  - 2.1.1 A draft Operating Cash Deficit of \$29.5k for the two months (primarily as Income is not recognised until later in the year)
  - 2.1.2 Capital Expenditure of \$9.5k for the two months
  - 2.1.3 Notional Cash Reserves of \$719k at 30 August 2022

### Attachments:

1. **HRWS Financial Summary : August 2022** [↓](#)

### Recommendation

That the report 'Financial Summary Update – August 2022' be received.



Hunterville Rural Water Scheme  
Operating Statement 2022/23

		YTD Actual 2 Months Ended Aug 2022 (draft)	Full Year Budget 2022/23	Full Year Actual 2021/22 (draft)	Full Year Budget 2021/22
<b>INCOME</b>					
	Metered Charges	657	522,108	528,745	522,110
	Penalty		2,064	8,356	2,004
		<b>657</b>	<b>524,172</b>	<b>537,101</b>	<b>524,114</b>
<b>EXPENSES</b>					
	Phone rentals	0	2,328	2,883	2,256
	Electricity	23,832	229,452	220,784	181,500
	Insurance	7,323	20,598	22,757	12,476
	Rates - Utility	0	20,124	22,569	19,500
	Member Remuneration	0	0	2,560	0
	MDC Professional Services	0	1,176	0	1,140
	Operational Costs - Contractor	0	1,236	0	1,200
	Reticulation Costs - staff	291	19,056	11,149	18,456
	Treatment Costs - staff	0	0	2,450	0
	External Contractors	0	14,316	31,864	13,872
	Resource Consents	0	2,588	1,556	0
	Chemicals/consumeables	0	3,612	0	3,504
	Materials/Other	0	12,900	1,986	12,504
		<b>31,446</b>	<b>327,386</b>	<b>320,558</b>	<b>266,408</b>
less	Depreciation	0	161,160	204,835	153,600
	Internal Charges	10,214	143,582	0	0
	<b>Accounting Surplus/(Deficit)</b>	<b>(41,003)</b>	<b>(107,956)</b>	<b>11,708</b>	<b>104,106</b>
<b>Add back</b>	Depreciation	0	161,160	204,835	153,600
	Finance Costs	0	6,493	0	0
	Internal Charges	10,214	143,582	0	0
<b>Plus</b>	Notional Interest Income	1,264	0	5,880	0
	<b>Operating Cash Surplus</b>	<b>(29,525)</b>	<b>203,279</b>	<b>222,423</b>	<b>257,706</b>
<b>Capital Expenditure</b>					
	Contractor - Reticulation	1,083	26,004	3,268	24,996
	Contractor - Treatment	0	20,796	0	20,004
	Staff - Reticulation *	8,466	0	49,123	0
		<b>9,549</b>	<b>46,800</b>	<b>52,391</b>	<b>45,000</b>
	<b>Annual Cash Surplus</b>	<b>(39,074)</b>	<b>156,479</b>	<b>170,032</b>	<b>212,706</b>
	<b>Notional Bank bf</b>	<b>758,323</b>		<b>588,291</b>	
	<b>Notional Bank cf</b>	<b>719,249</b>		<b>758,323</b>	

ITEM 9.2 ATTACHMENT 1

## **10 Next Meeting**

The next meeting is scheduled for Monday, 21 November at 4.00 pm.

## **11 Meeting Closed**