

ORDER PAPER

HUNTERVILLE RURAL WATER SUPPLY MANAGEMENT SUB-COMMITTEE MEETING

Date: Monday, 8 April 2024
Time: 4.00pm
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
Cr Fi Dalgety

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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, 8 April 2024 at 4.00pm.

Order Of Business

1	Welcome	4
2	Apologies	4
3	Public Forum	4
4	Conflict of Interest Declarations	4
5	Confirmation of Order of Business	4
6	Confirmation of Minutes	5
6.1	Confirmation of Minutes	5
7	Follow-up Action Items from Previous Meetings	10
7.1	Follow-up Action Items from previous Huntermville Rural Water Supply Meetings.....	11
8	Chair’s Report	13
8.1	Chair’s Report - April 2024	13
9	Reports for Decision	14
9.1	Operations Report-April 2024	14
10	Reports for Information	16
10.1	Huntermville RWS - 2023/24 Financial Summary	16
11	Meeting Closed	18

AGENDA

1 Welcome

2 Apologies

3 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 as a late item at this meeting.

6 Confirmation of Minutes

6.1 Confirmation of Minutes

Author: Kezia Spence, Governance Advisor

1. Reason for Report

- 1.1 The minutes from **Huntermville Rural Water Supply Management Sub-Committee Meeting held on 12 February 2024** are attached.

Attachments

1. **Huntermville Rural Water Supply Management Sub-Committee Meeting - 12 February 2024**

Recommendation

That the minutes of Huntermville Rural Water Supply Management Sub-Committee Meeting held on 12 February 2024 [**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.

MINUTES



ITEM 7.1

UNCONFIRMED: HUNTERVILLE RURAL WATER SUPPLY MANAGEMENT SUB-COMMITTEE MEETING

Date: Monday, 12 February 2024
Time: 4.00pm
Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present

- Mr Sam Weston
- Mr Sam Duncan
- Mr Mark Dawson
- Mr John McManaway
- Mr Bob Crawford
- Cr Richard Lambert
- Cr Fi Dalgety
- HWTM Andy Watson

In attendance

- Cr Greg Maughan
- Mr Dave Tombs, Group Manager- Corporate Services
- Mr Andrew van Bussell, Operations Manager
- Ms Kezia Spence, Governance Advisor

Order of Business

1 Welcome..... 3

2 Apologies 3

3 Public Forum 3

4 Conflict of Interest Declarations..... 3

5 Confirmation of Order of Business 3

6 Confirmation of Minutes 3

7 Follow-up Actions..... 3

7.1 Follow-up Action Items from previous Hunterville Rural Water Supply Meetings..... 3

8 Chair’s Report 4

8.1 Chair's Report - February 2024 4

9 Reports for Decision 4

9.1 Operations Report-February 2024 4

10 Reports for Information..... 5

10.1 Hunterville RWS - 2023/24 Financial Summary 5

1 Welcome

Mr Sam Weston opened the meeting at 3.58pm.

2 Apologies

Resolved minute number 24/HRWS/001

Apologies received from Bernie Hughes.

Mr B Crawford/Cr F Dalgety. Carried

3 Public Forum

There was no public forum.

4 Conflict of Interest Declarations

There were no conflicts of interest declared.

5 Confirmation of Order of Business

There was no change to the order of business.

6 Confirmation of Minutes

Item 8.1

Rathmoy tank be changed to Lilburn crossing.

Resolved minute number 24/HRWS/002

That the minutes of Huntermville Rural Water Supply Management Sub-Committee Meeting held on 6 November 2023 **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.

Cr F Dalgety/Mr J McManaway. Carried

7 Follow-up Actions

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

The report was taken as read.

Resolved minute number 24/HRWS/003

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

Cr R Lambert/Mr S Duncan. Carried

8 Chair's Report

8.1 Chair's Report - February 2024

There was no chair's report.

9 Reports for Decision

9.1 Operations Report-February 2024

His Worship the Mayor requested that the notification of central ward councillors about the power outages and further comms to impacted residents. Mr van Bussell noted that the 28 February is a backup date.

The committee discussed that there needs to be a better classification of tanks to differentiate them.

Mr van Bussell responded to questions that when a pipe is replaced is recorded on GPS and that this information is in the council GIS system. Mr van Bussell will look into readers which would be specific to the scheme.

The committee discussed that it would benefit the scheme to remind people to double up their tanks as this resolves some issues before they become a bigger problem.

Mr van Bussell to come back on flowmeter information with the preferred information being daily flow.

Resolved minute number 24/HRWS/004

That the 'Huntermville Rural Water Supply – Operations Report February 2024' to the Huntermville Rural Water Supply Sub-Committee be received.

Mr M Dawson/Mr S Weston. Carried

10 Reports for Information

10.1 Huntermville RWS - 2023/24 Financial Summary

ITEM 7.1

The \$50,000 for the new tank is a new item that has not come out of the account yet. After the meeting Mr Tombs emailed members that these costs were all included in the 22/23 financials and that the \$48k purchase of the Tank is included in Contractor – Reticulation along with other installation costs.

The committee noted concerns that if they were to increase the rate with no major projects this coming financial year it would be difficult to justify. Members also discussed that the scheme may get behind on the CAPEX programme.

Mr Tombs to check what is insured and what the excess is and to come back to the committee with this information.

The committee want to relook at the 2% if this fair and when this needs to reassessed. Staff to refer back to previous minutes and the formula used to calculate the interest rate. At the next meeting, decide on the formula and whether this be the opening balance or the average balance.

Resolved minute number 24/HRWS/005

That the report ‘Huntermville RWS – 2023/24 Financial Summary’ be received.

Cr R Lambert/Cr F Dalgety. Carried

Resolved minute number 24/HRWS/006

That, further to the March 2022 Committee meeting discussions, the Committee suggest interest be earned on each year’s average bank balance at a rate mid-way between:

- Council’s weighted average cost of funds and
- the rate of interest it earns

at 1 July of the financial year.

Cr R Lambert/Cr F Dalgety. Carried

Resolved minute number 24/HRWS/007

That the Committee suggests a rate increase of 0% for the Huntermville Rural Water Scheme targeted rates for 2024/25.

Mr B Crawford/Cr F Dalgety. Carried

The meeting closed at 5.14pm.

The minutes of this meeting were confirmed at the Huntermville Rural Water Supply Management Sub-Committee held on 8 April 2024.

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Chairperson

7 Follow-up Action Items from Previous Meetings

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

Author: Kezia Spence, 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	17-Jul-23	Council contribution to scheme when this was moved to the town supply	Alex Davenport	A new request has been sent to archives	In progress
2	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.	Andrew Van Bussell/CE	Andrew will provide an update at the meeting.	In progress

8 Chair's Report

8.1 Chair's Report - April 2024

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 – April 2024' be received.

9 Reports for Decision

9.1 Operations Report-April 2024

Author: Andrew van Bussel, Operations Manager

1. Leaks and Repairs

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

- 02-02 Reset pumps after power cut
- 03-02 Rathmoy tank overflowing
- 04-02 Comms fault top pump station
- 04-02 Feedback fault on bore pump
- 07-02 4620 Turakina Valley – leak on property
- 07-02 Reset river pump in river
- 07-02 Get electrician to look at comms fault
- 13-02 Comms fault
- 14-02 Power cut
- 15-02 Air lock on main line
- 29-02 Kakarangi Tank overflowing
- 01-03 Leak on Sam Westons
- 07-03 Comms fault at pump station, electric fence interfering with comms
- 10-03 Pole fuse dropped out at main reservoir
- 11-03 Changed Debbie Johns ballcock
- 11-03 Changed George Gardners ballcock
- 11-03 Cleaned out restrictor at Hadley Parks
- 14-03 Repair pipe over the river for Ken Duncan
- 19-03 Meet with Shane Hurley, discuss new tank on Rangatira Road
- 20-03 Lilburn pipe in progress

2 General

The team have been spending extra time on programmed power shut downs for maintenance upgrades.

- Lilburn's job has not been completed, work is on-going.
- Progress is being made with Kiwirail regarding pipe replacement, hopefully we will have something signed off by the next meeting.

Recommendation

That the 'Huntermville Rural Water Supply – Operations Report April 2024' to the Huntermville Rural Water Supply Sub-Committee be received.

ITEM 9.1

10 Reports for Information

10.1 Huntermville RWS - 2023/24 Financial Summary

Author: Dave Tombs, Group Manager - Corporate Services

Authoriser: Dave Tombs, Group Manager - Corporate Services

1. Reason for Report

- 1.1 This Report provides the year-to-date (YTD) draft Operating Statement for the 9 months ended March 2024.

2. Commentary

2.1 This shows:

- 2.1.1 YTD Operating Cash Deficit of \$3k (caused to a large extent by MDC Reticulation costs now being classified as an Operating Expense)
- 2.1.2 YTD Capital Expenditure of \$20k
- 2.1.3 YTD Total Cash Deficit of \$23k
- 2.1.4 Notional Cash Reserves of \$685k at 31 March 2024
- 2.1.5 Second rates instalment of around \$267k due before financial year-end.

3. Capital Expenditure

- 3.1 Further information (taken from Council's ledger) regarding the Capital Expenditure is as follows:

Contractor Reticulation

Renewal upgrades	\$7.3k
Rathmoy Fittings	\$1.3k
Station new pump	\$1.8k
GPS survey new pipe Horricks, Webs	\$1.8k
Mid Pump Station	\$5.0k
Control Box	\$2.4k

Attachments

1. HRWS Financial Summary - March 2024 [↓](#)

Recommendation 1

That the report 'Huntermville RWS – 2023/24 Financial Summary' be received.

Hunterville Rural Water Scheme
Financial Statement 2023/24

Amounts are GST Exclusive

		YTD Actual 9 Months Ended Mar 2024 (draft)	Full Year Budget 2023/24	Full Year Actual 2022/23	Full Year Budget 2022/23
INCOME					
	Metered Charges	267,856	532,479	525,025	522,108
	Finance Revenue (per ledger)	0	0	7,483	0
	Kiwi Rail : for pipe realignment	0	0	10,445	0
	Penalty	7,722	2,124	3,678	2,064
		275,578	534,603	546,631	524,172
EXPENSES					
	Phone rentals	2,334	2,376	2,488	2,328
	Electricity	181,886	234,504	258,969	229,452
	Insurance	13,643	20,592	23,011	20,598
	Rates - Utility	0	20,592	24,979	20,124
	Member Remuneration	570	0	570	0
	MDC Professional Services	0	1,212	0	1,176
	Operational Costs - Contractor	0	1,260	0	1,236
	Reticulation Costs - staff	69,636	19,488	7,875	19,056
	Treatment Costs - staff	544	0	0	0
	External Contractors	3,463	15,972	7,559	14,316
	Resource Consents	0	2,688	0	2,588
	Chemicals/consumeables	0	3,696	0	3,612
	Materials/Other	12,514	13,200	5,723	12,900
		284,590	335,580	331,174	327,386
less	Depreciation	130,609	162,468	191,000	161,160
	Finance costs	5,973	2,318	0	6,493
	Internal Charges	106,071	160,932	140,563	143,582
	Accounting Surplus/(Deficit)	(245,692)	(124,377)	(116,106)	(107,956)
Add back	Depreciation	130,609	162,468	191,000	161,160
	Finance Costs	5,973	2,318	0	6,493
	Internal Charges	106,071	160,932	140,563	143,582
Plus	Notional Interest Income adj	0	0	7,247	0
	Operating Cash Surplus/(Deficit)	(3,039)	201,341	222,704	203,279
Capital Expenditure					
	Contractor - Reticulation	19,647	26,000	82,018	26,000
	Contractor - Treatment	0	20,800	0	20,800
	Staff - Reticulation	0	0	99,696	0
	Horricks Pipe Upgrade	0	0	47,247	0
	Webb Pipe Upgrade	0	0	27,774	0
		19,647	46,800	256,735	46,800
	Cash Surplus/(Deficit)	(22,686)	154,541	(34,031)	156,479
	Notional Bank bf	707,546		741,577	
	Notional Bank cf	684,860		707,546	
Note Depreciation and Internal Charges for March are not included					

ITEM 10.1 ATTACHMENT 1

11 Meeting Closed.