

# ORDER PAPER

## HUNTERVILLE RURAL WATER SUPPLY MANAGEMENT SUB-COMMITTEE MEETING

**Date:** Monday, 10 June 2024  
**Time:** 4.00pm  
**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 Fi Dalgety  
Cr Richard Lambert  
HWTM Andy Watson

For any enquiries regarding this agenda, please contact:

Kezia Spence, Governance Advisor, 0800 422 522 (ext. 917), or via email

[kezia.spence@rangitikei.govt.nz](mailto:kezia.spence@rangitikei.govt.nz)

<b>Contact:</b>	0800 422 522 <a href="mailto:info@rangitikei.govt.nz">info@rangitikei.govt.nz</a> <a href="http://www.rangitikei.govt.nz">www.rangitikei.govt.nz</a>  (06) 327 0099				
<b>Locations:</b>	<table><tr><td><u>Marton</u> Head Office 46 High Street Marton</td><td><u>Bulls</u> Bulls Information Centre Te Matapihi 4 Criterion Street Bulls</td></tr><tr><td><u>Taihape</u> Taihape Information Centre 102 Hautapu Street (SH1) Taihape</td><td></td></tr></table>	<u>Marton</u> Head Office 46 High Street Marton	<u>Bulls</u> Bulls Information Centre Te Matapihi 4 Criterion Street Bulls	<u>Taihape</u> Taihape Information Centre 102 Hautapu Street (SH1) Taihape	
<u>Marton</u> Head Office 46 High Street Marton	<u>Bulls</u> Bulls Information Centre Te Matapihi 4 Criterion Street Bulls				
<u>Taihape</u> Taihape Information Centre 102 Hautapu Street (SH1) Taihape					
<b>Postal Address:</b>	Private Bag 1102, Marton 4741				
<b>Fax:</b>	(06) 327 6970				

**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, 10 June 2024 at 4.00pm.**

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## **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 8 April 2024** are attached.

#### Attachments

1. **Huntermville Rural Water Supply Management Sub-Committee Meeting - 8 April 2024**

#### Recommendation

That the minutes of Huntermville Rural Water Supply Management Sub-Committee Meeting held on 8 April 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.

ITEM 6.1 **MINUTES**



ATTACHMENT 1

**UNCONFIRMED: 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

**Present** Mr Sam Weston  
Mr Mark Dawson  
Mr Bernie Hughes  
Mr John McManaway  
Mr Sam Duncan  
Mr Patrick Henderson  
Cr Fi Dalgety (Zoom)  
Cr Richard Lambert  
HWTM Andy Watson

**In attendance** Cr Greg Maughan  
Mr Dave Tombs, Group Manager- Corporate Services  
Mr Ivan O'Reilly, Water/Wastewater Technician  
Ms Kezia Spence, Governance Advisor

**Order of Business**

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Unconfirmed

## 1 Welcome

Mr Weston opened the meeting at 4.00pm.

## 2 Apologies

Resolved minute number 24/HRWS/008

Apologies received by Mr Crawford.

Mr B Hughes/Mr J McManaway. 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

Late items- Selling and leasing of water units.

## 6 Confirmation of Minutes

Resolved minute number 24/HRWS/009

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

Cr R Lambert/Mr M Dawson. Carried

## 7 Follow-up Action Items

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

#### Item 2- Kiwirail

Kiwi rail has accepted the design as proposed and is in the process of pricing and ordering materials.



**Resolved minute number 24/HRWS/010**

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

Mr S Weston/Mr S Duncan. Carried

## 8 Chair's Report

### 8.1 Chair's Report - April 2024

Tabled document- Huntermville Rural Water Scheme Newsletter

There will be a newsletter to members to explain the reasoning for keeping the rate that it is. Any alterations or objections to let Mr Weston know.

**Resolved minute number 24/HRWS/011**

That the 'Chair's Report – April 2024' be received and that the newsletter be included in the billing.

Mr S Weston/Mr B Hughes. Carried

## 9 Reports for Decision

### 9.1 Operations Report-April 2024

Mr van Bussell was an apology for the meeting but Mr O'Reilly was in attendance to answer questions.

The committee members noted that there have been a number of power outages. Mr O'Reilly responded that there are further power outages to come.

The committee and Mr O'Reilly noted the importance of staying in contact with the forestry block as they begin to harvest, to let them know of any damage to the pipes/water supply.

**Resolved minute number 24/HRWS/012**

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

Mr M Dawson/Mr B Hughes. Carried

## 10 Reports for Information

### 10.1 Huntermville RWS - 2023/24 Financial Summary

Mr van Bussell is working on updating the asset register when this is completed it will be sent out to committee members.

Mr Tombs responded to questions that for CAPEX spend against renewal upgrades. This is not contained in the finance information and would need to come from Mr van Bussell. It was requested that any costs over \$5,000 be passed on from Mr van Bussell to Mr Tombs to be included in the report.

The committee discussed insurance, Mr Tombs responded to questions that if there is a major event that the excess of \$250,000 is for the whole of council not just the scheme.

Mr Tombs to clarify for committee members if there have been any successful insurance claims for the scheme. There is time to change the insurance this year, if the committee would like to consider this.

The committee noted concerns with the forestry block and that this would not be claimed through insurance due to this being a known risk. Members will continue to communicate with the forestry block.

Mr Tombs will resend the information on insurance noting that councillors did complete an insurance exercise going through each line and while informative it was not worth the savings. The committee discussed self-insurance and this would need to be a recommendation to Council.

**Resolved minute number 24/HRWS/013**

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

Mr B Hughes/Mr M Dawson. Carried

## 11 Late Items

### 11.1 Late Items

Tabled document- Letter from Keene- Selling units to Hurley

Tabled document- Letter from Pohonui Land Company Ltd- Purchase of Units from Keene

Tabled document- Handwritten Letter Goodwin- Lease of water units to the Parkes

Tabled document- Water meter statement- Goodwin

Tabled document- Water meter statement- Parkes

Committee members have received correspondence from Mr Keene about selling and leasing units to Mr Hurley. It was noted that it would be a benefit for the committee to receive the income from the unused units. Mr O'Reilly and Mr van Bussell will let Mr Tombs know when the site work has been completed to begin invoicing.

Mr O'Reilly will confirm the number of units currently held by the Parkes as the scheme has restrictors for 1,5 units.

**Resolved minute number 24/HRWS/014**

That the Late Items be received.

Mr S Weston/Mr J McManaway. Carried

**Resolved minute number 24/HRWS/015**

That the committee approve sale of six units and lease of two units be approved between Hurley and Keene, dependent on site work being completed.

Mr S Weston/Mr J McManaway. Carried

**Resolved minute number 24/HRWS/016**

That the committee approve lease of two units from Goodwin to Parkes and an increase for Parkes from 1.5 to 2 units.

Mr P Henderson/Cr F Dalgety. Carried

**The meeting closed at 4.57pm**

**The minutes of this meeting were confirmed at the Huntermville Rural Water Supply Management Sub-Committee held on 10 June 2024.**

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**Chairperson**

**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:** 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	Archives do not have a clear record of contract- the technical assessments that were found will be sent with the order paper to committee members	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

**ITEM 8.1**

**8 Chair's Report**

**8.1 Chair's Report - June 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 – June 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:

- 02-04 Leak on Shane Voelkerling's property
- 17-04 Leak on Sam Crowther's property
- 17-04 Leak on Mark Grace's property
- 19-04 Reset computer
- 30-04 Leak on Mark Grace's property
- 01-05 Rathmoy tank overflowing
- 03-05 Leak on Property – State Highway 1 (by Moomaa Cafe)
- 14-05 Leak on main line on Sam Crowther's
- 14-05 Clean out meter at Rathmoy tank
- 15-05 Matt Keene Bryces Line, change ballcock
- 16-05 Leak on Sam Crowther's property
- 16-05 Clean out filter on Gibbons Road forest
- 20-05 Clean out meter on Cliff Road, Onepuhi break tank and Kakarangi line
- 20-05 Meeting with Greg Maughan – about restrictors- still working on this
- 20-05 Change ballcock on Rata Dairy tank
- 21-05 Reset Otairi pump station

#### 2 General

- Lilburn's job has not been completed, work is on-going.
- The Makohine Viaduct water line replacement has sign off for the design, but we now need to apply for a new deed of grant which I will discuss with committee.

#### Recommendation

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

## 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 11 months ended May 2024.

#### 2. Commentary

2.1 This shows:

- 2.1.1 YTD Operating Cash Surplus of \$213k
- 2.1.2 YTD Capital Expenditure of \$20k
- 2.1.3 YTD Total Cash Surplus of \$193k
- 2.1.4 Notional Cash Reserves of \$900k at 31 May 2024

#### 3. Capital Expenditure

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

##### Contractor Reticulation

Renewal upgrades (details provided at previous meeting)	\$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 Finance Summary - May 2024](#) 

#### Recommendation 1

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



**Huntermville Rural Water Scheme  
Financial Statement 2023/24**

Amounts are GST Exclusive

		<b>YTD Actual 11 Months Ended May 2024 (draft)</b>		<b>Full Year Budget 2023/24</b>	<b>Full Year Actual 2022/23</b>	<b>Full Year Budget 2022/23</b>
<b>INCOME</b>						
	Metered Charges	534,147	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	6,258	2,124		3,678	2,064
		<b>540,405</b>	<b>534,603</b>		<b>546,631</b>	<b>524,172</b>
<b>EXPENSES</b>						
	Phone rentals	2,836	2,376		2,488	2,328
	Electricity	227,233	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	89,140	19,488		7,875	19,056
	Treatment Costs - staff	612	0		0	0
	External Contractors	4,597	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
		<b>351,145</b>	<b>335,580</b>		<b>331,174</b>	<b>327,386</b>
<b>less</b>	Depreciation	163,262	162,468		191,000	161,160
	Depreciation accrual (May)	16,000	0		0	0
	Finance costs	7,483	2,318		0	0
	Internal Charges	138,022	160,932		140,563	143,582
	<b>Accounting Surplus/(Deficit)</b>	<b>(135,507)</b>	<b>(124,377)</b>		<b>(116,106)</b>	<b>(107,956)</b>
<b>Add back</b>	Depreciation	179,262	162,468		191,000	161,160
	Finance Costs	7,483	2,318		0	6,493
	Internal Charges	138,022	160,932		140,563	143,582
<b>Plus</b>	Notional Interest Income adj	0	0		7,247	0
	<b>Operating Cash Surplus/(Deficit)</b>	<b>189,260</b>	<b>201,341</b>		<b>222,704</b>	<b>203,279</b>
<b>Capital Expenditure</b>						
	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
		<b>19,647</b>	<b>46,800</b>		<b>256,735</b>	<b>46,800</b>
	<b>Cash Surplus/(Deficit)</b>	<b>169,613</b>	<b>154,541</b>		<b>(34,031)</b>	<b>156,479</b>
	<b>Notional Bank bf</b>	<b>707,546</b>			<b>741,577</b>	
	<b>Notional Bank cf</b>	<b>877,159</b>			<b>707,546</b>	
Note Internal Charges for May are not included						

**11 Meeting Closed.**