



Hunterville Rural Water Supply Management Sub-Committee Meeting

Order Paper

**Monday 15 March 2021
4.00pm**

**Council Chamber, Rangitikei District Council
46 High Street, Marton**

Website: www.rangitikei.govt.nz
Telephone: 06 327-0099

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Chair
Sam Weston

Membership
Bob Crawford, Mark Dawson, Bernie Hughes,
John McManaway
His Worship the Mayor, Andy Watson
Councillor Richard Lambert

Please Note: No further order papers will be supplied for this meeting, the order paper and reports supplied for the meeting on Monday, 2 November 2020 are still relevant. Responses on the financial questions posed from the Committee will also be provided at the meeting.



Rangitikei District Council

Hunternville Rural Water Supply Sub-Committee Meeting

Agenda – Monday 15 March 2021 – 4:00 pm

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The quorum for the Hunternville Rural Water Supply Management Sub-committee is 4.

Council's Standing Orders (adopted 31 October 2019) 11.2 provide: The quorum for Council committees and sub-committees is as for Council, ie half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd.

1 Welcome

The resignation of Paul Peterson was received in February 2021.

2 Public Forum

3 Apologies

4 Members' Conflict of Interest

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, be dealt with as a late item at this meeting.

6 Confirmation of Minutes

The Minutes from the meeting held on 7 December 2020 are attached.

Recommendation:

That the Minutes of the Hunterville Rural Water Supply Sub-Committee meeting held on 7 December 2020 {as amended/without amendment} be taken as read and verified as an accurate and correct record of the meeting.

7 Chair's Report

A verbal report will be provided at the meeting.

8 Council Decisions on Recommendations from the Committee

There were no recommendations from the Committee.

9 Questions put at Previous Meeting for Council Advice or Action

Understanding Financial Matters/Queries

This is being addressed by members of the Committee, Dave Tombs (Group Manager - Corporate Services) and Girish Meher (Financial Services Team Leader), a request was made for:

1. Cash flow statement for January 2021 and;

2. Recreating and explaining the financial statements going back to 2016 in a format that the Committee can feel comfortable with.

RDC finance staff estimate this will take approximately two weeks to complete as this requires not only the compilation of the data but understanding and explaining the transactions and balances in the financial statements that have been presented to the Committees in the past, along with answers to some of the fundamental questions that were raised at the meeting last week.

Once this work has been completed this information will be sent to committee members, this is expected to be by 31 March.

10 Hunterville Rural Water Supply – Operations Report

A report is attached.

File ref: 6-WS-3-4

Recommendation:

That the 'Hunterville Rural Water Supply - Operations Report' to the 15 March 2021 Hunterville Rural Water Supply Sub-Committee received.

11 Hunterville Bore – Update

A verbal update will be provided at the meeting.

12 Hunterville Rural Water Supply Financial Statements Commentary Update for the 7 Months Ended 31 January 2021

A report is attached.

Recommendation:

That the 'Hunterville Rural Water Supply Financial Statements Commentary Update for the 7 Months Ended 31 January 2021' to the 15 March 2021 Hunterville Rural Water Supply Sub-Committee be received.

13 Late Items

As accepted in item 5.

14 Next Meeting

Monday 11 June 2021 – 4.00pm

15 Meeting Closed

Attachment 1



Rangitikei District Council

Hunternville Rural Water Supply Sub-Committee Meeting

Minutes – Monday 7 December 2020 – 4:00 pm

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Present: Mr Sam Weston (Chair)
Mr Mark Dawson
Mr Bernie Hughes
Mr John McManaway
Mr Bob Crawford
Mr Sam Duncan

In attendance: His Worship the Mayor, Andy Watson
Mr Peter Beggs, Chief Executive
Councillor Richard Lambert
Mr Dave Tombs, Group Manager Corporate Services
Mr Dahl, Finance Services Team Leader
Mr Andrew van Bussel, Operations Manager
Mr Arno Benadie, Principal Advisor – Infrastructure
Ms Janine Simpson, Governance Administrator

Tabled Items: Item 12 – Updated Financial Documents

1 Welcome

The Chair opened the meeting at 4.01 pm

2 Public Forum

Nil.

3 Apologies

Resolved:

That the apologies from Paul Peterson, Dave Flintoff and Ivan O'Reilly be received.

Mr Crawford / Mr Dawson Carried

4 Members' conflict of interest

Nil.

5 Confirmation of order of business

The order of business was confirmed.

6 Confirmation of Minutes

Resolved:

That the Minutes of the Hunterville Rural Water Supply Sub-Committee meeting held on 7 September 2020 without amendment be taken as read and verified as an accurate and correct record of the meeting.

Mr Dawson / Mr Weston Carried

7 Council decisions on recommendations from the Committee

There were no recommendations from the Committee.

8 Questions put at previous meeting for Council advice or action

Staff to seek clarity of what determines privacy, and what information can be released to the Committee.

Council are unable to release personal information to the committee of scheme users, due to privacy concerns. However, as provided in March 2020, Council can provide the Sub-Committee a spreadsheet inclusive of addresses, units owned, units used and charges for.

Letter to Hunterville Rural Water Scheme users

A letter is to be sent to scheme users to advise them to check their water tanks for with the impending dry summer. Users will also be requested to contact Council if they come across any scheme pipeline leaks. This will be sent out with the upcoming water bill which is due 20 November 2020.

9 Hunterville Rural Water Supply – Operations Report

The report was taken as read. Mr Flintoff said the teams are preparing for the summer season. Some of the communications faults are due to weather (high winds).

Resolved minute number **20/HRWS/016**

That the 'Hunterville Rural Water Supply – Operations Report' to the 2 November 2020 Hunterville Rural Water Supply Sub-Committee be received.

Mr Crawford / Mr Peterson Carried

10 Hunterville Rural Water Supply Financial Statements

Resolved minute number **20/HRWS/017**

1 That the 'Hunterville Rural Water Supply Financial Statements for the 12 months ending 30th June 2020' to the 2 November 2020 Hunterville Rural Water Supply Sub-Committee be received.

2 That the 'Hunterville Rural Water Supply Financial Statements for the 3 months ending 30th September 2020' to the 2 November 2020 Hunterville Rural Water Supply Sub-Committee be received.

The committee requested the Mayor raise the concerns around the non-attendance of staff formally with the Chief Executive to ensure staff are able to attend future meetings.

Mr McManaway /Mr Dawson. Carried

Mr Dahl went through the updated financials provided as per the tabled documents starting 12 months ending 30th June, 2020.

During the discussions it appeared that some of the accounts that are coded to cost centres need to be looked into.

Capital renewals are described as a renewal as it is keeping the level of service. If anything is replaced, it is also considered a renewal.

Staff Time:

These figures comprises all staff. Mr Van Bussel advised that if a separate job is being done, Ivan will get a cost code to charge his time to. If it is a capital or project related job then the time is split, as reflected in the statement of operations.

Asset Schedule:

The asset schedule takes into account what you have as your assets. The list of assets are valued but it will change every three years as an adjustment due to the next valuation.

There was some confusion where things were taken out of one cost centre and moved into another.

Mr Weston and Mr Van Bussel agreed to go through the assets taking into account the 10 year plan.

Undertaking	Subject	HRWS Asset "Snapshot"
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That Mr Dahl provide a snapshot of the assets to the Committee by the end of the week.

Hunterville Rural Water Supply Reserve

Originally the Hunterville Rural Water Supply was started between farmers and the government and they put half the funds in to set the scheme up. Council then took over the role to organise it because a lot of farmers elected not to fund depreciation, they felt they needed money in the bank should there be a storm or flood event that requires funds immediately. They felt that \$100,000 was needed in case any repairs were required.

Mr Tombs asked the Chair if there is a constitution for HRWS, a copy of the 1988 set of rules was provided to Dave.

Why was the general rate revenue not received in the 2020 year?

Mr Dahl advised that we have been reliant on budgets that have been set by others. It hasn't been in the last two budgets but has been in the budget previously, however moving forward it will be available again in the budget.

Mr Weston advised that they nominated whether to put renewals on loans or use our reserve, this can also be looked into. Mr Tombs confirmed that it could be changed and it wouldn't affect Council assets.

Ledger #60617950 – Internal Loan Account:

The opening balance is \$180,000.

The Loan repayment of \$8968.28 is based on previous year's repayments and taken over a 30 year loan period.

Undertaking Subject Loan Repayments – Internal Loan Account

That Mr Dahl will look into the loan repayments and provide more detail to everyone, it will also explain what is capital and renewals.

Depreciation:

Mr McManaway queried the depreciation. Mr Weston advised that he had some old minutes from meetings and the reserve account was increased by the value of the depreciation.

Mr McManaway queried the cash of \$544,000 out of the operating account and the loan hasn't increased. Depreciation hasn't been funding these renewals. The internal loan account was up by \$158,000 funded the \$544,000 – we need to know what has happened to that money.

Mr Dahl advised looking at the 20th June balance sheet, for 2018/2019 there was no accumulated depreciation. The re-evaluation was completed in the 2018/2019 year so it would then build up over the next 3 years under the next revaluation. The depreciation builds up but then gets taken away by increasing the revaluation of this scheme.

Undertaking Subject Depreciation

That Mr Dahl will look into the funding of depreciation and examine where it goes.

Mr Beggs gave the Committee a commitment that the budget will be overhauled and we will get some expertise in to get it sorted. Mr Weston advised that he could also come in to assist.

Undertaking Subject 2021 Budget

That Mr Tombs will look into how the budget was set up and any issues will be addressed.

Mr Weston and Mr Van Bussel agreed to go through the assets taking into account the 10 year plan.

Mr Dahl advised looking at the 20th June balance sheet, for 2018/2019 there was no accumulated depreciation. The re-evaluation was completed in the 2018/2019 year so it would then build up over the next 3 years until the next evaluation. The depreciation builds up but then gets taken away by increasing the devaluation of this scheme.

Undertaking Subject Working Capital

That Mr Dahl will look into the query – is working capital a balancing figure? Mr Dahl will report back to advise how that figure is arrived at and where it is coming from.

Mr McManaway advised that the Council were very helpful getting the scheme up and running. A bone of contention was that it was realised by everyone who went onto the water scheme that the value of their properties went up and they were paying through their rates.

Mr McManaway suggested that a few things have come up that need addressing, most people would look at accounts and don't understand them. The Committee is wanting to understand the financials so when there is a query from a ratepayer, in regards the amount they are paying for water, it can be explained to them.

11 Late Items

There were no late items.

12 Next Meeting

To be confirmed.

13 Meeting Closed

The meeting closed at 5.35 pm

Attachment 2

REPORT

SUBJECT: **Huntermville Rural Water Supply - Operations Report**

TO: Huntermville Rural Water Supply Sub-Committee

FROM: Andrew van Bussel, Operations Manager

DATE: 1 March 2021

FILE: 6-WS-3-4

1 **Leaks and Repairs**

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

- 16-10-20 Repair leak on Taylors Line
- 21-10-20 Leak on Mark Grace's place
- 25-10-20 Clean restrictor out at Geoff's- Gibbons Road
- 22-10-20 Stand over Mark Grace while they install new culvert over line
- 10-11-20 Powerco hit pipe at Lilburns place
- 11-11-20 Mellington Dairy shed, water leak
- 11-11-20 Leak on Charlie Duncans
- 11-12-20 Install new trans- jucier at main reservoir
- 16-12-20 Repair tap on tank at top pump station
- 16-12-20 Leak on Makaraka
- 18-12-20 Richard McIntyre low flow
- 19-12-20 Leak on Adrian Bulls place
- 22-12-20 Leak on Dave Munns
- 23-12-20 Ohigniti Brake tank, clean out filter
- 23-12-20 Hook up new tanks for Charlie Duncan
- 07-01-21 Look for leak on Shane Voelkerling
- 11-01-21 Replace ballcock in Makaraka tank
- 15-01-21 Low flow at Charlie Duncans
- 21-01-21 Leedston tank overflowing
- 28-01-21 Low flow on Alex McAuleys tank
- 28-01-21 Leak on Sam Westons
- 28-01-21 Leak in Pine Trees on State Highway 1
- 29-01-21 Locate line for Tom the fencer
- 30-01-21 Dave Munn- Leak on Hillside
- 30-01-21 Hamish Cavanagh- low flow at tank, air lock in line
- 01-02-21 Low flow to tank- Richard McIntyre
- 09-02-21 Low flow- Bob Crawford tank, break tank was low
- 11-02-21 Leedstown tank overflowing
- 12-02-21 George Shannon SH1 low flow to tank, air lock in main line

- 18-02-21 Fix pipe for Sam Weston- loggers squashed it
- 18-02-21 Wairata tank overflowing
- 19-02-21 Jim Bulls Tank, fix ballcock and main feed into the tank
- 19-02-21 Otairi no water, found leak behind Charlie Duncans
- 23-02-21 Locate pipe for loggers, Turakina Valley
- 25-02-21 Leak on main behind Charlie Duncans
- 26-02-21 Fix tap and pipes at Otairi School House
- 26-02-21 Leak on Viaduct, pipe needs to be renewed

2 General

- 2.1 Operations Manager will discuss with the Committee future asset replacement options.
- 2.2 Ivan to discuss auxiliary pumping to date.

3 Recommendation

- 3.1 That the 'Hunterville Rural Water Supply - Operations Report' to the 15 March 2021 Hunterville Rural Water Supply Sub-Committee be received.

Andrew van Bussel
Operations Manager

Attachment 3

HUNTERVILLE RURAL WATER SUPPLY FINANCIAL STATEMENTS

COMMENTARY UPDATE FOR THE 7 MONTHS ENDED

31 January 2021

This commentary provides key areas of note relating to the 7 months Financial Performance of the Hunterville Rural Water Scheme for the period ending 31 January 2021.

1. **Operational Revenue**
2. **Operational Expenditure**
3. **Net Surplus/(Deficit)**
4. **Net projects**

1. Operational Revenue:

Rates:

Rates are billed six-monthly in November and May but the budgeted revenue is spread evenly through the year. This has resulted in a deficit for January 21 and Year to date representing one month's unbilled revenue which will almost certainly be regularised by year-end.

2. Expenditure:

Internal charges are marginally lower than the YTD budget– this is reflective of actual expenditure patterns.

Total Expenditure is lower than the YTD budget by \$32k The significant favourable variances are:

Materials	\$14k
External Contractors	\$6k
Reticulation Costs-Staff	\$9k
Professional Services MDC	\$3k
Total	\$32k

The full breakdown is set out in the Statement of Operations on Page # 3

3. Net Surplus(Deficit):

The deficit of \$87k is marginally lower than the YTD budgeted deficit of \$88k. But the significant adverse variance of \$37k on account of unbilled metered supply charges for January 2021 is offset by the favourable variances of \$32k Identified in the table above.

4. Net Projects:

At \$20k against the YTD budget of \$28k - \$8k favourable.

Girish Meher
(Contract) Team Leader Financial Services

March 8, 2021

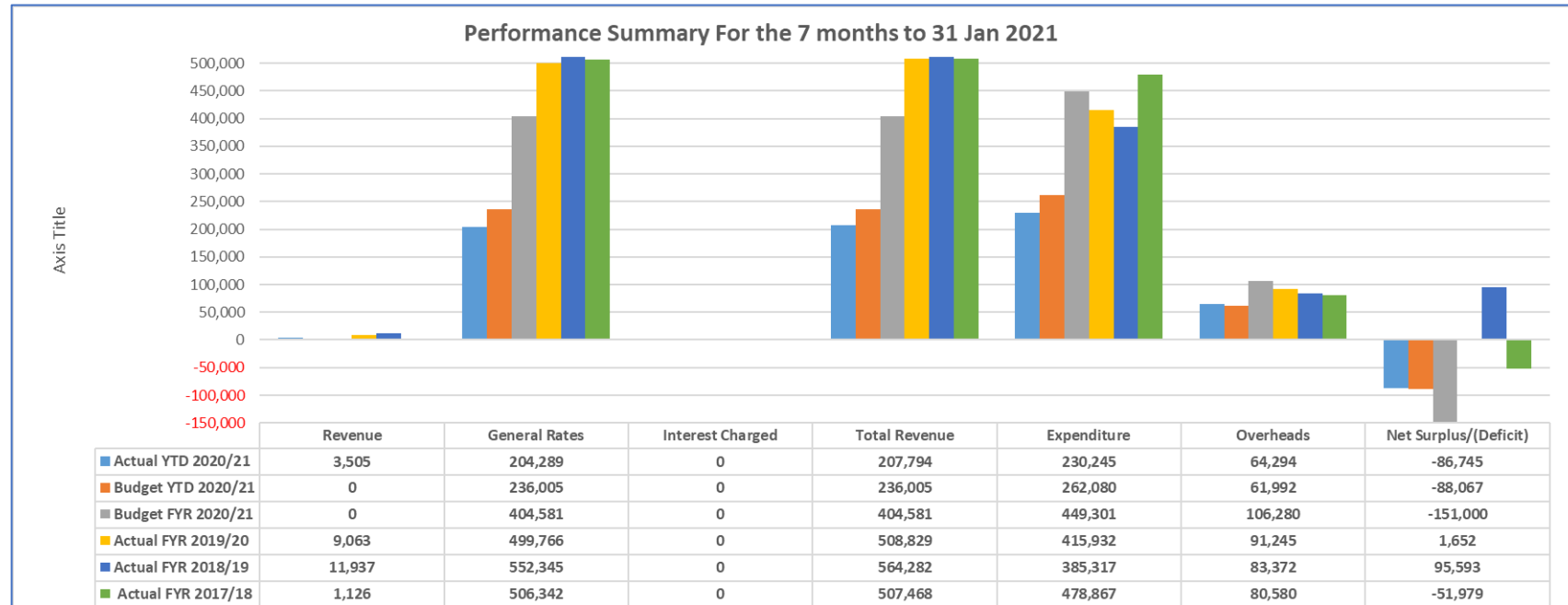
HUNTERVILLE RURAL WATER SUPPLY FINANCIAL STATEMENTS

STATEMENT OF FINANCIAL PERFORMANCE SUMMARY

For the 7 Months Ending 31 Jan 2021

Performance Summary

	Actual YTD 2020/21	Budget YTD 2020/21	Var YTD 2020/21	Budget FYR 2020/21	Actual FYR 2019/20	Actual FYR 2018/19	Actual FYR 2017/18
Penalties / Other Revenue	3,505	0	3,505	0	9,063	11,937	1,126
General Rates						81,213	81,213
Metered Supply	264,140	295,855	(31,716)	507,183	499,766	471,132	425,129
Public Good Rate	(59,851)	(59,850)	(1)	(102,602)	0	0	0
Total Revenue	207,794	236,005	(28,212)	404,581	508,829	564,282	507,468
Expenditure	230,245	262,080	31,835	449,301	415,932	385,317	478,867
Overheads	64,294	61,992	(2,302)	106,280	91,245	83,372	80,580
Net Surplus/(Deficit)	(86,745)	(88,067)	1,321	(151,000)	1,652	95,593	(51,979)
Add back: Depreciation	88,083	88,081	(2)	151,000	151,052	131,419	131,179
Net Surplus/(Deficit) (excl Depn)	1,338	14	1,319	0	152,704	227,012	79,200



Water Supply Hunterville Rural
Statement of Operations
For the 7 Months Ending 31 Jan 2021

Revenue

Account	Detail	Actual YTD 2020/21	Budget YTD 2020/21	Var YTD 2020/21	Budget FYR 2020/21	Actual FYR 2019/20	Actual FYR 2018/19	Actual FYR 2017/18	Actual FYR 2016/17
Rates									
60617018	General Revenue	0	0	0	0	0	523	870	435
60617123	Penalty	3,505	0	3,505	0	1,380	11,414	256	273
60617126	Public Good Rate	(59,851)	(59,850)	(1)	(102,602)	0	0	0	0
60617142	Metered Supply Charges	264,140	300,608	(36,468)	515,328	506,462	476,336	427,932	423,937
	Total Rates	207,794	240,758	(32,964)	412,726	507,842	488,273	429,058	424,645
Apportioned Rates Revenue									
60617802	Treasury Int Recd	0	0	0	0	7,683	0	0	9,017
6061780801	General Rates	0	0	0	0	0	81,213	81,213	76,585
60617809	Internal Interest Paid	0	(4,753)	4,753	(8,145)	(6,696)	(5,204)	(2,803)	(3,026)
6061780901	Interest Charged Rate A/C	0	0	0	0	0	0	0	(11,497)
6061780903	Treasury Int Rec'd/Tsf to Rese	0	0	0	0	0	0	0	0
60617810	Treasury Interest Rec'd	0	0	0	0	0	0	0	(9,017)
60617811	Transfer to Reserves	0	0	0	0	0	0	0	0
	Total Apportioned Rates Revenue	0	(4,753)	4,753	(8,145)	987	76,009	78,410	62,062
Internal Charges									
606171791100	Allocated o/heads CEO	6,172	5,810	(362)	9,960	19,447	15,423	12,466	11,902
606171791400	Allocated o/heads Policy	1,399	1,491	92	2,556	3,378	3,110	2,885	2,424
606171792100	Allocated o/heads Fin Services	14,549	12,635	(1,914)	21,665	25,762	23,017	23,810	22,947
606171792300	Allocated o/heads Cust Service	9,072	7,861	(1,211)	13,479	0	0	0	0
606171792500	Allocated o/heads Stat Planning	6,504	8,134	1,630	13,949	9,331	10,736	9,368	8,830
606171795100	Allocated o/heads Assets	26,598	26,061	(537)	44,671	33,328	31,086	32,051	30,484
	Total Internal Charges	64,294	61,992	(2,302)	106,280	91,245	83,372	80,580	76,587
Expenditure									
6061734301	Telephone Costs	1,485	1,246	(239)	2,140	2,548	2,618	2,768	2,463
6061756208	Depreciation - Infrastructure	88,083	88,081	(2)	151,000	151,052	131,419	131,179	130,822
60617563	Electricity	101,194	103,551	2,357	177,515	185,664	166,320	206,945	191,119
60617565	Insurance	12,414	11,291	(1,123)	19,358	18,492	16,816	10,442	10,908
6061756608	Loss on Sale - Infrastructure	0	0	0	0	0	0	0	0
6061756702	Rates - Utility	10,861	10,535	(326)	18,062	19,096	15,356	16,447	5,332
60617588	Member Remuneration	0	0	0	0	880	1,360	2,860	3,200
6061763001	Professional Services - MDC	0	3,304	3,304	5,669	1,543	0	873	1,818
6061863002	MDC Charges - PSU	0	0	0	0	0	0	0	0
6061763003	MDC Charges - Retic	0	0	0	0	0	0	0	0
6061763004	MDC Charges - Treatment	0	0	0	0	0	0	0	0
6061768102	Operational Costs Contractor	0	0	0	0	2,948	0	0	0
6061768201	Reticulation Costs - Staff	1,160	10,612	9,452	18,189	17,412	27,072	61,378	34,414
6061768301	Treatment Costs - Staff Time	1,620	0	(1,620)	0	0	1,050	4,133	3,936
60617692	External Contractors	9,853	16,065	6,212	27,545	6,625	14,967	33,207	20,813
60617697	Resource Consents	0	0	0	0	0	0	1,489	2,060
60617698	Chemicals & Consumables	0	0	0	0	0	3,735	0	1,087
60617699	Materials	3,575	17,395	13,820	29,823	9,670	4,604	7,146	5,601
	Total Expenditure	230,245	262,080	31,835	449,301	415,932	385,317	478,867	413,573

Water Supply Hunterville Rural

Financial Position

As at 31 Jan 2021

	Actual YTD 2020/21	Budget YTD 2020/21	Var YTD 2020/21	Budget FYR 2020/21	Actual FYR 2019/20	Actual FYR 2018/19	Actual FYR 2017/18
Capital - Renewals Infrastructure							
HRWS Reticulation - Contractor	5,535	15,351	9,816	26,318	11,506	30,473	46,552
HRWS Treatment - Contractor	0	12,285	12,285	21,054	14,765	0	34,864
Total Capital - Renewals Infra	5,535	27,636	22,101	47,372	26,271	30,473	81,416
Capital - Projects							
HRWS Reticulation - Staff Time	14,720	0	(14,720)	0	16,801	22,594	1,097
Capital Contra	0	0	0	0	(43,072)	(53,068)	(82,513)
Total Capital - Projects	14,720	0	(14,720)	0	(26,271)	(30,473)	(81,416)
Net Projects	20,255	27,636	7,381	47,372	0	0	0
Equity							
HVL RWS REVAL.RESERVE	2,773,920	0	2,773,920	0	2,773,920	2,773,920	2,631,503
Public Equity H/Ville Rural Wa	3,863,530	0	3,863,530	0	3,861,877	3,766,285	3,960,493
Water Supply Hunt Rural Surp/Def R	0	0	0	0	0	0	(142,227)
Hunterville RWS Reserve	214,215	0	214,215	0	214,215	206,532	198,818
Net Surplus	(86,745)	(88,067)	1,322	(151,000)	1,652	95,593	(51,979)
Working Capital	(415,903)	115,703	(531,606)	198,372	(434,820)	(240,331)	9,789
Total Equity	6,349,017	27,636	6,321,381	47,372	6,416,845	6,602,000	6,606,397
Non Current Assets							
Water Supply Schemes	6,782,000	0	6,782,000	0	6,782,000	6,782,000	7,002,530
Provision for depeciation	(88,083)	0	(88,083)	0	0	0	0
Provision for depeciation	(151,052)	0	(151,052)	0	(151,052)	0	(262,001)
Net Projects	20,255	27,636	(7,381)	47,372	0	0	0
Total Non Current Assets	6,563,120	27,636	6,535,484	47,372	6,630,948	6,782,000	6,740,529
Non Current Liabilities							
Internal Loan	214,103	0	214,103	0	214,103	180,000	134,132
Total Non Current Liabilities	214,103	0	214,103	0	214,103	180,000	134,132
Net Assets	6,349,017	27,636	6,321,381	47,372	6,416,845	6,602,000	6,606,397

Hunterville RWS - Operating Expenditure Summary						
	Actual YTD 2020/21	Budget YTD 2020/21	YTD Expenditure Variance to Budget	Comment	Budget FYR 2020/21	FYR Budget 2021 less YTD Actual 2021
Electricity	101,194	103,551	2,357	Favourable	177,515	76,321
External Contractors	9,853	16,065	6,212	Favourable	27,545	17,692
Insurance	12,414	11,291	-1,123	Unfavourable	19,358	6,944
Materials	3,575	17,395	13,820	Favourable	29,823	26,248
MDC Charges & Reticulation Costs	2,780	13,916	11,136	Favourable	23,858	21,078
Member Remuneration	0	0	0		0	0
Rates - Utility	10,861	10,535	-326		18,062	7,201
Resource Consents	0	0	0		0	0
Telephone Costs	1,485	1,246	-239		2,140	655
Total Operating Expenditure	230,245	262,080	31,835	Favourable	449,301	219,056