

CARTERTON
DISTRICT COUNCIL

**Water Race
Committee Meeting**

**Wednesday
24 May 2017**



CARTERTON
DISTRICT COUNCIL

AGENDA

The Agenda of the Water Race Committee Meeting of the Carterton District Council to be held at the Hurunui o Rangi Meeting Room at the Carterton Event Centre, 50 Holloway Street, Carterton on Wednesday 24 May 2017 at 9.30am.

1. Apologies
2. Conflict of Interest Declaration
3. Public Forum
4. Notification of General Business / Late Items
5. Operations Report – *page 1 - 4*
6. Financials – *page 5 - 8*
7. Progress on GIS validation – *page 9 - 10*
8. Water Race Weeds – *presentation*
9. General Business/Late Items
10. Confirmation of the Minutes – *page 11- 13*
 - 10.1 Minutes of the Water Race Committee meeting held on the 15 February 2017.
11. Matters Arising from Minutes

Marty Sebire
Corporate Services Manager



24 May 2017

Water Race Committee

Water Races Operations report: February–April 2017

1. PURPOSE OF THE REPORT

The purpose of this report is to provide an update on the management of the water races for the period 1 February to 30 April 2017.

2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

3. CLEANING PLAN

Melvin is currently working on mapping out the water races and highlighting their individual cleaning frequencies into annual, bi-annual, and quarterly grouping.

Once this mapping has been completed we will be able to determine the total length (km) vs the amount that can be cleaned per day, allowing us to create cleaning schedules, as well as plan for required resources (eg diggers, staff, contractors).

I was hoping to have the plan completed before this meeting but due to other commitments it has not been achievable. We will show you our progress at the meeting.

4. CLEANING PROGRESS

Water races on the following properties were cleaned during the three months to April 2017:

Taratahi Water Race Scheme

- Jamie Ellisons
- West Taratahi School
- Noel Reids
- Pedersons/Reids Norfolk Rd
- Golf course
- Ellisons and Stolts
- Maurice Edwards
- Van Barnesveld
- Preston /Didsbury
- Raynors
- Tulloch
- Kings
- Scotts
- Ottawa
- Wells
- Rob Dicks
- Smiths
- Melser
- Marshall Rd (opposite Portland Rd)
- James
- Smiths
- Wells through Golf course Golf course to Booths Creek
- Campbells
- Ellisons: blockage
- Tiffin Rd – Gibbs and Sage
- Cnr Tiffin Rd – Gladstone Rd
- Ottawa
- J Booths
- Perrys Rd through to Hughes Line – Duffys etc
- Campbells
- Ellison
- Kiwi Lumber
- Booths – Middlerun
- Reynolds – Wells to East Taratahi Rd
- Goodwins and neighbours – severe flooding
- Lowes

- Di Laing
- Parkers Rd
- G Smiths
- Lovells
- Kokotau Hill
- Raynor
- Reynolds
- 7 day club – Paua Shell Factory and Mill Grove
- Di Laing – major blockage and flooding.

Carrington Water Race Scheme

- Pipeline Works at McFadzeans
- Daysh –realignment
- River intake Dam – after flood
- River intake Dam – after flood
- Belvedere Horse arena
- Terry
- Daysh
- River intake Dam – after flood.
-

Little Digger

- Mark Allan
- Paul Reid
- Alister Smith
- Howard Egan
- Melvin Pike
- Joe Leighton
- Bob Wilton
- Gary Lovell
- Bevan Booth.

5. RECOMMENDATIONS

That the Committee:

1. **Receives** the report.

Garry Baker
Operations Manager



24 May 2017

Water Race Committee

Financial performance to March 2017

1. PURPOSE OF THE REPORT

The purpose of this paper is to provide financial information on the water races for the 2016/17 financial year to 31 March 2017.

2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

3. COMMENT ON VARIANCES

In the nine months to date, the water races have returned an operating surplus of \$17,212, a favourable variance of \$13,898. Overall, there are no significant financial issues.

Revenue to-date for Taratahi has been \$18,334 under budget, mainly due to industrial water race fees being uncollected to date. Meters are being re-read in preparation for discussions with individual users about the proposed fee basis.

Expenditure to-date for Taratahi was \$2,304 over budget. Overall it is forecast to be slightly under-budget at year-end. No work has been done on the intake maintenance, although work has now started on the table top weir. Over-expenditure on race maintenance is mainly a timing difference; maintenance for the year is now complete and the end-of-year forecast is for a small over-spend. Spend on materials have been higher than expected due to repairs to the flume gates arising from high water flows over summer/autumn.

Expenditure to-date for Carrington was \$11,828 under budget. Overall it is forecast to be under-budget at year-end. Under-expenditure on race maintenance is a timing difference. Maintenance work did not start until January. Although there is more work to be done before

the year-end, an under-expenditure is forecast for the full year. As with Taratahi, spend on materials have been higher than expected due to repairs to the flume gates arising from high water flows over summer/autumn.

Capital expenditure is \$62,867 under budget. These are mainly timing differences and will self-correct by year-end. Culvert headwall work has now started and the programme is on target. The contract for the box culvert under the railway line has been let and is now with KiwiRail to schedule, and is likely to be completed by year-end. Addition of rocks at the intake is within the full-year budget of \$7,000.

4. RECOMMENDATIONS

That the Committee:

1. **Receives** the report.



Marty Sebire
Corporate Services Manager

WATER RACES

STATEMENT OF FINANCIAL PERFORMANCE FOR THE FINANCIAL YEAR TO 31 MARCH 2017

Annual Plan Full year \$		Year to date Actual \$	Year to date Budget \$	Year to date Variance \$	U/F
TARATAHI					
Revenue					
27,068	Rates - General	20,718	20,304	414	F
243,609	Rates - Water Races	186,461	182,709	3,752	F
30,000	Fees - industrial water races	-	22,500	22,500	U
-	Miscellaneous revenue	-	-	-	F
<u>300,677</u>	Total revenue	<u>207,179</u>	<u>225,513</u>	<u>18,334</u>	<u>U</u>
Expenditure					
28,759	Internal charges	23,654	21,591	2,063	U
8,000	Consultancy	2,429	6,003	3,574	F
20,000	Maintenance - intake	-	15,000	15,000	F
106,000	Maintenance - water races	109,333	79,506	29,827	U
25,000	Materials	13,105	17,250	4,145	F
5,000	Monitoring	3,541	4,000	459	F
11,000	Resource consents	12,774	11,000	1,774	U
14,000	Vehicles	2,622	10,503	7,881	F
58,686	Personnel	39,566	44,050	4,484	F
7,532	Depreciation	14,080	5,652	8,428	U
6,500	Other	1,139	5,384	4,245	F
<u>290,477</u>	Total expenditure	<u>222,243</u>	<u>219,939</u>	<u>2,304</u>	<u>U</u>
<u>10,200</u>	Surplus/(deficit)	<u>(15,064)</u>	<u>5,574</u>	<u>20,638</u>	<u>U</u>
CARRINGTON					
Revenue					
10,477	Rates - General	8,067	7,866	201	F
94,297	Rates - Water Races	72,600	70,731	1,869	F
-	Fees - industrial water races	-	-	-	F
-	Miscellaneous revenue	-	-	-	F
<u>104,774</u>	Total revenue	<u>80,667</u>	<u>78,597</u>	<u>2,070</u>	<u>F</u>
Expenditure					
12,014	Internal charges	10,161	9,027	1,134	U
3,000	Consultancy	174	2,250	2,076	F
4,000	Maintenance - intake	-	3,006	3,006	F
33,000	Maintenance - water races	19,467	24,750	5,283	F
7,000	Materials	7,462	5,256	2,206	U
4,000	Monitoring	-	3,006	3,006	F
7,000	Resource consents	7,308	7,000	308	U
2,000	Vehicles	-	1,503	1,503	F
23,570	Personnel	16,503	17,685	1,182	F
432	Depreciation	2,380	324	2,056	U
1,960	Other	-	1,476	1,476	F
<u>97,976</u>	Total expenditure	<u>63,455</u>	<u>75,283</u>	<u>11,828</u>	<u>F</u>
<u>6,798</u>	Surplus/(deficit)	<u>17,212</u>	<u>3,314</u>	<u>13,898</u>	<u>F</u>
CAPITAL EXPENDITURE					
15,000	Water race culvert headwalls	8,067	11,000	2,933	F
400	Taratahi - pruning chainsaw	466	400	66	U
60,000	Taratahi - box culvert under rail	-	60,000	60,000	F
7,000	Carrington - rocks at intake	4,980	-	-	F
<u>82,400</u>	Total capital expenditure	<u>13,513</u>	<u>71,400</u>	<u>62,867</u>	<u>F</u>



24 May 2017

Water Race Committee

Progress report on GIS-rates reconciliation

1. PURPOSE OF THE REPORT

The purpose of this paper is to update the Committee on progress reconciling the rates database to information held on the GIS system.

2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

3. WORK TO DATE

At the last meeting of the Committee I reported that the review of the data held in our geographical information systems (GIS) was completed based on the knowledge of the Water Overseers, our Engineer, and additional spatial information.

The objective is to use the GIS data as the basis for setting rates, in particular if the water race crossed the property, the total hectares of each property, the area within 200 metres of a water race, and the area within 200–500 metres.

A worksheet was prepared comparing these rating factors held in the GIS with that held in the rating information database. The next task is to review each property individually to check any differences in the data.

So far the Carrington properties have been analysed. The GIS is clearly far more accurate, and almost all properties have minor adjustments to make.

There are a few errors with subdivisions, where the system copies the full area of the legacy property onto the factors of the new (smaller) properties. The opposite occurs with amalgamations. These should be manually adjusted when they are created. In the past, some were not.

Most other adjustments are a shift in area between class A and class B categories. We have also found two properties where a water race is present but we have not been rating for it. The races do not appear to be accessible or usable, and they have no history of subdivision or amalgamation. These will require more examination.

As each property is reviewed, the revised factors are being applied to the 2017/18 rating year.

4. NEXT STEPS

The next step is to review all Taratahi properties. This will be finished in the next two weeks, including updating the factors in the rating database, which will take effect from 2017/18.


An individual letter will be sent to each water race ratepayer, explain what we have done, and the improved accuracy using the GIS. It will include the impact on the property's factors for next year.

Where an error has been made, such as the subdivisions, reassessments will be prepared for the past five years and if needed refunds will be processed. Depending on the number and complexity of these errors, it should be completed in September.

5. RECOMMENDATIONS

That the Committee:

1. **Notes** the progress on reconciling water race data on the GIS and rates systems and the work planned over the next four months.



Marty Sebire
Corporate Services Manager

**The minutes of the Water Race Committee Meeting of the Carterton District Council
held in the Hurunui o Rangi Meeting Room,
Carterton Event Centre, 50 Holloway Street, Carterton
on Wednesday 15th February 2017 at 9.30am.**

Present: Mayor J Booth (presiding)
Cr B Deller, D Ellison, G Smith, J McFadzean, N Wadham

Attendance: M Sebire (Corporate Manager)
G Baker (Operations Manager)
H Burgess (Executive Assistant)
M Pike (Water Race overseer)

1. Apologies

There were no apologies recorded.

2. Public Forum

There was no one for the Public Forum.

3. Declaration of Conflict of Interest

There was no Conflict of Interest declared.

4. Notification of Late Items

There were no late items.

5. Operations Report

Purpose

This report is to provide and update the committee on the management of the water races for the period ending November 2016 to January 2017.

Discussion was had with reference to the traffic management on the road side, Aron Woodcock from Rural Works is a current traffic Controller, this was paid for by Aron Woodcock himself.

Staff are rethinking the cleaning management approach, where by water races are cleaned from the intake to the discharge, all within the summer growth period. This would still need to happen again in the pre heavy rainfall period to reduce flooding in some areas. Staff have asked if committee members had any other suggestions and if they do to bring to the next committee meeting.

Moved

That the committee received the report.

Wadham / Cr Deller
CARRIED

6. Financial Performance to 31 December 2016

Purpose

This report is to provide financial information on the water races for the 2016/17 financial year to 31 December 2016.

Discussion was had about the industrial areas on the Taratahi water race, which now all have water meters, there is a total of 10 water meters and we now have 18 months of water readings to start calculations.

On the statement of financial performance in Capital expenditure for Taratahi – box culvert under rail. The Committee thought in a previous meeting a suggestion by Jane Davis was made to write to the Council requesting a cost share for this.

Moved

That the Committee recommends that Council roading or stormwater activity cover the cost of the box culvert.

John / Smith
CARRIED

Moved

That the Committee received the report.

Ellison / Wadham
CARRIED

7. Combining Water Races Rates

Purpose

This report is to provide further information in relation to the Committees decision to recommend that Council combine the water races for rating purposes.

Discussion was had around the communications for the changes and it was also suggested to allow for this in the consultation document being worked on in the annual plan process. Marty was requested by the committee to look up the original decrease for the Taratahi water race which happened around 2008.

Moved

That the Committee received the report.

Smith / McFadzean
CARRIED

8. Progress Report on GIS-Rates Reconciliation

Purpose

This report is to update the Committee on progress reconciling the rates database to information held on the GIS system.

Discussion was had over the properties that may have been over charged. Marty explained that the process of checking the GIS system against the rates database will help find properties that have been missed due to subdivisions or properties where rates haven't been updated due to information not being passed on or recorded.

Moved

That the Committee notes the progress on reconciling water race data on the GIS and rates systems and the work planned over the next four months.

That the Committee notes there is potentially an impact on water race rates.

McFadzean / Ellison
CARRIED

9. Confirmation of the Minutes

Moved

That the minutes for the Water Race Committee Meeting held on the 6 December 2016 be confirmed.

Ellison / Smith
CARRIED

Matters Arising from Minutes

There were no matters arising from the minutes.

The public meeting concluded at 10.40am

Minutes confirmed.....

Date.....

