



Notice is given of a School Road Rural Water Supply Ratepayers Annual General Meeting to be held on:

Date: Thursday, 12 March 2020

Time: 9.30am

Location: Council Chambers

Fairlie

AGENDA

School Road Rural Water Supply Ratepayers Annual General Meeting

12 March 2020

School Road Rural Water Supply Ratepayers Committee Membership:

Keith Stanley (Chair)

Warren Walker

Keith Walker

Peter Mills

Kevin O'Neill

Kevin Payne

Les Riddle

Phil McCabe

Andrew Anderson

Peter Cooke

Ross Moore

John Wright

Helen Johnson

Allan Hooper

Lester Cordes

Matthew Wilson

Order Of Business

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1 REPORTS

5.1 CONFIRMATION OF MINUTES OF THE PREVIOUS AGM

File Reference:

Author: Arlene Goss, Committee Administrator (Temp)

Authoriser:

Attachments: 1. Minutes School Road Water AGM May 23 2019 [!\[\]\(ec9132f1d27c8919987d92907322654d_img.jpg\) !\[\]\(9db1a20e6fdae9c15975d240125424df_img.jpg\)](#)

STAFF RECOMMENDATIONS

1. That the minutes of the Annual General Meeting of the School Road Rural Water Supply Ratepayers Committee, held on Tuesday, May 23, 2019, be confirmed and adopted as a correct record of the meeting.

SUZETTE VAN ASWEGEN
CHIEF EXECUTIVE OFFICER



UNCONFIRMED MINUTES

School Road Rural Water Supply Ratepayers Annual General Meeting

23 May 2019

**MINUTES OF MACKENZIE DISTRICT COUNCIL
SCHOOL ROAD RURAL WATER SUPPLY RATEPAYERS ANNUAL GENERAL MEETING
HELD AT THE COUNCIL CHAMBERS, FAIRLIE
ON THURSDAY, 23 MAY 2019 AT 9.30AM**

PRESENT: Keith Stanley (Chair), Warren Walker, Keith Walker, Peter Mills, Kevin O'Neill, Les Riddle, Phil McCabe, Andrew Anderson, Peter Cooke, Ross Moore, John Wright, Helen Johnson, Allan Hooper, Lester Cordes

IN ATTENDANCE: Mayor Graham Smith, Geoff Horler (Utilities Manager), Adrian Hodgett (Finance Team Leader), Charlotte Borrell (Governance Advisor)

1 OPENING

Keith Stanley opened the meeting and welcomed everyone.

2 APOLOGIES

COMMITTEE RESOLUTION SCH/2019/6

Moved: Warren Walker

Seconded: Helen Johnson

That the apology received from Kevin Payne and Matthew Wilson be accepted and leave of absence granted.

CARRIED

3 PUBLIC FORUM

There was no public forum.

4 DECLARATIONS OF INTEREST

There were no declarations of interest.

5 REPORTS

5.1 CONFIRMATION OF MINUTES OF THE MEETING ON TUESDAY, MAY 1, 2018

COMMITTEE RESOLUTION SCH/2019/7

Moved: Member Kevin O'Neill

Seconded: Member Keith Walker

1. That the minutes of the Annual General Meeting of the School Road Rural Water Supply Ratepayers Committee, held on Tuesday, May 1, 2018, be confirmed and adopted as a correct record of the meeting.

CARRIED

5.2 CHAIRMAN'S REPORT

All is going well with the scheme. There was a flooding issue in McLean Park. A gate was pulled to stop water running over the road. There has also been spraying completed

STAFF RECOMMENDATIONS

The report was received and Mr Stanley thanked for his work as chairman over the previous year.

5.3 FINANCIAL REPORT AND BUDGET

PURPOSE OF REPORT

This report has been prepared for the committee members to review the financial report for the year ended 30 June 2018 and determine the budget for the 2019/2020 year.

Correction: on the agenda, Item 5.3, page 14: "It is therefore recommended that the rate per hectare **increase** to \$2.77 (inclusive of GST) and the per property charge remains at \$30.00." The word "**increase**" should be changed to "**decrease**".

Adrian Hodgett (Finance Team Leader) spoke to the report. Currently expenses are slightly down on budget but this will adjust as maintenance work will be occurring before the end of the financial year. Due to the financial position it is proposed to reduce the annual rates as per the recommendation.

Geoff Horler (Utilities Manager) informed the committee that additional flow monitoring may be required in future. If so, the cost would be approximately \$5000-\$8000. The committee agreed to continue as they are until changes are required.

COMMITTEE RESOLUTION SCH/2019/8

Moved: Member Kevin O'Neill

Seconded: Member Keith Walker

1. That the report be received.
2. That the financial report for the year ended 30 June 2018 be adopted.
3. That the budget for 2019/2020 be adopted as presented.
4. That the Water Supply recommends to Council the per hectare rate be set at \$2.77 per hectare (inclusive of GST) and the per property rate is kept at \$30.00 per property (inclusive of GST).

CARRIED

5.4 ELECTION OF CHAIRPERSON AND ELECTION OF COMMITTEE

The mayor presided as temporary chair to elect the 2019/20 chair.

COMMITTEE RESOLUTION SCH/2019/9

Moved: Warren Walker

Seconded: John Wright

1. That Keith Stanley be elected chairperson of the School Road Rural Water Supply Ratepayers Committee for 2019/20.
2. That all members present and apologies received be the members of the committee for the School Road Rural Water Supply for 2019/20.

CARRIED

5.5 GENERAL BUSINESS

Andrew Anderson brought up the introduction of the golf club paying water rates last year which was to be reviewed after the last AGM. The Mayor will investigate this and reply to the committee.

This will be Keith Walkers last meeting. The committee thanked him for his attendance at meetings and all the work he has done over the years.

The Meeting closed at 9.45am.

The minutes of this meeting were confirmed at the School Road Rural Water Supply Ratepayers Annual General Meeting held on .

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CHAIRPERSON

5.2 CHAIRMAN'S REPORT**File Reference:****Author:** Arlene Goss, Committee Administrator (Temp)**Authoriser:****Attachments:** Nil**STAFF RECOMMENDATIONS**

That the report be received and Mr Stanley thanked for his work as chairman over the previous year.

BACKGROUND

The chairman, Keith Stanley, will provide a verbal report at the meeting.

SUZETTE VAN ASWEGEN
CHIEF EXECUTIVE OFFICER

5.3 FINANCIAL REPORT AND BUDGET

File Reference: FIN 1/3/4

Author: Adrian Hodgett, Finance Manager

Authoriser: Paul Numan, General Manager Corporate Services

Attachments: 1. School Road Water Race Budget Report 2020 [↓](#) 

PURPOSE OF REPORT

This report has been prepared for the committee members to review the financial report for the year ended 30 June 2019 and determine the budget for the 2020/2021 year.

STAFF RECOMMENDATIONS

1. That the report be received.
2. That the financial report for the year ended 30 June 2019 be adopted.
3. That the budget for 2020/2021 be adopted as presented.
4. That the Water Supply recommends to Council the per hectare rate be set at \$2.77 per hectare (inclusive of GST) and the per property rate is kept at \$30.00 per property (inclusive of GST).

INTRODUCTION:

The financial statement attached as Appendix 1 has 4 sets of figures, designed to provide comparative data covering 3 consecutive years. Moving left to right:

- The first column represents revenue and expenditure for last year, the 12 months to 30 June 2019,
- The second and third columns present information on the current year - for the six months from July 2019 to December 2019,
- The fourth column outlines the year's budget.
- The final column on the far right hand side of the page represents the budget for next year.

FINANCIAL PERFORMANCE:

2018/2019 year:

For the year ended 30 June 2019, the Water Race recorded a cash surplus (after adding back \$628 in Depreciation) of \$2,957. The budgeted position for the same period was to break even with a cash surplus of \$Nil

The key variances from last year were that the Repairs and Maintenance budget of \$711 and Contractor budget of \$1,186 were unspent. Consent Monitoring costs of \$652 were \$892 under budget.

2019/2020 year:

For the current year, it is forecast that the Water Race will have a deficit of \$628 after adding back depreciation of \$628. The forecast result is unchanged due to the consent monitoring, repairs and maintenance and contractor costs being on or under budget to date.

RESERVE BALANCES:

The Water Race began the year with Capital Reserve Balance of \$22,657 surplus. With the Water Race forecast to record a cash deficit of \$628 the Reserve Balance is expected to reduce to \$22,029 at the end of the financial year.

BUDGET FOR 2020/2021:

The total cash operating costs budgeted is \$3,420 largely due to consent monitoring costs of \$800 and contractors \$1,245.

Rates remaining at \$2,431 will result in a small deficit of \$469 reducing the capital reserve surplus to \$22,188.

It is therefore recommended that the rate per hectare remains at \$2.77 (inclusive of GST) and the per property charge remains at \$30.00. The rate per hectare has been based on 29 properties.

SCHOOL WATER RACE CONSUMERS AND NUMBER OF HECTARES:

	Ratepayer Name	Hectares
2528007100	Belcher Robert John	13
2528007201	Berghan Michelle Louise	2
2528007008	Cordes Lester Eric	10
2531056900B	Fairlie Golf Club Incorporated	18
2531056000	Girvan Clarice Elaine	1
2531055600	Hellmrich Lain Patrick Gunnion	1
2528007010	Hewson Farming Company Limited	79
2528007102	Hooper Allan Ross	4
2528007103	Johns Astrid Kelly	1
2531054900	Lambert Sandra Veronica	2
2531055200	Mackenzie AP Society Incorporated	11
2560005400	Mackenzie District Council	4
2528006900	McCabe Philip Rodger	28
2528006500	Mills Peter Alwyn	66
2528007204	Moorland Holdings Limited	3
2528007200	Moorland Holdings Limited	57
2528007203	Moorland Holdings Limited	2
2528007202	Moorland Holdings Limited	3

2528005100	ONeill Kevin Bernard	40
2531055100	Payne Kevin David	4
2528007009	Riddle Leslie Morris Unwin	1
2528006700	Stanley Keith Edward	136
2528004300	Wainono Dairy Limited	40
2528007101	Walker Keith William	19
2528006502	Walker Warren Edward	4
2528006600	Walker Warren Edward	110
2531054400	Williams Bronwyn Anne	2
2528007007	Williams Jason Lloyd	4
2531054500	Wilson Matthew Douglas	2
2528006701	Yelnats Holdings Limited	27
		696

SUZETTE VAN ASWEGEN
CHIEF EXECUTIVE OFFICER

SCHOOL ROAD WATER RACE
FINANCIAL REPORT

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30/6/2019 Year to Date Actual		31/12/2019 Year to Date Actual Budget	30/6/2020 Full Year Forecast Budget	30/6/2021 Full Year Budget
	Total Hectare Rates			
	REVENUE			
3,170	Total Hectare Rates	1,218 1,218	2,431 2,431	2,431
0	Total Property Rates	0 0	0 0	0
0	Other Income	0 0	0 0	0
439	Capital Reserve Interest	260 234	464 464	520
3,609	Total Revenue	1,478 1,452	2,895 2,895	2,951
	DIRECT EXPENSES			
0	Valuation	0 0	0 0	0
0	Other Consultancy Services	0 0	0 0	0
0	Interest on Capital Reserve	0 0	0 0	0
0	Insurance	0 0	0 0	0
652	Consent Monitoring	0 792	1,581 1,581	800
0	Telephone	0 0	0 0	0
0	Repairs & Maintenance	0 366	728 728	747
0	Contractors	0 606	1,214 1,214	1,245
628	Depreciation	312 312	628 628	628
0	Support Activity Charges	0 0	0 0	0
1,280	Total Direct Expenses	312 2,076	4,151 4,151	3,420
2,329	Operating Surplus (Deficit)	1,166 (624)	(1,256) (1,256)	(469)
	CAPITAL RESERVE			
19,700	Opening Balance	22,657 22,657	22,657 22,657	22,029
2,329	Operating Surplus (Deficit)	1,166 (624)	(1,256) (1,256)	(469)
628	Add Back Depreciation	312 312	628 628	628
0	Transfer to Ratepayers Equity	0 0	0 0	0
0	Less Headworks	0 0	0 0	0
0	Less Resource Consent Costs	0 0	0 0	0
22,657	Closing Balance	24,135 22,345	22,029 22,029	22,188
	Number of Hectares			696
	Variable Rate per hectare (GST Incl)			\$ 2.77

5.4 ELECTION OF CHAIRPERSON AND ELECTION OF COMMITTEE**File Reference:****Author:** Arlene Goss, Committee Administrator (Temp)**Authoriser:****Attachments:** Nil**STAFF RECOMMENDATIONS**

1. That (name) be elected chairperson of the School Road Rural Water Supply Ratepayers Committee for 2020/21.
2. That all members present and apologies received be the members of the committee for the School Road Rural Water Supply for 2020/21.

BACKGROUND

An election to fill the roles of chairperson and committee is held once each year at the Annual General Meeting.

SUZETTE VAN ASWEGEN
CHIEF EXECUTIVE OFFICER

5.5 GENERAL BUSINESS

File Reference:

Author: Arlene Goss, Committee Administrator (Temp)

Authoriser:

Attachments: Nil

STAFF RECOMMENDATIONS

That the information be noted.

BACKGROUND

Any issues or matters for action can be raised under General Business.

SUZETTE VAN ASWEGEN
CHIEF EXECUTIVE OFFICER