



A G E N D A

PAEROA RURAL DRAINAGE DISTRICT COMMITTEE MEETING

Friday, 07 August 2020 10.30am

Council Office
Council Chambers
William Street
Paeroa



Membership

Committee Members:

His Worship the Mayor
M Peters
C Zydenbos
P Casey
T Hamilton

Council Rep:

Councillor P Buckthought

Councillor Rep (alternate):

Councillor R Garrett

Hauraki District Council staff:

S de Laborde
B Stephens
A de Laborde
Council Secretary

Waikato Regional Council staff:

S Clark
A Munro

Delegations: Paeroa Rural Drainage Committee (PRDD)

Membership	Land Drainage Advisory Committee consisting of one Councillor (with an alternate councillor) and members as scheduled from each of the Drainage Areas with the Paeroa Rural Drainage District: <ul style="list-style-type: none">■ Two representatives of Komata North■ One representative of Opukeko■ Two representatives of Tirohia/Rotokohu
Meeting frequency	The first Thursday of the month - six monthly (dates to be confirmed).

The Council delegates to the Drainage Committee the following powers, duties and responsibilities:

- To make recommendations to the Council on all matters relating to Land Drainage within their respective Districts.
- To make recommendations on Council's operational and capital estimates for Council's Draft Long term Plan and Draft Annual Plans.
- To provide input to Land Drainage asset planning matters and Land Drainage rating reviews in their respective areas.
- To generally oversee and monitor the Council's annual work programmes within the nominated areas; and to assist as necessary or as appropriate in the implementation of approved programmes.
- To facilitate the flow of information between ratepayers and staff.



PAEROA RURAL DRAINAGE DISTRICT COMMITTEE

AGENDA

Friday, 07 August 2020 – 10.30am

Council Chamber, Hauraki House, William Street, Paeroa

Order of Business

Pages

- | | | |
|----|--|----------|
| 1. | Apologies | |
| 2. | Declarations of Late Items | |
| 3. | Confirmation: Minutes of Previous Meeting (05-06-20) (2770616) | 5 |
| 4. | Paeroa Rural Drainage Budget Review 2021-31 (2794573) | 8 |

HAURAKI DISTRICT COUNCIL

PAEROA RURAL DRAINAGE DISTRICT COMMITTEE

MINUTES OF A MEETING OF THE PAEROA RURAL DRAINAGE DISTRICT COMMITTEE HELD IN THE COUNCIL CHAMBERS, WILLIAM STREET, PAEROA ON FRIDAY, 05 JUNE 2020 COMMENCING AT 10.30PM

PRESENT Messrs M Peters (Chairperson), P Casey, C Zydenbos and T Hamilton

IN ATTENDANCE Messrs B Manning (WRC - Works Supervisor – Projects and Compliance), Mr A de Laborde (Group Manager – Engineering Services), Mr S de Laborde ((Infrastructure Systems & Planning Manager), Mr B Stephens (Drainage Overseer) and Ms C Black (Council Secretary)

Cr Buckthought welcomed everyone to the first meeting of the Paeroa Rural District Drainage Committee for the 2020-2023 triennium and called the meeting to order.

APOLOGIES

There were no apologies.

LATE ITEMS

There were no late items.

Standing Orders and Conduct at Meetings

The Group Manager – Engineering Services updated on standing orders and conduct at meetings.

Speaking Rights – Waikato Regional Council Representatives

Cr Buckthought requested that the Waikato Regional representatives be given speaking rights when in attendance at all meetings of the Committee for the 2020-2023 triennium.

RESOLVED

THAT the Waikato Regional Council representatives be given speaking rights at all meetings of the Paeroa Rural Drainage District Committee over the 2020-2023 triennium.

WPDD20/01

Buckthought/Peters

CARRIED

ELECTION OF CHAIR AND DEPUTY CHAIR

Cr Buckthought called for nominations for Chair and Deputy Chair.

RESOLVED

THAT Mike Peters is elected as Chairperson.

PRDD20/02

Buckthought/Casey

CARRIED

RESOLVED

THAT Peter Casey is elected as Deputy Chairperson.

PRDD20/03

Peters/ Zydenbos

CARRIED

Mike Peters assumed the chair.

CONFIRMATION: MINUTES OF MEETING HELD ON (04-10-19) (2665569)

RESOLVED

THAT the minutes of the meeting of the Eastern Plains Drainage District Committee held on Friday, 04 October 2019 be taken as read and confirmed.

PRDD20/04

Peters/Casey

CARRIED

MATTERS ARISING FROM THE MINUTES

There were no matters raised.

Waikato Regional Council Update

Brendan Manning updated on key activities.

- Mill road pump installed.
- Main Drain pump has been installed.
- Switchboard upgrades – Mill Road and telemetry upgrade
- Paeroa Main Drain has been upgraded.
- Theft over lockdown of a number of items. Looking at installing CCTV. Significant cost to replace. Generally, at out of the way sites. Fuel stolen from generators and batteries.
- Usual spraying has been undertaken.

Cr Buckthought suggested a communications blog go out from WRC alerting farmers to the theft issues occurring.

DRAINAGE ACTIVITY REPORT – APRIL 2020 AND FINANCIAL REPORT FOR THE PERIOD 10 MONTHS TO 30 APRIL 2020 (2767001)**RESOLVED**

THAT the Drainage Activity Report to April 2020 and the financial report on the operations of the Paeroa Rural District Drainage Area for the (for the 10 months to 30 April 2020) are received.

PRDD20/05

Peters/Casey

CARRIED

Spray Programme

Month behind in spray programme due to COVID-19 lockdown.

Komata North – completed after today

Opukeko – just commenced

Tirohia – just commenced

Members were asked to notify the Drainage Overseer if they see any areas in need of spraying.

Pumps

Recent rain has been welcome – minimal pumping has been required until recently due to the drought.

Service Requests

Members were encouraged to use Council's service request system to log any land drainage issues. There is a turnaround time set in the system from the time the request is entered until action is taken.

Review of Land Drainage - LTP Budgets

The members were advised that the Paeroa Rural budgets would be considered on the 6th of August with Council Strategic Planner in attendance at the Ngatea Service Centre.

Land Drainage Bylaw

It was advised that the Council Secretary would send a copy of the Hauraki District – Land Drainage Bylaw to all members for their reference.

Brendan Manning Taking on New Role

Cr Buckthought conveyed his best wishes on behalf of the committee to Brendan Manning for his input over his time liaising with the committees on behalf of WRC. Brendan advised that Hayden McGregor – WRC Works Supervisor for Paeroa will be attending from now on.

MEMBERS' COMMENTS

Mike Peters – erosion in Tirohia-Rotokohu – koi carp may be causing this. He believed they have dug out plants. The fish are tunnelling the banks out.

Terry Hamilton – koi carp are also increasing in number in Komata North area.

Peter Casey – Kaimanawa water scheme – culverts through main road are too small – diverting water through new track – more water going to this culvert now – overflowing onto road. Adrian responded – NZTA – roading department are aware of this issue.

The meeting closed at 11.30am.

CONFIRMED

M Peters
Chairperson

6 August 2020

FOR DECISION

MŌ TE WHAKATAUNGA



TO	Paeroa Rural Drainage District Committee
AUTHOR	Steve de Laborde Infrastructure Systems & Planning Manager
FILE REFERENCE	Document: 2792678 Appendix A: Drainage Activity Summary and draft Paeroa Rural Drainage District budgets
PORTFOLIO HOLDER	Councillor Rodney Garrett Land Drainage and Flood Protection portfolio
MEETING DATE	6 August 2020
SUBJECT	Paeroa Rural Drainage District Draft Budget Review for 2021-31

RECOMMENDATION | TE WHAIKUPU

THAT the report be received.

THAT the Committee approves the draft budgets in Appendix A for recommendation to the Council.

1 PURPOSE | TE ARONGA

The purpose of this report is to present the Drainage Committee with draft budgets for 2021-2031 for this activity. This is part of the long term planning process and is the first budget review in this process.

2 BACKGROUND | TE KŌRERO Ā MUA

Earlier in 2020 the Council provided direction to staff on changes to service levels, projects, programmes and funding arrangements it would like to consider for inclusion in the 2021 Long Term Plan. Staff have since prepared draft budgets and recommended plans.

3 THE ISSUES | NGĀ TAKE

The Paeroa Rural Land Drainage District Committee is now asked to provide further feedback (within its Committee forum) on the proposed 2021-31 land drainage budget. Following this, the full land drainage budget (along with all other Council activities) will be workshopped by the Council on 18-19 August 2020.

Note that these budgets are a first draft. The budgets presented in this report have been through one review by the Council's executive leadership team and a second review is pending on 6 August. This second review may result in some changes, which will be provided to the Drainage Committee via email.

The Drainage Committees will have another opportunity to review these budgets and plans before the end of the year – dates to be confirmed.

3.1 Reading the budgets

3.1.1 Operating budget notes

An example of the operating budget is shown below:

20/21 AP	Movement	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6	Yr 7	Yr 8	Yr 9	Yr 10
		Draft 21/22	Draft 22/23	Draft 23/24	Draft 24/25	Draft 25/26	Draft 26/27	Draft 27/28	Draft 28/29	Draft 29/30	Draft 30/31
\$15,000	\$0	\$15,000		100	100	100	100	100	100	100	100
\$4,000	\$3,000	\$7,000		(500)	(500)		(500)	(500)		(500)	(500)
\$1,537	(\$37)	\$1,500									

- The operating budget shows the 2020/21 annual plan figure as the starting point, with the 'movement' shown between the starting point and year 1.
- Positive figures are shown as usual, e.g. 1,000, while negative figures shown in brackets, e.g. (1,000)
- Red shading indicates an increase between the 2020/21 Annual Plan budget and the proposed 2021/22 budget, and green indicates a decrease.
- For years 2-10 a figure will only show if there is a variation from 2021/22 (year 1). i.e. a blank cell means there is no change from the year 1 figure. (It does not mean there is no budget for that year).
- A positive value in years 2-10 means an increase in addition to the year 1 value.
- A negative value (shown in brackets) in years 2-10 means a subtraction from the year 1 value.

4 NEXT STEPS | TE ARA KI MUA

The Council will consider the full draft budgets on 18-19 August 2020. Following this review, staff will prepare changes and further information where required, and present the budgets back to the Council on 21 October. It is proposed that the drainage committees consider the budgets again prior to this date.

Timeframe	Action	Comments
18-19 August	Council first reviews full budgets for 2021-31.	
8 October	Drainage Committees second review of budgets and projects for 2021-31	Proposed date (new meeting to be set if desired)
21 October	Council reviews full budgets for 2021-31	
Early 2021	Public consultation on draft proposed plans and budgets	
1 July 2021	Budgets and plans in effect (final LTP)	

5 Approval

Prepared by	Steve de Laborde Infrastructure Systems & Planning Manager	Sarah Holmes Strategic Planner
Approved by	Adrian de Laborde Group Manager – Engineering	

APPENDIX A: Land Drainage and Flood Protection Activity Summary and Draft Budget

Land drainage and flood protection

About this activity

The activity involves collecting runoff from the rural catchment areas of the District and leading it to the primary flood protection assets which discharge it directly to river or sea outlets. Additional drainage assets include stopbanks, floodgates and pumps. Land drainage services are provided in four drainage districts – Western Plains, Eastern Plains, Paeroa Rural and Taramaire.

Flood protection is provided by the Waikato Regional Council's river schemes except in the northwest part of the District (Waitakaruru to Miranda) where it is provided by the Hauraki District Council. Flood protection assets include stopbanks, floodgates and pump stations that provide direct protection from river and tidal flooding.

Key budget drivers

The operating budget for **Paeroa Rural Drainage District** is proposed to decrease by \$1,099 in year one, a 0.42% decrease on the 2020/21 figures.

The total operating budget for **land drainage and flood protection** activity is proposed to increase by \$52,000 in year one, a 4% increase on the 2020/21 annual plan figures.

The key drivers behind this increase are increased operational costs in pumping and reactive provisions to match actuals.

Draft Paeroa Rural Drainage District operating budget

Minor Activity	actuals 2018/2019	Baseline (20/21 AP)	Movement	Draft 2021/22	Draft 2022/23	Draft 2023/24	Draft 2024/25	Draft 2025/26
04270 - LD Floodgates KNDD	\$559	\$738	\$300	\$1,038				
04100 - LD Mech Clean KNDD	\$23,942	\$15,000	\$0	\$15,000				
04102 - LD Mech Clean ODD	\$7,271	\$4,000	\$3,000	\$7,000				
04104 - LD Mech Clean TRDD	\$1,974	\$12,000	\$0	\$12,000				
04050 - LD Maint/Fenc/Cul KNDD	\$156	\$1,537	(\$37)	\$1,500				
04500 - LD Depreciation KNDD	\$29,750	\$31,353	\$0	\$31,353				
04530 - LD Interest KNDD	(\$15,112)	(\$15,765)	(\$3,638)	(\$19,403)				
04532 - LD Interest ODD	(\$995)	\$302	\$53	\$355				
04504 - LD Depreciation TRDD	\$31,550	\$33,502	\$0	\$33,502				
04534 - LD Interest TRDD	(\$8,368)	(\$10,782)	(\$2,488)	(\$13,270)				
04400 - LD Overheads KNDD	\$24,048	\$24,919	\$420	\$25,339	17	85	2	20
04402 - LD Overheads ODD	\$16,801	\$17,433	\$559	\$17,992	6	30	1	7
04404 - LD Overheads TRDD	\$26,384	\$27,334	\$112	\$27,446	34	165	3	37
04272 - LD Floodgates ODD	\$0	\$336	\$364	\$700				
04052 - LD Maint/Fenc/Cul ODD	\$0	\$421	\$79	\$500				
04274 - LD Floodgates TRDD	\$1,377	\$1,566	\$500	\$2,066				
04054 - LD Maint/Fenc/Cul TRDD	\$1,081	\$1,685	(\$185)	\$1,500				
04420 - LD Other KNDD	\$4,845	\$6,526	(\$1,001)	\$5,525				
04430 - LD Other ODD	\$2,000	\$2,210	\$263	\$2,473				
04440 - LD Other TRDD	\$3,781	\$4,213	(\$1,237)	\$2,976				
04300 - LD Pumps KNDD General	\$1,945	\$1,663	\$337	\$2,000				
04305 - LD Pumps - Komata	\$21,839	\$7,000	\$1,500	\$8,500				
04310 - LD Pumps ODD General	\$1,050	\$1,432	\$0	\$1,432				
04315 - LD Pumps - Opukeko	\$45,280	\$14,500	\$0	\$14,500				
04320 - LD Pumps TRDD General	\$1,206	\$2,400	\$0	\$2,400				
04325 - LD Pumps - Tirohia	\$60,708	\$40,000	\$0	\$40,000				
04000 - LD Veg Cont KNDD	\$16,369	\$20,000	\$0	\$20,000				
04002 - LD Veg Cont ODD	\$3,610	\$3,000	\$0	\$3,000				
04004 - LD Veg Cont TRDD	\$18,300	\$15,000	\$0	\$15,000				

Minor Activity	actuals 2018/2019	Baseline (20/21 AP)	Movement	Draft 2021/22	Draft 2022/23	Draft 2023/24	Draft 2024/25	Draft 2025/26
Paeroa Rural Total - Komata North, Opukeko and Tirohia	\$321,352	\$263,523	(\$1,099)	\$262,424	\$57	\$280	\$6	\$64

Operating budget reasons for variations

Operating budget line	Movement	Variance explanation(s) Explain what movements are made up of, include cyclical changes (why, when, how much)																											
04102 - LD Mech Clean ODD	\$3,000	This is made up of: <ul style="list-style-type: none"> This (\$3,000) is to match the actuals. 																											
04420 - LD Other KNDD	(\$1,001)	This is made up of: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th colspan="3">04420 - LD Other KNDD</th> </tr> </thead> <tbody> <tr> <td>0304 - Weather Events</td> <td>(\$632)</td> <td>\$0</td> </tr> <tr> <td>0405 - Asset Liaison</td> <td>\$0</td> <td>\$842</td> </tr> <tr> <td>0418 - Data Collection</td> <td>\$1,500</td> <td>\$1,500</td> </tr> <tr> <td>0420 - Data Maintenance</td> <td>\$0</td> <td>\$0</td> </tr> <tr> <td>0428 - Drain Inspection</td> <td>\$0</td> <td>\$1,683</td> </tr> <tr> <td>0554 - Meeting Expenses</td> <td>\$289</td> <td>\$500</td> </tr> <tr> <td>0610 - Insurance</td> <td>(\$2,158)</td> <td>\$1,000</td> </tr> <tr> <td>04420 - LD Other KNDD Total</td> <td>(\$1,001)</td> <td>\$5,525</td> </tr> </tbody> </table>	04420 - LD Other KNDD			0304 - Weather Events	(\$632)	\$0	0405 - Asset Liaison	\$0	\$842	0418 - Data Collection	\$1,500	\$1,500	0420 - Data Maintenance	\$0	\$0	0428 - Drain Inspection	\$0	\$1,683	0554 - Meeting Expenses	\$289	\$500	0610 - Insurance	(\$2,158)	\$1,000	04420 - LD Other KNDD Total	(\$1,001)	\$5,525
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0432 - Energy Costs	\$0	\$5,000												
04305 - LD Pumps - Komata Total	\$1,500	\$8,500												

Draft capital budget

No capital projects proposed for Paeroa Rural Drainage District from 2021-31.