

<b>Decision released from confidential session</b>			
<b>Recommendation from (agenda report)</b>	<b>Date of meeting</b>	<b>Recommendation to (decision-making meeting)</b>	<b>Date of meeting</b>
		Environment and Climate Committee	10 June 2021
<b>Report Title and number</b>			
Business Adviser report on Brook Waimarama Sanctuary Trust R24769			
<b>Documents released</b>			
Report R24769 and the decision only			
<b>Decision</b>			
Resolved EC/2021/025			
<b><i>That the Environment and Climate Committee</i></b>			
<ol style="list-style-type: none"> <li>1. <b><i><u>Receives</u> the report Business Adviser report on Brook Waimarama Sanctuary Trust (R24769) and its attachment (A2633080);</i></b></li> <li>2. <b><i><u>Agrees</u> that Report (R24769) and the decision only be made publicly available; and</i></b></li> <li>3. <b><i><u>Agrees</u> that Attachment (A2633080) remain confidential at this time.</i></b></li> </ol>			
<u>Skinner/Fulton</u>		<u>Carried</u>	

# PUBLIC EXCLUDED

Item 2: Business Adviser report on Brook Waimarama Sanctuary Trust



Environment and Climate  
Committee

10 June 2021

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REPORT R24769

## Business Adviser report on Brook Waimarama Sanctuary Trust

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### 1. Purpose of Report

- 1.1 To present an update report from the Council appointed Business Adviser to the Brook Waimarama Sanctuary Trust.

### 2. Exclusion of the Public

- 2.1 This report has been placed in the public excluded part of the agenda in accordance with section 48(1)(a) and section 7 of the Local Government Official Information and Meetings Act 1987. The reason for withholding information in this report under this Act is to:
- Section 7(2)(c)(i) To protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied

### 3. Recommendation

#### ***That the Environment and Climate Committee***

- 1. Receives the report Business Adviser report on Brook Waimarama Sanctuary Trust (R24769) and its attachment (A2633080).***
- 2. Agrees that Report (R24769) and the decision only be made publicly available; and***
- 3. Agrees that Attachment (A2633080) remain confidential at this time.***

## PUBLIC EXCLUDED

### Item 2: Business Adviser report on Brook Waimarama Sanctuary Trust

#### 4. Background

4.1 Council has a contract with the Brook Waimarama Sanctuary Trust (BWST) for operational services.

4.2 At its meeting of 3 June 2020 Council resolved

*That the Environment and Climate Committee*

*Agrees to make provision for \$40,000 in 2020/21 to offer support to the Brook Waimarama Sanctuary Trust by way of a contract for a business manager to provide advice; and*

*Notes the grant would be contingent on agreement that the business manager report to Council at the conclusion of their work on the future opportunities and challenges in the Trust business model.*

4.3 The aim of this arrangement was to support the Trust while ensuring the ratepayer investment in the Sanctuary is protected.

4.4 The Business Adviser Services included:

4.4.1 Working with the BWST on its business model to ensure the financial sustainability of the Sanctuary.

4.4.2 Attending Trust Board meetings, talking to staff and stakeholders and considering the operations of the Trust to assess any actions or new approaches needed to protect the long-term sustainability of the operations.

4.4.3 Reviewing Governance arrangements including the Trust Deed and the balances of skills amongst Board members.

4.4.4 Reviewing current operation in terms of the BWST financial position.

4.5 The Business Adviser has been meeting regularly with officers to keep them informed on the progress of the contract. He also participated in the recently held annual working party meeting between the BWST and Council officers.

4.6 Reporting requirements in the contract included:

4.6.1 Preparing and presenting at least one written report to the Environment Committee (now the Environment and Climate Committee) to provide information on:

- The Trust's financial viability
- Areas of risk; risk management and risk mitigations plans
- Known issues; actions taken, or planned, to remediate issues

## **PUBLIC EXCLUDED**

Item 2: Business Adviser report on Brook Waimarama Sanctuary Trust

- Recommendations from the Business Adviser regarding actions Council should take in managing the funding of the relationship with BWST.

4.7 This report is attached (A2633080).

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### **Attachments**

Attachment 1: Business Adviser Report on the Brook Waimarama Sanctuary Trust June 2021 (A2633080)

Released from  
confidential on  
24 Jun 2021