



**Te Kaunihera
o Te Hiku o te Ika**
Far North District Council

AGENDA


Te Koekoeā Committee for Council Controlled Organisations Meeting

Tuesday, 24 February 2026

Time: 10:00 am
Location: Council Chamber
Memorial Ave
Kaikohe

Membership:

Chairperson John Vujcich - Chairperson
Deputy Chairperson External Appointed Member
Cr Ann Court
Cr Rachel Baucke
Cr Davina Smolders
Cr Felicity Foy
(Ex-officio Member) Kahika - Mayor Moko Tepania

	Authorising Body	Mayor/Council
	Status	Standing Committee
COUNCIL COMMITTEE	Title	Te Koekoeā Committee for Council Controlled Organisations Terms of Reference
	Approval Date	11 December 2025
	Responsible Officer	Chief Executive

(1) Kaupapa / Purpose

Te Koekoeā Committee for Council Controlled Organisations safeguards community interests by providing strategic oversight of the Far North District Council's Council-Controlled Organisations (CCOs) by:

- Overseeing the establishment of CCOs and key governance activities under the Local Government Act 2002, including director appointments
- Recommending to Council on the content of Letters of Expectations.
- Reviewing Statements of Intent and ensuring CCO strategies align with Council priorities.
- Monitoring CCO performance to ensure accountability and transparency.
- Promoting a culture of openness and continuous improvement between Council and it's CCOs.
- Reporting to other Council committees and to Council as required.

(2) Ngā Huānga / Membership

The Council will determine the membership of the Committee including at least one independent appointment with suitable financial and risk management knowledge and experience.

The Committee will comprise of elected members, and one independent appointed member, appointed as Deputy-Chairperson with full voting rights.

Kahika / Mayor Moko Tepania is an ex-officio member of all Committees.

Cr John Vujcich – Chairperson

External Appointment – Deputy Chairperson and Independent Member

Cr Rachel Baucke

Cr Ann Court

Cr Felicity Foy

Cr Davina Smolders

(3) Kōrama / Quorum

The quorum at a meeting of the Committee is 4 members.

(4) Ngā Hui / Frequency of Meetings

The Committee shall meet 8 weekly.

(5) Ngā Apatono / Power to Delegate

The Committee may not delegate any of its responsibilities, duties or powers.

(6) Ngā Herenga Paetae / Responsibilities

The Committee's responsibilities are described below:

6.1 Establishment Evaluations (s56 LGA)

- 6.1.1** Ensure new CCOs are formed in compliance with LGA and aligned with Council frameworks.

6.2 Director Appointments and Board Evaluations (s57 LGA)

- 6.2.1** Perform 'Appointment Committee' duties in accordance with FNDC Policy: Appointment and Remuneration of Directors for Council Organisations.
- 6.2.2** Recommend external advisors or consultants to Council as required.

6.3 Planning and Statements of Intent (s64; Schedule 8, LGA)

- 6.3.1** Review CCO strategic plans and advise on their suitability.
- 6.3.2** Review and recommend approval of Letters of Expectation.
- 6.3.3** Review draft Statements of Intent (Sols) for clarity, alignment and deliverability.
- 6.3.4** Recommend adoption of final Sols.

6.4 Monitoring and Reporting (s65 – 67 LGA)

- 6.4.1** Review and recommend Council adoption of each CCO's Annual Report as required (s 67 LGA)
- 6.4.2** Review half-yearly or quarterly reports, including performance against Sol requirements (s 66 LGA).
- 6.4.3** Participate in governance-to-governance meetings with CCOs to strengthen oversight and strategic alignment.
- 6.4.4** Request any information or reports from CCO management to fulfil its duties.
- 6.4.5** Receive reports on CCO delivery against strategies and plans.
- 6.4.6** Monitor all CCO reporting and escalate variances or concerns as appropriate.
- 6.4.7** Monitor key risks and emerging issues reported by CCOs and ensure material matters are escalated to Council as required.

(7) Ngā Ture / Rules and Procedures

These Terms of Reference should be read in conjunction with the Local Government Act 2002, the FNDC Code of Conduct, and all other applicable legislation and internal policies, including but not limited to:

- Appointment and Remuneration of Directors for Council Organisations

All Committee meetings will be conducted in accordance with Council's Standing Orders and the FNDC Code of Conduct.

Far North District Council
Te Koekoeā Committee for Council Controlled Organisations Meeting
will be held in the Council Chamber, Memorial Ave, Kaikohe on:
Tuesday 24 February 2026 at 10:00 am

Te Paeroa Mahi / Order of Business

1	Karakia Tīmatanga / Opening Prayer	7
2	Ngā Whakapāha Me Ngā Pānga Mema / Apologies and Declarations of Interest	7
3	Ngā Tono Kōrero / Deputation.....	7
4	Te Wāhanga Tūmataiti / Public Excluded	8
4.1	Far North Holdings Limited - CCO Performance Report.....	8
4.2	Letter of Expectation to Far North Holdings Limited	8
5	Karakia Whakamutunga / Closing Prayer	9
6	Te Kapinga Hui / Meeting Close	9

1 KARAKIA TĪMATANGA / OPENING PRAYER

2 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND DECLARATIONS OF INTEREST

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Committee and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a Member thinks they may have a conflict of interest, they can seek advice from the Chief Executive Officer or the Manager - Democracy Services (preferably before the meeting).

It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

3 NGĀ TONO KŌRERO / DEPUTATION

No requests for deputations were received at the time of the Agenda going to print.

4 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATION

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
4.1 - Far North Holdings Limited - CCO Performance Report	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
4.2 - Letter of Expectation to Far North Holdings Limited	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

5 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

6 TE KAPINGA HUI / MEETING CLOSE