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Australasian Faculty of
Public Health Medicine

Terms of Reference

Aotearoa New Zealand

Australasian Faculty of Public Health Medicine Committee

(Aotearoa NZ AFPHM)

Terms of Reference for the establishment and maintenance of a Committee of the
Australasian Faculty of Public Health Medicine
to be known as the
Aotearoa NZ AFPHM Committee

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1. INTRODUCTION AND PURPOSE

- 1.1 The Australasian Faculty of Public Health Medicine (AFPHM) Council pursuant to its By-laws has established the Aotearoa NZ AFPHM Committee, with such delegations, roles and membership as approved by Faculty Council.
- 1.2 The Aotearoa NZ AFPHM Committee acknowledges Te Tiriti ō Waitangi/The Treaty of Waitangi and the foundational principles of bicultural partnership, participation and protection it guarantees. We therefore commit that all our policies will give consideration to the impact on the wellbeing and mana of Māori as tangata whenua and ensure that these policies uphold the above principles.
- 1.3 The Aotearoa NZ AFPHM Committee supports appropriate initiatives that will assist Fellows and trainees to develop their cultural competence. This incorporates tikanga Māori values of manaakitanga (hospitality, kindness and support), whanaungatanga (relationships, sense of family connection) and mōhiotanga (knowledge, understanding, insight).
- 1.4 The Aotearoa NZ AFPHM Committee seeks excellence in public health medicine, education and practice to achieve the highest levels of health for the population of Aotearoa New Zealand. The Aotearoa NZ AFPHM Committee does this through the training and continuing professional development of public health physicians, the promotion of public debate on matters of public health and the encouragement of public health research.
- 1.5 The Aotearoa NZ AFPHM Committee has been established to:
Support the professional careers of Fellows and Trainees of the AFPHM in Aotearoa New Zealand.
At the direction of the AFPHM Council work with appropriate College Bodies and staff in connection with:
 - 1.5.1 education, training and assessment of trainees in Aotearoa New Zealand;
 - 1.5.2. training, continuing professional development and quality performance of Members (Fellows and Trainees) in Aotearoa New Zealand
 - 1.5.3 policy and advocacy relevant to the Aotearoa NZ AFPHM Faculty;
 - 1.5.4 the assessment of overseas trained professionals for Aotearoa New Zealand;
 - 1.5.5 research; and
 - 1.5.6 workforceAs each relates to public health medicine in Aotearoa New Zealand;

2. LIMITATIONS

The Aotearoa NZ AFPHM Committee must not:

- 2.1 Enter into any contractual relationships
- 2.2 Represent or imply in any way that the Aotearoa NZ AFPHM Committee is a body independent of the College;

3. COMPOSITION

- 3.1 The Aotearoa NZ AFPHM Committee shall comprise of a maximum of 8 members selected by expressions of interest. The roles of the Committee members shall include:
- 3.1.1 A Chair of the Aotearoa NZ AFPHM Committee appointed by the AFPHM Council, who shall become a member of the Faculty Council and the RACP Aotearoa NZ Committee
 - 3.1.2 Two Members of the AFPHM who reside in Aotearoa New Zealand
 - 3.1.3 One person from Aotearoa New Zealand undertaking public health training
 - 3.1.4 At least one of the Fellows appointed shall have completed Public Health Medicine training within the period of seven years before the appointment date.
 - 3.1.5 Additional Aotearoa New Zealand-resident Members of AFPHM with appropriate skills, background or geographic representation that can assist the Aotearoa NZ AFPHM Committee
- 3.2 A Deputy Chair appointed from within the Aotearoa NZ AFPHM Committee's membership.

4. HUI (Meetings)

The Aotearoa NZ AFPHM Committee shall meet up to four times a year, of which up to two meetings will be face to face.

5. REPORTING

- 5.1 The Aotearoa NZ AFPHM Committee is accountable to the AFPHM Faculty Council and the RACP Aotearoa NZ Committee and will provide regular updates to the Faculty Council and the RACP Aotearoa NZ Committee as contained within the College Body By-laws.
- 5.2 The Committee may make exception reports to the AFPHM Faculty Council or the RACP Aotearoa NZ Committee to address emergent issues or risk management issues as required.
- 5.3 Minutes or reports of the Aotearoa NZ AFPHM Committee will be provided to the appropriate Council and to other College bodies as the Committee shall determine.

6. DEFINITIONS

“AFPHM”	means; Australasian Faculty of Public Health Medicine of the College
“College”:	means The Royal Australasian College of Physicians (ACN 000 039 047), an incorporated body limited by guarantee.
“College Body”:	means <ul style="list-style-type: none"> (a) The Council of each Division or Faculty of the College; (b) The Committee of each Chapter formed within a Division or Faculty; (c) Each Board Committee; (d) Each Committee, Sub-Committee, working group, expert advisory group or other sub-group formed under the auspices of any of the above, whether or not limited in time or purpose.
“Constitution”:	means the Constitution of the College.
“Fellow”	means a Fellow of the Faculty of Public Health Medicine.
“Trainee”	means a person who is undertaking a program of Basic Training or Advanced Training approved by the College in order to gain Fellowship of the Faculty of Public Health Medicine.

Terms of Reference History		
Commencement of Terms of Reference		
These terms of reference were approved and commenced January 2013.		
Subsequent amendments to the terms of reference		
Item	Amendment	Commenced
1	Acknowledging and committing to the principles of Te Tiriti in the By-laws of the Committee, confirming the RACP’s moral and ethical obligation to supporting health equity for tangata whenua.	19 July 2018 – APFHM Council
2	Amending all references to the Committee of the Board ‘New Zealand Committee’ with the addition of the Te reo Māori to ‘Aotearoa NZ Committee’ as approved by the Board 3.5.19	24 June 2019
3	Amendment of Introduction and Purpose to ensure a correct reflection of the work of the committee. This included the addition of ‘tikanga Māori’ (1.3) cascaded from the RACP Aotearoa NZ Committee.	24 June 2019
4	Alignment of terms of reference for this Faculty committee with Governance of College Bodies By-Law (GoCBB). This By-Law sets out the general provisions for the governance of College bodies and applies to all College bodies.	24 June 2019

	<ul style="list-style-type: none"> * Summary of Intro and Purpose * Transfer of functions to the workplan * Clarification of the Composition without changing the size or representation on the committee. * Quorum deleted here as covered in GoCBB at 50% of committee membership 	
5	Addition of standard committee's limitations (clause 2)	24 June 2019
6	Reporting (clause 5) contains the addition of reporting to the RACP Aotearoa NZ Committee as the Chair of the Aotearoa NZ AFPHM Committee is a member pursuant to the terms of the RACP Aotearoa NZ Committee	24 June 2019
7	Removed Secretariat Support as this is covered under the RACP employment Contracts.	24 June 2019
8	Updating the name of the 'AFPHM New Zealand Committee' to 'Aotearoa NZ AFPHM Committee' to reflect the bicultural foundations of Aotearoa New Zealand	September 2019
9	Addition of cultural competence clause to introduction 1.3.	