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## **By-law**

# **Aotearoa New Zealand Committee**

**A BY-LAW PURSUANT TO THE CONSTITUTION OF  
THE ROYAL AUSTRALASIAN COLLEGE OF PHYSICIANS FOR THE ESTABLISHMENT  
AND MAINTENANCE OF A COMMITTEE OF THE COLLEGE TO BE KNOWN AS THE  
AOTEAROA NEW ZEALAND COMMITTEE**



**CONTENTS**

**1. INTRODUCTION AND PURPOSE.....3**  
**2. COMMITTEE MEMBERSHIP.....4**  
**3. APPOINTMENT.....4**  
**4. COMMITTEES OF THE AOTEAROA NEW ZEALAND COMMITTEE.....5**  
**5. ACCOUNTABILITY AND REPORTING.....5**  
**6. DEFINITIONS.....6**

## **1 INTRODUCTION AND PURPOSE**

- 1.1** The Board, pursuant to the Constitution of the College, has established the Aotearoa New Zealand Committee (the “Aotearoa NZ Committee”).
- 1.2** The Aotearoa NZ Committee has been established to:
- 1.2.1** Advance the interests of the College in Aotearoa New Zealand;
  - 1.2.2** Influence and implement the strategic direction of the College to ensure relevance of College activity in the Aotearoa New Zealand context;
  - 1.2.3** Develop the annual business plan for Aotearoa New Zealand in accordance with the College’s strategic plan;
  - 1.2.4** Advise the Board and its Committees of matters that may affect, or impact upon, the interests of the College and its Fellows and trainees in Aotearoa New Zealand;
  - 1.2.5** Support the College’s Continuing Professional Development programmes for Fellows resident in Aotearoa New Zealand;
  - 1.2.6** Develop and maintain relationships with relevant health related organisations (including non-government organisations and consumer groups) and regulators in Aotearoa New Zealand to support initiatives that improve health outcomes for all New Zealanders, in particular Māori;
  - 1.2.7** Support 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);
  - 1.2.8** Actively engage with Government, other non-government agencies and consumer groups, and contribute to work on Aotearoa New Zealand specific health-related matters, including workforce;
  - 1.2.9** Develop health policy and advocacy specific to the Aotearoa New Zealand context;
  - 1.2.10** Actively contribute an Aotearoa New Zealand perspective to wider College and Board functions and strategies;
- 1.3** The Aotearoa New Zealand Committee must not:
- 1.3.1** Enter into any contractual relationships; or
  - 1.3.2** Represent or imply in any way that the Aotearoa NZ Committee is a body independent of the College.

#### **1.4** Te Tiriti o Waitangi/The Treaty of Waitangi

The Aotearoa NZ Committee acknowledges Te Tiriti o Waitangi / The Treaty of Waitangi and the foundation 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 these policies uphold the above principles.

## **2 COMMITTEE MEMBERSHIP**

### **2.1** The Aotearoa NZ Committee shall comprise of the:

- 2.1.1** Aotearoa New Zealand President (Chair);
- 2.1.2** Aotearoa New Zealand President – Elect (Deputy Chair);
- 2.1.3** Members of the College Board who reside in Aotearoa New Zealand;
- 2.1.4** Chair of Aotearoa New Zealand Adult Medicine Division Committee;
- 2.1.5** Chair of Aotearoa New Zealand Paediatrics and Child Health Division Committee;
- 2.1.6** Chairs of each of the Aotearoa New Zealand Faculties of Public Health Medicine, Rehabilitation Medicine, and Occupational and Environmental Medicine;
- 2.1.7** Chair of Māori Health Committee;
- 2.1.8** Chair of Aotearoa New Zealand Policy and Advocacy Committee;
- 2.1.9** One of the Co-Chairs of the NZ Trainees’ Committee;
- 2.1.10** Any non-Board members of the Finance Committee who reside in Aotearoa New Zealand;
- 2.1.11** Chair of Aotearoa New Zealand Continuing Professional Development Committee;
- 2.1.12** Up to two Consumer Representatives from the RACP appointed Consumer Advisory Group or approved delegate(s).



### **3 APPOINTMENT**

- 3.1** Every two years the President-Elect of Aotearoa New Zealand shall be elected by members of the College resident in Aotearoa New Zealand.
- 3.2** The President-Elect of Aotearoa New Zealand holds that office for a two-year term commencing at the end of the first Annual General Meeting of the College following his/her election.
- 3.3** The President-Elect of Aotearoa New Zealand automatically becomes President of Aotearoa New Zealand from the date of the third Annual General Meeting of the College following his/her election.
- 3.4** The President of Aotearoa New Zealand holds that office for a two-year term ending at the conclusion of the fifth Annual General Meeting of the College following his/her election as President-Elect of Aotearoa New Zealand.
- 3.5** The trainee representative member of the Committee shall hold office for two years only.
- 3.6** The trainee member of the Committee who becomes a Fellow during their term of office may serve out the remainder of their term.

### **4 COMMITTEES OF THE AOTEAROA NEW ZEALAND COMMITTEE**

- 4.1** The Aotearoa NZ Committee shall establish the following standing committees, with such responsibilities and powers as the Committee shall determine:
  - 4.1.1** Māori Health Committee;
  - 4.1.2** Aotearoa New Zealand Policy and Advocacy Committee;
  - 4.1.3** Aotearoa New Zealand Trainees' Committee;
  - 4.1.4** Aotearoa New Zealand Overseas Trained Physicians Assessment Committee;
  - 4.1.5** Aotearoa New Zealand Continuing Professional Development Committee; and in conjunction with the respective Divisional Council:
  - 4.1.6** Aotearoa New Zealand Adult Medicine Division Committee; and
  - 4.1.7** Aotearoa New Zealand Paediatrics and Child Health Division Committee.

The Aotearoa New Zealand Committee will determine terms of reference, including composition and committee responsibilities for each of the above committees and will confer with the relevant committees in this process. Responsibilities will include regular reporting to the Aotearoa New Zealand Committee.



The Aotearoa New Zealand Committee may, subject to Board approval, create such other sub- committees, including an Executive Committee, or time limited or specific purpose Working Groups as the Committee may determine from time to time.

## **5 ACCOUNTABILITY AND REPORTING**

- 5.1** The Aotearoa NZ Committee is a Board Committee and must report as required to the Board.
- 5.2** The Aotearoa NZ Committee may make exception reports to the Board to address emergent issues or risk management issues as required.

## **6 DEFINITIONS**

- “Board” means the Board of Directors of the College.
- “College” means The Royal Australasian College of Physicians (ACN 000 039 047), an incorporated body limited by guarantee.
- “College Body” means:
- 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; and
  - 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 as amended from time to time. Approved by the College Board on 5 August 2011



<b>By-law History as from 5 August 2011</b>		
<b>Commencement of By-law</b>		
This By-law was approved by the Board of the College on 5 August 2011 and commenced on that date.		
<b>Subsequent amendments to By-law</b>		
Item	Amendment	Commenced
1	Membership from 12 to 15 members, inclusion of New Zealand Faculty Chairs in the composition.	22.03.2012
2	Removal of NZ Finance Committee and inclusion of Chair of NZ CPD Committee and Hon. NZ Treasurer in the composition.	7.12.2012
3	Deletion of sections with subject matter covered by cross College By-Laws, most commonly the Governance of College Bodies By-Law.	24.07.2015
4	Removal of some responsibilities and functions (and references to them) and inclusion of specific references to engagement with non-government and community organisations.	24.07.2015
5	Insertion of a section on the Committee's limitations.	24.07.2015
6	Replacement of an elected trainee member on the New Zealand Committee with designated representative (co-chair) of the New Zealand Trainees' Committee.	24.07.2015
7	Replacement of New Zealand Honorary Treasurer as a member of the New Zealand Committee with non-Board member representative on the Finance Committee resident in New Zealand.	24.07.2015
8	Insertion of information on process of appointment of New Zealand President and New Zealand President-Elect.	24.07.2015
9	Removal of Grants Advisory Committee and Workforce Committee as sub-committees.	24.07.2015
10	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.	10.11.17
11	Development of responsibilities of Committee to assist Fellows, trainees and staff to develop their cultural competence. Inclusion of definitions of manaakitanga, whanaungatanga and mōhiotanga	14.12.18
12	Removal of provision for a nominee to attend NZ Committee meetings in place of the appointed member (one of the Co-Chairs)	14.12.18



13	Addition of up to two Consumer Representatives from the RACP appointed Consumer Advisory Group or approved delegate(s) to the membership of the New Zealand Committee.	14.12.18
14	Amendment of committee name from "New Zealand Committee" to "Aotearoa New Zealand Committee" and country name from "New Zealand" to "Aotearoa New Zealand"	03.05.19