

Māori Health Committee

Māori Health Committee By-law

**BY-LAW PURSUANT TO THE CONSTITUTION OF
THE ROYAL AUSTRALASIAN COLLEGE OF PHYSICIANS FOR THE ESTABLISHMENT AND
OPERATION OF BOARD COMMITTEES**

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Note: This is a controlled document within the [RACP Policy Framework](#). The Framework covers all RACP policies, procedures, by-laws, terms of reference, guidelines, forms and so forth. Any new documents or amendments of existing documents or changes to approver, owner or area of college should be done in accordance with the RACP Policy Framework and Document Control (RACP Policy Framework) Procedure.

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1. INTRODUCTION

The Board of the Royal Australasian College of Physicians has established the Māori Health Committee (the “Committee”). The Governance of College Bodies By-law sets out the general provisions for governance of Board Committees. Both the Governance of College Bodies By-law and this By-law govern the Committee.

2. PURPOSE

The purpose of this Committee is to recognise the place of Te Tiriti o Waitangi |The Treaty of Waitangi in Aotearoa New Zealand and the commitment of the College to Māori tangata whenua | Indigenous people of Aotearoa New Zealand.

The Māori Health Committee operates under a Māori kaupapa | way. The Māori Health Committee differs from other committees as there is an emphasis on prioritising cultural protocols as the norm, such as kanohi ki te kanohi | face to face communication. Meetings normally open and close with a karakia | prayer, whakapapa and whakawhanaungatanga | acknowledgements to family connections tribal affiliations and connections to the land. Manaakitanga | engagement and care are prioritised. Reference may also be made to any relevant issues impacting on Māori at the time of the meeting. Operating under Māori kaupapa also includes looking at all issues from a distinctively Māori perspective.

3. FUNCTIONS

The functions of the Māori Health Committee include:

- a) Acknowledge and promote Te Tiriti o Waitangi | The Treaty of Waitangi and the foundational principles of bicultural partnership, participation, the protection it guarantees as well as principles of options and equity specific to the health sector.
- b) Give consideration to the impact on the wellbeing and mana of Māori as tangata whenua | Indigenous people and uphold the above principles.
- c) Assist in the education and training of physicians and paediatricians in facilitating their understanding, knowledge and skills when dealing with Māori patients.
- d) Contribute to the development of College policy and advocacy relating to cultural safety and competence in training, education, assessment as well as the continuing professional development of fellows.
- e) Play an active role in the development of all College policies and advocacy in respect to Māori Health.
- f) Inform and advise the College of the inequities that exist with Indigenous populations and guide the College response to promoting a high standard of Indigenous health in Aotearoa New Zealand and Australia.
- g) Promote and advise to increase Māori participation and retention in the Aotearoa New Zealand physician and paediatric workforce.
- h) 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).

- i) Promote and provide opportunities for whanaungatanga, support and cultural development by, for and as Māori members.

4. COMMITTEE PROHIBITIONS

The Committee must not:

- Enter into any agreement binding upon it or on the College; or
- Represent or imply in any way that the Committee is a body independent of the College.

5. MEMBER COMPOSITION

Representation of the regions and the College's overall membership profile will be a consideration in determining the Committee's membership.

The Membership of the Committee shall comprise of:

- Chair
- Deputy Chair. This position is intended to succeed to the position of Chair
- Trainees and Fellows of the College shall constitute a majority of the total Committee member composition
- The majority of Committee members will have Iwi Affiliations.

5.1. Ex-officio Members

- Aotearoa New Zealand President, of Māori descent
- Aotearoa New Zealand President-Elect, of Māori descent
- Where the Aotearoa New Zealand President or President-Elect is non-Māori, ex-officio appointment is subject to the approval of the Committee.

5.2. Appointed Members

All College Fellows (or Trainees where appropriate) of each Division, Faculty and Chapter of the College resident in Aotearoa New Zealand will be eligible to be appointed to the Māori Health Committee, subject to any separate By-laws or terms that may apply.

Appointed members comprising:

- Trainees of the College.
- Fellows from any Division, Faculty or Chapter of the College.
- Former Chairs and Deputy Chairs of the MHC known as Pae Hautū. Members appointed as Pae Hautū will provide advice to new Leadership, in accordance with Māori cultural practice of knowledge sharing and do not have voting rights.

5.3. Independent Community Members

Independent community members who have the appropriate skills and background to assist the College and provide an alternative perspective to issues considered by the Committee.

Independent Community Members do not have voting rights.

5.4. Co-opted members

Co-opted members may be appointed for a particular purpose or term.

5.5. Member Terms

- A committee member who has concluded a maximum nine-year term on the MHC, is not eligible to serve as a member of the MHC for 12 months unless the Board in exceptional circumstances approves up to an additional three years.
- The third additional year approved by the Board is only permitted for Former Chairs and Former Deputy Chairs appointed as Pae Hautū.

6. MEETING

This section is to be read in conjunction with the Governance of College Bodies By-law.

Opportunity for committee only time | whakawhanaungatanga at scheduled meetings (without College administration staff) is at the discretion of the Chair.

6.1. Number of Meetings

The College Body shall hold a maximum of three face-to-face meetings and a Strategy Planning Day per calendar year. This is exclusive of joint meetings with the RACP Board and ATSIHC. Teleconference or videoconference may be used alongside above methods.

6.2. Chair

The Chair or their appointee will Chair all meetings in accordance with Governance of College Bodies By-law.

6.3. Quorum

A quorum is one half of the total College Body membership. If at any time the number of members present is less than the quorum, then the Committee may only meet for discussion purposes.

6.4. Voting

Decisions will be made by consensus of the majority of members.

6.5. Minutes

The proceedings of all meetings of the Committee shall be recorded in the minutes.

6.6. Secretariat

Meeting agenda, supporting papers and minutes or outcomes will be provided one week prior to the date of the meeting.

6.7. Committee/Council Reviews

The Committee are to undertake a skill and experience review annually.

The Committee are to review their performance against this By-law every two years.

7. REPORTING

The Committee must report and make recommendations to the Board as required.

The Committee is required to provide to the Board each year:

- a new or updated Work Plan (Work Plans may be one or two years)
- a report against the preceding years' Work Plan.

8. REVIEW OF BY-LAW

This By-law will be reviewed every three years.

9. DEFINITIONS

Term	Means
Board	The Board of Directors of The Royal Australasian College of Physicians
College	The Royal Australasian College of Physicians, an incorporated body limited by guarantee ACN 000 039 047.
College Body	Has the same meaning as in the College Constitution
Ex-officio	Has the same meaning as the Governance of College Bodies By-law
Fellow	Has the same meaning as the Governance of College Bodies By-law
Member	Has the same meaning as the Governance of College Bodies By-law
Parent Body	Has the same meaning as the Governance of College Bodies By-law
Trainee	Has the same meaning as in the College Constitution.

10. HISTORY

Commencement		
This By-law was approved by the New Zealand Committee and commenced on 23 February 2013. This Committee is now a Board Committee.		
Revision	Effective Date	Summary of Changes
1.0	10 Nov 2017	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

Revision	Effective Date	Summary of Changes
2.0	4 May 2020	<p>Inclusion of 'Aotearoa' prior to each time NZ is written</p> <p>Change of Reporting line from Aotearoa NZ Committee to the RACP Board – as agreed on 6 December 2019</p> <p>Change from this being a Terms of Reference Document to a By-law</p> <p>Amend clause 5.1 to meet approximately 3 times per annum, rather than a maximum of 3 times per annum</p>
3.0	6 March 2024	<p>Transfer to the new Committee By-law template</p> <p>Amendment of the role of Deputy Chair to include intention to succeed the Chair</p> <p>Revision of ex-officio members to require MHC approval for non-Māori</p> <p>Establishment of Pae Hautū</p> <p>Inclusion of skills-based community members in composition</p> <p>Amendment of the term for MHC members to three years, with the option to renew up to twelve consecutive years.</p> <p>Increase the number of Committee face to face meetings to a maximum of three, a Strategic Planning Day and exclusive of joint meetings</p> <p>Removal of clauses that are addressed in the Governance of College Bodies By-Law</p>