

# Regulations

## Te Kaunihera mo ngā kaupapa Hauora Hinengaro Māori (Te Kaunihera)



### BACKGROUND

In February 2009, General Council established a new Board, the Board of Practice and Partnerships and six constituent committees to replace the Boards of Practice Standards, Professional and Community Relations, Research and their 13 committees.

On 23 May 2013, General Council was replaced by the Board. This change was as a result of the implementation of a new governance model that was passed by the Fellowship in August 2012. Also at this time, the Board of Practice and Partnerships was renamed the Practice and Partnerships Committee (PPC). In May 2015 the Board approved that the Practice and Partnerships Committee be renamed the Practice, Policy and Partnerships Committee (PPPC).

Te Kaunihera is a constituent committee of the PPPC.

### 1. ROLE

Responsible directly to the PPPC, Te Kaunihera (the Committee) will be an active working arm of the PPPC which executes priorities in the College's Strategic Plan and the Committee's work plan particularly as they relate to Māori and the practice and the profession of psychiatry in relation to training, research and relationships with the Māori community.

### 2. RESPONSIBILITIES

The Committee will be responsible for developing an annual work plan which will be reviewed at the end of each PPPC and noted by the Board.

The Committee will be responsible for:

- (a) Implementing the principles of the Tu Te Akaaka Roa (New Zealand National Committee). Tu Te Akaaka Roa will form the guiding principles for Te Kaunihera mo ngā kaupapa Hauora Hinengaro Māori.
- (b) Developing policy and providing advice in the area of the College relationship with New Zealand Māori community groups.
- (c) Assisting and coordinating communication with New Zealand Māori community groups.
- (d) Determining principles and priorities in promoting New Zealand Māori health within College activities.
- (e) Providing advice to the Education Committee and its constituent committees to ensure requirements to attain Fellowship of the College include training requirements and examinations that assess cultural competencies for working with Māori. In addition Te Kaunihera will provide review of Māori Continuing Professional Development activities as required.
- (f) Promoting the views and aspirations of the New Zealand Māori to the College Board and Committees.
- (g) Acting with other College representatives to present the views and aspirations of the New Zealand Māori to all non-College participants in mental health policy functions, service development and provisions.
- (h) Developing relationships with key non-governmental organisation (NGO) stakeholders, in consultation with the College's stakeholder relations portfolio as required.
- (i) Advocating for New Zealand Māori and assist the College, within resources available, in advocating with and on behalf of these groups to promote mental health to the community; to

reduce the impact of mental illness; to ensure optimal and complementary recognition and application of the various expertise of people and organisations involved in mental health care, and to ensure the rights of people with mental disorders.

- (j) Supporting prospective New Zealand Māori Psychiatry Registrars, current Māori Registrars and Fellows by providing, in partnership with other organisations, a regular recruitment and retention Psychiatry wananga (traditional learning retreat).
- (k) Providing leadership, support, direction and advice (as appropriate and within timeframes that are reasonable) to other college committees that support and strengthen indigenous developments.
- (l) Identifying and overseeing risks associated with its committee, in accordance with the College's Risk Management Policy, and for reporting risks to the PPPC and high-level risks to the Board.

### **3. REPORTING RELATIONSHIPS**

- (a) The Committee shall report on its activities to each face-to-face meeting of the PPPC.
- (b) The Committee shall be represented on the PPPC by the Chair, Te Kaunihera.
- (c) The Committee shall maintain a meaningful relationship with the Aboriginal and Torres Strait Islander Mental Health Committee that reflects a unique and shared experience so the Committees may provide an advisory role to inform the College's policy development, general advocacy initiatives and to improve pathways for Aboriginal and Torres Strait Islander and Māori doctors into psychiatry. The relationship acts to enhance the commitment by the College to actively acknowledge the first peoples of Australia and New Zealand with culturally appropriate and informed processes.
- (d) The Committee shall liaise with other College groups including the Board, Committees, Faculties and Sections required.
- (e) The Chair elected shall be a member of any and all constituent committees or working groups under the Committee.

### **4. COMPOSITION / MEMBERSHIP**

- (a) Membership of Te Kaunihera will comprise:
  - Kaumatua (whanau, hapu and iwi Elder)
  - Chair (Fellow)
  - Co-Chair (Community Member)
  - Three (3) Fellows or Affiliates (Independent) with one (1) identifying as Māori
  - Six (6) Community Members including three (3) non-College members representing appropriate organisations, community, or carers and at least one (1) identifying as Māori.
  - Two (2) Trainee Representatives, including one (1) Māori trainee
  - Chair, PPPC (Ex-Officio)
  - Deputy Chair, Partnerships and Community portfolio, PPPC (Ex-Officio)
- (b) The Committee must include appropriate representation from Australia and New Zealand (at a minimum of one member from each).
- (c) The Committee shall endeavour to achieve diversity, including gender balance.
- (d) The Chair, on behalf of the Committee, may appoint one of the Committee members, who is also a Fellow of the College, as the Deputy Chair of the Committee if and when required.

## **5. ELECTIONS AND APPOINTMENTS**

### **5.1. Kaumatua**

- (a) Refer to the role description of the College Kaumatua.

### **5.2. Chair**

- (a) Nominations will be called from amongst the Fellows of the College. The Chair will be appointed by the Board on recommendation from the PPPC.
- (b) The term of office shall be three (3) years from the conclusion of the Annual General Meeting (AGM) in the election year in which they were appointed or such later date when a successor is appointed.
- (c) The Chair will be eligible for reappointment to this position to serve a maximum of two (2) consecutive terms i.e. six (6) years.
- (d) In the event of the resignation of the Chair, whose term is:
  - i. Due to finish within 12 months or more, a new Chair will be appointed in accordance with section 5.2(a) herein.
  - ii. Due to finish within less than 12 months, a Casual Vacancy will be appointed for the remainder of the term. The Casual Vacancy will be appointed by the Board on recommendation from the PPPC.

### **5.3. Co-Chair**

- (a) The Co-Chair will be appointed from amongst the Community Members on the Committee. The appointment will be made by the Board on recommendation from the PPPC.
- (b) The term of office of the Co-Chair will be in accordance with their term on as a Community Member on the Committee. The Co-Chair will be eligible for reappointment to this position to serve a maximum of two (2) consecutive terms i.e. six (6) years.
- (c) In the event of the resignation of the Co-Chair, a Casual Vacancy will arise for the remainder of the term. The Casual Vacancy will be appointed from amongst the Community Members on the Committee by the Board on recommendation from the PPPC.

### **5.4. Fellows or Affiliates (Independent)**

- (a) Nominations will be called from amongst the Fellows of the College. Appointments will be made by the PPPC.
- (b) The term of office shall be three (3) years from the conclusion of the AGM in the election year in which they were appointed or such later date when a successor is appointed.
- (c) They shall be eligible for reappointment to this position to serve a maximum of two (2) consecutive terms i.e. six (6) years.
- (d) In the event of the resignation of a Fellow or Affiliate (Independent), a Casual Vacancy will arise for the remainder of the term. The Casual Vacancy will be appointed from amongst the Fellows and Affiliates (Independent) on the Committee by the PPPC.

### **5.5. Ex-officio Members**

- (a) The term of office of Ex-officio Members shall coincide with their term on their respective Committee. In no case shall any member serve a term longer than three (3) years with a maximum of two (2) consecutive terms i.e. six (6) years.

## 5.6. Community Members

- (a) Community Members will be appointed in accordance with the *Procedure for Appointing Community Members to College Committees*. Appointments will be made by the PPPC.
- (b) The term of office shall be three (3) years from the conclusion of the AGM in the election year in which they were appointed or such later date when a successor is appointed.
- (c) Community members shall be eligible for reappointment to this position to serve a maximum of two (2) consecutive terms.
- (d) In the event that a community member resigns, a casual vacancy shall arise for this position, and any appointment shall be in accordance with the *Procedure for Appointing Community members to College Committees*.

## 5.7. Trainee Representatives

- (a) Trainee Representatives will be appointed in accordance with the *Procedure for Appointing Trainee Representatives to College Committees*.
- (b) The term of office will be twelve (12) months from the conclusion of the AGM in the election year in which they were appointed or such later date when a successor is appointed.
- (c) The Trainee Representatives will be eligible for reappointment to this position to serve a maximum of five (5) consecutive terms, i.e five (5) years.
- (d) In the event that a Trainee is admitted to Fellowship during their term on a committee, they may complete their annual term, but they are not eligible for appointment thereafter.
- (e) In the event that the trainee resigns from the committee, a casual vacancy will arise and the position will be filled for the remainder of the term in accordance with the *Procedure for Appointing Trainees to College Committees*.

## 5.8. Casual Vacancies

- (a) A Casual Vacancy will be for the remainder of the term.
- (b) A person appointed as a casual vacancy shall be eligible for election or appointment in accordance with this Regulation. For the purposes of this Regulation, the period of time served as a casual vacancy shall not be counted as a period of membership.

## 5.9. Co-opted Members

Refer to the *Committee Meeting Operations Regulations* for information regarding Co-opted Members.

## 5.10. Observers

Refer to the *Committee Meeting Operations Regulations* for information regarding Observers.

## 6. COMMITTEE SUPPORT

The Committee shall be supported by the staff of the College, specifically staff of the Practice, Policy and Partnerships Department (PPP) and the New Zealand National Office.

## 7. OPERATION OF THE COMMITTEE

7.1 Refer to the [Committee Meeting Operations Regulations](#) for the Committee's operational information including:

- Agenda
- Attendance

- Chair
- Committee Powers and Delegation
- Consent
- Conflict of Interest
- Confidentiality
- Meeting Code of Conduct
- Co-opted Members
- Defects in Appointment or Qualification
- Financial Responsibility
- Media and Authorised Statements
- Meetings
- Minutes
- Observers
- Other Committees
- Proxies
- Quorum/Voting
- Review
- Risk Management
- Support
- Voting Member Term
- Work Plan
- Definitions and Interpretation
- Associated RANZCP documents

Any queries regarding the Committee Meeting Operations Regulations should be directed to the relevant staff member who is responsible for the Committee.

## 7.2 Additional Specific Operational Information

### 7.2.1 Definitions

In addition to the Definitions and Interpretation outlined in the Committee Meeting Operations Regulations:

- (a) 'Committee' means Te Kaunihera mo ngā kaupapa Hauora Hinengaro Māori for the purpose of these Regulations. 'Committee' and 'Te Kaunihera' are used interchangeably.
- (b) 'Carer' means a family/whanau member, friend or another whose life, because of their active caring and supporting role, has been affected by their close association with an individual who has, or who has had, experience of mental illness.
- (c) 'Community Member' means a consumer or carer.
- (d) 'Consumer' means an individual who has, or has had, experience of mental illness.
- (e) 'Tu Te Akaaka Roa' is the Māori name for the New Zealand National Committee.
- (f) 'Kaumatua' is the Māori name for elder.

## 8. ASSOCIATED DOCUMENTS

- (a) Committee Meeting Operations Regulations and associated documents
- (b) Practice, Policy and Partnerships Committee Regulations
- (c) Practice, Policy and Partnerships Committee Induction Manual
- (d) Procedure for Appointing Trainees to College Committees
- (e) Procedure for Appointing Community Members to College Committees
- (f) Position Descriptions

## REVISION RECORD

<b>Contact:</b>	<b>Executive Manager, Bi-national Offices and Partnerships</b>
<b>Authorising Body:</b>	Board
<b>Responsible Committee:</b>	Corporate Governance and Risk Committee
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27 Febra2010	1.0	GC2010/1 R12	New document.
18/2/2014	1.2	PPP	Amendments to meet new College governance arrangements
02/2016	2.0	B2015/1 R26	Amendments to clarify the responsibilities, composition of the Committee, change of committee name i.e. PPC and clarification of voting
15/01/2018	2.1	B2018/OOS R5	Amendments to meet new College governance arrangements and to clarify the composition of the Committee
17 February 2024	3.0	B2024/2 R10	Amendments to composition of the Committee as well as conformity to standard Regulations drafting