



# Tenure of appointment to RANZCOG committees and external bodies Policy

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## Purpose and scope

The purpose of this policy is to outline the appointment and tenure process for Committee members appointed to RANZCOG Committees and External Bodies.

This policy applies to all RANZCOG members appointed to RANZCOG Committees (other than Regional Committees – refer to *Policy and procedures for the election of regional committee members*) and external bodies as a RANZCOG nominee or representative.

Where the provisions of this policy are inconsistent with specific provisions of an individual committee's terms of reference, the terms of reference shall prevail save and to the extent of that inconsistency.

## 1. Policy

It is the policy of the College to specify the process for the appointment and tenure of RANZCOG members made to RANZCOG Committees and for College members appointed to external bodies as College representatives or nominees. It is College policy that all committee appointments to RANZCOG committees will, where possible, be made at the beginning of a Council term for the period of that Council.

## 2. Procedure

### 2.1 Appointment process to RANZCOG committees

Appointments to standing or ad-hoc committees of the RANZCOG Board and/or Council will be made pursuant to the Terms of Reference of the Committee in question. Appointments are generally made by the President. Pursuant to the Constitution (refer *A 1.1.9 RANZCOG Constitution*), appointment of Committee Chairs and members will be ratified by the Council.

### 2.2 Tenure on RANZCOG committees

The term of appointment to RANZCOG committees shall be for a period of three years\* from the commencement of a RANZCOG Council. Where an appointment is made during the period of a RANZCOG Council, the appointment shall be for the remainder of that Council term. Such a period shall count as a term for the purpose of determining the maximum consecutive period that an individual shall be permitted to serve on any particular committee.

Appointees shall not serve as a general member on a committee for more than two consecutive three year terms.

Appointment to the position of Chair of a RANZCOG Committee shall be considered to be a new appointment in addition to these two consecutive terms, with an individual able to serve a maximum two consecutive three year terms as a committee Chair.

For the avoidance of doubt, the maximum consecutive period that an individual may serve on a RANZCOG committee is four x three year terms, where two terms have been served as a general member prior to two terms being served as Chair. Where an individual serves fewer than two consecutive terms as a general member of the committee prior to an appointment as Chair, the individual must nevertheless retire from the committee at the conclusion of his or her appointment as chair. Following completion of his or her term of office, the Chair shall not be eligible for re-appointment to the committee for one term (three years); however, a retiring Chair may serve as an ex-officio member of that committee if he or she is elected to the RANZCOG Board.

\* New Zealand and Regional Committees: The term of appointment for these committees is for a period of two years.

### 2.3 Appointment of RANZCOG representatives and/or nominees to external bodies

Requests for College representatives and/or nominees to external bodies will be considered by the Board or the relevant Regional Committee as considered appropriate to the request. Unless precluded by statutory provision or other aspects of the terms of their appointment being considered acceptable by the Board, all RANZCOG appointees to external bodies shall be required to sign and abide by the contents of the standard College Deed of Undertaking in relation to their appointment.

All appointments to external bodies must be advised to the Manager – Office of the President and CEO for inclusion on the register maintained for this purpose.

The tenure of such appointments will generally follow the terms of reference of the external body in question; however, the Board may, from time to time review the appointments to all external bodies at the commencement of each Council term, and may, following consultation with others as considered relevant, request that the appointed representative stand down as a RANZCOG representative.

## 3. Related RANZCOG documents

- Individual committees – Terms of Reference
- Deed of undertaking in relation to appointment as a RANZCOG nominee / representative
- RANZCOG Constitution
- Policy and procedures for the election of regional committee members

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