



Ngā Pou Tamariki Haumarū

Unintentional Child Injury Prevention (UCIP) Advisory Group

TERMS OF REFERENCE

1. Introduction

Child injury prevention is an area of interest that spans multiple agencies across Aotearoa's (New Zealand) state sector and not-for-profit sector. It cuts across responsibilities of both central and local government, a multitude of legislative contexts and many different ministerial portfolios. Leadership, infrastructure and capacity are considered essential¹ to bring together unintentional child injury prevention providers and initiatives in this complex, multi-sectorial space. Strong political and stakeholder commitment within this environment are critical to ensuring requisite resources are allocated at levels commensurate to the prevalence of child injuries. And to ensure resources are used in a coordinated and collaborative approach that is consistent with good practice.

Ngā Pou Tamariki Haumarū (UCIP) was convened in August 2018 to provide national leadership for Safekids' and Aotearoa's broader child injury prevention initiatives through the development of unintentional child injury prevention priorities and the promotion of a coordinated approach to child injury prevention in Aotearoa. In doing so, the group aims to support a national programme of initiatives aimed at reducing the incidence and severity of unintentional injuries to children aged 0 to 14 years so that those children may be free to enjoy their childhood without being adversely affected by unintentional injuries.

2. Philosophy

Ngā Pou Tamariki Haumarū is aligned with the United Nations Convention of the Rights of the Child which recognises that children have the right to a safe environment and protection from injury. The kaupapa of Ngā Pou Tamariki Haumarū is unequivocally child-centred,

¹ MacKay, M., Vincenien, J. Child Safety Report Card 2012: European Summary for 31 Countries. Birmingham: European Child Safety Alliance, Eurosafe, 2012.

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evidence-informed, equity-centred and committed to reducing the incidence and severity of unintentional injuries to children in Aotearoa.

Ngā Pou Tamariki Haumarū also recognises the United Nations Declaration of the Rights of Indigenous Peoples (UNDRIP) articles 23 and 24 and the rights of Māori to self-determination of wellbeing. This includes supporting the aspirations of Pae Ora – healthy futures for Māori within the Ministry of Health’s He Korowai Oranga – Māori Health Strategy.

3. Name

The name Ngā Pou Tamariki Haumarū was selected to align with the official Māori name given to Safekids Aotearoa as well as the tikanga with which this forum has been established. The English name of this Roopu is the Unintentional Child Injury Prevention Advisory Group (UCIP).

Ngā (plural)

Pou refers to the main mast and repository of knowledge.

Tamariki encompasses children.

Hau refers to vital essence and vitality and signifies life-force, life, wind, air, and oxygen.

Maru signifies shelter, shield, safe and risk-free and is associated with safety, protection, preservation, caring for, nurturing and to look after.

Ngā Pou Tamariki Haumarū - A collective of experts who will provide advice that ensures a safe, protective and nurturing environment for the lives of Children in Aotearoa.

4. Te Tiriti o Waitangi

4.1 The New Zealand Public Health and Disability Act, 2000 states: “In order to recognise and respect the principles of the [Treaty of Waitangi](#), and with a view to improving health outcomes for Maori, [Part 3](#) provides for mechanisms to enable Māori to contribute to decision-making on, and to participate in the delivery of, health and disability services”.

4.2 Ngā Pou Tamariki Haumarū recognises and respects the principles of Te Tiriti o Waitangi and pae ora aspirations, in its approach to setting priorities, agreeing on

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work programmes, and providing a national direction for child injury prevention in Aotearoa.

4.3 As a body, Ngā Pou Tamariki Haumarū does not represent whānau, hapū, iwi or Māori communities. The position of Ngā Pou Tamariki Haumarū is to advocate and ensure respect, participation, partnership, protection, and the pursuit of pae ora aspirations and injury prevention equity for Māori.

5. Objectives

Ngā Pou Tamariki Haumarū will provide advice, direction and support to:

- 5.1 ensure Safekids strategies, priorities and work programmes address unintentional child injury inequities, particularly for Māori tamariki
- 5.2 inform the development of an annual programme of work for Safekids Aotearoa and as appropriate, other funded-child injury prevention providers that reflect agreed national unintentional child injury prevention priorities
- 5.3 encourage the adoption of national unintentional child injury prevention priorities
- 5.4 increase co-ordination of unintentional child injury prevention programmes across central and local government, the not-for-profit sector and provider organisations
- 5.5 increase collaboration between entities and individuals involved in the commissioning and delivery of child injury prevention initiatives
- 5.6 identify emerging unintentional child injury prevention trends
- 5.7 improve the efficiency and effectiveness of Aotearoa's investment in unintentional child injury prevention initiatives, and
- 5.8 monitor the effectiveness and efficiency of agreed unintentional child injury programmes and initiatives.

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6. Members responsibilities

Ngā Pou Tamariki Haumarū members will be responsible for:

- 6.1 Attending and actively contributing to Advisory Group meetings;
- 6.2 Providing feedback on proposed priorities, Safekids' annual work programmes and other pieces of work presented to the Advisory Group for input; and
- 6.3 Advocating on behalf of the Advisory Group priorities and initiatives in forums within their respective spheres of influence.

7. Membership

- 7.1 The Advisory Group comprises experts with a range of affiliations, experience and expertise from a range of disciplines with a direct interest in unintentional child injury prevention and/or the ability to reflect the principles of Te Tiriti o Waitangi. It also may include individuals with expertise working alongside communities at high risk of unintentional child injury.
- 7.2 Membership is by invitation with a view to ensuring an inclusive representation of relevant areas of interest and expertise and a demonstrable commitment to advocating for child unintentional injury and Safekids' Aotearoa priorities nationally and globally.

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7.3 Founding members of the Advisory Group may include representation from some or all of the following groups:

- 7.3.1 Tumu Whakarae (National Reference Group of Maori Health Strategy Managers within DHBs)
- 7.3.2 Pacific Peoples' health
- 7.3.3 Ministry of Health, Injury Prevention Portfolio
- 7.3.4 Accident Compensation Corporation, Child Injury Portfolio
- 7.3.5 The Office of the Children's Commissioner
- 7.3.6 The Paediatric Society
- 7.3.7 Child Youth Mortality Review Committee
- 7.3.8 Child Injury Prevention Research Community
- 7.3.9 Child Health Clinical community
- 7.3.10 Director, Safekids and
- 7.3.11 Local Government.

7.4 When extending invitations to new members, consideration will be given to:

- 7.4.1 potential member's child unintentional injury knowledge, expertise and networks
- 7.4.2 the diversity of existing membership
- 7.4.3 the principles of Te Tiriti o Waitangi.

7.5 As appropriate, Ngā Pou Tamariki Haumarū will invite additional organisations and/or individuals who have a significant focus aligning with the child unintentional injury priorities to provide input on specific aspects of the Advisory Group work programme.

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8. Terms of Appointment

8.1 Members will be appointed for a term of two years, with the opportunity to extend this period by mutual agreement.

8.2 Existing members may be replaced when they change a role or other circumstances require it. Replacement members will be appointed in accordance with section 8 of these Terms of Reference.

8.3 Members may withdraw from the Advisory Group at any time by giving at least one month's written notice. In the event of a member withdrawing the remaining members will consider whether to invite new members to replace the expertise of the departing member.

8.4 Membership will be reviewed annually by Safekids Aotearoa to ensure ongoing alignment with these Terms of Reference.

9. Sub-groups

9.1 From time-to-time Ngā Pou Tamariki Haumarū may convene sub-groups, comprising members and other non-member stakeholders to consider specific issues or programmes of work.

9.2 Each sub-group will be supported by the production of a Project Brief or Agenda and will provide regular project updates.

9.3 Each sub-group will be supported by a member of Ngā Pou Tamariki Haumarū and a Safekids Aotearoa team member.

10. Meeting Records and Media Enquiries

10.1 Agreed minutes of Ngā Pou Tamariki Haumarū meetings will be published online by Safekids Aotearoa.

10.2 Media enquiries to Ngā Pou Tamariki Haumarū will be managed by Safekids Aotearoa's Communications Manager in discussion with the Chair.

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10.3 The Chair will ensure that members are aware of the expectations of collective responsibility with regards to the media and public statements.

11. Kaumātua and Tikanga

11.1 We will seek the support of kaumātua, whaea, tangata whakaruruhau (Cultural Advisor) for cultural support and guidance.

11.2 Respect for Māori protocols; karakia, waiata and values such as tika (correct) pono (honest), aroha (respectful) and manaaki (support) is expected.

11.3 If guidance on tikanga issues is required, Ngā Pou Tamariki Haumarū will recognise the position of manawhenua and follow such advice as given by kaumātua, whaea, tangata whakaruruhau who are present on the day.

12. Chair

12.1 The Chair will be elected by a majority of Ngā Pou Tamariki Haumarū members.

12.2 Tenure shall be for 24 months. The maximum appointment period shall be three consecutive years.

13. Secretariat

Safekids Aotearoa will provide secretariat services to the Advisory Group. This includes:

13.1 Overseeing the appointment of members;

13.2 Organising meeting dates and venues;

13.3 Supporting project and subgroups; and

13.4 Preparing and circulating agendas and meeting minutes.

14. Meeting Arrangements

14.1 The Advisory Group will meet at least twice a year, in Auckland, on an approximately 6-monthly basis.

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14.2 Meeting agendas will be circulated at least two weeks prior.

14.3 Minutes will be circulated no later than two weeks following the meeting date.

15. Quorum

A quorum will be five members of Ngā Pou Tamariki Haumarū, comprising the Chair (or acting Chair) and 4 other members.

16. Financial Accountability

The Advisory Group has no financial accountability for unintentional child injury programmes or deliverables. These accountabilities are held by relevant service providers via contractual arrangements with their funders.

17. Disbursements

Costs of members travelling from out of town can be met by Safekids if there are no alternative funding mechanisms available.

18. Remuneration

This is an unpaid role with no remuneration for participation in the Advisory Group.

19. Review

These Terms of Reference will be reviewed annually by Safekids Aotearoa and ratified by Ngā Pou Tamariki Haumarū.

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