

## STATUTE 1.3-MEETINGS

1. In this Statute, unless the contrary intention appears "body" means any board, committee or other body constituted by or under the Act, the Statutes or the Regulations other than the Council.

### **Pecuniary or Other Conflict of Interest**

2.
  - (1) A member of a body who has a pecuniary or other conflict of interest in a matter being considered or about to be considered by the body must, as soon as practicable after the relevant facts have come to his or her knowledge, declare the nature of the interest at a meeting of the body or in writing addressed to the chair of the body.
  - (2) If the chair of a body receives a written declaration under sub-section (1), the chair must report it, or cause it to be reported, at the next meeting of the body.
  - (3) The person presiding at a meeting at which a declaration is made under sub-section (1) or reported under sub-section (2) must cause a record of the declaration to be made in the minutes of the meeting.
  - (4) After a declaration is made under sub-section (1) by a member of the body-
    - (a) unless the body otherwise directs, the member must not be present during any deliberation with respect to that matter; and
    - (b) the member is not entitled to vote on the matter;
    - (c) if the member does vote on the matter, the vote must be disallowed.
  - (5) Notwithstanding the provisions of any other Statute or any Regulation the Council may remove a member of a body from office as a member of the body if a member fails to disclose a pecuniary or other conflict of interest as required by this section.

### **Quorum**

3.
  - (1) Unless otherwise provided in the Act or in any Statute or Regulation, no issue shall be decided at any meeting of a body unless at least three members or at least one half of the total membership of the body for the time being holding office are present whichever is the greater.
  - (2) If voting on a question at any meeting of a body is equal, the person presiding has a casting vote as well as a deliberate vote.

### **Procedure at meetings**

4. Except where the Act or any Statute or Regulation provides to the contrary a meeting of any body shall be conducted in accordance with the provisions of the Schedule.

**Minutes of previous meeting**

5. (1) A copy of the minutes of the previous meeting shall be made available to members of the body before commencement of a meeting or shall be read aloud at the commencement of the meeting.
- (2) A motion to amend the minutes of the previous meeting may be made by any member who was present at the previous meeting and shall be determined by a majority of votes of members present.
- (3) Subject to any amendments proposed and approved under the preceding sub-section, the minutes of the previous meeting shall be regarded as a true and accurate record of that meeting and shall be confirmed as such by the chairs' signature.
- (4) Minutes of meetings of the Council, the Academic Board and such other bodies as the Council may determine shall be retained by the Vice-Chancellor and shall be regarded as official records of the University.

**Regulations**

6. (1) The Council may at any time make Regulations, not inconsistent with this Statute, prescribing all matters which are by this Statute required or permitted to be prescribed, or which are necessary or convenient to be prescribed for carrying out or giving effect to this Statute and by later Regulation revoke or amend any such Regulations.
- (2) The Regulations may amend the Schedule.
- (3) Regulations made under this Statute shall be promulgated by being exhibited on the official notice boards of the University and after being so promulgated shall remain so exhibited for at least fourteen days during which time the University is operating.

Made 26/9/95 Promulgated 10/10/95  
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