

CERTIFICATE

as to currency and force of By-laws

THE COUNCIL OF SAINT ANDREW'S COLLEGE WHEREAS the Saint

Andrew's College Act 1998 (*the Act*), having

received Royal Assent, was proclaimed to commence on 21 August 1998, the Council of Saint Andrew's College at a meeting held on 1 September 1998 resolved to repeal in their entirety the By-laws in force immediately prior to that meeting (being those made pursuant to the *Saint Andrew's College Incorporation Act 1867*, repealed by the Act) and resolved further pursuant to Section 17 of the Act, to make and give immediate force and effect to the By-laws contained in the schedule hereto and signed by the Chair of Council for the purposes of identification.

IN WITNESS WHEREOF
COMMON SEAL of the
COUNCIL OF SAINT
ANDREW'S COLLEGE
was hereunto duly affixed

in the presence of:

P S Cameron
L A Mactier R
G McKinnon A D
M Murray J S
Kinross
R A Dougan

W L Porges

Principal

R O Shellard

Secretary

D F Murray

Chairman

BY-LAWS OF ST ANDREW'S COLLEGE
made pursuant to the Saint Andrew's College Act 1998

1. INTERPRETATION

1.1 In these By-laws, unless the contrary intention appears;

Act means the Saint Andrew's College Act 1998;

College means Saint Andrew's College within the University

Council means the Council of Saint Andrew's College, established by the Act

Councillor means a member of the Council

Elector means a person whose name appears on the Electoral Roll;

Electoral Roll means the roll of the Councillors and Graduate Members maintained by the Secretary;

Graduate Member means a person (other than a Councillor) whose name appears on the Electoral Roll in accordance with Clause 10.1 or 10.2

Member means a person who is a member of the College in accordance with By-law 2;

Residents means persons ordinarily resident in the College during Semester and includes;

- a) Students; or
- b) Each Member or other person (other than a Student) who is, with the approval of the Principal, ordinarily resident within the College;

Secretary means the Secretary to the Council appointed under Clause 14.16;

Semester means an academic term of the University;

Student means a person who;

- a) has been admitted by the Principal as a Student; and
- b) has not ceased to be a student

University means the University of Sydney

1.2 In the interpretation of these By-laws unless the contrary intention appears;

- a) The *singular* includes the plural and conversely.
- b) A *gender* includes all genders
- c) If a *word* or *phrase* is defined, its other grammatical forms have a corresponding meaning.
- d) A reference to a *person* includes a body corporate, an unincorporated body or other entity and conversely.
- e) A reference to a *clause or paragraph* is a reference to a clause or paragraph of these By-laws.
- f) A reference to *legislation* or to a provision of legislation includes a modification or re-enactment of it, a legislative provision substituted for it and a regulation or statutory instrument issued under it.
- g) A word or expression to which a meaning is attributed by the Act shall bear that meaning.
- h) Heading shall not affect the interpretation

1.3 The Council's opinion as to the interpretation of these By-laws, save in the case of manifest error, shall be conclusive.

2. MEMBERSHIP

2.1 The Members of the College shall be the Councilors, Principal, Vice-Principal, Fellows, Graduate Members and Students from time to time.

2.2 Members other than Students may with the approval of the Principal be resident but shall otherwise be non-resident.

3. STUDENTS

3.1 Admission

The Principal may admit a Student as a person who;

- a) has applied in writing to be admitted as a Student
- b) has satisfied the Principal that he is enrolled or will, within such period as the Principal may specify, become enrolled in a degree course at the University or in such other course of study as the Council may from time to time approve.
- c) Has provided satisfactory evidence of character and such other information or undertakings as the Principal may require; and
- d) Has complied with such other conditions of admission as may from time to time be in force.

[13.5.03]

3.2 Entrance Fees

Every Student shall on or before admission pay and entrance fee of such amount (if any) as may from time to time be determined by the Council. The Council may fix different entrance fees for different Students or classes of Student.

3.3 Caution Moneys

Every Student shall on or before admission pay as Caution Money such sums (of any) as the Council may from time to time determine. The Council may fix different amounts of caution moneys for different Students or classes of Students. The Caution Moneys will be used to offset any debt remaining to College when a student leaves and to then be dealt with as determined by Council from time to time.

[10.2.04]

3.4 Fees and Penalties

The Council may from time to time determine;

- a) The amount of fees payable by Students or other Residents or classes of Student or Resident and the period to which those fees relate;
- b) The time by such fees are liable to be paid, which may be in advance of the period to which they relate; and
- c) The amount of any interest or penalty which may be imposed if such fees are not paid when due and the time by which such interest or penalty must be paid.

3.5 Rebates

The Principal may upon application made by a Student in writing approve a rebate of fees to any Student who is, with the Principal's approval, absent from College during Semester.

3.6 Residency

Students shall be ordinarily resident in College during Semester.

3.7 Rooms

The Principal shall assign a room in College to each resident. The Principal may at any time require a Resident to vacate the room so assigned and may assign another room to that Resident. At the beginning of each academic year the Principal shall re-assign all rooms.

3.8 Meals

Meals shall be made available to Students within the College at fixed hours provided punctuality is observed.

3.9 Readmission

The Principal;

- a) May at the Principal's discretion before the beginning of a Semester decline to re-admit a Student for that Semester and subsequent Semesters; and
- b) Shall decline to re-admit a Student at the commencement of an academic year if the Student has failed to pass the annual University examinations in the previous academic year, unless the Principal considers there are special circumstances which justify the Student's readmission.

[13.5.03]

3.10 Fines or Suspensions

If a Student breaches any provision of the Act, these By-laws, or any rule or discretion issued under By-law 12 or if the Principal or the Council considers the behaviour of a student whether within or outside the College to have been unsatisfactory the Principal or the Council may fine the Student such amount as the Principal or Council considers appropriate and the Student shall pay such amount within the time for payment specified by the Principal or the Council (as the case may be).

[13.5.03]

3.11 Suspension or Expulsion

The Council may at any time suspend for such a period of time as it thinks fit or expel a Student from the College if the Student fails to pay when due any moneys which may be owing to the College by that Student or if, in the opinion of the Council, the conduct of that Student makes the Student's presence in the College undesirable.

3.12 Exclusion

The Council may in its absolute discretion and without obligation to provide any reason, by resolution exclude any person from the College for such period as the resolution may specify and notice of the passage of such resolution shall be given to the person excluded.

Following the giving of such notice, the person excluded shall not enter upon any part of the College or its grounds, unless notice is given to that person of rescission of that resolution by Council.

3.13 Appeals

Appeals against decisions made under powers inherent or delegated in the Act or in these By-laws are to be made in accordance with the rules and directions laid down by Council from time to time.

3.14 Property

Students shall protect the property of the College and that of other Students. Students will be held, collectively as well as individually, responsible for all loss of or damage to the College property caused by themselves or their guests and they or the Student's Club may be required by the Principal or the Council to make good that loss or damage or to compensate the College for the cost of making it good. A student may be required to make good or pay the costs of making good any damage which occurs to the room assigned to that Student or to any College property within that room.

3.15 Conduct

Every Student shall discourage to the utmost of the Student's power every deed or word of a profane, immoral or dishonourable character.

3.16 Chapel

Students will be expected to regularly attend chapel services in the College unless exempted by the Principal.

3.17 Ceasing to be a Student

A person ceases to be Student;

- a) upon the Student's final departure from the College having ceased to be ordinarily resident within the College;
- b) if the Principal declines to re-admit the Student under Clause 3.9;
- c) if the student is expelled by the Council under Clause 3.11 or 3.12

4. THE STUDENTS CLUB AND THE SENIOR STUDENT

4.1 The Students shall together form the Students Club.

4.2 The Students Club may have its own constitution. To the extent of any inconsistency between that Constitution and these By-laws, the provisions of these By-laws shall prevail.

4.3 The Students Club at a duly convened meeting of its members shall elect from amongst the Students a Senior Student who shall also be the President of the Students Club and who shall take office on the last day of one academic year with the intention that the Senior Student should remain in office until the last day of the next academic year.

[13.5.03]

4.4 The office bearers of the Students Club must be Students.

5. INSTRUCTION

5.1 All academic or religious instruction given in the College shall be under the superintendence of the Principal according to such arrangement as the Council from time to time may approve.

6. SCHOLARSHIPS, BURSARIES AND PRIZES

- 6.1** Scholarships, bursaries and prizes may be awarded on such conditions as the Council shall determine

7. THE PRINCIPAL

- 7.1** The Principal shall exercise general superintendence and administration of the College and control of the Students and other Residents subject to the Act and these By-laws and the authority of the Council.

The Council may direct the Principal in relation to any matter pertaining to the superintendence or administration of the College or the control of Students or other Residents.

8. APPOINTMENT OF THE PRINCIPAL

- 8.1** When by death, resignation, the expiry of the Principal's term of office or otherwise a vacancy occurs in the office of the Principal the Council shall, having first advertised the vacancy by circular or public advertisement and called for applications, appoint a successor. Pending the appointment of a successor, the Council may upon such terms as it thinks fit, appoint a person to act as Principal to be known as the Acting Principal who shall exercise the powers and functions and perform the duties of the Principal subject to the provisions of these By-laws applicable to the Principal.

[13.5.03]

- 8.2** On the appointment of any Principal the conditions of continuing to hold office shall be as determined by Council at the time of appointment and as agrees between the Council and Principal from time to time thereafter, including the term of office.

- 8.3** The Principal shall make a report to each Council Meeting and shall attend all Meetings of the Council and its Committees except with leave granted by the Chair of Council.

- 8.4** The Principal shall make recommendations to the Council in relation to the appointment or designation of the Vice-Principal, the Senior Fellow and the Fellows.

9. THE VICE PRINCIPAL

- 9.1** The Council may appoint a Vice-principal who shall also be a Fellow, who shall during the term of office assist the Principal in the Principal's duties and exercise the authority of the Principal in the Principal's absence.

[13.5.03]

10. GRADUATE MEMBERS

10.1 A person who is a graduate of the University or another university and:

- a) who has been Resident of the College for a period of or periods totalling at least two years; or
- b) who has been a non-resident member of the College and whose membership of the College totals at least two years (including a period of residential membership of at least one year),

(“Eligible Elector”) will be entered in the Electoral Roll maintained by the Secretary. All correspondence and notices to an Eligible Elector will be sent by the College to the current postal or email address held by the College in its database and no consequence will arise if the postal or email address is no longer current due to a failure to update the Eligible Elector’s details held by the College.

[30.11.21]

10.2 The Council may by resolution appoint a Graduate Member a person whose association with the College is such as, in the Council’s opinion, warrants such appointment. Upon passage of that resolution, the person’s name shall be entered in the Electoral Roll.

10.3 The Council may by resolution terminate the Membership of any Graduate Member. No reasons need to be provided to that Graduate Member of the intention to propose or the passage of such termination. Forthwith upon the passage of such resolution the name and the Graduate Member shall be removed from the Electoral Roll.

11. FELLOWS AND SENIOR COMMON ROOM

11.1 Fellowship

Fellows shall be the persons appointed as Fellows by the Council and may be resident or non-resident. Fellows may hold Endowed Fellowships, College Fellowships, Honorary Fellowships or such other kind of Fellowships as the Council may determine, The terms and conditions relating to each class of fellowship shall be in accordance with the terms of the endowment or trust by which that fellowship was created, or if there is no such endowment or trust, then as the Council shall from time to time determine.

[8.7.03]

11.2 Senior Common Room

The Councillors, the Principal and the Fellows shall together form the Senior Common Room. The Principal may, if the Principal sees fit, invite other suitable persons to be members of the Senior Common Room subject to such conditions as the Principal from time to time determines.

[13.5.03]

11.3 Senior Fellow

The Council may designate a Fellow or the Vice-principal as Senior Fellow.

12. RULES OR DIRECTIONS

12.1 The Council, the Principal or the Vice- Principal may from time to time make rules or issue directions for purposes connected with the administration of the College or in relation to the conduct of Residents and each Resident shall comply with any such rules or directions.

13. ELECTIONS & TENURE OF COUNCILLORS

13.1 Elections Generally

A Councillor may be elected by the Electors or pursuant to a resolution of the Council in accordance with this By-law 13.

[10.3.04]

13.2 Expiration of Term

Where a vacancy in the office of Councillor arises by reason of the expiration of a Councillor's term of office, it shall be filled by an election by the Electors. If no person is nominated for election, the vacancy may be filled by resolution of the Council.

[10.3.04]

13.3 Vacancy

Where a vacancy in the office of Councillor arises, other than by expiration of term of office, it shall be filled either by an election by the Electors or by a resolution of the Council, as the Council may determine.

[13.5.03]

13.4 Maximum Terms

No person shall remain as a Councillor after serving 16 years as a Councillor.

13.5 Tenure of Councillors

- a) A Councillor holds office for a first term of 8 years, or for such lesser period as may be agreed between that Councillor and the other Councillors but may be re-elected on completion of a first term of office for a further term of 8 years, subject to Clause 13.7.
- b) Councillors in office at the date of commencement of the Act or Councillors filling a vacancy of a Councillor who was in office at the date of commencement of the Act may be re-elected on completion of a first term of office for a further 4 years, subject to Clause 13.7

- c) Councillors in office at the date of commencement of this Clause shall continue in office on completion of the 6 year term of office for which they were originally elected for a further 2 years at the completion of which they shall be taken to have held office for a first term of 8 years and shall be eligible for re-election pursuant to Clause 13.5(a).
- d) The Chair of the Council shall, while holding the office of Chair, continue in office as a Councillor for a period of 3 years from the date of the Chair selection as Chair or for such lesser period for which the Chair was elected Chair.
- e) Despite any other provisions, a Councillor may continue to hold office as a Councillor for a period of up to 12 months after expiration of his or her term, pending an election by the Electors.

[10.2.04]

13.6 Advertising of Elections

When the office of Councillor is to be filled by an election by the Electors, the Secretary shall, upon the direction of the Council, give notice of that vacancy calling for nominations of suitable candidates to fill the vacancy. Such notice shall:

- a) Be given at such time as the Council determines
- b) Be given by public advertisement in a Sydney daily newspaper or by circular sent by post or electronic means to Electors at their addresses shown on the Electoral Roll or by both means, as the Council shall determine; and
- c) Specify a date as the closing date for nominations which shall be at least three weeks after the notice is taken to have been given.

[13.6.21]

13.7 Nominations

A person may be nominated for election as a Councillor by any two Electors. If either of the two nominating Electors is a Graduate Member, they must make a declaration that they are an Eligible Elector pursuant to Bylaw 10.1. A person so nominated shall become a candidate for election if by notice in writing to the Secretary the candidate accepts nomination.

A person may not be elected as a Councillor if less than 1 year has elapsed since the candidate last held office as a Councillor.

[30.11.21]

13.8 Recommendations

The council may by notice to Electors or otherwise make recommendations as to any candidate who in its opinion should be elected as Councillor.

13.9 Candidates

The Secretary shall report to the Council at its meeting next held after the closing date for nominations the names of candidates for election for each vacancy.

13.10 Candidates and Vacancies

If there are more vacancies than there are candidates or if the number of candidates is the same as the number of vacancies the Chair shall declare all candidates elected and direct that this result be made known to the Electors in such manner as the Council determines. Clause 13.2 shall apply to the shortfall of nominations.

If there is more than one candidate for each vacancy an election shall be held in accordance with Clause 13.11.

[10.3.04]

13.11 Election Procedure

In an election by the Electors, the ballot shall be by voting papers transmitted through the post, or by electronic means and conducted in the following manner or in such other manner as the Council may determine:

- a) A voting paper containing the names of the candidates arranged in alphabetical order shall be posted at the request of the Elector, or otherwise transmitted electronically, to each Elector at the Elector's address shown on the Electoral Roll together with a brief statement submitted to the Secretary by the candidates, the length of which is subject to editing by the Secretary. The Elector shall mark the Elector's voting paper by making a cross or other mark which indicates the Electors voting intention opposite the name of the candidate for whom the Elector votes. Having marked the voting paper, the Elector shall sign and print the Elector's name in any place indicated for the purpose on the voting paper or on any accompanying document and return it to the Secretary. If the Elector is a Graduate Member, they must make a declaration that they are an Eligible Elector pursuant to Bylaw 10.1 and if no such declaration is made the Secretary is to disregard the voting paper.

[30.11.21]

- b) Every voting paper shall have on it a notice stating the time within which it must be returned. It shall be initialed by the Secretary or issues a unique identifier electronically to ensure that the Elector may cast a maximum of 1 vote per vacancy.
- c) The ballot shall be conducted by the Secretary assisted by scrutineers if appointed by the Council for the purpose. Each candidate shall be entitled to appoint one scrutineer.

- d) At the Expiration of the time limited for the return of the voting papers, the Secretary and the scrutineers shall proceed to the examination of the voting papers, and the Secretary shall report the result to the Council, who shall declare which candidate has received the greatest number of votes duly elected.
- e) In the event of an equality of votes, the Chair shall have a casting vote.
- f) The Secretary shall reject all votes which the Secretary considers to be informal, but if any scrutineer is dissatisfied with the decision of the Secretary, the Secretary shall refer the vote or votes in question to the Chair, whose decision shall be final.
- g) The Chair may determine whether any vote is valid or invalid and may rule that any failure to comply with these By-laws or any instructions on or accompanying the voting paper shall not invalidate the vote. The Chair's ruling shall be conclusive.

[13.11.21]

14. GENERAL MANAGEMENT

14.1 Meetings Generally

The Council shall meet for the despatch of its business within the College buildings or at some suitable place in Sydney at such times as shall be appointed by the Councillors or in default of such appointment by the Chair. The Council may adjourn and otherwise regulate its meeting as it thinks fit. The Council may conduct any meeting and any Councillor may be present and participate at a meeting and be counted in any quorum by telephone or other means of instantaneous communication without a Councillor being in the physical presence of other Councillors provided that all persons participating are able to hear and be heard by other participants. All resolutions passed or business conducted at such a meeting shall be valid. A meeting conducted by any such means of communication is deemed to be held at the place agreed upon by the Councillors attending the meeting, provided that at least one of the Councillors present at the meeting was at that place for the duration of the meeting.

14.2 Special Meetings

A special Meeting of the Council shall be convened without undue delay, and held at least within fourteen days, by the Chair or, in the Chair's absence, the Secretary on the written requisition of any three Councillors stating the object of such intended Meeting, or such meeting may be convened by the Chair on the Chair's own responsibility.

[13.5.03]

14.3 Notice of Meetings

Notice of Meeting, whether Ordinary or Special, shall be given to every Councillor at least four days before the holding of such Meeting. A notice of a Meeting (other than a Special Meeting) shall, as far as practicable, provide a reasonable amount of indication of the Business to be considered at the Meeting. Notice of any Special Meeting shall indicate the objects for which the same is called. A three quarters majority of the Councillors may consent to a Meeting of the Council of which a lesser period of notice has been given or to the consideration of business of which no notice has been given.

14.4 Validity of Resolutions

All resolutions of the Council passed at a meeting where a quorum is present but where notice of meeting has not been given to each Councillor, or any act carried out pursuant to any such resolution, shall, provided each Councillor to whom notice was not given subsequently agrees to waive the same, be as valid as if notice of the meeting had been duly given to all Councillors.

14.5 Chair Election

A chair shall be elected by the Councillors from among their own number and shall have a deliberative as well as casting vote. Such Chair shall, subject to these By-laws, hold office for a period of three years or for such lesser period as the Council determines at the time of the Chair selection and shall be eligible for re-election. If the Chair is absent from any meeting of Council, the Councillors present shall elect a Chair for the duration of that meeting.

[2.5.00]

14.6 Chair Removal

The Chair of the Council may be removed from office at any time by a two thirds majority of those attending a Special Meeting of the Council.

14.7 Quorum

The quorum necessary for the transaction of business by the Council shall, as required by the Act be not less than five Councillors.

If after half-an-hour from the time appointed for any Meeting of the Council a quorum is not present another Meeting shall be called for an early convenient date.

14.8 Votes

Questions arising or matters requiring determination at any meeting of the Council shall be decided by a majority of votes of the Councillors present and voting and each Councillor voting on any such question or matter shall have one vote. In case of an equality of votes the Chair of the meeting in addition to the Chair's deliberative vote (if any) shall have a casting vote.

[13.5.03]

14.9 Circular Resolutions

A resolution in writing signed by a three quarters majority of the Councillors for the time being shall be as valid and effectual as if it had been passed at a meeting of the council duly convened and held. Any such resolution may consist of several documents in like form each signed by one or more Councillors and shall be deemed to take effect on the date of the last execution thereof and shall as soon as practicable be entered in the minutes of the Council's meetings. A facsimile transmission or such similar means of communication addressed to and received by the College and purporting to be signed by a Councillor or bearing an authentic copy of the Councillor's signature shall for the purpose of this clause be deemed to be writing signed by such Councillor.

[13.5.03]

14.10 Validity of Acts

All acts done at any meeting of the Council or of a Committee of Councillors shall, notwithstanding that it is discovered afterwards that there was some defect in the election or continuance in office of any Councillor or that any other matter required by these By-laws to be done has been inadvertently omitted or not carried out, be as valid as if every such person had been duly appointed or had duly continued in office and was qualified to be a Councillor or a member of the Committee was entitled to vote or that the formality was carried out or not omitted.

[13.5.03]

14.11 Interested Councillors

No Councillor nor any firm corporation or trust in which the Councillor is interested shall be disqualified from contracting with the College and no contract or arrangement entered into between the College and a Councillor or any firm, corporation or trust in which any Councillor shall be in any way interested shall be avoided or vitiated for that reason.

[13.5.03]

14.12 Fees for Service and Indemnity

A Councillor may act, or be interested in any firm corporation partnership or trust which acts, in a professional capacity for the College (other than the auditor of the College) and the Councillor or such firm corporation partnership or trust (as the case may be) shall be entitled to remuneration for such professional services as if the Councillor were not a Councillor.

The Council shall indemnify and keep indemnified each Councillor or former Councillor for any costs, expenses or liabilities incurred by the Councillor as a Councillor, other than those arising out of conduct on the Councillors part involving a lack of good faith. Such liabilities shall include costs incurred by the Councillor in defending any proceedings brought against the Councillor in the Councillor's capacity as a Councillor or for the Councillor's actions in that capacity in which judgement is given in the Councillor's favour. The Council may advance to a Councillor moneys to meet the costs of any such proceedings.

[13.5.03]

14.13 Councillor's Absences

If any Councillor shall be absent from six consecutive Meetings of the Council without leave of absence the Secretary to the Council shall place a Motion on the Agenda paper of the seventh meeting for the declaration of a vacancy whereupon the office of that Councillor may, by resolution of the Council be declared vacant and the steps be thereupon taken to elect a successor.

[13.5.03]

14.14 Vacation of Office

A Councillor shall cease to be a member of the Council if the Councillor dies, becomes bankrupt, becomes of unsound mind or a person whose estate is liable to be dealt with in any way under the law relating to mental health, resign the Councillor's office by notice in writing to the Council or is convicted of an offence punishable by a term of imprisonment.

[13.5.03]

14.15 Committees

The Council may appoint Committees of the Council, including persons not being Councillors, for such purposes and may delegate to such Committees such of its powers or functions as the Council may think fit and may determine the powers and functions of such Committees or members thereof. Any such appointment or delegation may at any time be revoked by the Council. Questions arising at a meeting of a committee shall be determined by a majority of votes of the members present and voting.

14.16 Secretary

The Council shall appoint a Secretary to the Council who shall make an accurate record of the proceedings of each Meeting which, on being confirmed at the next Ordinary Meeting and signed by the Chair, shall be held as authoritative. The Council may at any time appoint a person as an acting Secretary to perform the functions of the Secretary during any absence of the Secretary and such person shall be taken to be the Secretary during the period of appointment.

14.17 Minute Book and Electoral Roll

The Minute Book and other documents belonging to the Council shall be committed to the custody of the Secretary to the Council and shall be open to the inspection of any Councillor. The Secretary to the Council shall maintain the Electoral Roll which shall consist of the names and last known addresses of each Councillor and Graduate Member.

14.18 Seal

The Council may adopt a seal as the Common Seal of the Council and shall provide for the safe custody of the seal which shall not be used except by the authority of the Council and the authority minuted. The affixing of the seal to any document shall be attested by at least two Councillors and countersigned by the Secretary to the Council or some other officer appointed by the Council.

15. NOTICES

- 15.1** A notice may be given by the College to any Member or other person personally or by leaving it at or by sending it by prepaid post addressed to such Member at the Member's address in the Electoral Roll or to the last address (or electronic destination) supplied by the Member to the College. Any notice sent by post is deemed to have been served at the expiration of twenty-four hours after the envelope containing the notice is posted. Any notice given by electronic means is deemed to have been served when the whole of the transmission is sent. No election of a Councillor or other proceeding under these By-laws shall be invalidated by the failure to give notice to any person entitled to receive it.

[15.1.21]

16. ACCOUNTS

- 16.1** Council shall cause proper accounts to be kept with respect to receipts and disbursements including those for monies in trust and the assets and liabilities of the College. The annual accounts made up to the 31st December of each year shall be audited and presented to the Council.

17. BUSINESS ON COLLEGE PROPERTY

- 17.1** No person is to conduct any business, trade, charitable work or other activity for profit, gain or otherwise on College property without the written permission of the Principal.

18. DEBTS

- 18.1** Any moneys owing to the College by any Member or former Member shall bear interest at such rate (if any) as the Council may from time to time determine. A certificate as to the amount of moneys (including interest) owing by any Member or former Member signed by the Principal or the Secretary shall be prima facie evidence that the Member is indebted to the College for that amount which may be recovered by the College in any Court of competent jurisdiction.

19. FINANCIAL POLICY

- 19.1** The College is a non-profit institution and any surplus monies remaining after all operating and other costs and disbursements have been met is not to be distributed to any person or persons for any reason but is only to be used for the benefit of the College or its affiliated organisations.

[6.9.00]

20. DEFINITIONS RESIDENTIAL ACCOMMODATION

- 20.1** Residential accommodation includes the provision to residents and guests in College of rooms, meals and other services as required by Council, the supply of beverages, the conduct of special functions, social events and other services expected of a residential university College other than those describes in the Act Part 1 Section 4 (b) and (c).

[6.9.00]

CERTIFICATE OF AMENDMENTS TO THE ST ANDREW'S COLLEGE BY-LAWS

As authorised by the St Andrew's College act (1998) Part 4 Section 17(2), I declare the attached By-law 10.1, dated 15th March, 2005 to be in force.

W J Erickson
Secretary to the Council

As authorised by the St Andrew's College act (1998) Part 4 Section 17(2), I declare the attached By-law 13.6 and 13.11, dated 9th March, 2021 to be in force.

I A Smith
Secretary to the Council