

Meetings (Quorum, Attendance and Resolutions) Ordinance 2007

(Reprinted under the Interpretation Ordinance 1985.)

The Meetings (Quorum, Attendance and Resolutions) Ordinance 2007 as amended by the Meetings (Quorum, Attendance and Resolutions) Ordinance 2007 Amendment Ordinance 2009.

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Long Title

An Ordinance to provide for a quorum and the attendance of members at meetings of certain boards, councils and committees and to enable resolutions to be passed without the need for a meeting.

The Standing Committee of the Synod of the Diocese of Sydney Ordains as follows.

1. Name

This Ordinance is the Meetings (Quorum, Attendance and Resolutions) Ordinance 2007.

2. Application

(1) This Ordinance applies to any board, council or committee constituted by ordinance or resolution of the Synod or the Standing Committee and any other body in relation to whom the Synod or the Standing Committee has power to make ordinances (referred to in this Ordinance as a "Body").

(2) The provisions of this Ordinance apply to a Body subject to any provision to the contrary in the ordinance, resolution or other instrument by which the Body is constituted or is otherwise governed.

3. Quorum

(1) Fractions being counted as one, a quorum for a meeting of a Body is one third of all of the members of the Body, except that for a Body of five members or less the quorum is two.

(2) No business is to be transacted at any meeting of a Body unless a quorum is present at the time when the business is to be transacted.

(3) If a quorum is not present within half an hour after the time appointed for commencement of the meeting of the Body, the meeting is to be dissolved.

4. Attendance using technology

(1) A meeting of a Body may be called or held using any technology consented to by all the members of the Body provided that all members taking part in such a meeting can hear and be heard by one another.

(2) Any member of a Body who is absent from the place assigned for a meeting of the Body may attend that meeting by using any technology consented to by all members of the Body provided that absent members can hear and be heard by, not only one another, but also the other members present at the place of meeting.

(3) All proceedings conducted with the aid of technology under subclauses (1) and (2) are as valid and effective as if they had been conducted at a meeting at which all of those members were physically present.

5. Resolutions without a meeting

(1) The members of a Body may pass a resolution without a meeting of the members being held if –

- (a) a document setting out the proposed resolution and containing a statement that a member is in favour of the proposed resolution is provided or sent to each member either personally or at the last postal or electronic mailing address provided by the member for the purpose of receiving material in connection with meetings of the Body, and
- (b) fractions being counted as one, 75% of the members who would be entitled to vote on a motion for the resolution at a meeting of the Body notify the person who provided or sent the statement that they are in favour of the proposed resolution by returning to that person a signed copy of the statement or otherwise confirming the statement to that person by electronic means,

provided that in the case of a Body with less than 20 members, the proposed resolution will not pass as a resolution under the provisions of this clause if any member who would be entitled to vote on a motion for the resolution at a meeting of the Body notifies the person who provided or sent the statement of their unwillingness for the proposed resolution to pass as a resolution under the provisions of this clause and such notification is given before the proportion of members referred to in paragraph (b) is reached.

(2) Separate copies of a document may be used for the purposes of subclause (1) if the wording of the resolution and statement is identical in each copy.

(3) The resolution is passed when the requirements of subclause (1) are satisfied.

(4) A resolution passed under this clause 5 is to be recorded in the minutes of the next meeting of the Body.

6. Repeal of the Quorum Ordinance 1984

The Quorum Ordinance 1984 is repealed with effect from the date of assent to this Ordinance by the Archbishop without affecting the validity of any act undertaken under the terms of that ordinance.

Table of Amendments

Clause 5 Amended by Ordinance No 39, 2009.

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9 December 2009