

GRAMMAR SCHOOLS ACT 1975

Reprinted as in force on 22 April 1997 (includes amendments up to Act No. 65 of 1996)

Warning—see last endnote for uncommenced amendments

Reprint No. 1A

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Information about this reprint

This Act is reprinted as at 22 April 1997. The reprint—

- shows the law as amended by all amendments that commenced on or before that day (Reprints Act 1992 s 5(c))
- incorporates all necessary consequential amendments, whether of punctuation, numbering or another kind (Reprints Act 1992 s 5(d)).

The reprint includes a reference to the law by which each amendment was made—see list of legislation and list of annotations in endnotes.

This page is specific to this reprint. See previous reprint for information about earlier changes made under the Reprints Act 1992. A table of earlier reprints is included in the endnotes.

Also see endnotes for information about—

- when provisions commenced
- provisions that have not commenced and are not incorporated in the reprint
- editorial changes made in earlier reprints.



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GRAMMAR SCHOOLS ACT 1975

[as amended by all amendments that commenced on or before 22 April 1997]

An Act to consolidate and amend the law relating to public grammar schools and for related purposes

PART 1—PRELIMINARY

Short title

1. This Act may be cited as the Grammar Schools Act 1975.

Interpretation

5.(1) In this Act—

- **"board"** means a board of trustees constituted or deemed to be constituted under this Act.
- "chairperson" means the chairperson of a board, and includes a person for the time being performing the duties of chairperson.
- "donor" includes a person who donates to a school property other than money.
- **"financial year"** means the period of 12 months commencing on 1 January in any year.
- "school" means a public grammar school established under the repealed Acts or under this Act.

(2) Where a person is a donor to a school by reason of the person's donation of property other than money, the person shall be taken to have donated money in an amount equal to the value of that property at the date of the person's donation.

Establishment of new public grammar schools

6.(1) At any time when and as often as has been raised or acquired by donation or subscription in any locality for the purpose of establishing a public grammar school in that locality a sum of not less than \$100 000 or property to the value of not less than that amount, the Governor in Council may approve the establishment in that locality of a public grammar school and assign to it a name, and may direct that there be paid from time to time out of the consolidated fund to a board of trustees to be appointed in accordance with this Act in respect of that public grammar school a corresponding sum not exceeding twice the amount that has been so raised.

(1A) The sum paid out pursuant to such direction shall be applied to the erection of suitable buildings for the school so approved and for such other purposes in connection with the permanent establishment thereof as are from time to time determined by the board so appointed and approved by the Governor in Council.

(2) Where an approval has been granted pursuant to subsection (1)—

- (a) the sites upon which the school buildings are to be erected; and
- (b) the plans and specifications of the buildings to be erected on those sites; and
- (c) the method and manner of instruction to be given in that school;

shall be such as are approved by the Governor in Council.

PART 2—BOARD OF TRUSTEES

Constitution

7.(1) For every school there shall be established and thereafter constituted a board of trustees to be called 'Board of Trustees of the (*name of locality*) Grammar School'.

(1A) A board may be constituted for a school notwithstanding that, at the date of the board's constitution, the school has not been established.

(2) A board shall, by the name assigned to it, be a body corporate with

perpetual succession and a common seal and, subject to this Act, shall be capable in law of suing and being sued, of compounding or proving in any court of competent jurisdiction all debts and sums of money due to it and of acquiring, holding, demising, letting and alienating property and of doing and suffering all such acts and things as bodies corporate may in law do and suffer.

(3) All courts and persons acting judicially shall take judicial notice of the common seal of a board and, until the contrary is proved, shall presume that it was duly affixed to any document on which it appears.

(4) A board shall consist of 7 members appointed by the Governor in Council by notification published in the gazette of whom—

- (a) 4 shall be persons nominated by the Minister;
- (b) 3 shall be persons who have donated or subscribed to the school in respect of which the board is to be constituted the prescribed amount at the least, elected as prescribed.

(4A) The prescribed amount is—

- (a) in the case of a donation or subscription made before the commencement of this Act—\$10;
- (b) in the case of a donation or subscription made after the commencement of this Act—the amount prescribed by regulation.

(5) At its first meeting after each appointment of the total number of its members, a board shall elect from amongst its members—

- (a) a chairperson; and
- (b) a deputy chairperson, who shall be a member other than the chairperson.

(5A) The chairperson shall be the executive member of the board.

(5B) The chairperson and deputy chairperson shall hold their respective offices during their terms of office as members.

(6) When a vacancy occurs in the office of chairperson or deputy chairperson the board shall elect as prescribed another member to the vacant office.

(7) A person appointed to fill a vacancy in the office of a member who

was chairperson or deputy chairperson shall not by reason only of the person's appointment be chairperson or, as the case may be, deputy chairperson.

First appointment of board

8.(1) Where pursuant to this Act approval is granted for the establishment of a school, the Governor in Council may, by notification published in the gazette, appoint a date on or before which a board with respect to that school is to be first constituted under this Act.

(2) The board shall be constituted as prescribed on or before the date so appointed.

(3) Upon the appointment of the total number of members of the board, it shall be duly constituted on and from the date notification of that appointment is published in the gazette.

Disqualification from office

9. A person who—

- (a) is an undischarged bankrupt or takes advantage of the laws in force for the time being relating to bankrupt or insolvent debtors;
- (b) has been convicted in Queensland of an indictable offence or elsewhere than in Queensland in respect of an act or omission that if done or made by the person in Queensland would have constituted an indictable offence, unless the board is of the opinion that the circumstances of the offence do not warrant disqualification from office.

shall not be capable of being or continuing to be a member of a board.

Tenure of office

10.(1) A member of a board shall be appointed for a term of 4 years but, if by the expiration of that term the member's successor has not been duly appointed, the member shall, subject to this Act, hold office until his or her successor is duly appointed.

(1A) A member of a board shall, if the member is otherwise qualified,

be eligible for reappointment as a member.

(2) The Governor in Council may at any time remove a member of a board from office as a member by notification published in the gazette.

(3) The office of a member of a board shall become vacant if the member-

(a) dies;

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- (b) declines to act or to act further as a member;
- (c) resigns office by signed notice furnished to the Minister;
- (d) is absent without prior leave granted by the board from 3 consecutive meetings of the board of which due notice has been given to the member;
- (e) ceases to be qualified to be a member;
- is removed from office as a member by the Governor in Council. (f)

(4) Attendance of a member of a board at the time and place appointed for an ordinary meeting of that board shall be deemed to constitute presence at a meeting notwithstanding that by reason that a quorum is not present no meeting is then and there actually held and the secretary to that board shall enter in the minute book the names of all members who so attend.

Casual vacancies

11.(1) When a vacancy occurs in the office of a member of a board during the term of office of the members then constituting the board, the Governor in Council shall, by notification published in the gazette, appoint a date on or before which a person is to be appointed to fill that vacancy.

(1A) The appointment of a person to fill such a casual vacancy shall, save in the case of an elected member, be made as prescribed on or before the date so appointed.

(1B) In the case of an elected member, such a casual vacancy shall be filled by the appointment as prescribed of a person recommended by the Minister from a panel submitted by the board comprising those persons who have donated or subscribed to the school in respect of which the board concerned is constituted the prescribed amount at the least.

(2) A person appointed to fill a casual vacancy in the membership of a

board shall be appointed for the balance of the term for which the person's predecessor was appointed and shall, if otherwise qualified, be eligible for reappointment as a member of that board.

Failure to elect

12. If within the time prescribed or appointed for the election of members of a board, no election is held or a sufficient number of members of a board is not elected, the Governor in Council may appoint as prescribed a qualified person or a sufficient number of qualified persons to be a member or members of the board concerned, to fill the vacancy or vacancies that ought to be filled at the election, and the person or persons so appointed shall be deemed to have been duly elected at an election.

Appointment of a substitute member

13.(1) If any member of a board is likely to be absent from meetings of that board for any period, the Governor in Council may, by notification published in the gazette, appoint a person who is not a member of that board to act as a member during the absence of that member.

(2) A person appointed under this section to act in the stead of an absent member need not be nominated or elected as prescribed.

Functions

14. The functions of a board are—

- (a) to supervise, maintain and control the conduct of the school for which the board is constituted;
- (b) to erect, alter, add to, purchase or sell buildings used or to be used for or in connection with that school;
- (c) to effect general improvements to the premises used or to be used for or in connection with that school;
- (d) to provide in that school courses of instruction;
- (e) to make rules with respect to—
 - (i) fees and charges to be paid in relation to students enrolled or

to be enrolled at the school; and

- (ii) the management and control of the school; and
- (iii) the discipline and conduct of students enrolled at the school.

PART 3—BUSINESS OF BOARD

Division 1—General powers

Powers and duties generally

15. A board shall have and may exercise and perform such powers, authorities, functions and duties as are conferred or imposed upon it by or under this Act.

Power to establish trust funds and to accept gifts and the like subject to conditions

16.(1) A board may establish and administer trust funds for any purpose in connection with the exercise and performance of its powers, authorities, functions and duties.

(2) A board may agree to and carry out conditions to which a gift, grant, bequest, devise, purchase, lease or other means whereby a board acquires or holds property is subject.

Power to establish investment common funds

17.(1) A board may establish investment common funds for the collective investment of moneys of the school in respect of which the board is constituted, trust moneys and other moneys held by or in the custody of that school.

(2) A board may, from time to time without liability for breach of trust, bring into or withdraw from an investment common fund established by it the whole or any part of moneys of the school in respect of which the board is constituted or trust moneys or other moneys held by or in the custody of that school.

(3) Subject to subsections (4) and (5), a board shall distribute periodically the income of each investment common fund amongst those funds participating in the common fund, having regard to the extent of the participation of those funds in the common fund during the relevant accounting period.

(4) In a case where a board has brought into an investment common fund sums of money that, having been received by it to be expended for a stated purpose, will not for any cause be expended for that purpose forthwith, the board may pay into its general fund the whole or any part of that portion of the income of such investment common fund that is attributable to the participation of those sums of money in that common fund and that is not required for that stated purpose.

(5) A board may if it considers it proper so to do, from time to time, add a portion of the income of an investment common fund to the capital thereof or use another portion of that income to establish or augment a fund or funds as a provision against capital depreciation or reduction of income.

Appointment of employees

18.(1) A board-

- (a) shall appoint and at all times have a secretary; and
- (b) shall appoint a secretary when and as often as a vacancy occurs in that office; and
- (c) may appoint and employ such administrative officers, teachers, clerks and other employees as it considers necessary for the proper exercise and performance of its powers, authorities, functions and duties.

(2) A board may enter into, perform and discharge any agreement with respect to the payment of salary, wages, expenses or other moneys to be paid to or in respect of any person who performs duties on behalf of the board for the purposes of this Act.

Superannuation scheme

19.(1) A board may—

- (a) establish or amend superannuation schemes; or
- (b) join in establishing or amending superannuation schemes; or
- (c) take part in superannuation schemes.

(2) The auditor-general may audit the schemes.

(3) Subsection (2) is subject to the *Financial Administration and Audit Act 1977*, part 6.¹

Division 2—Borrowing powers

Power to borrow

20.(1) Subject to this Act, a board may from time to time borrow money—

- (a) from the Treasurer; or
- (b) by the sale of debentures, bonds or inscribed stock; or
- (c) partly in one and partly in another of the ways specified in paragraphs (a) and (b).

(2) Before entering into negotiations to borrow money in any way specified in subsection (1), a board shall obtain the sanction of the Treasurer to enter into those negotiations and for that purpose shall forthwith furnish to the Treasurer such information as the Treasurer requires.

(3) If the board receives the sanction of the Treasurer mentioned in subsection (2), it may borrow the money after receiving the Governor in Council's authority.

(4) An authority under subsection (3) may be given subject to conditions the Governor in Council considers appropriate.

¹ Part 6 (Audit of public accounts and public sector entities)

Procedure before borrowing

21. Before proceeding to borrow money a board—

- (a) shall, at a special meeting of the board called for the purpose, pass a resolution to borrow that money;
- (b) shall cause to be prepared—
 - plans and specifications of the projects or full details of any other undertakings for which the money to be borrowed is required;
 - (ii) an estimate of the cost of those projects or other undertakings;
 - (iii) a statement showing details of the proposed expenditure of the money to be borrowed.

Application of loan moneys

22.(1) All moneys borrowed by a board shall be expended for the purposes for which the board was authorised to borrow those moneys and not otherwise.

(2) If any moneys comprising a loan remain unexpended upon the completion of the purposes for which the moneys were borrowed, that amount shall be applied as the Treasurer directs.

Repayment of Treasury loans

23.(1) Every loan advanced by the Treasurer under the provisions of this Act shall be liquidated by payment to the Treasurer by the board concerned on the first days of January and July respectively in each year, of such instalments of principal and interest at the prescribed rate as will permit the loan to be wholly redeemed within the prescribed period of the loan, until all moneys advanced from time to time by the Treasurer, together with interest thereon, have been paid.

(1A) The Treasurer may at any time make any adjustment that the Treasurer considers necessary to be made with respect to the period of any loan or the calculation of interest thereon or with respect to any other matter in connection with any loan.

(2) In February and August in each year the Treasurer shall cause to be published in the gazette in relation to any loan advanced by the Treasurer to a board under this Act, in respect of which payment of any instalment is overdue and in arrear, a statement specifying both the amount of money comprising instalments overdue and in arrear and the principal sum remaining unpaid on the last days of January and July respectively last preceding.

(2A) If thereafter on the last days of April and October respectively next following, any moneys remain unpaid to the Treasurer on account of such loan or on account of moneys paid by the Treasurer under a guarantee given by the Treasurer in respect of any loan advanced by the Treasurer to a board under this Act, the Treasurer may, by notification published in the gazette, specify the amount then owing and may, by that notification, appoint a receiver to collect on the Treasurer's behalf and to pay to the Treasury moneys due and owing to that board to the amount so specified.

(3) A receiver may be appointed under this section in respect of the revenues of a board generally or of specified income.

(3A) Upon appointment, the receiver shall from the date stated in the notification be the only person legally entitled to receive the revenues of the board in respect of which the receiver is appointed or, if the receiver is appointed receiver only in respect of specified income, to receive that income and shall be deemed to that extent and for that purpose to be a public accountant within the meaning of the *Audit Act 1874*.

(4) The Treasurer may from time to time make such orders and give such directions with respect to the powers and duties of a receiver appointed under this section and the management by the receiver of the affairs of the board in respect of which the receiver is appointed as the Treasurer thinks fit and judicial notice shall be taken of those orders and directions.

Debentures, bonds and stock

24.(1) All debentures, bonds and inscribed stock issued under the authority of this Act—

(a) shall be issued in such series or sold in such amounts or parcels at such times and places in or outside the State or in such manner as the board concerned thinks fit;

- (b) shall with interest thereon be charged and secured upon the assets and revenues of the board concerned subject to any prior debentures, bonds or stock issued according to law;
- (c) shall bear interest at such rate and be redeemable at such date or dates and at such place or places in or outside the State as are specified therein;
- (d) may, in the case of debentures or bonds, with the consent of the holder thereof or in the case of inscribed stock of the registered owner thereof, be paid off at any time previous to the due date thereof (at not more than the amount of the principal sum remaining unpaid at the time or with the consent of the Governor in Council at a premium) with interest thereon to the date of payment only.

(2) Interest secured by debentures, bonds or stock shall be payable at such times and at such places in or outside the State as are specified therein.

(3) Every debenture issued under the authority of this Act—

- (a) shall be sealed with the seal of the board concerned and signed by the chairperson and secretary and when so sealed and signed shall be taken to be duly issued; and
- (b) shall be numbered consecutively so that no 2 debentures in a series bear the same number; and
- (c) shall have set forth therein the places and dates at which the principal and interest are payable.

(3A) Every debenture issued under the authority of this Act may at the option of the lender have annexed to it for every payment to become due thereon (whether of principal or interest or principal and interest) a coupon and that debenture and coupon shall, unless the Governor in Council has otherwise determined when authorising the loan concerned, be transferable by delivery and payment to any person in possession of that debenture or coupon of the sum named therein shall discharge the board concerned from all liability with respect to that debenture or coupon.

(3B) Where a debenture or coupon is not transferable by delivery that fact shall be stated on it.

(3C) In the case of a debenture issued under the authority of this Act with coupons, the holder of a coupon, whether it be separated from the

debenture or not, shall be entitled to receive payment from the board concerned of the sum named therein upon presentation on or after the due date for payment at the place where the coupon is expressed to be made payable.

(3D) In the case of a debenture issued under the authority of this Act without coupons, the lender or, in the event of a transfer of the debenture, the transferee for the time being shall, subject to subsections (3E) and (3F), be entitled to receive payments from the board concerned in respect of principal or interest or both, in accordance with the terms and conditions of the debenture.

(3E) A transferee with respect to whom the board has not been given notice as prescribed shall not be entitled to receive and that board shall not be liable to make to that transferee any payment in respect of any debenture issued without coupons, save under attachment by process of law and then only to the extent of moneys payable to that transferee under the debenture and unpaid by that board to the lender or a prior transferee.

(3F) The entitlement of a transferee with respect to whom the board concerned has been given notice as prescribed to receive a payment in respect of a debenture issued without coupons shall be subject to any payment that, having become payable under that debenture before that board was given notice, was made by it to the lender or a prior transferee.

(3G) In subsections (3E) and (3F)—

"notice as prescribed" means a notice in writing signed by the transferor and transferee and verified to the satisfaction of the board.

(3H) A lender of money to a board may agree to accept a standard form of debenture but shall not be bound to do so.

(3I) A person lending money to a board and receiving in consideration therefor debentures duly issued and, in the event of a transfer of debentures so issued, the transferee for the time being shall not be bound to inquire whether the issue of those debentures was in fact duly authorised or into the application of the money so lent or be in any way responsible for the nonapplication or misapplication thereof.

(4) A board or an officer, servant or agent thereof shall not receive and shall be deemed not to have received notice of any trust express, implied or constructive with respect to debentures, bonds or inscribed stock issued under the authority of this Act and that board, officer, servant or agent shall not be bound to see to the execution of any such trust to which such debentures, bonds or inscribed stock may be subject.

Brokerage

25.(1) A board may, but only with the approval of the Treasurer and upon such terms and conditions as the Treasurer thinks fit, pay moneys for brokerage with respect to making, procuring, negotiating or obtaining any loan.

(2) The *Credit Act 1987*, section 76 does not apply or extend to brokerage that a board is authorised by this section to pay.

Remedies of bond, stock and debenture holders

26.(1) If a board defaults in making a payment whether of principal or interest to the holder of a bond, debenture or coupon issued or stock inscribed by the board under the authority of this Act, that holder may make application to and procure all necessary orders and directions from the Supreme Court for the appointment of a receiver and the court shall have power to make all such orders for the appointment of the receiver's stead as are necessary, and to make any further orders and give any directions that the court thinks proper.

(2) A receiver appointed pursuant to this section—

- (a) may be appointed in respect of the revenues of a board generally or of specified income thereof;
- (b) shall be deemed to be an officer of the court;
- (c) shall act under the direction of the court.

Remuneration, powers and duties of a receiver

27.(1) A receiver appointed by the Treasurer pursuant to section 23 shall be entitled to such commission or remuneration for his or her services as the Treasurer orders.

(1A) A receiver appointed by the Supreme Court pursuant to section 26

shall be entitled to such commission or remuneration for his or her services as the court orders.

(1B) The commission or remuneration of a receiver shall be payable out of the revenues of the board in respect of which the receiver was appointed.

(2) A receiver, whether appointed by the Treasurer or the Supreme Court, may collect all the revenues payable to the board in respect of which the receiver was appointed or, in the case of the receiver's appointment in respect of specified income, all that income and for the purposes of this section a receiver shall be deemed to be that board and may exercise all the powers of that board.

(3) A receiver shall apply all moneys received by him or her in the course of his or her receivership as follows—

- (a) firstly in payment of the costs, charges and expenses of collection and the receiver's commission or remuneration;
- (b) secondly-
 - (i) if the receiver was appointed by the Treasurer—in payment of the amount due and owing to the Treasurer together with interest on that amount at such rate as is specified by the Treasurer;
 - (ii) if the receiver was appointed by the Supreme Court upon the application of a holder of a bond, debenture or coupon issued or stock inscribed by the board concerned—in payment, subject to any order of the court, to that holder or to and amongst the holders of bonds, debentures or coupons of the same series as that holder or of inscribed stock or to the holders of bonds, debentures or coupons or inscribed stock generally in such order of priority as the court thinks fit, of the amount due and owing to that holder or, as the case may be, those holders;
- (c) thirdly in payment of the residue to the board concerned.

Recovery of moneys as debt

28.(1) If a board defaults in making a payment referred to in section 26, the person to whom that payment should have been made may recover the

amount thereof as a debt by action against the board in any court of competent jurisdiction.

(2) The remedy conferred by this section is in addition to the remedy conferred by section 26.

Illegal borrowing

29.(1) A person who lends money to a board otherwise than in accordance with this Act or some other Act shall have no remedy or right of any kind to recover money from the board in respect of that loan.

(2) If a board borrows money that it is not authorised under this Act or some other Act to borrow, the members of the board who have consented to the borrowing of that money shall be jointly and severally liable to repay it and to pay interest thereon to the person from whom it was borrowed and that money and interest may be recovered from those members or any of them as money lent by that person to those members or, as the case may be, that member by action in any court of competent jurisdiction.

(3) If moneys are appropriated from any fund kept under this Act for the purpose of repaying money so borrowed or paying interest thereon, the members of the board who have consented to the appropriation of those moneys for that purpose shall be jointly and severally liable to refund them with interest thereon at a rate determined by the Treasurer in respect of that appropriation and those moneys and interest may be recovered from those members or any of them by action in any court of competent jurisdiction at the suit of the Treasurer.

(3A) In any action brought under subsection (3), the Treasurer shall be entitled to costs as between solicitor and client and the Treasurer shall pay any amount recovered as a result of that action into the fund concerned.

(4) The provisions of this section shall be construed so as not to prejudice the operation of section 24(3I).

Advances by way of overdraft

30.(1) A board may for temporary financial accommodation obtain advances from any bank or banks by way of overdraft on the general fund.

(2) A board shall not, during any financial year, suffer the amount of its overdraft to exceed the amount for the time being prescribed.

Board to be local body

31. A board shall be a local body under and within the meaning of the *Local Bodies' Loans Guarantee Act 1923* and the provisions of that Act shall, subject to such modifications as the Governor in Council prescribes (whether generally or in respect of a particular loan or advance), apply and extend accordingly.

Regulations with respect to loans

32. The power conferred upon the Governor in Council by section 51 to make regulations includes the power to make regulations for or with respect to the raising and repayment of loans under the authority of this Act and without limiting the generality of that power—

- (a) the establishment of a registry at any place for the inscription of stock created and issued and the keeping of stock ledgers;
- (aa) regulating the inscription in stock ledgers kept of all stock issued, the transfer or transmission of stock or any shares therein, the amount of stock that may be transferred;
- (b) the form of and the manner of the issuing of bonds and debentures;
- (ba) the keeping and inspection of and the taking of copies of or extracts from registers of bonds and debentures or stock ledgers;
- (bb) lost or defaced bonds, debentures or stock certificates, the issue of duplicates thereof and the destruction of discharged bonds, debentures or stock certificates;
- (c) the issue upon request of stock to bond or debenture holders and of bonds or debentures to registered owners of stock;
- (d) the raising of loans outside the State;
- (e) the fees payable and the purposes for which those fees are payable;
- (f) sinking funds or other methods for the repayment of moneys

borrowed;

- (g) debt redemption funds and trustees thereof;
- (h) powers, authorities, functions and duties of those trustees.

Division 3—Funds, accounts and budget

Funds

33.(1) A board shall establish and at all times keep the following funds—

- (a) a general fund;
- (b) a trust fund;
- (c) a loan fund;
- (d) such other funds as are prescribed.

(1A) The funds shall be separate and distinct and separate bank accounts shall be kept for each fund.

(2) There shall be paid into a board's general fund all moneys paid to the board other than moneys prescribed to be paid into the trust fund, loan fund or other prescribed fund.

(2A) The board shall apply the moneys from time to time standing to the credit of its general fund towards the costs incurred by it in or in connection with the proper exercise and performance of its powers, authorities, functions and duties and in fulfilling any prescribed purpose for which any other prescribed fund is not appropriated by this Act.

(3) A board's trust fund shall consist of all moneys paid to the board by way of deposit or in trust for any person or for any purpose under this Act or any other Act.

(3A) The board shall apply the moneys standing to the credit of its trust fund to the payment to or on behalf of the persons entitled thereto or, where moneys are held on deposit or in trust for any purpose, to the payment to or for that purpose.

(4) A board's loan fund shall consist of all moneys paid to the board by way of loan or subsidy for the purposes of this Act.

(5) The board shall apply the moneys standing to the credit of its loan fund to expenditure necessarily incurred by it in carrying out the works or purposes for which the loans were authorised or the subsidies paid.

Accounts and audit

34.(1) A board shall keep accurately such accounts, books and records of its receipts and expenditure as shall record and explain correctly all transactions.

(2) The auditor-general or a person authorised by the auditor-general shall at least once in each year audit the accounts and records of financial transactions of a board and the cost of this audit shall be met by the board.

(3) A board shall, as soon as practicable after the close of each financial year, furnish to the Minister a statement of account for that year in respect of each fund kept by it in such form and containing such particulars as the Minister, on the recommendation of the auditor-general, directs.

(3A) Prior to such furnishing the auditor-general shall certify whether or not the statements of accounts—

- (a) are in agreement with the books and accounts kept by the board; and
- (b) in the auditor-general's opinion fairly set out the financial transactions of the board for the period to which they relate.

(4) The auditor-general shall, at least once in each year, report to a board the results of the audit carried out under subsection (2) and shall, if the auditor-general thinks fit, make recommendations to the board with respect to the conduct of the financial transactions of the board and the manner of operating and maintaining its accounts.

(4A) A copy of any report and recommendations made pursuant to subsection (4) shall be furnished by the auditor-general to the Minister.

(5) A board shall give due consideration to the report and recommendations (if any) of the auditor-general made pursuant to subsection (4).

(6) The auditor-general or person authorised by the auditor-general shall have the right of access at all reasonable times to the accounts, books and records of a board and may direct any employee of the board to make

available copies of or extracts from those accounts, books and records or to supply such information and explanations as the auditor-general thinks fit for the purpose of the audit and every employee shall comply with a direction so given.

(7) The auditor-general shall include in the auditor-general's annual report to Parliament such matters with respect to the financial transactions of a board as the auditor-general thinks fit.

Budget

35.(1) Before 28 January in each year, a board shall approve and adopt a budget in respect of its general fund wherein the board shall estimate as accurately as possible—

- (a) the amount to be disbursed by the board from that fund during the year ending on 31 December next following in the proper exercise by the board of its functions under this Act;
- (b) the amount to be received by the board during the year ending on 31 December next following from all sources other than amounts that are required by this Act to be paid into the trust fund, loan fund or other prescribed fund (not being the general fund).

(2) The form of budget of a board shall consist of 2 parts—

- (a) the administration of the school in respect of which the board is constituted; and
- (b) annual charges in respect of interest on and redemption of loans.

(2A) The estimated receipts and disbursements of a board, so far as is practicable—

- (a) shall be grouped in relation to the respective functions of the board; and
- (b) shall be itemised so as to specify the source from which each item of receipt is expected to arise or, as the case may be, the purpose for which each item of disbursement is expected to be incurred.

(2B) Any estimated receipt and estimated disbursement that are in respect of the same purpose shall, as nearly as is practicable, be set out

opposite each other in the budget.

(3) A board shall, before 28 January in each year, review moneys available to the school in respect of which the board is constituted by way of bequest, donation or special grant and the disbursement thereof and shall, subject to the terms of any trust and before any disbursement is made, approve the proposed disposition of those moneys.

Observance of budget

36.(1) A budget approved and adopted by a board shall be binding on the board and, subject to this section, the board shall control the expenditure of the school in respect of which it was established so that it conforms as nearly as practicable to the adopted budget.

(2) If during any financial year it appears to a board that an extraordinary circumstance has arisen requiring the board to make in that financial year a disbursement from its general fund—

- (a) that was not provided for in the budget for that financial year; or
- (b) that exceeds the amount estimated in respect of that disbursement in the budget for that financial year;

the board shall, before making such disbursement, by resolution approve that such disbursement be made.

Investment of moneys

37.(1) A board may, from time to time, invest moneys standing to the credit of any fund kept by it under section 33 and not required for the time being for the purposes of this Act in any investment authorised by the *Trusts Act 1973* or upon security with an approved dealer or upon such other security or investment as the Treasurer approves.

(2) Every security or safe custody acknowledgment or other document evidencing title issued in respect of any investment shall be held by the board.

(3) For the purposes of this section—

"approved dealer" means a person who-

(a) is an authorised dealer in the short term money market with

established lines of credit with the Reserve Bank of Australia as a lender of last resort; and

(b) is approved by the Governor in Council.

(4) The powers conferred on a board by this section shall not be exercised by a board in relation to moneys standing to the credit of the trust fund if in respect of those moneys—

- (a) the instrument creating the trust directs expressly to the contrary; or
- (b) the exercise of the powers constitutes a breach of a condition under which those moneys were acquired.

Division 4—Proceedings

Conduct of business

38. Subject to this Act, a board shall conduct its business and proceedings at meetings in such manner as it determines from time to time.

Quorum

39.(1) The quorum of a board shall consist of a majority of the total number of members for the time being holding office as members.

(2) A duly convened meeting of a board at which a quorum is present shall be competent to transact any business of the board and shall have and may exercise all the powers, authorities, functions and duties by this Act conferred or imposed upon the board.

Meetings

40.(1) A board shall meet at such times and places as it determines.

(2) Notice of every meeting or adjourned meeting, save a meeting adjourned to a later hour of the same day on which it was appointed to be held, shall be in writing and shall be given to every member of a board at least 7 days prior to the date appointed for that meeting.

(2A) Where circumstances exist that, in the opinion of the chairperson or

2 members of a board, constitute an emergency, the chairperson or, as the case may be, 2 members may call a meeting of the board and that meeting may be held without notice having been given as prescribed.

(2B) A notice of a meeting or an adjourned meeting may be given to a member by prepaid post letter addressed to the member's place of business or residence last known to the chairperson.

(3) The members present at a meeting of a board may from time to time adjourn the meeting.

(3A) If a quorum is not present at a meeting of a board within 15 minutes after the time appointed for the commencement of the meeting, the member or members present or the majority of them if more than 2 are present or the secretary to the board if no member is present or if the members present are equally divided on the issue may adjourn the meeting to a time and date not later than 7 days from the date of the adjournment.

(3B) The provisions of subsection (3A) shall be construed so as not to prevent the adjournment of a meeting to a later hour of the same day on which the meeting was appointed to be held.

(4) The chairperson shall preside at each meeting of a board at which the chairperson is present and in the chairperson's absence the deputy chairperson if present shall preside.

(5) If both the chairperson and deputy chairperson are absent from a meeting, a member of the board elected at that meeting shall preside.

(6) A member of the board elected to preside at a meeting shall, while the member presides, have all the powers, functions, duties and immunities of the chairperson.

Conduct of affairs

41.(1) A board shall exercise or perform a power, authority, function or duty by a majority vote of its members present at the meeting and voting on the business in question.

(2) A member of a board who, being present at a meeting and eligible to vote, abstains from voting shall be taken to have voted for the negative.

(3) The chairperson shall have a deliberative vote and, in the event of an equality of votes, a casting vote.

Custody of seal

42.(1) The common seal of a board shall be kept in the custody of the secretary to the board or, where there is a temporary vacancy in that position, of the chairperson.

(2) The common seal shall be affixed to a document only in pursuance of a resolution of the board and by the person having custody of such seal in accordance with this Act.

(3) Where that person is the secretary to the board, the common seal shall be affixed in the presence of the chairperson.

Authentication of documents

43. Save where it is by this Act otherwise prescribed, a document made or issued by a board for the purposes of this Act shall be sufficiently authenticated if it is made or, as the case may be, signed by the chairperson or by the secretary to the board at the chairperson's direction.

Register of donors and subscribers

44.(1) A board shall cause to be established and kept by the secretary to the board in such form as it thinks fit a register of the names and other prescribed particulars of persons who are or have been donors or subscribers to the school in respect of which the board is constituted.

(2) The secretary to a board shall from time to time remove from the register the names and other registered particulars of donors or subscribers who have died and make such alterations and amendments to the register as the board directs.

(3) The register shall at all reasonable times be open to inspection by any person at the office of the secretary.

Validity of proceedings

45. An act or proceeding of a board shall not be invalidated or in any way prejudiced by reason only of the fact—

(a) that at the time such act was done or proceeding taken there were vacancies in the membership of the board not exceeding one-half

of the total number of members for the time being required to constitute the board;

- (b) that all members of the board for the time being holding office were not present at the meeting at which the act was done or proceeding taken;
- (c) that there is a defect in the qualification, membership or appointment or election of any member of the board who joined in doing the act or taking the proceeding or in authorising the act or proceeding.

Rules applicable to election of members

46.(1) The rules set forth in the schedule shall apply with respect to every election of members to a board and shall be observed by the board and all persons concerned.

(2) The Governor in Council may from time to time, by order in council, amend the rules set forth in the schedule by adding to, deleting from, altering or varying the provisions thereof.

(3) The schedule as so amended is the schedule for the time being.

PART 4—GENERAL PROVISIONS

Endowment

47. There shall be paid to a board each year out of the consolidated fund such sums as are appropriated by Parliament for the purpose.

Disposal of assets on discontinuing a school

48.(1) If a school is discontinued, the Governor in Council may make a regulation with respect to the way in which property held by the school's board is to be disposed of or held.

(2) Subsection (1) does not apply to Crown land granted in trust or reserved and set apart for the school under the *Land Act 1962*.

s 46

(3) If the Governor in Council does not make a regulation in relation to property mentioned in subsection (1), the Minister may give directions with respect to the way in which the property is to be disposed of or held.

(4) The power to make a regulation, or give directions, includes the power to vary the trustees, and the terms, of any trust created under this section.

(5) Subsections (1) and (3) do not authorise the Governor in Council and the Minister to override a trust instrument that—

- (a) was created before the discontinuance of the school; and
- (b) concerns property mentioned in subsection (1); and
- (c) provides for the variation of the trust on the discontinuance of the school.

Inspection of schools

49.(1) The Governor in Council may from time to time, by notification published in the gazette, appoint persons to be inspectors of public grammar schools.

(2) Inspectors so appointed shall at such times and in such manner as the Minister directs carry out inspections of schools established under this Act or under the repealed Acts and make reports to the Minister thereon.

Power of delegation

50.(1) A board may, in respect of a matter or class of matters or any activity of a school, by resolution, delegate all or any of the board's powers, functions and duties under this Act (save this power of delegation, its powers, functions and duties with respect to the making of rules and the adoption of a budget and the approval by it of the proposed disposition of moneys pursuant to section 35(3)) to any member of the board or any committee of its members or any employee of the board or member of the school.

(2) A delegation under this section may be varied or revoked by resolution of a board and does not prevent the exercise or performance by the board of any of its powers, functions or duties.

(3) A power, function or duty delegated by a board, if exercised or performed by the delegate, shall be exercised or performed in accordance with the resolution of delegation.

(4) A delegation may be made subject to such terms and limitations as the board thinks fit and included in the resolution of delegation including a requirement that the delegate shall report to the board upon the delegate's exercise or performance of the delegated power, function or duty.

(5) A board may by resolution make such and so many delegations of the same power, function or duty and to such number of persons as it considers necessary or desirable.

Regulations

51.(1) The Governor in Council may make regulations for the purposes of this Act.

(2) A regulation may be made—

- (a) creating offences against the regulation; and
- (b) fixing a maximum penalty of a fine of 2 penalty units for an offence against the regulation.

SCHEDULE

RULES FOR ELECTION OF MEMBERS OF A BOARD

section 46

Time for election

1. An election of members of a board required to be elected under this Act shall be held as and when necessary.

Returning officer

2.(1) For the purpose of first constituting a board, the Minister shall appoint a returning officer to take the poll at the election of members of a board.

(2) For the purpose of an election of members of a board subsequent to the first constitution of the board, the secretary to the board shall be returning officer.

Roll of electors

3.(1) The persons who shall be electors for the purpose of electing members of a board pursuant to section 7(4)(b) of the Act shall themselves be qualified to be elected pursuant to that provision.

(2) The roll of electors—

- (a) in the case of an election in respect of the first constitution of a board—shall be compiled by the returning officer appointed by the Minister and shall consist of the names of those persons known to be qualified pursuant to section 7(4)(b) of the Act to be elected;
- (b) in the case of an election in respect of a subsequent constitution of a board—shall be compiled by the secretary to the board from the register kept by the board pursuant to section 44 of the Act and

shall consist of the names of those persons qualified pursuant to section 7(4)(b) of the Act to be elected whose names appear in the register.

(3) The roll shall show in alphabetical order and numbered consecutively the names of persons entitled to vote at the election, and shall be signed and dated by the returning officer.

(4) The roll so signed and dated shall be the roll for the purpose of the election and shall be conclusive evidence of the entitlement of any person named therein to vote at that election.

(5) A person whose name is not on that roll shall not be entitled to vote at that election.

Notice of dates of nomination and poll

4.(1) Immediately upon the compilation of the roll, the returning officer shall send by post to every person named therein a notice wherein—

- (a) the returning officer shall specify the respective dates of nomination for and of taking the poll for the election; and
- (b) the returning officer shall require candidates for the election to be nominated as prescribed by these rules at the place named in the notice.

(2) In respect of every election, the date for nomination shall be a day—

- (a) not less than 10 nor more than 21 days after the sending of the notice; and
- (b) not less than 7 nor more than 28 days before the date for taking the poll.

Nominations

5. A person shall not be a candidate for an election unless—

- (a) the person is enrolled on the roll provided for in these rules;
- (b) the person is nominated as a candidate by at least 2 persons other

than himself of herself who are likewise enrolled;

(c) there is furnished to the returning officer at the place named in the notice prescribed by section 4 before noon on the date for nomination a nomination naming that person as a candidate for the election, signed by the persons nominating the candidate and endorsed under the candidate's signature with the candidate's consent to the nomination.

Result on nomination only of number to be elected

6. If the number of candidates for an election does not exceed the number of members of a board to be elected at that election, the returning officer shall, on the date for nomination or as soon thereafter as practicable and at the place of nomination, declare such candidates to be elected to the board concerned and thereupon they shall be deemed to be duly elected.

Poll for determination of membership of board

7.(1) If the number of candidates for an election exceeds the number of members of a board to be elected at that election, the returning officer immediately—

(a) shall cause to be prepared a sufficient number of ballot papers containing the surnames of the candidates in alphabetical order and their christian names and at the head a statement that the paper is a ballot paper for the election of members of the Board of Trustees of the () Grammar School (*stating the number of members to be elected and the name of the school*) and at the foot thereof the following direction—

'Record your vote by striking out the names of all candidates save those of candidates (*stating the number to be elected*).'; and

(b) shall send by post to every person entitled to vote at the election such a ballot paper, initialled by the returning officer, together with an unsealed prepaid post envelope addressed to the returning

officer at the place of nomination and endorsed-

'Ballot paper, Board of Trustees of the Grammar School (*naming the school*).'.

(2) The returning officer shall ensure that no marks or writings other than those prescribed by subsection (1) appear on any ballot paper sent by the returning officer pursuant to that subsection.

(3) The returning officer shall not issue a duplicate ballot paper or a second ballot paper in respect of the same election to any person.

Voting

8.(1) A person to whom a ballot paper has been forwarded who is desirous of voting shall record his or her vote on the ballot paper received by striking out the names of all candidates save those of the candidates for whom the person desires to vote.

(2) A person, after voting, shall place the ballot paper in the accompanying envelope, seal the envelope and send it by post to the returning officer.

Counting and declaration of poll

9.(1) The returning officer shall, until noon on the date appointed for taking the poll, keep unopened and in a secure place all envelopes referred to in section 8 received by the returning officer through the post prior to that hour.

(2) At noon on the date appointed for taking the poll or as soon thereafter as is practicable, the returning officer shall open all envelopes referred to in subsection (1) and examine and count the number of votes recorded for each candidate.

(3) The returning officer shall not include in the count—

- (a) a ballot paper that was not received by the returning officer prior to noon on the date appointed for taking the poll; and
- (b) a ballot paper that is not initialled and marked as prescribed by

this schedule.

(4) The returning officer shall, as soon as practicable after completing the examination and count of votes, declare the candidate who has received the highest number of votes to be elected and, if there be more than 1 candidate required to be elected at the election, shall declare the candidate who has received the next highest number of votes to be elected.

(5) If the number of votes received by any 2 or more candidates is equal, the returning officer shall decide by his or her vote which 1 or more of them, as the case requires, shall be elected but, save as is prescribed by this subsection, the returning officer shall not be entitled to vote.

Report of poll

10. Immediately upon the declaration of a poll, the returning officer shall report the names of the candidates thereby elected—

- (a) in the case of the first constitution of a board—to the Minister; and
- (b) in the case of any other election—to the board concerned.

Expenses of election

11. All expenses reasonably incurred by a returning officer in connection with an election and a reasonable fee to the returning officer for services rendered, approved by a board shall be defrayed out of the general fund of the board concerned.

ENDNOTES

1 Index to endnotes

	Page
2	Date to which amendments incorporated
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2 Date to which amendments incorporated

This is the reprint date mentioned in the Reprints Act 1992, section 5(c). Accordingly, this reprint includes all amendments that commenced operation on or before 22 April 1997. Future amendments of the Grammar Schools Act 1975 may be made in accordance with this reprint under the Reprints Act 1992, section 49.

3 Key

Key to abbreviations in list of legislation and annotations

AI	Α	=	Acts Interpretation Act 1954	(prev)	=	previously
an	nd	=	amended	proc	=	proclamation
ch		=	chapter	prov	=	provision
de	f	=	definition	pt	=	part
div	7	=	division	pubd	=	published
ex	р	=	expires/expired	R[X]	=	Reprint No.[X]
ga	z	=	gazette	RA	=	Reprints Act 1992
hd	g	=	heading	reloc	=	relocated
ins	5	=	inserted	renum	=	renumbered
lap)	=	lapsed	rep	=	repealed
no	tfd	=	notified	s	=	section
on	ı	=	omitted	sch	=	schedule
o i	n c	=	order in council	sdiv	=	subdivision
р		=	page	SIA	=	Statutory Instruments Act 1992
pa	ra	=	paragraph	SL	=	subordinate legislation
pr	ec	=	preceding	sub	=	substituted
pr	es	=	present	unnum	=	unnumbered
pr	ev	=	previous			

4 Table of earlier reprints

TABLE OF EARLIER REPRINTS

[If a reprint number includes an arabic letter, the reprint was released in unauthorised, electronic form only.]

Reprint No.	Amendments included	Reprint date
1	to Act No. 36 of 1995	10 November 1995

5 Tables in earlier reprints

TABLES IN EARLIER REPRINTS

Name of tableReprint No.Changed names and titles1Changed citations and remade laws1Obsolete and redundant provisions1Renumbered provisions1

6 List of legislation

Grammar Schools Act 1975 No. 42

date of assent 9 October 1975 commenced 1 March 1976 (proc pubd gaz 13 December 1975 p 1448)

as amended by-

Educational Institutions (Amendment of Superannuation Provisions) Act 1984 No. 82 pt 2

date of assent 26 October 1984 commenced on date of assent

Statute Law (Miscellaneous Provisions) Act 1989 No. 103 s 3 sch date of assent 25 October 1989 commenced on date of assent (see s 2(1))

Statute Law (Miscellaneous Provisions) Act 1992 No. 36 ss 1–2 sch 1 date of assent 2 July 1992

amendments 3–5 commenced 1 July 1992 (see s 2 sch 1) amendments 6, 10 never proclaimed into force and om 1994 No. 87 s 4(1) sch 3 pt 2 remaining provisions commenced on date of assent

Statute Law (Miscellaneous Provisions) Act 1993 No. 32 ss 1–2, 3 sch 1

date of assent 3 June 1993 commenced on date of assent (see s 2) Statutory Authorities Superannuation Legislation Amendment Act 1995 No. 36 pt 1 s 9 sch 2 date of assent 16 June 1995 commenced on date of assent (see s 2)

Statutory Bodies Financial Arrangements Amendment Act 1996 No. 54 ss 1–2, 9 sch

date of assent 20 November 1996 ss 1–2 commenced on date of assent remaining provisions <u>not yet proclaimed into force</u>

Education (School Curriculum P-10) Act 1996 No. 65 ss 1-2, 52 sch 2

date of assent 9 December 1996 commenced on date of assent

7 List of legislation

Commencement om R1 (see RA s 37) s 2 Arrangement om 1992 No. 36 s 2 sch 1 s 3 **Repeals and savings** s 4 om 1992 No. 36 s 2 sch 1 Interpretation def "Minister" om 1992 No. 36 s 2 sch 1 s 5 Constitution amd 1992 No. 36 s 2 sch 1 s 7 **Disgualification from office** s 9 amd 1996 No. 65 s 52 sch 2 **Functions** amd 1992 No. 36 s 2 sch 1 s 14 **Superannuation scheme** s 19 sub 1984 No. 82 s 4 sub 1995 No. 36 s 9 sch 2 **Division 2—Borrowing powers** div hdg sub 1996 No. 54 s 9 sch **Power to borrow** amd 1993 No. 32 s 3 sch 1 s 20 sub 1996 No. 54 s 9 sch **Procedure before borrowing** sub 1996 No. 54 s 9 sch s 21 **Application of loan moneys** s 22 om 1996 No. 54 s 9 sch

Repayment of Treasury loans
s 23 <u>om 1996 No. 54 s 9 sch</u>
Debentures, bonds and stock
s 24 <u>om 1996 No. 54 s 9 sch</u>
Brokerage s 25 om 1996 No. 54 s 9 sch
Remedies of bond, stock and debenture holderss 26om 1996 No. 54 s 9 sch
Remuneration, powers and duties of a receivers 27om 1996 No. 54 s 9 sch
Recovery of moneys as debts 28om 1996 No. 54 s 9 sch
Illegal borrowing s 29 amd 1996 No. 54 s 9 sch
Advances by way of overdrafts 30om 1996 No. 54 s 9 sch
Board to be local bodys 31om 1996 No. 54 s 9 sch
Regulations with respect to loanss 32om 1996 No. 54 s 9 sch
Funds amd 1989 No. 103 s 3 sch
Investment of moneys s 37 amd 1992 No. 36 s 2 sch 1; 1993 No. 32 s 3 sch 1 om 1996 No. 54 s 9 sch
Rules applicable to election of memberss 46sub 1992 No. 36 s 2 sch 1 (never proclaimed into force and om 1994 No. 87 s 4(1) sch 3 pt 2)
Disposal of assets on discontinuing a schools 48sub 1993 No. 32 s 3 sch 1
Regulations s 51 prev s 51 om 1992 No. 36 s 2 sch 1 pres s 51 ins 1992 No. 36 s 2 sch 1
Orders in council s 52 prev s 52 om 1992 No. 36 s 2 sch 1 pres s 52 ins 1992 No. 36 s 2 sch 1 om 1993 No. 32 s 3 sch 1
Regulations s 53 om 1992 No. 36 s 2 sch 1

Orders in Council s 54 om 1992 No. 36 s 2 sch 1

SCHEDULE 1 om 1992 No. 36 s 2 sch 1

SCHEDULE 2—RULES FOR ELECTION OF MEMBERS OF A BOARD om 1992 No. 36 s 2 sch 1 (never proclaimed into force and om 1994 No. 87 s 4(1) sch 3 pt 2)

8 Provisions that have not commenced and are not incorporated into reprint

The following provisions are not incorporated in this reprint because they had not commenced before the reprint date (see Reprints Act 1992, s 5(c)).

Statutory Bodies Financial Arrangements Act 1996 No. 54 s 9 sch reads as follows—

GRAMMAR SCHOOLS ACT 1975

Amendment

1. Part 3, division 2, heading—

omit, insert—

'Division 2—Power to enter into financial arrangements'.

2. Section 20—

omit, insert—

'Boards are statutory bodies

'20.(1) Under the *Statutory Bodies Financial Arrangements Act 1982*, a board is a statutory body.

(2) The Statutory Bodies Financial Arrangements Act 1982, part 2B sets out the way in which a board's powers under this Act are affected by the Statutory Bodies Financial Arrangements Act 1982.'.

3. Section 21—

omit, insert—

'Procedure before borrowing

'21. Before proceeding to borrow money under the *Statutory Bodies Financial Arrangements Act 1982*, a board must cause the following to be prepared—

- (a) plans and specifications of the projects or full details of other undertakings for which the money to be borrowed is required;
- (b) an estimate of the cost of those projects or other undertakings;
- (c) a statement showing details of the proposed expenditure of the money to be borrowed.'.

4. Sections 22 to 28—

omit.

5. Section 29(1)—

omit.

6. Section 29(2), 'or some other Act'—

omit, insert—

'and the Statutory Bodies Financial Arrangements Act 1982'.

7. Section 29(3A) and (4)—

omit, insert—

(4) In an action brought under subsection (3), the Treasurer—

- (a) is entitled to costs as between solicitor and client; and
- (b) must pay the amounts recovered under the action into the fund concerned.'.

8. Sections 30 to 32—

omit.

9. Section 37—

omit.

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