

STATUTE 3.9 HEADS OF BRANCHES

1. In this Statute “head” means head of a Branch.
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 - (1) In accordance with procedures determined by the Council, the Council may appoint a head of each Branch.
 - (2) The Council may require the Vice-Chancellor to advise on the provisions to be made to permit the head to perform his or her duties.
3. In addition to any other powers and duties conferred or imposed on a head by any other Statute or Regulation, the head
 - [a] shall be responsible for the implementation in the Branch of the policies of the University;
 - [b] shall exercise a general superintendence over the administrative business of the Branch;
 - [c] shall assign duties to members of staff of the Branch and may require a statement of the work being done by those members;
 - [d] may obtain from the staff of the Branch any information or assistance the head requires in order to carry out his or her duties effectively;
 - [e] when appropriate, shall inform the Council or other bodies of Branch resolutions;
 - [f] shall inform the Branch of any resolution of the Council affecting the Branch and shall provide other information as may be necessary for the performance of the Branch's functions;
 - [g] shall by reason of the office be a member of all committees of the Branch; and
 - [h] shall have access at all times to the books, accounts, and records of the Branch.
4. If the office of head of any Branch is vacant or the head is absent or unable to act, the Vice-Chancellor may appoint a person to act as head for any period and on any conditions that the Vice-Chancellor determines.
5. Subject to any resolution of the Council or direction of the Vice-Chancellor, a head may delegate all or any of the powers, authorities, duties and functions of his or her office, other than this power of delegation, to any member of staff of the University or to any board, committee or other body constituted by or under the Statutes and Regulations.

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

Made 01/11/95 Approved 5/12/95

Amendment 1 Made 09/12/98 Approved 24/03/99

Amendment 2 Made 10/05/00 Approved 08/07/00