

CHAPTER 7 STANDING COMMITTEES

General

34. The standing committees of THETA shall be:

34.1 the Executive Committee;

34.2 the Resources Committee;

34.3 the Planning Committee;

34.4 The Quality Committee;

34.5 The Learnership Committee.

They shall have the duties, functions and composition provided for in the constitution and may seek and consider the advice of the chambers and the other standing committees. In addition each committee will have the power to co-opt, for a period of not longer than one year, additional members who need not be members of the Authority or of a chamber but who have expertise, knowledge or experience in matters relevant to the duties and functions of that committee. Co-opted members will have the right to attend and speak at meetings of the committee, but not to vote.

Members shall each be paid an honorarium of R300 for attendance at a meeting of a standing committee.

Meetings and procedure

35. Each committee shall meet as often as necessary for the proper conduct of its affairs but at least once in every six months and shall regulate its meetings as it deems fit.

36. Meetings of the committee may be convened by its chairperson, either of his or her own accord (after consultation with the deputy chairperson and the chief executive if they are available) or whenever required to do so by at least one-third of the remaining members of the committee. In the absence of the chairperson and the deputy chairperson, the chief executive may exercise the powers of the chairperson under this clause to convene a meeting of a committee.

37. The quorum necessary for the transaction of business shall be four members, provided that one of those members is either the chairperson or the deputy chairperson of the committee and one of those members is either the chief executive or the deputy chief executive.

38. At meetings of the committee, each member present shall have one vote and all questions shall be decided by a majority of votes. In the case of an equality of votes, the presiding officer of the meeting shall have a second or casting vote.

39. A resolution in writing signed by all the members of a committee and inserted in the minute book of that committee shall be as valid and effective as if it had been passed at a meeting of the committee, duly convened and held. Any such resolution may consist of several documents in the same form, each of which is signed by one or more members of the committee and shall be deemed (unless the contrary appears from the resolution) to have been passed on the date on which it was signed by the last member of the committee entitled to sign it.
40. A resolution shall be deemed to have been signed if consent thereto has been given in a message transmitted electronically or by telegram, teleprinter or telefax and purporting to emanate from the person whose signature to such resolution is required.
41. Any member of THETA who is not elected as a member of a standing committee shall be entitled to attend and speak at meetings of that committee but not to vote.
42. The person presiding at any meeting of a committee shall ensure that minutes of such meetings are kept.