

## DAP Committee Quorum

Devon Audit Partnership Committee Members have highlighted that the current arrangements for decisions to be made and ratified are no longer effective.

### Current DAP Committee position as per the Partnership Agreement – Attendees and Quorum

#### Schedule 1 Extracts - Devon Audit Partnership Joint Committee

Unless the Partnership Joint Committee otherwise agrees:-

The Councils may make substitutions in accordance with their own procedures where one of their members is unable to attend any meeting of the Partnership Joint Committee

Each Member representing each Council shall have one vote at meetings of the Partnership Joint Committee.

Any seven voting members of the Councils remaining in the Partnership shall form a quorum provided that the said seven members shall include one member appointed from each of the Councils

At present there needs to be one representative from each Partner to achieve a Quorum.

### Proposed Position

It is proposed that the Partnership Agreement is modified to reflect the following.

- The Councils may make substitutions in accordance with their own procedures where one of their members is unable to attend any meeting of the Partnership Joint Committee.
- A quorum is achieved when a majority of Partners are represented at a committee meeting; and at least one of those present represents the Host Authority; and
- Should any Partner only have one attendee, that person will hold and cast both votes for that Partner Authority.

This would at present require a minimum of four of the Partners to be represented and would result in a minimum of eight votes being cast on any decision, action or motion.

If agreed, the Partnership Agreement would be modified for the 2024/25 Financial Year, and so take affect from the 1<sup>st</sup> of April 2024.

**Tony Rose**

**Head of Devon Audit Partnership**

January 2024

**Endorsed by the Partnership Management Board – February 2024**