

## SCHEDULE 1

### INCORPORATION OF WALES AUDIT OFFICE

#### PART 7

#### PROCEDURAL RULES

##### *General*

- 27 The WAO must make rules for the purpose of regulating the WAO's procedure.

##### *Quorum for WAO meetings*

- 28 (1) The rules must provide for a quorum for any meetings of the WAO (including meetings of committees or sub-committees set up under paragraph 29).
- (2) The rules may provide that different quorums may apply in different circumstances (for example, in relation to particular meetings or for particular purposes).
- (3) The rules must provide that in all circumstances a quorum cannot be met unless a majority of the members present are non-executive members.

##### *Committees*

- 29 (1) The rules may include—
- (a) provision for the setting up of committees of the WAO and for those committees to set up sub-committees, and
  - (b) provision regulating the procedures of those committees and sub-committees.
- (2) An employee of the WAO who is not an employee member may be a member of a committee or sub-committee.
- (3) A person who is neither a member of the WAO nor an employee of the WAO may be a member of a committee or sub-committee, provided that no functions of the WAO are delegated to the committee or sub-committee (see paragraph 32).

##### *Ballots*

- 30 The rules must include provision about the conduct of ballots for the purpose of appointing employee members (see paragraph 16).