3.0 PROCESS

3.1 CONSENSUS APPROACH TO DECISION-MAKING

PRAMP follows a consensus approach to decision-making. The Board, Executive Committee and any Committee or Working Groups that may be formed operate by consensus, which is reached when there is unanimous agreement that each member can accept the outcome although it may not achieve the goals of each member. Decisions made by consensus aim to take into account the best interests of everyone.

The following considerations must be taken into account when implementing consensus-based decision-making:

- **Quorum**: For the Board, this is defined as 50% plus 1 of directors/ alternates and representation from a minimum of 2 member groups (government, industry and community). For the Executive Committee, only the latter condition must be met.
- **Working towards Consensus:** All representatives must have the opportunity to participate in discussions and review proposals before they are brought forward to the board. Each representative is responsible for bringing forward concerns/ perspectives of their stakeholders early on in the process. Those who do not agree with a decision need to explain precisely what elements are contentious and to provide an alternative. Teams need to base their recommendations on the best information available and this information needs to be collected jointly.
- **Reaching Consensus**: Representatives need to ensure support from their respective stakeholder group before agreeing to recommendations. Once the recommendation is agreed to by consensus, it is to be treated as a serious commitment to be fulfilled by action holders.
- **Blocking a Decision**: If one or more directors (or alternates) block a decision/recommendation, then the consensus decision is blocked. Abstentions will not block decisions.
- **Consensus Fallback:** If consensus cannot be reached, the item may be subject to future discussion. Alternatively, the matter can be taken to the board for advice and direction. If the team cannot resolve the issue even with feedback from the board, then it would develop a non-consensus report (including areas of consensus, areas of non-consensus and rationale for these perspectives). In response, the board may ask the team to try to reach consensus again or it may make a decision based on the report.
- **Voting**: When consensus is not reached on administrative matters, a vote will be taken and requires a majority of not less than 2/3 of quorum. "Administrative matters" include all approvals required to confirm the ongoing operations of the board.

Further information on the consensus approach to decision-making can be found at the following links:

- [Beyond Consultation: Making Consensus Decisions (CASA, 2007)](#)
- [CASA Procedural Guidelines (CASA, 2009)](#)
- [CASA Guide to Managing Collaborative Processes (CASA 2014)](#)