

## DAPTC DISCUSSION PAPER

Date & Time:	22 July 2022
Meeting:	Executive Committee
Topic:	AGM Format and Timeline
Presenter:	Chief Executive
Sensitivity:	Open / <del>Controlled</del> / <del>Confidential</del>

**Agenda Item 5b:** Discuss the desired approach to delivering the 2022 AGM

**Objective:** To agree the approach and timeline to the 2022 AGM including the format and key steps to consult with the membership.

**Background:** We have held two successful AGMs now online due to the prevailing concerns about COVID and in person gatherings. The delegate feedback for the 2021 AGM can be read here: [2021 DAPTC AGM Feedback](#)

Attendance at in person meetings remains unpredictable but could be a desire for a return to a face to face AGM at County Hall and this should be considered. One option to test member sentiment would be a snap poll amongst members.

Planning for the AGM normally starts in July with a timeline of activity leading to the AGM in November.

### Consultation / Research:

Request input and views of the Executive Committee ahead of progressing the desired way forward from July 2022.

### Options:

- A. Face to face AGM held at County Hall in the chamber as 2019 and before – with/without speakers
- B. Online via Zoom with online polling for key agenda items – with/without speakers
- C. Another variation following feedback from Executive Committee members

### Costs:

- Face to Face AGM – Catering (£300), Staff Costs (£485), Other (£50) – Total £835\*
- Online AGM – Zoom (£5), Staff Costs (£148), Other (£50) – Total £203

\*Doesn't include any member travel costs to location, normally County Hall, Dorchester.

### Timeline:

Date	Activity
19 August	Request for motions
Sept/Oct	Review of motions
Nov	AGM – 19 November 10am

### Recommendation:

- B. **Online via Zoom with online polling for key agenda items – with/without speakers**

**Note:** We would like guidance on whether to include one or two guest speakers and associated topics so that these can be secured and booked or if members believe just AGM business should be the only content. I am making enquiries about the availability of County Hall for 2022 date.