

## **Living Streets Aotearoa Inc**

### **Minutes of Executive Council Meeting**

**Held 13 September 2010**

Meeting held by telephone conference call

**Present:** Andy Smith, Mike Mellor, Rhys Taylor, Daphne Bell, Liz Thomas, Meg Christie, Chris Teo-Sherrell, Gay Richards (took the minutes)

**Apologies:** Peter Kortegast, Chris for lateness, Willemijn Vermaat

#### **Confirmation of Minutes of 9 August 2010 meeting**

**Resolved: Andy, Daphne, carried**

That the minutes of Executive Council meeting held 9 August 2010 be confirmed.

#### **Matters arising**

Andy has put the Executive Workplan put on Google Docs.

**ACTION: Andy** will email the Workplan to Executive as well.

#### **Director's Report**

Waiting for final figures for Walking Conference. The participants survey results and conference papers are now on the website.

Golden Foot Walking Awards report circulated.

MoT meeting – Andy attended by phone. Government Policy Statement may be reviewed. It was acknowledged that Living Streets has added value. NZTA was at the meeting. There was an opportunity to bring up issues e.g. Graeme Easte's law change proposal (permitting walkways on motorway corridor as cycleways currently are) – now with Ian McAuley at MoT.

Still waiting on NZTA for funding decision – Living Streets & CAN in same position.

RFP for tender expected soon – Andy & Rhys will look out for it on GETS.

**ACTION: Andy** to talk to Graham Lindup, CAN chairman, as soon as possible.

Auditor's fee \$2,300. May need to reconsider appointment of auditor before next year's accounts are completed.

Office - CAN now principal lease holder from 1<sup>st</sup> October.. Liz recommends keeping office to Oct 31, and possibly come to some arrangement with CAN to the end of the year.

Our Professional Idemnity and Public Liability insurance policies are due for renewal. .Need more information from insurer on current basis of policy. **Financial Report**

***Resolved: Andy, Meg, carried***

That the financial report for the months of July and August 2010 be received.

Expenditure on Golden Foot Walking Awards discussed. Sponsorship didn't quite meet total expenditure but Chris commented that this was a valuable activity. Cost of awards about \$3,500 - \$4,000.

**Business Continuity**

Recommendations from Liz's paper discussed.

***Resolved: Mike, Gay carried***

That the Director's contract be extended to 31 October 2010. Subject to finance, Andy, Daphne, Mike & Rhys to negotiate a casual contract for Director for some hours to the end of the year.

Fiona Whero's contract finishes end of September. Meg will arrange a thank you from the Executive for Fiona.

**Meeting dates / times**

Next meeting 8 November, 6pm – Andy will be in Morocco. Rhys will chair meeting.

**General Business**

Footprints – need to consider the future cost of Footprints

Covering previously paid roles – to be on next agenda.

Pedestrian safety project – Susan Cambridge and Fiona Whero are working on this. Agreed that some extension of time should be claimed due to impact on their work of the Canterbury earthquake.

Meg noted that the executive handbook – portfolio-holders also need to be reviewed.

Gay noted the launch of Easy Transport Auckland – a promotional coalition of Cycle Action Auckland, Campaign for Better Transport, Living Streets Aotearoa and Walk Auckland.

Website: [www.easytransportauckland.org.nz](http://www.easytransportauckland.org.nz)

Meeting closed 7.52pm