



Minutes

General Assembly of City Delegates

4 October 2019, 13:30-16:00

Venue:	Transport for London <i>Stratford</i> 5 Endeavour Square London E20 1JN																												
Present:	<table><tr><td>Lilli Matson</td><td>President – Representing City of London</td></tr><tr><td>Allan Alaküla</td><td>Representing City of Tallinn</td></tr><tr><td>Claude Dargent</td><td>Representing City of Paris and IMPACTS Secretary General</td></tr><tr><td>Adria Gomila</td><td>Representing City of Barcelona</td></tr><tr><td>Beatriz Huarte</td><td>Representing City of Barcelona</td></tr><tr><td>Senta Modder</td><td>Representing City of Amsterdam</td></tr><tr><td>Fabio Nussio</td><td>Representing City of Rome</td></tr><tr><td>Pierre Schmitz</td><td>IMPACTS Treasurer</td></tr><tr><td>Lucinda Turner</td><td>Representing City of London</td></tr><tr><td>Rupert Wimmer</td><td>Representing City of Zurich</td></tr><tr><td>Angelika Winkler</td><td>Representing City of Vienna</td></tr><tr><td>Burkhard Horn</td><td>Secretary</td></tr><tr><td>Laura Mark</td><td>Assistant of Secretary</td></tr><tr><td>Sarah White</td><td>Assistant of Secretary</td></tr></table>	Lilli Matson	President – Representing City of London	Allan Alaküla	Representing City of Tallinn	Claude Dargent	Representing City of Paris and IMPACTS Secretary General	Adria Gomila	Representing City of Barcelona	Beatriz Huarte	Representing City of Barcelona	Senta Modder	Representing City of Amsterdam	Fabio Nussio	Representing City of Rome	Pierre Schmitz	IMPACTS Treasurer	Lucinda Turner	Representing City of London	Rupert Wimmer	Representing City of Zurich	Angelika Winkler	Representing City of Vienna	Burkhard Horn	Secretary	Laura Mark	Assistant of Secretary	Sarah White	Assistant of Secretary
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Apologies:	<table><tr><td>Irina Efimova</td><td>Representing City of St. Petersburg</td></tr><tr><td>Alexander Golovin</td><td>Representing City of St. Petersburg</td></tr><tr><td>Sandra Piriz</td><td>Representing City of Geneva</td></tr><tr><td>Jan Rinman</td><td>Representing City of Gothenburg</td></tr><tr><td>Ingmar Streese</td><td>Representing City of Berlin</td></tr><tr><td></td><td>City of Madrid</td></tr></table>	Irina Efimova	Representing City of St. Petersburg	Alexander Golovin	Representing City of St. Petersburg	Sandra Piriz	Representing City of Geneva	Jan Rinman	Representing City of Gothenburg	Ingmar Streese	Representing City of Berlin		City of Madrid																
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Notes taken by:	Burkhard Horn and Laura Mark																												

1. Welcome by President and Secretary

Lilli Matson and Burkhard Horn welcomed everyone to the General Assembly. Burkhard Horn took the chair for the General Assembly.

Jan Rinman representing Gothenburg, Alexander Golovin and Irina Efimova representing St Petersburg, Sandra Piriz representing Geneva and Ingmar Streese representing Berlin apologised for not attending. Also, no representatives from Madrid were able to attend the.

2. Approval of Draft Agenda

The agenda was adopted without amendment.

3. Approval of Minutes of Last General Assembly in Tallinn

The minutes of the last General Assembly meeting in Tallinn were agreed as an accurate record of the discussion.

4. Activities of the Association since last GA in Tallinn

a) IMPACTS workshop during SmartTransport Conference in St. Petersburg

Participation from IMPACTS members was scarce due to the rather short notice and also to organizational aspects like visa (besides St Petersburg only Claude and Allan attended). However, as Allan reported, it had been a very well organized and interesting event and a strong motivation by the new member St Petersburg to host activities had been perceivable. For future activities, it should be kept in mind that more time in advance might be necessary to organize Visas.

The GA confirmed again that St Petersburg is an official IMPACTS member since 2019.

b) Annual IMPACTS conference in London

A short survey will be prepared by the Secretariat to ask about opinions and evaluations on different aspects of the annual conference in London. It will be sent to all the participants of the conference via E-Mail¹.

5. Financial Issues

a) Presentation and approval of accounts 2018 and the budget 2019

The provisional financial report for 2018 has been sent to everybody by Burkhard via E-Mail beforehand on September 26th. Because of the delays and problems concerning the establishment of a new bank account for IMPACTS the balance of the 2018 budget is preliminary. An official approval by the General Assembly is not possible yet. Allan stated that for Tallinn it is impossible to pay the membership fee for 2018, as already noted in the Minutes of the EMB Meeting in February 2019.

Since the opening of the account in April 2019, there are still access problems for Pierre and no regularly reports about the status of the account Claude will write an official letter to the Bank as soon as possible, explaining the problem and demanding access².

¹ Done by Burkhard on October 9th.

² Done by Claude on October 8th

As soon as Pierre will have regained access to the bank account, he will send reminders to the cities which have not yet paid their membership fees. Also, he will send an update of the budget for 2018 via E-Mail to the members of the GA, so the budget can be approved via E-Mail. Claude stated that there is no legal time limit for the approval of the budget. If the account problems aren't solved within four weeks after the General Assembly a telephone conference has to be scheduled to discuss further procedures within the Executive Committee.

A proposal for the budget of 2019 will be sent by Pierre via e-Mail as well.

b) Membership Fee

It was decided that the membership fee will stay 3,000 EUR for 2019 and 2020.

c) New bank account

Discussed together with agenda item No. 5a)

6. Election of the Executive Committee

Rupert (representing Zurich) was elected new IMPACTS president for 2020 and therefore Zurich will be hosting the IMPACTS conference in 2020 (see agenda item No. 8a). He is therefore now a member of the Executive Committee.

Since Ingmar (representing Berlin) had agreed to the possibility to host the conference in 2021, someone from Berlin has to be appointed as vice president. Since Ingmar is part of the political level, he might appoint a high level representative from the technical staff to be member of the Executive Committee.

Pierre will stay treasurer to resolve outstanding problems.

As currently, Allan, Senta, and Ádria (as city representatives) and Burkhard (as Secretary), Pierre (as treasurer) and Claude (as Secretary General) will stay in the Executive Committee. Claude might be replaced in April, since he will no longer participate in the elections in Paris. Lucinda as the new representative for London will also be part of the Committee.

The Executive Members Board Meeting which is traditionally held in the city of the next conference in the end of the calendar year or the beginning of the following year might possibly also be organized via videocall, if a personal meeting turns out to be complicated for the Board Members.

7. Report from the Secretary

a. Expanding the Network in Europe

It was reported that the future membership status of some of the current member cities is not clear at the moment.

- This included Lisbon, but subsequent to the meeting, it has been confirmed that Lisbon will stay as a member.
- Representatives from **Geneva** have not attended the conferences for three years and were not able to attend this year. However, they might want to attend the next conference in Zurich; their future as an IMPACTS member can be discussed there.
- At the moment, representatives from **Madrid** are not able to attend the conferences due to a recent political change in the city. Brendan O'Brien from Dublin has attended the annual conference as a guest this year. Burkhard stated that Dublin, represented by Brendan, would like to join IMPACTS as a member city. Since there were no objections, Dublin was welcomed as a new member city from 2020 on.

The following suggestions for new members came up:

- **Helsinki:** Allan has some contacts, which he will send to Burkhard
- **Oslo:** Ian was going to contact somebody there, Burkhard will follow up on that; Senta has a contact and will send this information to Burkhard
- **Brussels:** Pascal Smets who would be a possible contact person is no longer in the city administration; Allan might have some contact to follow up on, which he will send to Burkhard

b. New IMPACTS Website

Burkhard showed the draft for the new IMPACTS website, which is almost finished and will be launched in the course of the week following the conference. He explained that it has been designed by an external professional and that the contents will still have to be edited slightly within the first days it is online.

As explained by Burkhard, the structure is similar to the current website, including the members area, which is protected by a password. As a new feature, there will be a calendar function, to which events can be added via the members area. Those events will then be visible on the homepage for everybody.

The headline on the homepage will be changed to "Sustainable Mobility and Transport for Livable Cities", as proposed by Senta.

Once the website is online, it will be sent as a link to all the delegates, who will then have the opportunity to comment specific points regarding content.

Àdria pointed out that the website is the public "face" of IMPACTS. It is especially important in order to inform political representatives about the actions and relevance of the network. The website should be viewed having this in mind.

Specific tasks for the delegates are:

- Checking the link to their city website under "Member Cities" – if possible, please link to an English site specifically on transportation or urban planning. If this does not exist, delegates can choose if they want to link to their general city website (in English) or to the transportation site (in local language).
- Sending high-resolution pictures that show sustainable transport and public space from their cities; it is welcome to send various pictures, so a selection can be uploaded in a slideshow representing the variety of member cities.
- Due to the new data protection policy by the EU, it is necessary that everybody agrees to her/his contact details being available in the members area. This can be done via E-Mail. Burkhard will send a reminder³, to which everybody shall send an answer. The details will no longer be available on the sites that can be accessed by the public.

c. New IMPACTS Image Brochure

As a next step, the Secretariat will update the IMPACTS brochure according to the requirements discussed at the last EMB Meeting (for details please see minutes).

³ Done by Burkhard on October 5th

d. Relationship to City Network “20-20” (Cities Today)

The City Network “20-20” is also a network on urban mobility and in some respect similar to IMPACTS; many cities are represented at both networks and often with the same people. However, it includes private business into the conference discussions and probably also the financing of the conferences. While the conferences of the two networks are in some ways similar in regard to size and aim there is consensus in the EMB that the IMPACTS approach of a strictly public financed network should be maintained. Additionally, there seem to be some difficult organizational issues at “20-20” (recently renamed as “City Leadership Forum on Urban Mobility”) at the moment. Therefore, it was decided to not aim at a closer cooperation for now.

8. Activities in 2020

a. Annual Conference

The annual conference in 2020 will take place in Zurich. In contrast to this year’s conference, which was quite late due to the extra event in St Petersburg, the next conference shall take place in early summer (at the latest first half of June, before the start of the holiday season). The date will be fixed as soon as possible.

First suggestions for topics were:

- “Winning the hearts and minds”
- City and region: taking into account connections on a bigger scale
- Urban logistics/freight transport

Further ideas can be sent to Burkhard.

b. Other Activities

Other informal exchange formats were generally welcomed by everybody. Suggestions for topics were:

- Sharing mobility (rules and regulations)
- Comparison on statistics/data on various topics
- Sharing of regulatory details (for example parking minimums and maximums)

It was agreed that, while it is not the task of the secretariat to start exchanges like this, E-Mails with an inquiry can be sent to Burkhard, who will then distribute the E-Mail to everybody.

9. The Future of IMPACTS

As Burkhard explained, since it is his first year as a Secretary and due to the lack of communication he faces sometimes, but also because of the problems with the bank account which made IMPACTS almost incapable of action for several months, he felt like it was important to have a discussion about the future of IMPACTS. For this, he had sent some questions beforehand.

St Petersburg had already responded to the questions beforehand, saying that for them as new members and as a city that still has a long way to a sustainable transport system, it is especially important to learn from other cities’ experiences and they also value the personal connections. They also wrote that some smaller events or exchange formats during the year would be a good idea, using web technologies (video conferences, chat, etc.) to minimize the effort. The questions about contact

to the EU and comparing IMPACTS to other networks do not apply to them, since they are not an EU member and hardly organized in other networks yet.

Regarding the USP of IMPACTS, Fabio commented that for him it is very important that IMPACTS is a small network with mostly capital cities which share similar problems. He compared IMPACTS to Polis, stating that while Polis might be the better place to find a partner for an EU project, in IMPACTS it is possible to find an answer to a concrete, “down to earth” problem.

Àdria added that for him, the IMPACTS conference is a professional highlight, since it gives a global vision of the respective umbrella theme and the focus is broad (in the sense of focusing on all aspects of sustainable mobility and transport), and the conferences allow to talk very freely also about problems or failures and to get help about processes which are not yet finished. As Senta added, it is not merely about displaying successes, but rather about dealing with struggles. The conferences also serve as a means to “educate” politicians about sustainable transport.

Sometimes communication is quite difficult, since everybody is very busy. However, some more professional exchange during the year was welcomed. People should take initiative, if they are interested in specific topics (as already stated under agenda item No. 8b).

It was specifically encouraged to share helpful studies or policy documents with the other cities.

It was decided that the existing Telegram-group (a messenger that works similar to Whatsapp but is supposed to have better data protection) for the EMB members will be extended to the other member cities. This group can be used for an informal and direct exchange. Lilli will make Burkhard administrator. Burkhard will add everybody who wants to join.

10. Any Other Business

No other business items were raised. Burkhard closed the General Assembly and thanked Lilli for her hospitality and her important contribution to the work of IMPACTS within the last seven years.