

**IMAP Implementation Committee  
Business Arising  
1 March 2013**

A Senior Executive's Forum Action Items (26 March 2009)				
Item	Responsibility	Action	Due	Progress
5 <i>Update from DIIRD</i>	IMAP Executive Officer	Reconvene Action 7.4 working group, review and identify opportunities and communicate to DBI. <i>[In response to changing environment &amp; govt strategies, policies &amp; priorities]</i>	Sept 09	See Update report - Attachment 2a
B IMAP Implementation Committee Action Items (29 May 2009)				
Item	Responsibility	Action	Due	Progress
10 <i>GLawler briefing on CoM/CoS software trial</i>	IMAP Executive Officer & City of Melbourne	Executive Officer to organise a 'briefing' of Microsoft's 'public domain emissions tracker' in liaison with CoM staff <i>[Software tool to communicate with public, benchmark &amp; measure]</i>	Oct 09	See Update report - Attachment 2a
C IMAP Executive Forum Action Items (20 July 2010)				
Item	Responsibility	Action	Due	Progress
3 <i>IMAP Review</i>	IMAP Executive Officer	Executive Officer to provide an update of key statistics included in the IMAP introductory section	Nov 2010	See Update report - Attachment 2a
D IMAP Implementation Committee Action Items (27 August 2010)				
Item	Responsibility	Action	Due	Progress
12 <i>Car Sharing Action 3.3</i>	Geoff Robinson/Stuart Outhred CoM	CoM to hold discussions with other IMAP Councils on joint car sharing tenders	Sept 2010	See Update report - Attachment 2a
E IMAP Implementation Committee Action items (26 August 2011)				
Item	Responsibility	Action	Due	Progress
7 <i>Action 8.1</i>	IMAP Executive Officer	Arrange for the Project Team Leader Action 8.1 to contact Tony Pensabene DBI	Nov 2011	On hold – waiting Action 3.5 research
F IMAP Implementation Committee (18 November 2011)				
Item	Responsibility	Action	Due	Progress
7 <i>Business Arising</i>	Geoff Lawler	G Lawler to follow up John Watson, Exec Dir DPCD regarding outcomes of meeting with Minister Powell	TBA	See Update report - Attachment 2a
15 <i>Action 6.3 final report</i>	IMAP Executive Officer	Arrange deputation to meet Hon Michael O'Brien, Min for Consumer Affairs, Sec Dept of Justice and Dir of Liquor Licensing	Jan 2012	In progress – met with VCGLR 3 May & 18 October 2012
16 <i>Action 5.2 Affordable Housing</i>	IMAP Executive Officer and Action 5.2 project team	Action 5.2 Project team to: <ul style="list-style-type: none"> <li>Circulate consultant reports to interested parties</li> <li>Undertake monitoring &amp; advocacy to promote planning mechanisms when opportunities arise and report back</li> <li>Provide a progress report on CLT research</li> <li>Contact Australians for Affordable Housing re the overlay and IMAP support to promote affordable housing</li> <li>Brief City of Maribyrnong representatives</li> </ul>	TBA TBA TBA TBA	Completed Completed In Progress. Manual completed Jan 2013 Completed In Progress
G IMAP Implementation Committee (25 May 2012)				
Item	Responsibility	Action	Due	Progress
15	IMAP Executive Officer	Executive Officer to arrange preparation of a submission to the Department of Justice on the freeze and seek changes to the definitions	July 2012	In Progress
H IMAP Implementation Committee (31 August 2012)				
Item	Responsibility	Action	Due	Progress
11 <i>Action 6.3</i>	IMAP Executive Officer/ S Wade CoPP	Executive Officer to arrange Live Band Venue IMAP working group through CoPP	TBA	In Progress
14 <i>Melb Water</i>	IMAP Executive Officer	Executive Officer to arrange visit by Chris Chesterfield, Living Victoria	Dec 2012	Completed. Simon Want ,OLV attending March mtg.

	<i>Responsibility</i>	<i>Action</i>	<i>Due</i>	<i>Progress</i>
<b>15</b> <i>Action 5.3</i>	<i>Action 5.3 project team leader</i>	<i>Action 5.3 Project team to arrange a meeting of IMAP Executives with senior DHS executives and/or the Minister to discuss a collaborative framework model prior to the December meeting</i>	<i>Dec 2012</i>	<i>Completed. Mtg with DHS held Dec 2012. Minister invited to March mtg – refer item 9 &amp; report item 15</i>
<b>16</b> <i>Other Bus</i>	<i>IMAP Executive Officer</i>	<i>Determine a process for the review of the Inner Melbourne Action Plan.</i>	<i>Ongoing</i>	<i>Ongoing. Budgetted. CoMar membership proceeding</i>
<b>I IMAP Implementation Committee (7 December 2012)</b>				
	<i>Responsibility</i>	<i>Action</i>	<i>Due</i>	<i>Progress</i>
<b>6</b> <i>Bus Arising</i>	<i>IMAP Executive Officer</i>	<i>Action: Executive Officer to report back on outstanding older items in Business Arising</i>	<i>1 March 2013</i>	<i>See Update report - Attachment 2a</i>
<b>9</b> <i>Progress report</i>	<i>IMAP Executive Officer</i>	<i>Action: Executive Officer to refer comments to the Action 2.5 project team to note.</i>	<i>December 2012</i>	<i>Completed</i>
<b>11</b> <i>Strategy 11</i>	<i>IMAP Executive Officer</i>	<i>Executive Officer to follow up on inclusion of bike share sites on the tourism map</i>	<i>February 2013</i>	<i>Completed – already on map</i>
<b>13</b> <i>Action 9.3 report</i>	<i>IMAP Executive Officer</i>	<i>Action: Executive Officer to invite the Minister for Housing to the next IMAP meeting and to report back on the meeting with Fiona Williams next week.</i>	<i>December 2012</i>	<i>Completed – refer item 9 and report Item 15</i>
<b>14</b> <i>IMAP GIS Project</i>	<i>IMAP Executive Officer</i>	<i>Action: Executive officer to ensure contract agreement covers the committees concerns regarding data ownership and independence</i>	<i>December 2012</i>	<i>In progress</i>
<b>15.</b> <i>Action 7.2 Creative businesses</i>	<i>IMAP Executive Officer</i>	<i>Action: Executive Officer to engage assistance to document work currently being undertaken in the 5 councils areas in the creative industries sector.</i>	<i>January 2013</i>	<i>In progress</i>

Refer Attachment 2a for update on outstanding items in Business Arising

#### Correspondence

<b>To</b>	<b>Regarding</b>
<i>Att 2b Minister for Housing</i>	<i>Invitation to attend IMAP Committee</i>
<i>Att 2c Fiona Williams, DHS (cc Patsy Prendergast DHS)</i>	<i>Meeting with IMAP reps in December 2012</i>
<i>Att 2d Australian Research Council</i>	<i>Letter of support for ARC research grant application</i>
<i>Att 2e Acting CEO, Office of Living Victoria</i>	<i>Invitation to attend IMAP Committee</i>
<b>From</b>	
<i>Att 2f Email from City of Melbourne</i>	<i>Changes to the Local Law regarding Special Committees</i>

**IMAP Implementation Committee****Business Arising - Update on matters outstanding**

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**Purpose**

The following provides an update on the outstanding items in Business Arising as requested by the IMAP Implementation Committee at their meeting on 7 December 2012.

**Progress Report**

1. Reconvene Action 7.4 working group (Regional Economic Development Statement), review and identify opportunities and communicate to DBI.

This will become part of the review of the IMAP to be undertaken once the Victorian Metropolitan Planning Strategy is completed and released. Consideration should be given to closing the Action Item.

2. Executive Officer to organise a 'briefing' of Microsoft's 'public domain emissions tracker' in liaison with CoM staff

Geoff Lawler, CoM has advised that this matter is no longer relevant as Microsoft's interest did not proceed. Consideration should be given to closing the Action Item.

3. Executive Officer to provide an update of key statistics included in the IMAP introductory section

This will become part of the review of IMAP to be undertaken once the Victorian Metropolitan Planning Strategy is completed and released. Consideration should be given to closing the Action Item.

4. CoM to hold discussions with other IMAP Councils on joint car sharing tenders

Geoff Robinson, CoM has advised that since this action was discussed and identified, CoM have moved along quite some distance. To date, the number of car share spaces in the municipality is approximately 130 spaces split between 3 companies. 21 of the spaces are located within the Hoddle Grid and are subject to a monthly fee. Council has resolved to support the ongoing concept and when identified, the Council will consider the installation of more spaces.

CoM did not do this work in conjunction with the other IMAP Councils. Initial discussions were held at officer level however it became too difficult to establish an equitable rate which would be accepted by both the Councils and car share companies. Consideration should be given to closing the Action Item.

5. Arrange for the Project Team Leader of Action 8.1 (Priority for freight movement) to contact Tony Pensabene DBI

This project has been on hold waiting for the completion of research under Action 3.5 (Currently in progress). It is expected that the project team leader will contact interested agencies when establishing the membership of the project team. Request noted. Consideration should be given to closing the Action Item.

6. G Lawler to follow up John Watson, Exec Dir DPCD regarding outcomes of meeting with Minister Powell

Geoff Lawler has advised that John Watson is no longer at DPCD. Consideration should be given to closing the Action Item.

7. Arrange a deputation to meet Hon Michael O'Brien, Min for Consumer Affairs, Sec Dept of Justice and Dir of Liquor Licensing (Action 6.3)

In progress – met with VCGLR on the 3 May & 18 October 2012. Further discussion will proceed once the submission on the freeze and definitions has been drafted.

8. Action 5.2 Project team (Affordable Housing) to:
  - a. Circulate consultant reports to interested parties
  - b. Undertake monitoring & advocacy to promote planning mechanisms when opportunities arise and report back
  - c. Provide a progress report on CLT research
  - d. Contact Australians for Affordable Housing re the overlay and IMAP support to promote affordable housing
  - e. Brief City of Maribyrnong representatives

Gary Spivak, CoPP has advised:

- Consultant reports and Attachment 2 have been published on the IMAP website under Action 5.2 - Completed
- Consultant reports were circulated to interested parties following review of the Final Report - now sent on request - Completed.
- Monitoring & advocacy to promote planning mechanisms when opportunities arise - No action required other than to monitor the political environment.
- Progress report on CLT research - Pending: a presentation from Louise Crabtree, UWS is proposed after the 31 May IMAP meeting.
- Australians for Affordable Housing have been contacted re the planning overlay. Sent material to previous AAH Campaign officer, resent to current one - awaiting further response on that. Completed.
- A briefing for City of Maribyrnong representatives is being arranged - waiting to hear back from Maribyrnong
- Consideration should be given to closing the completed parts of the Action Item.

9. Executive Officer to arrange preparation of a submission to the Department of Justice on the liquor licensing freeze and seek changes to the definitions

Not completed due to other commitments. Assistance sought from City of Stonnington to prepare the correspondence.

10. Executive Officer to arrange Live Band Venue IMAP working group through CoPP

Referred to Sandra Wade, Manager City Strategy at the City of Port Phillip to action.

11. Determine a process for the review of the Inner Melbourne Action Plan.

Ongoing. Budget allowance made in 3 year plan.  
City of Maribyrnong membership proceeding. Report on Terms of Reference changes has been drafted for the IMAP Council's consideration.

12. IMAP GIS - Executive Officer to ensure contract agreement covers the committees concerns regarding data ownership and independence

Discussed with GIS Coordinator at the City of Stonnington in January 2013. Further quotes are being sought and a Service Agreement is in preparation. Consideration should be given to closing the Action Item.

13. Action 7.2 Creative Businesses: Executive Officer to engage assistance to document work currently being undertaken in the 5 councils areas in the creative industries sector.

Budget approved in December 2012 to enable collation of information on current activities being undertaken in this sector.  
Currently discussing this project as an internship project with the University of Melbourne.  
Consideration should be given to closing the Action Item.

Recommendation:

That the IMAP Implementation Committee note the updates on Business Arising and closes those Action Items as indicated.



Enquiries: Elissa McElroy  
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23 January 2013

The Hon. Wendy Lovell  
Minister for Housing  
Level 22,  
50 Lonsdale Street  
MELBOURNE  
VIC 3000

Dear Minister Lovell,

On behalf of the Inner Melbourne Action Plan (IMAP) Implementation Committee, I write to invite you to be our guest at our next IMAP Implementation Committee meeting to be held on 1<sup>st</sup> March 2013. The meeting is convened from 8.00am – 10.00am and will be held in the Council Chambers at the St Kilda Town Hall, Carlisle Street, St Kilda.

The Inner Melbourne Action Plan (IMAP), adopted in 2005, is the successful collaboration between the cities of Melbourne, Port Phillip, Yarra and Stonnington – and more recently, Maribyrnong - working together on inner city regional issues.

IMAP sets out 11 regional strategies and 57 actions to address one simple objective: "Making Melbourne More Liveable".

Transport and connectedness, housing affordability, a sustainable environment and liveability remain the key strategic directions of IMAP, with partner councils committed to sharing information, undertaking joint advocacy, and implementing regional projects to progress these priorities.

The members of the IMAP Implementation Committee comprise the Mayors and CEOs from the Cities of Yarra, Stonnington and Port Phillip, and the Planning Committee Chair and Director of City Planning and Infrastructure from the City of Melbourne. Associate Members on the Committee include representatives from the Department of Transport, VicRoads, the Department of Planning and Community Development, Department of Sustainability & Environment, the Department of Business and Innovation and the Mayor and CEO from the City of Maribyrnong. In addition, over 50 staff from across all five councils are involved in the IMAP project teams.

Representatives of the IMAP Committee recently met with Fiona Williams, Director of the Property Portfolio at the DHS to discuss a "collaborative model proposal" - the outcome of an IMAP research project aimed at achieving better public housing





outcomes for our communities in the Inner Melbourne Region through developing a closer association with the Department and housing officials at an executive level.

Our councils together hold the majority of social housing provided in the metropolitan area of Melbourne. The IMAP Councils are interested in achieving a higher level of engagement in the housing development and redevelopment process, in order to assist and collaborate in the delivery of quality outcomes and services to the residents in and around these development areas.

The IMAP project team will be reporting back on our engagement with Department staff at the March meeting. The IMAP Implementation Committee members would appreciate your involvement in their discussion on future opportunities and strategies for public housing initiatives in Inner Melbourne to ensure we achieve the best outcomes available.

Could you please advise me if you would be available to meet with the IMAP Implementation Committee at this time? If the date is not convenient, the Committee's next meeting is at the same time on Friday 31<sup>st</sup> May 2013 at the City of Yarra.

Yours sincerely,

**Elissa McElroy**  
**IMAP Executive Officer**



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23 January 2013

Ms Fiona Williams  
Director Property Portfolio Branch  
Department of Human Services  
50 Lonsdale Street  
MELBOURNE VIC 3000

Dear Fiona,

On behalf of the Inner Melbourne Action Plan (IMAP) Implementation Committee, thank you for your time in meeting with our representatives in December to discuss our Collaborative Model proposal for public housing developments in the inner Melbourne region.

As discussed at that meeting, we would be interested in progressing with proposals which would give our Councils a higher level of engagement which would assist in the delivery of quality outcomes and services to the residents in and around these development areas.

We would like to follow up on a couple of the proposals discussed at that meeting.

Firstly, we are happy to prepare a Draft Memorandum of Understanding (MoU) between the DHS and the IMAP Councils for your consideration, which:

- recognises DHS's role and responsibilities,
- sets out Council's role and inputs, and
- proposes a basis for creating a positive working approach between DHS and the IMAP Councils by having a formally agreed set of principles covering the process.

We see value in a MoU creating a common understanding that then enables matters to progress by addressing – and hopefully eliminating – a number of concerns. We will aim to forward you a draft of the MoU within a month.

Secondly, we support the formation of an Advisory Committee of Council representatives reporting to the housing development's Steering Committee, for the IMAP Councils' input to the process. We note the necessity to ensure senior Council representatives/executives attend who are able to state their Councils' position to this Committee. Some further discussion would be appreciated on the Terms of Reference of this Committee(s) and how you envisage that this would function.

Thirdly, we welcome your advice that you will be briefing new Councillors on housing developments in their municipalities. In particular, our Councils need more



information on the public-private arrangements being proposed and how they will be integrated on site so they can better assess the risks and outcomes.

Fourthly, we support the continued involvement of the Government Architect whose presence in the process has created a sense of relief with Councillors.

Finally, we would like to take up Patsy Prendergast's offer to arrange a tour for Councillors to the major housing development sites. This would really assist those Councillors, currently feeling disengaged from the process, to gain a better understanding. Malcolm McCall, Community Planning Coordinator, City of Yarra is the IMAP Project Team Leader for this project. Please contact him on telephone 9205 5001, mobile 0409 980 202 or email [malcolm.mccall@yarracity.vic.gov.au](mailto:malcolm.mccall@yarracity.vic.gov.au) for any assistance in making arrangements across the IMAP Councils easier.

As advised at our meeting, the Inner Melbourne Action Plan Implementation Committee has also extended an invitation to the Minister for Housing to attend their next IMAP Committee meeting on 1st March 2013 for a general discussion on the needs and impacts of public housing developments in the inner Melbourne region and to offer the Minister assistance in enabling these developments to achieve quality outcomes for our communities.

Should you have any further enquiries regarding IMAP, please feel free to contact me directly.

Kind regards,

**Elissa McElroy**  
**IMAP Executive Officer**

Cc Patsy Prendergast, DHS  
Warren Roberts, CEO City of Stonnington  
Vijaya Vaidyanath, CEO City of Yarra  
Malcolm McCall, Community Planning Coordinator, City of Yarra



Linkage Projects Coordinator  
Australian Research Council  
Level 2, 11 Lancaster Place  
Majura Park  
CANBERRA ACT 2609

15 November 2012

Dear Sir/Madam



**CITY OF MELBOURNE**

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**Re: LP130100731 Mimicking natural ecosystems to improve green roof performance**

I am pleased to advise that the City of Melbourne on behalf of the Inner Melbourne Action Plan ('IMAP') Councils comprising the City of Melbourne, the City of Port Phillip, the City of Stonnington and the City of Yarra supports your ARC-Linkage Project application "mimicking natural ecosystems to improve green roof performance". The scope of the research outlined in this proposal is highly complementary to our strategic direction and current projects underway within the IMAP action plan.

Melbourne is the world's most liveable city and our parks, gardens, green spaces and tree-lined streets contribute enormously to this status. Melbourne's green spaces are facing two significant future challenges: climate change and urban growth. These green spaces help keep our landscape resilient, our city liveable and sustainable.

One of our key projects currently underway is the Growing Green Guide for Melbourne. Lead by the City of Melbourne, the project is a collaborative partnership between IMAP and The University of Melbourne. The project is funded by the partners, and by the Department of Sustainability and Environment under the Victorian Local Sustainability Accord.

A major output of the Growing Green Guide for Melbourne project is a set of guidelines that can be used by councils, building developers and planners across Victoria. The guidelines will describe best practice for green roof, wall and facade design and construction. Whilst the guide is still under development, several gaps in research have been identified so far. This research if given funding would help us fill those gaps in the planned, but as yet unfunded, future iterations of the guidelines. It is essential that research continues in this area to help progress the industry's knowledge and ultimately success in the wide scale implementation of green roofs in Victoria.

The City of Melbourne understands and supports the work proposed by the University of Melbourne under this grant application. We further acknowledge their work to date with green roof research as a measure of this institutes capability and determination to manage the project.

The IMAP Councils have agreed that the City of Melbourne will manage the relationships between the IMAP Councils and the University of Melbourne and enter into the ARC linkage agreement on their behalf.

**City of Melbourne on behalf of IMAP councils (total contribution \$134802)**

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
<b>Cash contribution</b>	20,000	20,000	20,000
<b>In-kind contribution</b>			
PI Shears 0.05 FTE + 28% on-costs	8960	9229	9505.664
City of Melbourne and IMAP staff equivalent to 0.1 FTE + 28% on-costs.	11520	11866	11222
IMAP council briefings	6000	6000	6000
Annual green roof research workshop hosted by City of Melbourne (room hire, catering 60 people @\$25 per head and production of workshop materials		3500	
Canopy public forum showcasing green roof research hosted by City of Melbourne (room hire, catering and organisation of event )			3000
Access City of Melbourne stormwater hydrology and roof area data sets for stormwater and cooling models			15000
<b>Total contribution per year</b>	<b>40480</b>	<b>44595</b>	<b>49727</b>

The cash contribution to the project is sourced from funds received by the four councils through our rates recovery processes.

I certify that no part of our cash contribution is drawn from funds previously appropriated or awarded from Commonwealth or Australian State or Territory sources for the purposes of the research.

I certify that we will meet the requirements outlined in a standard Funding Agreement, including the requirement to enter into formal arrangements regarding intellectual property.

Our organisation is committed to using high quality research evidence to guide and inform our work, and we welcome the opportunity to be involved in this initiative. I look forward to hearing about the success of this application.

Yours sincerely



**Rob Adams**  
**Director City Design**





Enquiries: Elissa McElroy  
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Mr Mike Waller  
Chief Executive Officer  
Office of Living Victoria  
Ground Floor, 1 Spring Street  
MELBOURNE  
VIC 3000

Dear Mr Waller

I write on behalf of the Inner Melbourne Action Plan (IMAP) Implementation Committee to extend an invitation to you to attend our next meeting on Friday 1<sup>st</sup> March 2013 from 8.00am – 10.00am at the St Kilda Town Hall Council Chamber in Carlisle Street, St Kilda.

IMAP is a unique partnership between the Cities of Melbourne, Stonnington, Yarra, Port Phillip - and more recently, Maribyrnong. IMAP's key objective is "to make Melbourne more liveable" through implementing a number of actions which fall within 11 key Strategies. The IMAP Strategies aim to strengthen the liveability, attractiveness and prosperity of the Inner Melbourne Region while managing sustainable growth and change. The Implementation Committee, consisting of the Mayors and CEOs of Stonnington, Yarra, Port Phillip and Maribyrnong and the Planning Chair and Director of Planning & Infrastructure from the City of Melbourne, meets quarterly to review progress on the Action Plan. Representatives from state government (DPCD, DSE, DoT, DBI and VicRoads) also attend these meetings and over 50 staff from across the partner Councils are involved in the various projects.

In August 2012, the Committee heard a presentation from Melbourne Water's Managing Director, Shaun Cox, on the sustainable practices being undertaken by that agency and gained some advice on how municipalities could assist with furthering this work. With regard to water policy changes, Mr Cox suggested we contact your office for further comments.

With Melbourne Water's support, the four IMAP Councils have promoted a joint Water Sensitive Urban Design (WSUD) local planning amendment which, following exhibition in 2010 has not progressed past the Planning Minister's desk despite ongoing advocacy. The local planning amendment supports the Living Water Living Victoria policy and Implementation Plan and the IMAP Councils would appreciate your advice and insight on how they might now proceed. We are also aware of a number of other Councils advocating for similar policy changes in the metropolitan area.



We would appreciate the opportunity to have 30 minutes or so of discussion on our meeting Agenda on the work of the Office of Living Victoria and your advice on IMAP's WSUD policy approach. Could you please advise if you would be available to meet with the IMAP Implementation Committee at this time? If the date is not convenient, the Committee's next meeting is at the same time on Friday 31st May 2013 at the City of Yarra.

Yours sincerely

**Elissa McElroy**  
**IMAP EXECUTIVE OFFICER**



## Elissa McElroy

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**From:** Keith Williamson [Keith.Williamson@melbourne.vic.gov.au]  
**Sent:** Wednesday, 30 January 2013 1:29 PM  
**To:** Elissa McElroy  
**Cc:** Geoff Lawler  
**Subject:** IMAP

Hi Elissa

Just to let you know that the IMAP Implementation Committee no longer needs to suspend the City of Melbourne's Local Law as the Council's Conduct of Meetings Local Law only now applies to special Committees of Council where the Committee is comprised solely of Melbourne City Councillors.

regards

**Keith Williamson** | Manager Governance Services | Governance Services Branch

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