## IMAP Implementation Committee
### Business Arising
#### 28 February 2014

### A IMAP Implementation Committee (18 November 2011)

<table>
<thead>
<tr>
<th>Responsibility</th>
<th>Action</th>
<th>Due</th>
<th>Progress</th>
</tr>
</thead>
</table>
| 16 Action 5.2 Housing | IMAP Executive Officer and Action 5.2 project team | Action 5.2 Project team to:  
• Brief City of Maribyrnong representatives | TBA | In Progress |

### B IMAP Implementation Committee (25 May 2012)

<table>
<thead>
<tr>
<th>Responsibility</th>
<th>Action</th>
<th>Due</th>
<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>15 Action 6.3</td>
<td>IMAP Executive Officer</td>
<td>Arrange preparation of a submission to the Department of Justice on changes to the definitions: meeting with the Minister</td>
<td>July 2012</td>
</tr>
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### C IMAP Implementation Committee (31 August 2012)

<table>
<thead>
<tr>
<th>Responsibility</th>
<th>Action</th>
<th>Due</th>
<th>Progress</th>
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<tbody>
<tr>
<td>16 Other Bus</td>
<td>IMAP Executive Officer</td>
<td>Determine a process for the review of the Inner Melbourne Action Plan.</td>
<td>Ongoing</td>
</tr>
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### D IMAP Implementation Committee (1 March 2013)

<table>
<thead>
<tr>
<th>Responsibility</th>
<th>Action</th>
<th>Due</th>
<th>Progress</th>
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</thead>
<tbody>
<tr>
<td>5 Bus Arising</td>
<td>IMAP Committee</td>
<td>IMAP members to consider the proposal to undertake a Capacity Audit of inner Melbourne’s social and built infrastructure.</td>
<td>TBA</td>
</tr>
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### E IMAP Implementation Committee (30 August 2013)

<table>
<thead>
<tr>
<th>Responsibility</th>
<th>Action</th>
<th>Due</th>
<th>Progress</th>
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<tbody>
<tr>
<td>5. Comms &amp; Governance</td>
<td>Executive Officer</td>
<td>Investigate amendments to the Operational Protocol (i.e. Section 11.1a. Unanimous votes and b. Majority votes) and Procurement Strategy (legislative changes) and arrange for final approval</td>
<td>Sept 2013</td>
</tr>
</tbody>
</table>
| 9. Progress Report | Executive Officer | Approach VicRoads to see if their network operating plans could be brought together for the IMAP Councils  
Ms Slatter to forward a copy of CoPP’s work on the Port of Melbourne Capacity Project to other members.  
CoY to circulate comments on their position on the East West link to other members | Nov 2013 | In progress |
| | CEO, CoPP | | TBA | |
| | CEO, CoY | Action 3.5 Project Team | | TBA | |
| | | | | Current – refer item 12 |
| 10. Action 11 Map | Executive Officer | Follow up changes to the IMAP map MoU to include Maribyrnong City Council | Oct 2013 | In Progress – seeking legal comment on changes |

### F IMAP Implementation Committee (29 November 2013)

<table>
<thead>
<tr>
<th>Responsibility</th>
<th>Action</th>
<th>Due</th>
<th>Progress</th>
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<tr>
<td>6. Business Arising</td>
<td>Executive Officer</td>
<td>Executive Officer to pass on the IMAP Committee’s acknowledgement to the City of Port Phillip’s contribution towards the UWS partnership award.</td>
<td>TBA</td>
</tr>
<tr>
<td>11. Action 11 Tourism</td>
<td>IMAP Tourism group</td>
<td>IMAP Tourism group to consider use of the VicRoads Bike Share scheme data and promotion of the scheme.</td>
<td>Feb 2014</td>
</tr>
<tr>
<td>14 Three Year Implementation Plan</td>
<td>Executive Officer</td>
<td>Executive Officer to advise IMAP Councils of the budget requirements for next year.</td>
<td>Dec 2013</td>
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### Correspondence

<table>
<thead>
<tr>
<th>From</th>
<th>Regarding</th>
</tr>
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<tbody>
<tr>
<td>3a Road Safety Action Group–Inner Melbourne (Email J Bolitho)</td>
<td>Annual report</td>
</tr>
<tr>
<td>3b University of Western Sydney (Email G Spivak)</td>
<td>CLT research Project Phase 2 Scope of work</td>
</tr>
<tr>
<td>3c Acting CEO VicRoads (to CEO City of Melbourne)</td>
<td>Inner Metro Municipal Forums &amp; key issues arising</td>
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Report prepared by Elissa McElroy IMAP Executive Officer
Recommendation:

That the IMAP Implementation Committee resolves to note the actions undertaken in response to business arising from the previous minutes.
Dear Elyssa
RSAGIM submits its Annual Report to IMAP for information.
RSAGIM is dedicated to the safety of vulnerable road users - pedestrians and cyclists - in Inner Melbourne. RSAGIM aims towards more coherent and consistent approaches to pedestrian and cyclist safety across the Inner Melbourne region.
The focus of our work in 2012/13 has been on researching 'car doori -ng' - the opening of car doors into the path of cyclists - to determine ways of addressing the problem.
We have also developed a prototype app that would assist people to navigate Inner Melbourne at night. It offers travel information, bar opening and closing times, and other useful information for the late night traveller.
I would love to catch up with you in the New Year to speak further about our mutual interests in a liveable Inner Melbourne.
Kind regards
Janet

--
Janet Bolitho
Road Safety Action Group Inner Melbourne
P O Box 898
Port Melbourne
Vic 3207
0434 575 171
President’s Report

Over the past year RSAGIM has continued its commitment to the safety of vulnerable road users.

The Victorian Road Safety Strategy and the road safety strategies of the City of Melbourne and Port Phillip released over the past year provide strong direction for the next 5 years.

Advocacy

RSAGIM engaged Jonathan Daly (Mutfung) to prepare a submission based on RSAGIM’s concerns to the Parliamentary Inquiry into Serious Injury. The submission focused on the impact of serious injury on vulnerable road users in Inner Melbourne. 816 pedestrians and cyclists were seriously injured between 2008 to 2012. RSAGIM called for better access to serious injury data and greater recognition of vulnerable road users in the Inquiry. RSAGIM also highlighted the interventions in favour of vulnerable road users in our member councils.

Presentations

Wendy Taylor presented the findings of her many years of work on the Inner Melbourne Motorcycle Route Safety Review at the Road Safety Research, Policing and Education Conference in August.

On behalf of RSAGIM, I presented with Liz Ampt (Concepts of Change) at the Bike Futures Conference in October on the Bike Sticker Evaluation project. RSAGIM also presented a paper at the recent Australasian College of Road Safety Conference in Adelaide ‘A multi-stage, multi-faceted approach to car doorings in Inner Melbourne’. The President of the ACRS in wrapping up that Conference made a call for better access to serious injury data to assist all those working in road safety - a call made by the RSAGIM in their presentation to the Parliamentary Inquiry.

RSAGIM congratulates Wendy on taking her longstanding interest in and commitment to road safety into formal studies this year.

Reports on our key programs are provided. RSAGIM’s approach, of commissioning evidence based research to guide future action, was affirmed by stakeholders at our planning meeting in August.

In conclusion, in this year, RSAGIM has become even clearer on the validity of our purpose which is the safety of vulnerable road users in Inner Melbourne.

Janet Bolitho
Cycling Safety: Stage 2

Stage 2 built on the findings and evidence of the Stage 1 report ‘Bicycle Rider Collisions with Car Doors’.

RSAGIM commissioned research ‘to understand the efficacy of interventions to reduce ‘car dooring’ and sought to understand

- the behaviour of drivers and passengers when opening car doors while parking
- internal triggers and prompts to make it easier to always check for cyclists
- the role of awareness stickers in changing behaviour, and
- to identify steps that could be taken by authorities

The research shows that there is still more work to be done. The phrase ‘car dooring’, while well understood by the road safety/cycling community, is not familiar to the broader community. Focus group participants did not know that it is an offence to open a car door into oncoming traffic. They were also unaware that there was a penalty associated with the offence.

However, once alerted to these facts, people were concerned about the extent of car dooring injuries. They felt that it was important to know about the fines, but that personal stories and understanding of the issue would be more persuasive in changing behaviour.

Respondents reported the stress of parking, when bikes are only one of many stimuli to be taken into account.

The report affirmed that stickers, distributed in isolation, are not effective and need to be combined with other road safety measures enforcement and engineering as well as broader awareness campaigns.

New members

RSAGIM is pleased to welcome new members

Lisa Field, North West Metro Road Trauma Support Services Victoria
Kenn Beer, Safe System Solutions
Pedestrian Safety: Stage 2
Urban Navigator
RSAGIM is working with RMIT/OUTR to develop an app to support pedestrians to make their way around Inner Melbourne at night. The Urban Navigator aims to enable safer travel in the night environment through providing real time, relevant travel and other information in one very easy to use app. The first stage of the project was to develop a prototype app. The design and functionality of the app was tested with the steering committee and university students. The second stage of this project is well underway and will be completed in early 2014.

This project responds to VicRoads research on the vulnerability of pedestrians in the night environment.

RSAGIM believe that this is a very significant and important project. It is becoming plainer that the product which we are developing is perhaps in advance of the data available to support it.

Motorcycling safety
The Inner Melbourne Motorcycle Route Safety Review, begun in 2006, continued in 2012/13, with a presentation on an evaluation of this work made to the Road Safety Research, Policing and Education Conference in August.

In 2013 an evaluation of the Route Safety Review was conducted. The evaluation reviewed the implementation of recommendations from audits conducted on the ten routes across Inner Melbourne with the highest motorcyclist casualty crashes in 2006. Among the hazards identified in the audits were: no lane delineation or faded line marking, poor/uneven pavement, crack sealing along centre of lanes, sunken and slippery pit lids in lanes, merging lanes with insufficient warning and oil build up on road surfaces near intersections.

The evaluation findings include:
- Vicroads implemented most of the recommended engineering controls noted in the audits
- a decrease in motorcyclist trauma on most of the routes in the audit, with collision crashes reduced from 73 to 29
- a reduction of "right through" (DCA 121) crashes from 15 to 3
- a reduction of "rear end" (DCA 130) crashes from 11 to 2

The findings will be shared more widely in 2014.

General meetings in 2013
February    City of Melbourne    Sharing Yarra’s Roads and Paths
May        City of Stonnington    Speed Limit Review
August    City of Port Phillip    Planning meeting with stakeholders
November   City of Yarra    Walking

The Executive met 7 times in 2013. The cycling and walking groups convened on an as needs basis

Executive
Janet Bolitho (President), Wendy Taylor (Vice President), Gordon Walker (Treasurer), Jane Waldock (Secretary), Kerry Hylton, Neal Giles
Thank you

- An exceptionally hard working executive: Wendy Taylor, Gordon Walker, Kerry Hylton, Neal Giles and Jane Waldock
- Wendy Taylor for contributing to forums on motorcycling and broader road safety too numerous to mention
- Victoria Police, particularly Senior Sergeant Steve Wilson, for his commitment to road safety
- Emily Yuille, RSAGIM’s key contact at VicRoads, for her unfailing and cheerful help
- The Victorian Community Road Safety Partnership for funding our key programs
- The City of Melbourne for hosting Executive meetings
- Our member councils: Melbourne, Port Phillip, Stonnington and Yarra for financial and officer support, access to meeting rooms and catering for general as well as working group meetings
- Members of the walking and cycling working groups including but not limited to Heidi Marfurt, Kate Sayeg, Maria Plakourakis and Tess Alloway
- Bicycle Network Victoria, Amy Gillett Foundation, Victoria Walks, and the Taxi Directorate
- Our contractors Rosalea Monacella and Brock Hogan (RMIT/OUTR), Pip Carrol (Squeaky Wheel), Liz Ampt (Concepts of Change), Jonathan Daly (Mutfung), and Kate Kennedy (Trafficworks) for going above and beyond in fulfilling their contracts

The year ahead

RSAGIM intends to

- continue to build on the work on ‘car dooring’ until that is no longer a cause of injury to cyclists
- increase its effort in walking
  Pedestrians should not be put at risk through adopting this most basic and healthy of pursuits
- bring the second stage of the Urban Navigator app to completion.
- support, promote and share our member Councils’ leading work on the safety of vulnerable road users
- strengthen relationships with organisations working for the safety of vulnerable road users
- share the findings of the motorcycle safety route review
- speak up for vulnerable road users

RSAGIM supports the goal of the City of Melbourne Road Safety Plan to

"Create a safe, comfortable and richly engaging urban environment where pedestrians, cyclists and motorcyclists are welcomed and supported through world leading road safety practices".

Contact Us

Road Safety Action Group Inner Melbourne
P O Box 898
Port Melbourne
Vic 3207
Inc A003428D
admin@shareandbeaware.org.au
Visit us on the web at www.shareandbeaware.org.au
University of Western Sydney
Community Land Trust Research Project Phase 2
Scope of Work

This document provides the scope of works for Community Land Trust Research Project Phase 2 (“the Project”).

1. Background

In Phase 1 of this project, a research team led by Dr Louise Crabtree at the University of Western Sydney undertook research on community land trusts (CLTs) in the USA and UK and their implementation in Australia, leading to the release of the Australian CLT Manual in February 2013. The Manual can be accessed online at http://bit.ly/13EX5fh and includes:

- Overview of CLTs in the US and UK, their relevance and potential in Australia
- Getting started – rationale, objectives and activities
- Tax issues for organisations considering CLT housing
- Possible organisational structures, including their pros and cons
- Preliminary financial modeling at the household and organisational level
- Two possible legal mechanisms – long-term leaseholds and modified shared equity
- Model long-term lease, co-ownership deed and constitution

Phase 1 was funded by the Western Australian Housing Authority, the City of Port Phillip, the City of Sydney, Inner Melbourne Action Plan, St Kilda Community Housing and Mount Alexander Community Land Ltd.

Building on this and in response to ongoing sector requirements and interest, the team is now looking to undertake Phase 2 of the Community Land Trust Research Project. This Phase will involve two research tasks. The first will involve working with banks and other lending institutions to develop appropriate loan products for CLT residents. The second will involve working with organisations with a commitment to implementing CLT housing, to perform a series of in-depth case studies that will enable the creation of detailed financial modeling, refinement of the legal tools and identification of policy or regulatory issues.

The overall project’s primary aim is to undertake research on CLT options in the Australian context, to identify issues for developing CLTs and provide feasibility studies and models for
implementation. The project also focuses on making this material openly available to the emerging sector and on enabling governance of the work by partner organisations.

This Phase will focus on the development of appropriate financial products and provision of operational material from in-depth case studies.

2. Objectives

Key research questions of this project relate to: the lending terms and requirements financial institutions will require, including insurance arrangements; the development of appropriate documents; and, how CLTs might tailor their programs and activities in differing contexts through the case studies.

3. Scope

This Phase has two core tasks:

a) identify and research appropriate financial products for the establishment of CLTs in Australia

The team will work with banks and other lending institutions to develop appropriate loan products for residents looking to buy a leasehold or shared equity interest in CLT housing. This will include identifying the criteria and conditions that would enable lending to households without exposing the household or the housing organisation to unacceptable risk.

This will include the possibility for the housing organisation to be notified upon arrears and default, and the possibility of fixed-rate loans. Insurance and guarantee issues will also be addressed. It is intended that the work will include the creation of an acceptable pro forma lending instrument.

b) perform in-depth case studies

This task will involve the completion of up to four in-depth case studies in a range of locations and scenarios. These will involve financial modeling based on case studies’ target communities and intended housing stock, as well as identification of the appropriate legal mechanism and governance concerns. Case study organisations must:

1. have a demonstrated commitment to starting a CLT;
2. seek or contribute their own legal advice for their own situation (see Note below); and,
3. contribute to funding the case study (commensurate with their level of financial resources).

*Note:* It is envisaged that UWS will coordinate work on revising the model lease and/or deed for the case studies on the basis of the case studies’ local conditions, objectives and activities. It is anticipated that unless otherwise specified, case study organisations will either seek local legal expertise or contribute internal legal expertise to organisational legal
matters. Such organisational matters might include examination and possible revision of the organisation’s existing constitution or equivalent other document, modification of the model constitution, implications in light of the organisation’s existing funding and regulatory situation, and other similar issues.

4. **Resources**

The Project will involve:

- Contributions from partners for information supply and meeting participation, in kind. As per the above Note, case study partners will seek or contribute their own legal advice for organisational implementation issues unless otherwise specified.
- Data, staff input and compilation of deliverables by research staff (see over) and/or contractors.
- End of project public forum/s.

The total funding for the project is $25,000 (ex-GST) for task a) and up to $15,000 per case study for task b). Case studies will be costed according to location as team travel expenses are a core budget component in the case studies. A range of potential funding partners will be approached to secure the required total funding.

5. **Project governance**

Phase 1 of the project was governed by a Steering Committee comprised of representatives from the funding partners. It is proposed that the funding partners form a Steering Committee to govern Phase 2 if they wish to participate. As per Phase 1, the research team will be members of the Steering Committee. Phase 1 Steering Committee members are also able to join the Phase 2 Committee. Steering Committee membership is not compulsory.

The Steering Committee would meet at the project inception and to review the draft outputs from the project. The main Steering Committee meetings would be hosted by the project partners with members able to either travel or attend via teleconference. Note that partner travel to these meetings will not form part of the project funding.

6. **The research team**

The full time staff that would work on the project include:

Dr Louise Crabtree (University of Western Sydney)
Professor Peter Phibbs (University of Sydney)
Professor Carolyn Sappideen (University of Western Sydney)
Dr Hazel Blunden (University of Western Sydney)

Short CVs are attached.
CURRICULUM VITAE DOCTOR LOUISE CRABTREE
BSc (Hons 1, Macquarie), PhD (Macquarie)

Louise Crabtree is a human geographer and urban ecologist with experience in investigating models of community-based housing that aim to combine affordability and sustainability. She has undertaken desk- and field-based research into numerous different models of innovative housing. In 2009 she organised and hosted an Australian visit by Dr John E Davis, leading community land trust researcher and was awarded a bursary from the United Nations to visit Champlain Housing Trust, the largest CLT in the USA.

Louise’s work on CLTs is driving the development of a CLT sector in Australia, particularly through her co-ordination and lead authorship on the inaugural Australian CLT Manual. She has advised and presented to forming CLTs in Victoria and New South Wales and has had discussions about the model with various Indigenous leaders. Louise has also authored an invited chapter on the potential of CLTs in Australian for the recently launched global CLT reader.

Selected publications


CURRICULUM VITAE PROFESSOR PETER PHIBBS
BA (Hons) UNSW, MSc, UNSW, PhD (Econ Geog UNSW)

Peter Phibbs is a geographer, planner and social economist with extensive experience in program evaluation, financial analysis and cost benefit analysis. He has undertaken economic and financial appraisals of a diverse range of projects including numerous housing programs and projects.

Peter has over twenty years experience undertaking housing research and is a co-author of The Australian Community Land Trust Manual. Studies which he has led or contributed to include an evaluation framework for affordable housing as part of AHURI NRV3, an assessment of affordable housing models operating throughout Australia, an extensive study of housing assistance and non-shelter outcomes, an analysis of housing and labour market relationships and consideration of regulatory models suitable for the community housing sector.

Selected reports and publications


CURRICULUM VITAE CAROLYN SAPPIDEEN
LLB (Melb) LLM (Hons) Syd

Carolyn Sappideen is Professor of Law, School of Law, University of Western Sydney and a co-author of *The Australian Community Land Trust Manual*. She has taught real property law at the Universities of Sydney and Queensland, Faculties of Law for over 25 years. She researches and writes on Torts law, Medical Law, Employment law and Elder Law. She has received a research grants in relation to Elder Law and Electricity Law. Publications in the area of property law include:

**Selected Publications**


**Sappideen C** and Butt P (1979) ‘Rendering the rule against perpetuities less remote’, *Sydney University Law Review*, 8, 620-656.


**Law Reform**


Acted as advisor to the A.C.T. and the Northern Territory Attorney General’s Department on Perpetuities legislation for A.C.T.

Member Queensland Law Society Conveyancing Committee on Land Titles Act
Dear Ms Alexander

INNER METROPOLITAN MUNICIPAL FORUM 2013 – KEY ISSUES ARISING

I am writing to thank you for Melbourne City Council’s hosting and contribution to the Inner Metropolitan Municipal Forum, held on 2 December 2013, with VicRoads and Public Transport Victoria (PTV).

Similarly, I will be extending my thanks to the Inner Metropolitan group of Councils that attended, which include the Cities of Moonee Valley, Port Phillip and Yarra.

I found our conversation most engaging, and appreciated the opportunity for us to explore together ways to more strategically position inner Melbourne for future growth and changes, recognising the important relationship between land use development, employment and movement of goods.

I note the key challenges identified in the inner Metropolitan municipalities include managing network demands and improving public transport, improving transport connections, managing the growing needs of cycling, residential and population growth, expansion of the central city, parking provisions in new precincts, and employment. I also congratulate the collective effort of the Councils through the Inner Melbourne Action Plan (IMAP) cooperative and its ongoing initiatives. I also note that IMAP has completed a through traffic study and our agreement that VicRoads will work with the IMAP Councils regarding the application and update of the data from the study.

It is pleasing to note that through our close working relationship, our respective organisations remain largely aligned in the key objectives and solutions for inner Melbourne. It was of great benefit to discuss the status for each of the following transport priority items:
• The East-West Link project and its relationship to congestion and public transport improvements;
• VicRoads’ SmartRoads tool and its relationship with through and local traffic movements;
• VicRoads’ commitment to planning for key transport corridors, such as Hoddle Street, Chandler Highway, City Road, and roads within Fisherman’s Bend;
• PTV’s commitment to planning for improvements across the public transport network, including new areas such as Fisherman’s Bend;
• The desire by Councils to extend 40 km/h speed zones in the context of the Victorian Speed Limit Review and the recent speed limit guidelines changes;
• The ongoing challenge for funding of future infrastructure; and
• Ongoing bicycle planning and improvements.

As discussed at the meeting, VicRoads will work together with Public Transport Victoria, Places Victoria, the newly formed Metropolitan Planning Authority and Councils with a view to achieve a more coordinated approach in transport and planning.

The following key challenges for the Region were also raised and discussed during the meeting:

• Road Safety and VicRoads’ commitment to lead the development of a Metropolitan North West Road Safety Strategy, through its Regional Management Forum partnership;
• the status and ongoing operation of the Melbourne Bike Share (MBS) scheme;
• the benefits of Managed Motorways on Melbourne’s freeway network; and
• the release and ongoing improvements to VicRoads’ VicTraffic Smartphone App.

VicRoads and PTV also agreed to pursue the following items following the meeting:

• Following its organisational restructure, VicRoads to provide copies of its new organisational structure, which is attached to this letter;
• VicRoads intends to engage Councils soon to further develop VicRoads’ draft policy on Boulevard treatments.
• Through its Destination Melbourne group, the City of Melbourne will invite PTV to discuss and share ideas and innovations for public transport.
• Early involvement and consultation to occur with Councils on bicycle and pedestrian planning and improvements.

I look forward to ongoing dialogue with you on these matters. VicRoads’ Metropolitan North West Region will continue to work closely with your staff into the future.
Should you have any improvements or suggested changes to the meeting and its format, I invite you to pass them on to Ms Patricia Liew, VicRoads’ Regional Director, Metropolitan North West Region (Tel: 9313 1111).

I look forward to our next meeting in 2014.

Yours sincerely

[Signature]

PETER TODD
ACTING CHIEF EXECUTIVE

2 / 1 /2014

ENCL.

cc: Ray Kinnear, Director of Network Planning