

## Agenda

### Inner Melbourne Action Plan Implementation Committee

Meeting No 24

**8.00 am – 10.00 am Friday 18 November 2011**

City of Stonnington

***Council Chambers, Malvern Town Hall***

<b>Committee Members</b>	Cr Melina Sehr - Mayor, City of Stonnington (Chair) Cr Ken Ong – Chair Future Melbourne (Planning) Committee, City of Melbourne Cr Alison Clarke – Mayor, City of Yarra Cr Rachel Powning – Mayor, City of Port Phillip Dr Andi Diamond – Chief Executive Officer, City of Yarra Ms Kay Rundle – Chief Executive Officer, City of Port Phillip Mr Warren Roberts – Chief Executive Officer, City of Stonnington Mr Geoff Lawler– Director City Planning & Infrastructure, City of Melbourne
<b>Associate Partner Representatives</b>	Mr Adrian Salmon - Assistant Director Statutory Approvals State Planning Services DPCD Ms Adele McCarthy – Director Central City, Department of Transport Mr Tony Pensabene – Director Policy & Research, Policy & Coordination, DBI Mr Rod Anderson – Manager Adaptable Communities, Statewide Services, DSE Mr Nial Finegan- Director NW Region, VicRoads Cr Sarah Carter - Mayor, City of Maribyrnong Mr Vince Haining – CEO City of Maribyrnong
<b>IMAP</b>	Elissa McElroy – IMAP Executive Officer Alexandra Moloney, IMAP Student Placement Officer [Action 7.7]
<b>Guests</b>	Cr Claude Ullin, City of Stonnington Geoff Ovens, Manager Environment and Public Spaces, CoS Karen Watson, Executive Manager Sustainable Futures, CoS Connie Gibbons, General Manager Social Development, CoS Ian McLauchlan, Manager Transport and Parking, CoS Gary Spivak, Housing Development Officer, CoPP Bruce Phillips, Director City Development, CoY Sandra Wade, Manager City Strategy, CoPP Melissa Rathje, Acting Coordinator Corporate & Community Planning, CoS Geoff Robinson, Manager Engineering Services, CoM

#### PRELIMINARIES

Item	Time Alloc.	Agenda Topic	Responsibility
1.	1 min <i>Commence 8am</i>	Appointment of Chair – Cr Melina Sehr	Chair

Item	Time Alloc.	Agenda Topic	Responsibility
2	1 min	<b>Apologies</b>	Chair
3.	1 min	<b>Suspension of City of Melbourne's Local Law No. 1 Conduct of Meetings (No 1 of 2001)</b> <u>Recommendation</u> 3.1 That pursuant to Division 6, clause 14 of the Melbourne City Council's Conduct of Meetings Local Law 2001, the provisions of the Local Law be suspended for the duration of the meeting of the Inner Melbourne Action Plan Implementation Committee.	Chair
4.	1 min	<b>Members Interest</b> Disclosure by members of any conflict of interest in accordance with s.79 of the Act.	Chair

## ITEMS

5.	2 mins	<b>Confirmation of Minutes (Attachment 1)</b> <u>Recommendation</u> 5.1 That the IMAP Implementation Committee resolves to <b>confirm</b> the minutes of the IMAP Implementation Committee No. 23 held on 26 August 2011	Chair
6.	2 mins	<b>Confirmation of Minutes (Attachment 2)</b> <u>Recommendation</u> 6.1 That the IMAP Implementation Committee resolves to <b>confirm</b> the minutes of the IMAP Executive Forum No. 12 held on 18 October 2011	Chair
7.	5 mins	<b>Business Arising (Attachment 3)</b> <u>Recommendation</u> 7.1 That the IMAP Implementation Committee resolves to <b>note</b> the actions undertaken in response to business arising from previous minutes.  <u>Correspondence:</u> <b>Inwards</b> 3a - Letter from Gary Liddle, Acting Secretary Dept of Transport regarding the Final Evaluations Report on the IMAP Greenlight Project – dated 7/10/11 3b - Letter from Emma Nicolson, Project Manager Dept of Transport regarding the Guide to Developing Pedestrian Wayfinding – dated 31/10/11 3c - Email from Neil Hutchinson regarding conference paper promoting Greenlight Project findings – dated 4/11/11	Executive Officer
8.	5 mins	<b>Financial Report (Attachment 4)</b> <u>Recommendation</u> 8.1 That the IMAP Implementation Committee resolves to <b>receive</b> the IMAP Financial Report for the quarter ending 30 September 2011.	Executive Officer

Item	Time Alloc.	Agenda Topic	Responsibility
9.	5 mins	<b>Progress Report</b> ( <u>Attachment 5</u> ) <u>Recommendation</u> 9.1 That the IMAP Implementation Committee resolves to <b>note</b> the IMAP Progress Report for November 2011.	Executive Officer
10.	5 mins	<b>IMAP Communication and Governance</b> ( <u>Attachment 6</u> ) <u>Recommendation</u> 10.1 That the IMAP Implementation Committee resolves to <b>note</b> the Communications and Governance Briefing Paper	Executive Officer
11.	15 mins	<b>Action 9.4 Green Demonstration Projects – Water Sensitive Cities (Final Report)</b> ( <u>Attachment 7</u> ) <u>Recommendation</u> 11.1 That the IMAP Implementation Committee resolves to <b>note</b> the Final Report for Action 9.4 (Part) regarding Water Sensitive Cities	Geoff Ovens CoS
12.	15 mins	<b>Action 5.4 and 5.5 Social Infrastructure and Services/Infrastructure Development</b> ( <u>Attachment 8</u> ) <u>Recommendation</u> 12.1 That the IMAP Implementation Committee resolves to:  a. <b>Note</b> the progress report on Actions 5.4 and 5.5 b. <b>Approve</b> the consultant brief for the first stage of this project c. <b>Approve</b> the budget allocation of \$20K in 2011/12 and \$20K in 2012/13 for this work to proceed.	Karen Watson CoS Connie Gibbons CoS
13.	15 mins	<b>Action 3.5 Reduced through Traffic</b> ( <u>Attachment 9</u> ) <u>Recommendation</u> 13.1 That the IMAP Implementation Committee:  a. <b>Note</b> the progress report on Action 3.5 b. <b>Approve</b> the consultant brief for this project c. <b>Approve</b> the budget allocation of \$50K in 2011/12 and \$30K in 2012/13 for this work to proceed.	Ian McLauchlan CoS
14.	15 mins	<b>IMAP Three Year Implementation Plan</b> ( <u>Attachment 10</u> )  <b>Report to Follow</b>  <u>Recommendation</u> 14.1 That the IMAP Implementation Committee <b>approves</b> the IMAP Three year Implementation Plan	Executive Officer
15.	15 mins	<b>Action 6.3 Conflicts in Activity Centres</b> ( <u>Attachment 11</u> )  <b>Report to Follow</b>  <u>Recommendation</u> 15.1 That the IMAP Implementation Committee <b>notes</b> the Final Report for Action 6.3.	Bruce Phillips CoY

**CONFIDENTIAL ITEMS**

**Meeting to be closed in accordance with Sections 89 (2) (d, e, f, h) of the Local Government Act (1989)**

*Public and Associate Members can be excluded for this item*

Item	Time Alloc.	Agenda Topic	Responsibility
16.	15 mins	<b>Action 5.2 Proposed Affordable Housing Overlay –Outcome of the Workshop with developers</b> ( <a href="#">Attachment 12</a> )	Gary Spivak CoPP
17	1 min	<b>Confirmation of Minutes</b> ( <a href="#">Attachment 13</a> ) <u>Recommendation</u> 17.1 That the IMAP Implementation Committee resolves to <b>confirm</b> the confidential minutes of the IMAP Implementation Committee No. 23 held on 26 August 2011	Chair

**OTHER BUSINESS**

18.	1 min	<b>Close</b>  <b>Next Meeting</b> Friday 24 February 2012 (8.00am) City of Port Phillip	Chair
-----	-------	--	-------

**ATTACHMENTS**

Item No	Attachment No	Attachment Topic
5.	Attachment 1	DRAFT Minutes of IMAP Implementation Committee No. 23 (26 August 2011)
6.	Attachment 2	DRAFT Minutes of Executive Forum Meeting No. 12 (18 October 2011)
7.	Attachment 3	Business Arising <b>Inwards</b> 3a Letter from Acting Secretary, Department of Transport – Gary Liddle 3b Letter from Project Manager, Dept of Transport, Emma Nicolson 3c Email from Program Manager, Sustainable transport Programs, DoT, Neil Hutchinson
8	Attachment 4 Attachment 4a	Financial Report for the Quarter ended 30 September 2011 Detailed Financial report
9.	Attachment 5	IMAP Progress Report November 2011
10.	Attachment 6 Attachment 6a	IMAP Communications and Governance Article – Stonnington Leader 8 Nov 2011
11.	Attachment 7	Action 9.4 Green Demonstration Projects – Water Sensitive Cities
12.	Attachment 8	Action 5.4 and 5.5 Social Infrastructure and Services/Infrastructure Development
13.	Attachment 9 Attachment 9a	Action 3.5 Reduced Through Traffic Consultant Brief
14.	Attachment 10	IMAP Three Year Implementation Plan – report to follow
15.	Attachment 11	Action 6.3 Conflicts in Activity Centres
16.	Attachment 12	Action 5.2 Affordable Housing report – <a href="#">Confidential</a>
17.	Attachment 13	DRAFT <a href="#">Confidential</a> Minutes of IMAP Implementation Committee No. 23 (26 August 2011)



**Inner Melbourne Action Plan**  
‘Making Melbourne More Liveable’



## **DRAFT Minutes**

### **Inner Melbourne Action Plan Implementation Committee**

**Meeting No 23**

**8.00 am – 10.00 am Friday 26 August 2011**

**City of Melbourne**

***Town Hall Administration Building – Council Meeting Room***

<b>Attendees</b>	<p>Cr Ken Ong, Chair Future Melbourne (Planning) Committee, City of Melbourne (Chair)</p> <p>Cr Alison Clarke, Mayor, City of Yarra</p> <p>Cr Rachel Powning, Mayor, City of Port Phillip</p> <p>Cr Melina Sehr, Mayor, City of Stonnington</p> <p>Mr Warren Roberts, Chief Executive Officer, City of Stonnington</p> <p>Dr Andi Diamond, Chief Executive Officer, City of Yarra</p> <p>Ms Kay Rundle, Chief Executive Officer, City of Port Phillip</p> <p>Mr Geoff Lawler, Director City Planning &amp; Infrastructure, City of Melbourne</p>
<b>Associate Partner Representatives</b>	<p>Mr Adrian Salmon, Assistant Director Statutory Approvals State Planning Services DPCD</p> <p>Ms Adele McCarthy, Director Central City, Department of Transport</p> <p>Mr Rod Anderson, Manager Adaptable Communities, Statewide Services, DSE</p> <p>Mr Nial Finegan, Director NW Region, VicRoads</p> <p>Mr Tony Pensabene, Director Policy &amp; Research, Policy &amp; Coordination, DBI</p> <p>Mr Vince Haining, Chief Executive Officer, City of Maribyrnong</p> <p>Cr Sarah Carter, Mayor, City of Maribyrnong</p>
<b>IMAP</b>	<p>Elissa McElroy, IMAP Executive Officer</p> <p>Alexandra Moloney, IMAP Student Placement Officer</p>
<b>Guests</b>	<p>Clem Newton-Brown, State Member for Prahran</p> <p>Austin Ley, Manager City Research, City of Melbourne [Action 7.7]</p> <p>Haig Poulson, Principal Engineer traffic Engineering, City of Melbourne [Action 2.5]</p> <p>Andrew Cron, Senior Coordinator Traffic Engineering, City of Melbourne [Action 2.5]</p> <p>Jan Jacklin, Manager Economic and Cultural Development, City of Stonnington [Action 11]</p> <p>Debra Howe, Economic Development Coordinator, City of Port Phillip [Action 11]</p> <p>Gail Hall, Project Coordinator Urban Landscapes, City of Melbourne [Action 9.4]</p> <p>Adam Zaborszczyk, Greenhouse Policy Coordinator City of Melbourne [Action 9.4]</p> <p>Meg Jones, Landscape Architect Coordinator, City of Stonnington [Action 9.4]</p> <p>Anne Dansey, City of Port Phillip</p> <p><b>Champions:</b></p> <p>Katrina Terjung, Acting Manager City Strategy, City of Port Phillip</p> <p>Melissa Rathje, Acting Coordinator Corporate &amp; Community Planning, City of Stonnington</p>

### **PRELIMINARIES**

In the absence of a quorum, Cr Ong took the Chair.

Alexandra Moloney was invited to present her report on Action 7.7 (Item 13 on the agenda) at 8.05am. Ms Moloney noted the interest by Universities in this initiative and in placement of students into IMAP Councils. She described the ad hoc nature of student placement in Councils currently – often triggered by

	<p>students making an approach and councils finding them a position.</p> <p>Ms Moloney identified the need for Councils to look strategically at their current and future workforce requirements and to develop a plan for future skill shortages which includes better use of work integrated learning (WIL). By developing a student programme as part of a future Workforce Strategy, Councils would bring in students who were potentially employees of the future, taking advantage of establishing relationships with the best and brightest through a proactive approach.</p> <p>Her report outlined the three strands of Promoting, Strengthening and Facilitating WIL, identifying that the time limit on the IMAP project necessitated concentration on the first 2 areas, and facilitation required consideration by Councils of the impact of supervising students on their staff.</p> <p>The report emphasises that the provision of placements for WIL is more than councils providing community support to tertiary students: if planned strategically, it is one tactical approach to proactive workforce planning and organisation transformation ensuring recruitment of key skills in the future.</p> <p>[Cr Sehr arrived at 8.10am; Cr Powning arrived at 8.11am]</p> <p>Cr Ong thanked Ms Moloney for her presentation and advised discussion on this item would be deferred until its agenda item as a quorum was now present.</p>
1.	<p><b>Appointment of Chair – Cr Ken Ong</b></p> <p>1.1 That the IMAP Implementation Committee resolves to <b>appoint</b> Cr K Ong as the Chair of the meeting.</p> <p><b>MOVED Cr POWNING/ Cr Sehr</b>  <b>A vote was taken and the MOTION was CARRIED</b></p>
2	<p><b>Apologies</b></p> <p>2.1 That the IMAP Implementation Committee resolve to <b>note</b> the following apologies:</p> <ul style="list-style-type: none"> <li>• Cr Claude Ullin, City of Stonnington</li> <li>• Crs Sehr and Clarke – for lateness</li> </ul> <p><b>MOVED Mr LAWLER/ Mr Roberts</b>  <b>A vote was taken and the MOTION was CARRIED</b></p>
3.	<p><b>Suspension of City of Melbourne's Local Law No. 1 Conduct of Meetings (No 1 of 2001)</b></p> <p>3.1 That pursuant to Division 6, clause 14 of the Melbourne City Council's Conduct of Meetings Local Law 2001, the provisions of the Local Law be <b>suspended</b> for the duration of the meeting of the Inner Melbourne Action Plan Implementation Committee.</p> <p><b>MOVED Ms RUNDLE/ Mr Roberts</b>  <b>A vote was taken and the MOTION was CARRIED</b></p>
4.	<p><b>Members Interest</b></p> <p>Disclosure by members of any conflict of interest in accordance with s.79 of the Act.</p> <ul style="list-style-type: none"> <li>• Geoff Lawler noted a conflict of interest in relation to item 13 [Action 7.7] due to his role/involvement in two academic courses.</li> </ul>

## ITEMS

5.	<p><b>Introductions</b></p> <p>The Chair welcomed Clem Newton-Brown, member for Prahran as a guest at the meeting.</p> <p>The Chair also welcomed new associates: the Mayor and CEO from the City of Maribyrnong, and Adele McCarthy as the new associate member from DoT replacing Dean Purkis.</p> <p>He noted he also was new to the Committee representing the City of Melbourne.</p>
----	---

6.	<p><b>Confirmation of Minutes</b>  <u>Minutes of the IMAP Implementation Committee No. 22 held on 27 May 2011.</u></p> <p>Cr Powning asked for a change to item 6 of the Minutes of the previous meeting to delete her comment regarding CoY's strategic direction as the council has not discussed this matter.  The Executive Officer noted the updated PowerPoint presentation received from the DoT in relation to item 13 and re-circulated to members. She advised that recommendation 13.1 of the minutes required amendment in line with the updated material as she had worked from an earlier draft – change reference to Early Start treatments to Late Introduction treatments.</p> <p>6.1 That the IMAP Implementation Committee resolves to <b>confirm</b> the minutes of the IMAP Implementation Committee held on 27 May 2011 as amended.</p> <p><b>MOVED Ms RUNDLE/ Mr Roberts</b>  <b>A vote was taken and the MOTION was CARRIED</b></p> <p><u>Minutes of the IMAP Executive Forum No. 11 held on 16 August 2011</u></p> <p>6.2 That the IMAP Implementation Committee resolves to <b>confirm</b> the minutes of the IMAP Executive Forum No. 11 held on 16 August 2011</p> <p><b>MOVED Cr CLARKE/ Ms Rundle</b>  <b>A vote was taken and the MOTION was CARRIED</b></p> <p><i>Action: Minutes of the IMAP Implementation meeting of 27 May 2011 to be amended as noted.</i></p>
7.	<p><b>Ratifying Business from Last Meeting</b>  The Executive Officer noted the following matters at the May meeting were approved electronically following the last meeting and required ratification.</p> <p><u>Item 13 Greenlight Project final report</u>  The Executive Officer advised the amendment noted in the previous item was also required to the first recommendation here to reflect the DoTs advice on Late Introduction treatments at signals. Ms McElroy also noted that IMAP was still awaiting the final report from Booz and Associates on the Greenlight project [Action 2.4] but was advised it was with Jim Betts at DoT for discussion of the recommendations with VicRoads.</p> <p>7.1 That the IMAP Implementation Committee resolves to:</p> <ol style="list-style-type: none"> <li>Approach VicRoads to make the <u>Late Introduction of the Greenman</u> treatment type standard</li> <li>Consider <u>Auto Introduction</u> in the international context including expected benefits, and revisit analysis</li> <li>Approach VicRoads to make the <u>Increased Clearance Time</u> standard</li> <li>Request VicRoads use <u>PUFFINs</u> to balance pedestrian wait times and provide regular crossing opportunities [<i>PUFFINs = Pedestrian User Friendly Intelligent</i>].</li> <li>Note the final report on Action 2.4 and extend the Committee's thanks to the project team.</li> </ol> <p><b>MOVED Mr LAWLER/ Cr Clarke</b>  <b>A vote was taken and the MOTION was CARRIED</b></p> <p><u>Item 15 Action 8.1 Priority for freight movement report</u>  Tony Pensabene advised that the DBI was interested in the outcomes of this project in relation to the Melbourne Planning Scheme and would welcome further discussion/involvement with the project team. The Executive Officer advised she would follow this up.</p> <p>7.2 That the IMAP Implementation Committee resolves to <b>approve</b> the Consultant Brief for Action 8.1 and confirm the budget of \$20K for this work to be undertaken in the 2011/12 financial year.</p> <p><b>MOVED Mr LAWLER/ Cr Powning</b>  <b>A vote was taken and the MOTION was CARRIED</b></p> <p><i>Action: Executive Officer to arrange for the Project Team Leader, Action 8.1 to contact Tony Pensabene DBI</i></p>



8.	<p><b>Business Arising</b></p> <p>In relation to business arising, the Executive Officer advised that:</p> <ul style="list-style-type: none"> <li>• The Community Land Trust contract between funding bodies and the University of Western Sydney was in preparation and would be circulated for information.</li> <li>• Mr Chesterfield, Melbourne Water was to speak to the ISMMF today and would be invited to IMAP at a later date.</li> <li>• The Executive Officer met with Janet Bolitho to discuss the development of a road safety strategy for inner Melbourne.</li> </ul> <p>Mr Lawler noted the letter from the Minister for Water, Hon Peter Walsh which was complimentary of IMAP's WSUD amendments. He noted that this had not progressed to sign off by the Minister for Planning and requested that Adrian Salmon bring this matter to the Minister's attention.</p> <p>The letter from Janet Bolitho was noted from the Road Safety Action Group – Inner Melbourne. The City of Maribyrnong was asked whether they were interested in being part of this group. Mr Haining advised their Council is part of a Road Safe group but would be interested in picking up matters of joint interest from Inner Melbourne.</p> <p>8.1 That the IMAP Implementation Committee resolves to <b>note</b> the actions undertaken in response to business arising from previous minutes.</p> <p><b>MOVED Cr POWNING/ Mr Roberts</b>  <b>A vote was taken and the MOTION was CARRIED</b></p> <p><u>Correspondence:</u>  <b>Inwards</b>  3a Letter from Premier of Victoria, the Hon Ted Baillieu  3b Letter from the Hon Peter Walsh, Minister for Water  3c Letter from Hon Wendy Lovell, Minister for Housing to Mayor CoPP  3d Letter from J Bolitho, Chair, Road Safe Inner Melbourne  3e Letter from V Haining CEO City of Maribyrnong – membership confirmation  3f Media release from Hon Matthew Guy – Appointment P.Clarke to VicUrban  3g Email correspondence from University of Western Sydney regarding Community Land Trust research</p> <p><b>Outwards</b>  3h Letter to Hon Wendy Lovell Minister for Housing from Mayor CoPP  3i Letter of thanks to C McArdle</p> <p><i>Action: Adrian Salmon DPCD requested to raise matter of the IMAP Council's Water Sensitive Urban Design (WSUD) planning amendment with the Minister for Planning.</i></p>
9.	<p><b>Financial Report</b></p> <p>The Executive Officer noted the updated report had been circulated prior to the meeting.</p> <p>9.1 That the IMAP Implementation Committee resolves to <b>receive</b> the IMAP Financial Report for the year ending 30 June 2011.</p> <p><b>MOVED Mr ROBERTS/ Cr Powning</b>  <b>A vote was taken and the MOTION was CARRIED</b></p>
10.	<p><b>Progress Report</b></p> <p>10.1 That the IMAP Implementation Committee resolves to <b>note</b> the IMAP Progress Report for August 2011.</p> <p><b>MOVED Cr SEHR/ Mr Roberts</b>  <b>A vote was taken and the MOTION was CARRIED</b></p>
11.	<p><b>IMAP Communication and Governance</b></p> <p><u>Comments/Discussion:</u></p> <p>a. The <b>2012 meeting dates</b> were approved – it was noted that the November dates do not coincide with the elections.</p> <p>b. <b>Operational Protocol changes:</b> the Executive Officer advised that advice from the CoM governance staff clarified that Special Committees were not able to appoint nominated Delegates - so that approach was</p>



no longer being pursued. She noted the revised approach to reword the IMAP Committee's Operational Protocol was in accordance with the delegations set out in each Council's Terms of Reference and would permit the meeting to proceed.

The Chairman advised he had given the recommendation consideration and believed the change could water down the committee. He noted that elected representatives have conflicting responsibilities making it sometimes difficult to attend and queried whether a proxy could be appointed, or a Deputy chair.

Other points were:

- consideration could be given to requiring 2 elected representatives.
- the problem arises when a Mayor is absent for a period – there has to be a formal resolution of Council for someone to act. The Mayor remains in her position when away so no one can Act for her.
- absence can occur if you have conflicting duties or illness. Prefer to ensure all other Councillors on the Committee are advised so attendance can be confirmed or alternative arrangements be made in advance.
- Proposed greater consideration is given to administration of the current rules, with members being more proactive if they know they are going to be away - notifying the Committee early and, if possible, arranging someone to act.

Cr Ong felt that the changes needed further discussion with their Councils and should be deferred.

Mr Lawler suggested the general changes not affecting membership be approved and moved the adoption of all except changes to Clause 11.1 (b) and (c).

c. **Annual Report:** The Executive Officer noted

- that the Draft Annual Report would be available on the website, with copies made available for all IMAP Councillors.
- the Summary format will be similar to last year and distributed to the mailing list.
- some minor changes will be made to the Draft to update Action 2.5 following receipt of comments from Andrew Cron, CoM.

11.1 That the IMAP Implementation Committee resolves to:

- a. **Defer** consideration of changes to the quorum requirements in the IMAP Operational Protocol; and
- b. **Approve** the proposed changes to the IMAP Operational Protocol except changes to Clause 11.1 (b) and (c).

**MOVED Mr LAWLER/ Cr Powning**

**A vote was taken and the MOTION was CARRIED**

11.2 That the IMAP Implementation Committee resolves to:

- a. **Note** this Communications and Governance Briefing Paper and **approve** the meeting dates of the IMAP Implementation Committee for 2012.
- b. **Approve** the Draft IMAP Annual Report and Summary for the 2010-11 Financial year with minor changes as advised.

**MOVED Mr LAWLER/ Cr Powning**

**A vote was taken and the MOTION was CARRIED**

*Actions: Operational Protocol to be updated except for changes to clause 11.1 b and c  
Meeting dates for 2012 to be circulated  
IMAP Annual Report 2010-11 to be finalised and distributed*

12.

### **Action 2.5 Bicycle Network**

Haig Poulson and Andrew Cron from the City of Melbourne attended for this item.

Mr Poulson noted the good progress being made, that VicRoads was now installing green treatment and fibroline on cycleways such as along St Kilda Road, with positive responses from cyclists and road users. He noted completion of work on Cecil St (CoPP) and Albert Streets (CoM).

Some work was still outstanding due to costs of design options and priority of work however the group is still looking at how to make progress in these areas in the future.

Comments/Discussion

Clem Newton-Brown queried the per metre cost of cycle treatments in St Kilda Road. The figure was not available however Haig Poulson advised a similar treatment in Rathdowne Road was cost effective. Mr Newton-Brown noted the \$270K state government commitment that has been made for Chapel Street.

Cr Sehr noted that

- it was disappointing that DoT was opposing the use of the rail corridor
- vision is needed in planning for bike users
- queried acceptance of ongoing conflicts with bikes on roads when we have great rail infrastructure leading into the CBD with land to the side which could be utilised with good strategy and design.
- logical development with a condensing city, and perplexing that not considered.
- easier for the new development areas to plan for these spaces
- appreciated that rail needs to accommodate its expanding rail network requirements but the rail corridor has no other uses planned unless there are future plans to sell air rights.
- Cyclists have to be planned for as the city needs this transport in the future.

Adele McCarthy advised she will follow up. Adele noted the complexities, physical constraints and need for awareness that land may be required for future rail development.

Nial Finegan advised that Jim Betts is championing this to remove hurdles. The state government is committed to improving cycling and are moving to adopt some of the changes that have been talked about. Cr Clarke noted the number of items being shelved in Yarra due to resourcing issues which need to be addressed.

Cr Ong noted CoM the end point for commuters, 800K per day come into the city, aware of CoY issues as work together. Concerned also with speed of cyclists and accident rate – generally is only a few. Need to manage speed and conflict of cyclists in same way as manage car drivers.

Nial Finegan noted that cyclists travelling over the speed limit can be enforced by police, are subject to road rules, and under section 17a of the road rules must travel at a speed appropriate to the conditions.

Education needed through the “Share the Road” campaigns.

Haig Poulson noted that the CoM is trying to change behaviour.

Geoff Lawler asked that Adele McCarthy come back with information prior to the next meeting.

12.1 That the IMAP Implementation Committee resolves to **note** the Action 2.5 Progress Report.

**MOVED Cr ONG / Cr Sehr**

**A vote was taken and the MOTION was CARRIED**

*Action: Executive Officer to follow up with Adele McCarthy DoT on information regarding the use of rail corridors - for circulation prior to the next meeting.*

13.

### **Action 7.7 Universities and Regional Development**

Alexandra Moloney IMAP and Austin Ley CoM attended for this item.

Geoff Lawler noted his conflict of interest due to involvement as a course advisor and left the room for this item.

Comments/Discussion

- Re international students? *It was noted they were included but had different mechanisms for insurance etc*
- Do existing arrangements with corporates and universities translate to what IMAP is doing? *Yes, each university deals with this differently – some student courses require a WIL element e.g. engineering*
- This is a fantastic initiative – can undertake the Promote and Strengthen stages and agree will need to look at the impact of Facilitate.

13.1 That the IMAP Implementation Committee resolves to:

- Proceed** with ‘Project Area 1 – PROMOTE WIL – Create Awareness’ and ‘Project Area 2 – STRENGTHEN WIL – Make It Easier’.
- Proceed** with ‘Project Area 3 – FACILITATE WIL – Broker Relationships’, however careful consideration is required from each council to confirm actions given potential impact of time on frontline management.

**MOVED Ms RUNDLE / Cr Ong**

**A vote was taken and the MOTION was CARRIED**

	Mr Lawler returned to the meeting.
14.	<p><b>Action 9.4 Green Demonstration Projects: Green Roof Project</b> Gail Hall, CoM attended for this item.</p> <p>Ms Hall advised that</p> <ul style="list-style-type: none"> <li>• IMAP came into the project late in the application process for Sustainability Accord funding and became a partner in the project with CoM/CoPP and University of Melbourne.</li> <li>• The IMAP funding contribution to the project is still to be finalised.</li> <li>• The application for \$250K Sustainability Accord funding has been successful. In the application, CoM and CoPP agreed to provide \$40K cash each towards the project. They also have separate funding available to undertake a green roof demonstration project in their area.</li> <li>• IMAP have made budget provision of \$15K in 2011/12 and \$35K in 2012/13. – or \$12,500 per council.</li> </ul> <p>Ms Hall suggested that this be added to the project budget to enable:</p> <ul style="list-style-type: none"> <li>○ Feasibility studies to be undertaken over a larger area</li> <li>○ Project work on planning schemes to cover 4 councils instead of 2</li> <li>○ Look at further demonstration sites</li> </ul> <p>She recommended that the \$50K allocated for the IMAP project be allocated to the Green Guide project.</p> <p><u>Comments/Discussion:</u></p> <ul style="list-style-type: none"> <li>• CoY indicated keen to be involved and gave strong support to the project.</li> <li>• CoS supported the project and were interested in participation but would like the financial matters deferred for clarification and approval by the Executive Forum.</li> <li>• The principle is for all 4 councils to be involved in the project</li> </ul> <p>14.1 That the IMAP Implementation Committee</p> <ol style="list-style-type: none"> <li>a. <b>notes</b> the award of grant money; and</li> <li>b. <b>refers</b> the decision on funding to the Executive Forum to finalise.</li> </ol> <p><b>MOVED Mr LAWLER / Mr Roberts</b> <b>A vote was taken and the MOTION was CARRIED</b></p> <p><i>Action: Gail Hall to provide a written paper on the funding options for the Green Roof Project for consideration by the Executive Forum.</i></p>
15.	<p><b>Action 9.4 Green Demonstration Projects: Distributed Energy Project</b> Adam Zaborszczyk, CoM attended for this item.</p> <p>Mr Zaborszczyk described the project which looks to:</p> <ul style="list-style-type: none"> <li>• develop an energy map across the IMAP region mapping opportunities and constraints in the energy network ;</li> <li>• assess the network's capacity to take in alternative energy generation,</li> <li>• map the loads in the network</li> <li>• assess economics of distribution solutions compared with purchasing renewable energy from the grid, informing building owners in areas where the grid cannot take in additional loads and advise on alternative efficiencies.</li> <li>• Project to be delivered in stages over 2 years</li> <li>• CoM role to manage the reference group and agree on scope</li> <li>• CSIRO would manage the project.</li> <li>• CSIRO developing the project plan – the plan and budget to be presented to the November meeting of IMAP.</li> <li>• The Accord funding application has been unsuccessful so CSIRO will be looking to the private sector to co-fund the project – may be interest from infrastructure companies looking to develop an understanding of the distributed energy market.</li> </ul> <p>This Report is to update IMAP, gain confirmation of funding allocated to date towards this project, and come back with more detail in November.</p> <p><u>Comments/Discussion</u></p> <ul style="list-style-type: none"> <li>• This work provides a fundamental piece of information if we are ever to have generation beyond the current systems</li> <li>• Great opportunity for IMAP to be a leader with CSIRO</li> </ul>

- Yarra Energy Foundation are a partner to the project, have done some modelling and can provide input into the project. *Talking with CSIRO as to how can apply in other municipalities.*
- A generalised approach to this is not sufficient – project needs to generate the detail on each grid in a specific area to be useful. *Needs close relationships with distribution businesses as reliant on their data on loads off substations, matching it with demand at local level, looking at the economics of retrofitting and upgrading substations and doing the cost benefit analysis.*
- Governance input into project? *Clearest way forward is for CSIRO to lead with agreements between CSIRO and each Council. CSIRO would manage relationship with private sector. IMAP wouldn't actually engage consultants. CSIRO would manage data, privacy etc. Reference group will provide strategic direction and advice to the project.*
- Consideration of waste conversion to energy, biofuels etc? *Waste management forum group going to Osaka to look at using waste to generate electricity – include this? Yes could consider the potential to collect volumes of waste and infrastructure required – however falls outside this study. Could look at other work being done in this area – economic models of what works and doesn't work.*
- IP ownership in practice? *CSIRO own computer model. We own results of this for our municipalities. Outcome of study owned by IMAP with the benefit of being able to make it publically available to the community, developers and publish.*

15.1 That the IMAP Implementation Committee:

- Note** the information contained in the report.
- Approve** the attached Project Brief and confirm expenditure of \$100,000 for the 2010/11 and 2011/12 financial years as indicated in paragraph 9 of the report.

**MOVED Cr ONG / Cr Clarke**

**A vote was taken and the MOTION was CARRIED**

16.

#### **Action 11 Regional Tourism**

Jan Jacklin CoS and Debra Howe CoPP attended for this item.

Ms Jacklin reviewed the performance of the group during the last financial year, Year 1 of the 3 year strategic plan:

- Completion of tourist map licensing and IP agreement
- First license with Where Magazine, handling other enquiries
- 600,000 copies of map printed and distributed – final print run underway and communicating licensing and use of Visitor Guides (750K pa) for the map
- Reviewed research program – in future to tap into research on greater Melbourne due to small sample size
- Tourism Infrastructure and Amenity plan – not actioned. Melbourne Tourism Partnership's 10 year project on visitor signage more appropriate vehicle – could be appropriate for IMAP to be updated on this. Being scoped at present.

Ms Howe reviewed the actions planning for the year ahead:

- Final print run of 300k maps. Updating map and working towards alternatives – e.g. tear off maps/ digital and other formats
- Negotiating for others to take on the administration of the map licensing
- Undertake marketing at entry points to promote inner Melbourne region in regional centres
- Educate volunteers on Inner Melbourne profile
- Align with Tourism and Events Conference September 2011
- Signage Project – support CoM in delivery, involvement of other staff – urban design, transport planners, strategic planners etc
- MYKI transition and travel cards – no ticket environment for travellers from Dec 2012.

#### Comments/Discussion

- Congratulate activity of group; conscious of problem with MYKI for travellers
- Consider use of council systems to tap into – e.g. library card
- Maribyrnong interested in being involved in this group. Synergies with the film festival and tourism festival initiative. Keen to have a partnership.
- Melbourne airport arrivals overtaken Sydney, overnight stays exceed Sydney

	<p>16.1 That the IMAP Implementation Committee resolves to:</p> <ol style="list-style-type: none"> <li><b>receive</b> the IMAP Tourism Working Group progress Report 2010-11 and <b>endorse</b> the project outcomes and expenditure in Year 1.</li> <li><b>receive and approve</b> the Tourism Working Group 2011-2012 Action Plan (Year 2); and</li> <li><b>approve</b> the proposed project budget allocations in the Tourism Working Group 2011-2012 Action Plan (Year 2)</li> </ol> <p><b>MOVED Cr SEHR / Cr Ong</b>  <b>A vote was taken and the MOTION was CARRIED</b></p> <p><i>Action: Executive Officer to follow up involvement of City of Maribyrnong in Strategy 11 with project team</i></p>
17.	<p><b>CONFIDENTIAL ITEMS</b></p> <p><b>Procedural Motion:</b></p> <p>17.1 That the IMAP Implementation Committee resolves to proceed into Confidential Business and the meeting be <b>closed to the public</b> as the matter to be considered falls within the ambit of Sections 89 (2) (d) Contractual Matters and 89(2)(f) Legal Advice, of the Local Government Act 1989 (9.52am)</p> <p><b>MOVED Ms RUNDLE / Cr Sehr</b>  <b>A vote was taken and the MOTION was CARRIED</b></p> <p>The Public were excluded for this part of the meeting.</p> <p><b>Procedural Motion:</b></p> <p>17.2 That the IMAP Implementation Committee resolves that the meeting be <b>re-opened to the public</b> (9.56am)</p> <p><b>MOVED Cr POWNING / Ms Rundle</b>  <b>A vote was taken and the MOTION was CARRIED</b></p>
<p><b>OTHER BUSINESS</b></p>	
18.	<p><b>Other Business</b> – there was no other business</p> <p><b>Confirmed</b> - Next Meeting Friday 18 November 2011 (8.00am)  City of Stonnington</p> <p><b>Close</b> Meeting closed at 9.56 am</p>

### IMAP Implementation Committee Meeting 26 August 2011 – Endorsement of Minutes

Chairperson: Cr Ken Ong \_\_\_\_\_ Date \_\_\_\_\_



## RESOLUTIONS

- 1.1 That the IMAP Implementation Committee resolves to **appoint** Cr K Ong as the Chair of the meeting.
- 2.1 That the IMAP Implementation Committee resolve to **note** the following apologies:
  - Cr Claude Ullin, City of Stonnington
  - Crs Sehr and Clarke – for lateness
- 3.1 That pursuant to Division 6, clause 14 of the Melbourne City Council's Conduct of Meetings Local Law 2001, the provisions of the Local Law be **suspended** for the duration of the meeting of the Inner Melbourne Action Plan Implementation Committee.
- 6.1 That the IMAP Implementation Committee resolves to **confirm** the minutes of the IMAP Implementation Committee held on 27 May 2011 as amended.
- 6.2 That the IMAP Implementation Committee resolves to **confirm** the minutes of the IMAP Executive Forum No. 11 held on 16 August 2011
- 7.1 That the IMAP Implementation Committee resolves to:
  - a. Approach VicRoads to make the Late Introduction of the Greenman treatment type standard
  - b. Consider Auto Introduction in the international context including expected benefits, and revisit analysis
  - c. Approach VicRoads to make the Increased Clearance Time standard
  - d. Request VicRoads use PUFFINs to balance pedestrian wait times and provide regular crossing opportunities [PUFFINs = *Pedestrian User Friendly Intelligent*].
  - e. Note the final report on Action 2.4 and extend the Committee's thanks to the project team
- 7.2 That the IMAP Implementation Committee resolves to **approve** the Consultant Brief for Action 8.1 and confirm the budget of \$20K for this work to be undertaken in the 2011/12 financial year.
- 8.1 That the IMAP Implementation Committee resolves to **note** the actions undertaken in response to business arising from previous minutes.
- 9.1 That the IMAP Implementation Committee resolves to **receive** the IMAP Financial Report for the year ending 30 June 2011.
- 10.1 That the IMAP Implementation Committee resolves to **note** the IMAP Progress Report for August 2011.
- 11.1 That the IMAP Implementation Committee resolves to:
  - a. **Defer** consideration of changes to the quorum requirements in the IMAP Operational Protocol; and
  - b. **Approve** the proposed changes to the IMAP Operational Protocol except changes to Clause 11.1 (b) and (c).
- 11.2 That the IMAP Implementation Committee resolves to:
  - a. **Note** this Communications and Governance Briefing Paper and **approve** the meeting dates of the IMAP Implementation Committee for 2012.
  - b. **Approve** the Draft IMAP Annual Report and Summary for the 2010-11 Financial year with minor changes as advised.
- 12.1 That the IMAP Implementation Committee resolves to **note** the Action 2.5 Progress Report.
- 13.1 That the IMAP Implementation Committee resolves to:
  - a. **Proceed** with 'Project Area 1 – PROMOTE WIL – Create Awareness' and 'Project Area 2 – STRENGTHEN WIL – Make It Easier'.
  - b. **Proceed** with 'Project Area 3 – FACILITATE WIL – Broker Relationships', however careful consideration is required from each council to confirm actions given potential impact of time on frontline management.
- 14.1 That the IMAP Implementation Committee
  - a. **notes** the award of grant money; and
  - b. **refers** the decision on funding to the Executive Forum to finalise.
- 15.1 That the IMAP Implementation Committee:
  - a. **Note** the information contained in the report.
  - b. **Approve** the attached Project Brief and confirm expenditure of \$100,000 for the 2010/11 and 2011/12 financial years as indicated in paragraph 9 of the report.
- 16.1 That the IMAP Implementation Committee resolves to:
  - a. **receive** the IMAP Tourism Working Group progress Report 2010-11 and **endorse** the project outcomes and expenditure in Year 1.
  - b. **receive and approve** the Tourism Working Group 2011-2012 Action Plan (Year 2); and
  - c. **approve** the proposed project budget allocations in the Tourism Working Group 2011-2012 Action Plan (Year 2)
- 17.1 That the IMAP Implementation Committee resolves to proceed into Confidential Business and the meeting be **closed to the public** as the matter to be considered falls within the ambit of Sections 89 (2) (d) Contractual Matters and 89(2)(f) Legal Advice, of the Local Government Act 1989 **(9.52am)**
- 17.2 That the IMAP Implementation Committee resolves that the meeting be **re-opened to the public (9.56am)**

**ACTIONS PUBLIC RECORD**

	<b>Responsibility</b>	<b>Action</b>	<b>Due</b>
6	IMAP Executive Officer	<i>Minutes of the IMAP Implementation meeting of 27 May 2011 to be amended as noted.</i>	<i>Sept 2011</i>
7	IMAP Executive Officer	<i>Executive Officer to arrange for the Project Team Leader, Action 8.1 to contact Tony Pensabene DBI</i>	<i>Sept 2011</i>
8	Adrian Salmon DPCD	<i>Adrian Salmon DPCD requested to raise matter of the IMAP Council's Water Sensitive Urban Design (WSUD) planning amendment with the Minister for Planning.</i>	<i>Nov 2011</i>
11	IMAP Executive Officer	<ul style="list-style-type: none"> <li>· <i>Operational Protocol to be updated except for changes to clause 11.1 b and c</i></li> <li>· <i>Meeting dates for 2012 to be circulated</i></li> <li>· <i>IMAP Annual Report 2010-11 to be finalised and distributed</i></li> </ul>	<i>Sept 2011</i>  <i>Sept 2011</i> <i>Oct 2011</i>
12	IMAP Executive Officer Adele McCarthy DoT	<i>Executive Officer to follow up with Adele McCarthy DoT on information regarding the use of rail corridors - for circulation prior to the next meeting.</i>	<i>Sept 2011</i>
14	Gail Hall CoM	<i>Gail Hall to provide a written paper on the funding options for the Green Roof Project for consideration by the Executive Forum.</i>	<i>Oct 2011</i>
16	IMAP Executive Officer	<i>Executive Officer to follow up involvement of City of Maribyrnong in Strategy 11 with project team</i>	<i>Sept 2011</i>



## DRAFT MINUTES

### Inner Melbourne Action Plan Executive Forum

Meeting No 12  
1.00 pm – 2.00 pm Tuesday 18 October 2011  
City of Stonnington  
*Malvern Town Hall – Meeting Room 1*

<b>Attendees</b>	Warren Roberts – Chief Executive Officer, City of Stonnington [Chair]
<b>Forum Members</b>	Andi Diamond – Chief Executive Officer, City of Yarra
<b>Associate Member</b>	Vince Haining – Chief Executive Officer, City of Maribyrnong
<b>IMAP</b>	Elissa McElroy – IMAP Executive Officer Alexandra Moloney – IMAP Student Placement Officer
<b>Guests</b>	Gail Hall – Project Coordinator, Urban Landscapes, City of Melbourne

#### PRELIMINARIES

Item	Agenda Topic
1	<b>Appointment of Chair</b> – Warren Roberts, CEO, City of Stonnington was confirmed as the Chairman. The meeting opened at 1.10pm.
2	<b>Apologies</b> Kay Rundle – Chief Executive Officer, City of Port Phillip Geoff Lawler, Director City Planning & Infrastructure, City of Melbourne  The apologies were noted.

#### ITEMS

3	<p><b>Action 9.4 Green Demonstration Projects – Growing Green Guide</b></p> <p>Gail Hall, Project Coordinator, Urban Landscapes, City of Melbourne attended for this item. Ms Hall summarised the history of the funding application and reviewed the expected outcomes of the project.</p> <p><u>Discussion and Comments</u></p> <p>Dr Diamond advised the City of Yarra were supportive of the project and asked what CoY get at the end of the project? Ms Hall advised this depends on the scope for the municipality and could include:</p> <ul style="list-style-type: none"> <li>• full public access to material,</li> <li>• targeting new development to establish green roof concept,</li> <li>• securing public/private development partnerships</li> <li>• retrofitting heritage buildings.</li> </ul> <p>Mr Haining advised Maribyrnong were interested due to the limited green areas in the municipality. He was interested in the planning aspect, aware that places like Vancouver had planning requirements, and wondered if we were looking to mandate this? He advised that due to other projects of interest, he would not be committing to this project.</p> <p>The Executive Officer advised that progress reports would come back to the IMAP Committee so Maribyrnong can decide over time whether they are interested in future participation.</p>
---	--

Dr Diamond noted it was a substantial budget considering some information is in place already. Mr Roberts advised he had initially shared these concerns however he had seen great examples overseas, sees it can be done and supports the project.

On the basis of the discussion and the need to increase the budget to have the study cover a broader area, Option 2 was supported by both Dr Diamond and Mr Roberts. They noted that the Project team represented diverse skills. Justin Hanrahan was confirmed as the officer representing the City of Yarra on the project team

Ms Hall said the project will establish Reference Groups to provide specialist expertise e.g. planners to help with planning scheme policies; experts to help with the technical specifications; developers and architects to help with the Best Practice Guidelines. It was noted that the project team is establishing a governance framework and reporting timelines required for a large project.

Dr Diamond noted the importance of having council staff exposed to some of the learning from the project as an outcome from funding the project.

Mr Roberts asked that a staff information session be run on the project as it was an interesting research project. He wondered if University of Melbourne researchers could provide information sessions that could rotate around the Councils with invitations across councils to attend.

## RESOLUTION

**That the Executive Forum agree to an increased funding package for the Action 9.4 Green Guide project as detailed in Option 2 of the report, as follows:**

- **The cash contribution for the Green Guide project be increased from \$80,000 to \$130,000**
- **The cities of Melbourne, Port Phillip, Stonnington and Yarra contribute an equal contribution of \$32,500 each over 2 years which shall be made up as follows:**
  - **\$12,500 each - from existing IMAP funds**
  - **\$20,000 each - additional cash contribution over 2 years.**

The Cities of Melbourne and Port Phillip have budgeted for this amount. Cities of Stonnington and Yarra noted this funding could be made available in the 2012/13 budget– or be considered with allocation of end of financial year surpluses.

*Action: Executive Officer to note Action 9.4 Green Guide funding for Implementation Plan and arrange invoicing*

4

## Action 7.7 Universities and Regional Development

Alex Moloney, IMAP Student Placement Officer attended for this item. Alex provided an update on the project.

### Issues

- a. moving the IMAP councils to
  - Take a proactive planned approach wrt student placements; and
  - Increase the number of students and success from student placements
- b. looking at how students fit into the process of workforce planning (i.e. in terms of adding resources to projects; addressing the aging workforce; future employment strategies; social outcomes; resourcing on an annual basis etc)
- c. establishing prototypes of policies and guidelines – localised for each council
- d. annual planning for students – identifying projects so universities can be engaged and students taken on in 2 recruitment rounds each year
- e. discuss problem with students being part of FTEs

Mr Roberts wanted to ensure student approval stays with the CEO role, that it is left to managers to resource - not treated as an additional budget item. He was happy to build capacity, and gain an additional resource – not an actual resource. He liked the concept of a planning session for student engagement which could then be managed within the resources through the year.

Mr Haining could see the value of linking students' engagement to long term industry needs and establishing a mechanism to link placements to these areas - as part of a long term approach to skill shortages

Dr Diamond asked what the outcome or success factors were expected from the project and these were discussed.

Ms Moloney noted the need to get policies and processes in place, to work with individual areas to set

	<p>up partnerships and that it was then up to the councils to implement it.</p> <p>The Executive Forum noted that: Councils need to consider how they provide for students</p> <ul style="list-style-type: none"> <li>• from the CoM FTE basis to the more informal project basis, and</li> <li>• where council has a specific need.</li> </ul>
<b>5</b>	<p><b>IMAP Projects – Financial Contribution from the City of Maribyrnong</b></p> <p>Vince Haining went through the list of current IMAP projects and identified those his Council was interested in participating in, as follows:</p> <p>Action 2.5 Bicycle Network          Actions 2.6/4.3/4.4 Bus and Tram projects          Action 3.3 Regional Approach to Parking Management          Action 3.5 Reduced Through Traffic          Action 4.7 Improvements to public transport services          Action 8.1 Priority for freight movement          Strategy 11 Regional tourism</p> <p>Mr Haining noted that he would want to discuss funding contributions further with his Council.</p> <p><i>Action: The Executive Officer to collate the project information and forward to the CEO Maribyrnong for final approval of his Council's participation in these projects.</i></p>

## OTHER BUSINESS

<b>6</b>	<p><b>Map boundary:</b>          The Executive Officer advised that she was looking to establish a base map through DSE/DPCD for use on IMAP projects and sought guidance on the boundary for the Stonnington and Maribyrnong municipalities. It was determined that all 5 municipalities be included in total.</p> <p><b>Close</b> The meeting closed at 2.15pm  <b>Next Meeting</b> – As required</p>
----------	---

**IMAP Implementation Committee  
Business Arising  
18 November 2011**

A Senior Executive's Forum Action Items (26 March 2009)				
Item	Responsibility	Action	Due	Progress
5 Update from DIIRD	IMAP Implementation Officer	Reconvene Action 7.4 working group, review and identify opportunities and communicate to DIIRD. <i>[In response to changing environment &amp; govt strategies, policies &amp; priorities]</i>	Sept 09	In Progress <i>[Discuss further with DIIRD]</i>
B IMAP Implementation Committee Action Items (29 May 2009)				
Item	Responsibility	Action	Due	Progress
10 GLawler briefing on CoM/CoS software trial	IMAP Implementation Officer & City of Melbourne	Implementation 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	In Progress
C IMAP Implementation Committee Action Items (28 August 2009)				
Item	Responsibility	Action	Due	Progress
5 Business Arising	IMAP Implementation Officer	Follow-up with Office of Local Government re IMAP Model	Sept 09	Completed. Discussed with COAG committee - 20 Oct '10 Meeting with Min Local Govt 14 Nov 2011
D IMAP Executive Forum Action Items (20 July 2010)				
Item	Responsibility	Action	Due	Progress
3 IMAP Review	IMAP Executive Officer	Executive Officer to provide an update of key statistics included in the IMAP introductory section	Nov 2010	In Progress
E IMAP Implementation Committee Action Items (27 August 2010)				
Item	Responsibility	Action	Due	Progress
12 Car Sharing Action 3.3	Geoff Robinson/Stuart Outhred CoM	CoM to hold discussions with other IMAP Councils on joint car sharing tenders	Sept 2010	In Progress – CoM undertaking preliminary work
F IMAP Implementation Committee Action Items (11 March 2011)				
Item	Responsibility	Action	Due	Progress
14 Action 9.4 Green Demo Projects	IMAP Executive Officer	Executive Officer to follow up CoMs White Roofs guideline for distribution	When available	
G IMAP Implementation Committee Action Items (27 May 2011)				
Item	Responsibility	Action	Due	Progress
7 Business Arising	IMAP Executive Officer	Executive Officer to determine agenda for Ministers with Executive Forum and progress Ministerial meetings	June/July 2011	In Progress. Meeting held with Min Local Govt 14 Nov 2011
13 Greenlight	IMAP Executive Officer	Evaluation Report by Booz & Associates to be followed up.	June/July 2011	Completed – refer item 3a
17	IMAP Executive Officer	Executive Officer to follow up invite to Mr Chesterfield, Melbourne Water to the August IMAP Committee meeting.	June/July 2011	In Progress – deferred until 2012
H IMAP Implementation Committee Action items (26 August 2011)				
Item	Responsibility	Action	Due	Progress
6 Minutes	IMAP Executive Officer	Minutes of the IMAP Implementation meeting of 27 May 2011 to be amended as noted	Nov 2011	Completed
7 Action 8.1	IMAP Executive Officer	Arrange for the Project Team leader Action 8.1 to contact Tony Pensabene DBI	Nov 2011	In Progress (staff changes)
8. Bus Arising	Adrian Salmon DPCD	Asked to raise matter of IMAP's WSUD planning amendment with the Minister for Planning	Nov 2011	To advise
11 Com & Gov	IMAP Executive Officer	Operational Protocol to be updated except for changes to clause 11.1b and c	Nov 2011	Completed

		<i>Meeting dates for 2012 to be circulated IMAP AR to be finalised and distributed</i>		<i>Completed In Progress</i>
12 Action 2.5	IMAP Executive Officer/Adele McCarthy DoT	<i>Exec Officer to follow up with A McCarthy DoT on info regarding the use of rail corridors – for circ prior to next mtg</i>	Nov 2011	<i>To advise</i>
14 Action 9.4	Gail Hall CoM	<i>To provide a paper on the funding options for the Green Roof Project for consideration by the Exec Forum</i>	Nov 2011	<i>Completed – refer Att 2</i>
16 Action 11	IMAP Executive Officer	<i>To follow up involvement of City of Maribyrnong in Strategy 11 with project team</i>	Nov 2011	<i>Completed.</i>
<b>I IMAP Executive Forum Action items (18 October 2011)</b>				
	<b>Responsibility</b>	<b>Action</b>	<b>Due</b>	<b>Progress</b>
3 Action 9.4	IMAP Executive Officer	<i>To note Action 9.4 Green Guide funding for Implementation Plan and arrange invoicing</i>	Feb 2012	<i>In progress</i>
5 CoMari contributions	IMAP Executive Officer	<i>To collate the project information and forward to CEO Maribyrnong for final approval of his Councils participation in these projects</i>	Nov 2011	<i>In progress</i>

### Correspondence

<b>From</b>	<b>Regarding</b>
3a Gary Liddle, Acting Secretary Dept of Transport	Forwarding Final Evaluation Report-Greenlight Project
3b Emma Nicolson, Project Manager, Dept of Transport	Publication of Guide to developing Wayfinding Signage
3c Neil Hutchinson, Project Manager, Dept of Transport	Advising of Conference paper promoting findings of Greenlight project



## Department of Transport

PO Box 2797  
Melbourne, Victoria 3001  
Telephone: (03) 9655 6666  
Facsimile: (03) 9095 4096  
[www.transport.vic.gov.au](http://www.transport.vic.gov.au)  
DX 210410

Our Ref: DOC/10/3224

IMAP Implementation Committee  
Attention – Elissa McElroy  
IMAP Executive Officer  
City of Stonnington,  
PO Box 21  
Prahran VIC 3181

### **RE: IMAP Greenlight Project- Final Evaluation Report**

Dear IMAP Committee Members,

On behalf of the Department of Transport, I would like to thank the Inner Melbourne Action Plan Committee members for their support in the successful completion of the Greenlight Project.

It is my pleasure to release the final evaluation report for the Greenlight Project to the IMAP committee. This partnership project would not have been successful without the participation and contribution of the Cities of Port Phillip, Melbourne, Yarra and Stonnington.

The Department of Transport will continue to work in partnership with VicRoads to review VicRoads current guidelines to identify any further improvement that may assist pedestrians having regard to the study results.

I seek your continued support in promoting sustainable transport within your communities.

If you want any further copies of the report or wish to discuss this project, please contact Neil Hutchinson, Program Manager, Community and Place Division on 9655 1787.

Yours sincerely

**Gary Liddle**  
Acting Secretary  
Department of Transport

7 / 10 / 2011





FINAL REPORT

# IMAP Greenlight Project

Department of Transport

Melbourne

15 June 2011

Version 1.0

*This document is confidential and is intended solely for  
the use and information of the client to whom it is addressed.*



---

## Executive Summary

The objective of the Greenlight project is to evaluate the impact of selected pedestrian crossing treatments on pedestrian safety and comfort. This final evaluation of the IMAP Greenlight project presents key findings from the statistical analysis of the data compiled in the pre-implementation and post-implementation stages of the project. The analysis is based upon an evaluation process that was developed collaboratively with the Department of Transport and IMAP Councils.

Greenlight project data is collected from video surveys, pedestrian behavioural and attitudinal surveys, and traffic information provided by VicRoads. Report findings are underpinned by:

- An analysis of post implementation changes in observed data;
- An analysis of the statistical evidence for hypothesised impacts<sup>1</sup> of Greenlight treatments; and
- A multiple regression analysis explaining some of the observed impacts throughout the project.

The analysis suggests that:

- There is a statistically significant effect of an increase in clearance time on improving pedestrian safety and comfort; and
- Generally Greenlight treatments have led to an overall decrease in non-compliance.

The analyses suggest effects of the Greenlight treatments in general on the safety and comfort of pedestrians. However, a positive impact of the other specific Greenlight changes could not be established to a suitable level of statistical confidence.

In terms of the hypothesised impacts of Greenlight changes, the study found that:

- Hypothesis was supported: 64 cases – 40% of hypotheses;
- The opposite of the hypothesis was supported: 59 cases – 37% of hypotheses; and
- There was no significant change: 38 cases, 23% of hypotheses.

Overall, the sites that received Greenlight changes were better-off than those that did not when it came to average pedestrian speed, rates of non-compliance, and ratings of safety for children to cross (at the three school zones observed). However, in the average ratings of safety, feelings of impatience and feelings of being rushed, both the sites that received Greenlight changes and those that did not were worse off. In ratings of safety, the sites that received Greenlight changes were worse off than those that did not.

There is also a very strong positive relationship between pedestrian speed and distance – with every 1m increase in crossing distance there is a 0.03m/s increase in pedestrian speed

---

<sup>1</sup> Established in Stage 1 of the Greenlight Project.

---

on average. This suggests that pedestrians walk faster when they have a greater distance to cover in the crossing.

The evaluation of the changes made at each site display inconsistent and contradictory results. This suggests that variables external to the study have had an impact on pedestrian safety and comfort.

In light of this, any future research would need to address:

- Controlling for environmental conditions occurring at the sites (e.g. intercept surveys by crossings instead of sites, cognitive / behavioural experiments, controlling / accounting for non-Greenlight changes); and
- Having adequate sample size (e.g. number of intersections and pedestrians, treatment rollout and time period).



## Department of Transport

PO Box 2797  
Melbourne  
Victoria 3001  
Telephone: (03) 9655 6666  
Facsimile: (03) 9095 4096  
[www.transport.vic.gov.au](http://www.transport.vic.gov.au)  
DX 210410

Elissa McElroy  
IMAP Executive Officer  
City of Stonnington  
PO Box 21  
**PRAHRAN VIC 3181**

Dear Elissa

### **You are here: a guide to developing pedestrian wayfinding**

Thank you for attending the pedestrian wayfinding forum last Thursday. Please find enclosed a copy of the wayfinding guide. The guide is also available for download from the Department's website ([www.transport.vic.gov.au](http://www.transport.vic.gov.au)). A hyperlink currently exists on the right hand side of the home page under 'Featured updates'. Alternatively, a keyword search of the website will also locate the guide.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Emma Nicholson'.

EMMA NICHOLSON  
Project Manager

31/10/2011

**Elissa McElroy**

---

**From:** Neil.Hutchinson@transport.vic.gov.au  
**Sent:** Friday, 4 November 2011 1:10 PM  
**To:** teresa.dominik@manningham.vic.gov.au; ben.grounds@darebin.vic.gov.au;  
DElson@portphillip.vic.gov.au; Elissa McElroy; Jane.Waldock@yarracity.vic.gov.au;  
Tim.Cottrell@wyndham.vic.gov.au  
**Subject:** FYI - Projects reference in upcoming paper  
**Attachments:** Copy of (DOC-11-324856) -- Maintaining pedestrian access through signalised crossings  
- Hutchinson - SOAC Full Paper - final submission.DOC

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Afternoon All,

I have written and had a paper accepted for the upcoming State of Australian Cities Conference in Melbourne. The paper makes reference to projects that your Council completed as part of the Local Area Access Program. The specific list of all projects included in the paper in on page 2. I just want to make sure you are all aware of the paper and have a copy.

I would like to acknowledge the efforts of all the council staff who managed these projects from Manningham City Council, City of Port Phillip, City of Yarra, Wyndham City Council, Darebin City Council and the IMAP Group of Councils. This paper would not have been possible without the information that has been provided to DOT in formal project reports as well as through open and honest feedback. Thank you for all the information and help that has been provided.

Please don't hesitate to contact me if you wish to discuss the paper.

Regards,

Neil Hutchinson

Program Manager  
Sustainable Transport Programs  
Community and Place Division | Department of Transport

t: 03 9655 1787 | m: 0429 576 228 | e: [neil.hutchinson@transport.vic.gov.au](mailto:neil.hutchinson@transport.vic.gov.au)  
Level 15, SX1, 121 Exhibition Street, Melbourne Victoria 3000 | PO Box 2797 Melbourne Victoria 3001

Transport Solutions - Stronger Communities - Better Places

Please consider the environment before printing this email



## Department of Transport

PO Box 2797  
Melbourne, Victoria 3001  
Telephone: (03) 9655 6666  
Facsimile: (03) 9095 4096  
www.transport.vic.gov.au  
DX 210410

Ref: DOC/11/313704  
File: FOL/11/31727

Elissa McElroy  
IMAP Executive Officer  
Inner Melbourne Action Plan  
Malvern Town Hall  
121 High Street  
PRAHRAN VICTORIA 3181

Dear Elissa,

### PRINCIPAL BICYCLE NETWORK AND RAIL CORRIDORS REPORT AND NORTH SOUTH CYCLING ROUTES IN THE SOUTH EAST REGION

In 2010 the possibility of including rail corridors as part of the Principal Bicycle Network (PBN) was identified by VicRoads. Subsequently, VicRoads and the Department of Transport (DOT) decided to undertake a study of five rail corridors to explore and test this idea recognising that there could be significant challenges and opportunities associated with using rail corridors for shared paths.

DOT engaged Parsons Brinckerhoff (PB) to examine five corridors as case studies:

1. Northbank corridor (between Flinders Street and Docklands)
2. Craigieburn corridor (between Pascoe Vale and Glenroy)
3. Dandenong corridor (between Caulfield and Dandenong)
4. Werribee corridor (between Laverton and Werribee)
5. Ringwood corridor (between Box Hill and Ringwood)

The PB report found that typical challenges for shared paths in rail corridors included embankments and grade changes, rail infrastructure, buildings within the rail corridor, bridges and underpasses, drainage channels, road intersections and crossings.

For each of the corridors, a baseline review using GIS was undertaken comprising a desktop baseline study using spatial data from a range of sources including VicMap. This high level spatial analysis was undertaken for each case study corridor to identify potential sections of adequate clearance and sections with insufficient clearance from tracks.

In summary, the report found that the development and implementation of shared bike paths in rail corridors was a complex process which should not be undertaken if viable alternatives were possible. It found that shared paths in rail corridors could be very costly due to high design standards, rail operations and safety requirements. In addition, costs could escalate even further as a result of the numerous stakeholder consultations that needed to take place. Therefore, other options could provide a more cost effective alternative to shared paths in rail corridors.

However, the PB report also found that in some instances there was a strong case for developing shared paths. This may include providing a shared path on a temporary basis if changes to rail operation or requirements for rail reserve were unlikely to occur in the next 10-15 years. Based on medium growth levels in cycling over a ten year evaluation period, preliminary cost benefit analysis indicated that the development of some shared paths would have a BCR greater than one.

The report recommended that if a shared path in a rail corridor was to be developed, then community expectations and future provision for the cycling demand created by the shared path should be carefully managed for when the corridor is restored to its original purpose.

The scope of the PB report did not include a comprehensive comparison between the use of the rail corridor and other options, such as the on road option. A comprehensive and robust analysis of the options both within rail corridors and other alternatives should be undertaken to determine if the development of a shared path in a rail corridor is viable, in the short and longer term.

In parallel to the development of this report, VicRoads undertook consultation on the development of its SmartRoads network with all the Melbourne municipal councils. This consultation identified Bicycle Priority Routes (BPR) for each municipality and these are being considered as part of the soon to be released update to the Principal Bicycle Network.

In addition, VicRoads investigated the possibility of providing a bicycle path along the rail corridor south from the Yarra River, over Toorak Road and down to Dandenong Road. The entire corridor is either narrow local streets with on-street parking or a railway reserve in a deep cutting. Due to the complexity of utilising this rail corridor and the significantly high cost of delivering bicycle infrastructure within the corridor, no economically viable proposal within the rail corridor was identified.

One of the Government's election commitments was to allocate \$270,000 for bike lanes on Williams Road and Chapel Street from Dandenong Road to the Yarra River providing a north-south link through this area. VicRoads is undertaking a study between Alma Road and the Yarra River to identify feasible options on Williams Road, Chapel Street or Orrong Road.

The study is being undertaken in consultation with the Stonnington City Council and Bicycle Network Victoria. Subject to stakeholders agreement to an option, it is anticipated that the delivery of this project could commence this financial year.

Yours sincerely



Adele McCarthy

Director

Central City Transport

Department of Transport

18 / 10 / 2011

# IMAP Implementation Committee

## Financial Report for the Three Months ending 30 September 2011

1 July 2011 – 30 September 2011

### Background

1. The IMAP financial position was last noted at the IMAP Implementation Committee meeting held 26 August 2011
2. Retained Earnings carried forward from the 2010-2011 financial year totalled **\$302,577** (excluding GST). This includes a surplus of \$40,684 in the regional tourism funds.

### Income

3. All IMAP Annual Council contributions, Regional Tourism Contributions and the Distributed Energy project funding has been invoiced for the 2011/12 financial year. The City of Yarra was invoiced in October so revenue from that Council falls outside this accounting period.
4. **Total Income of \$485,477** was recorded for the 3 month period to 30 September 2011.

#### 2800 Sundry Income:

Retained Earnings carried forward from 2010-11	\$302,577	
<b>Strategy 9</b> - Distributed Energy Project contribution* – CoM, CoPP	\$27,000	
<b>Strategy 11</b> – Regional Tourism Contributions- CoM, CoS, CoPP	\$60,000	
Reimbursement Training Course	\$5,900	\$395,477

#### 2810 Contract Income:

Annual Contributions – CoM, CoS, CoPP		\$90,000
---------------------------------------	--	----------

**TOTAL OPERATING INCOME** **\$485,477**

*\*CoS paid the Distributed Energy project contribution in the last financial year - the amount is included in the Carry Forward.*

### Expenditure

5. **Total Expenditure of \$36,096** was committed for the 3 month period to 30 September 2011.

#### 4102 Catering

IMAP	Catering - informal meetings	\$74
------	------------------------------	------

#### 4105 Printing

<b>Strategy 11</b>	Map Reprint [300,000] Aug 2011	\$26,800
--------------------	--------------------------------	----------

#### 4108 Stationery

IMAP	Meetings - Stationery Reimbursements	\$133
------	--------------------------------------	-------

#### 4131 Promotional Publications

<b>Strategy 11</b>	Tourist Map distribution	
	- Jun 2011	\$290
	- July	\$379
	- Aug	\$277
		\$946

#### 4142 Local travel

IMAP		\$17
------	--	------

#### 4150 Consulting Fees

IMAP	Website hosting 12 months	\$2,646
<b>Action 11</b>	IMAP Map adjustments – Visual Voice	\$400
<b>Action 9.4</b>	Water Sensitive Cities report	\$4,900
		\$7,946

#### 5102 Internal Catering

IMAP	Catering – Planning Process Review meeting	\$180
------	--	-------

**TOTAL EXPENDITURE** **\$36,096**

**NET SURPLUS** **\$449,382**



## Recommendation

6. That the IMAP Implementation Committee resolves to **receive** the IMAP Financial Report for the quarter ending 30 September 2011.

**Reporting Scope - IMAP*****Operating & Capital Works Statement for period ended September 30 2011***

<b>CURRENT MONTH</b>				<b>YEAR TO DATE</b>					<b>FULL YEAR</b>		
	Total Committed	Budget	Variance	Unpaid Purchase Orders	Actuals	Total Committed	Budget	Variance	Forecast	Budget	Variance
2800 - Sundry Income	92,900	0	92,900	0	395,477	395,477	0	395,477	0	0	0
2810 - Contract Income	90,000	0	90,000	0	90,000	90,000	0	90,000	0	0	0
Other Revenue	182,900	0	182,900	0	485,477	485,477	0	485,477	0	0	0
<b>Total Operating Income</b>	<b>182,900</b>	<b>0</b>	<b>182,900</b>	<b>0</b>	<b>485,477</b>	<b>485,477</b>	<b>0</b>	<b>485,477</b>	<b>0</b>	<b>0</b>	<b>0</b>
4102 - Catering	74	0	(74)	0	74	74	0	(74)	0	0	0
4105 - Printing	26,800	0	(26,800)	0	26,800	26,800	0	(26,800)	0	0	0
4108 - Stationery - General	133	0	(133)	0	133	133	0	(133)	0	0	0
4131 - Promotional Publications	277	0	(277)	0	946	946	0	(946)	0	0	0
4142 - Local Travel	17	0	(17)	0	17	17	0	(17)	0	0	0
4150 - Consulting Fees	2,646	0	(2,646)	0	7,946	7,946	0	(7,946)	0	0	0
5102 - Internal Catering Charges	0	0	0	0	180	180	0	(180)	0	0	0
Administration Expenditure	29,947	0	(29,947)	0	36,096	36,096	0	(36,096)	0	0	0
<b>Total Operating Expenditure</b>	<b>29,947</b>	<b>0</b>	<b>(29,947)</b>	<b>0</b>	<b>36,096</b>	<b>36,096</b>	<b>0</b>	<b>(36,096)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Operating Profit / (Loss)</b>	<b>152,953</b>	<b>0</b>	<b>152,953</b>	<b>0</b>	<b>449,382</b>	<b>449,382</b>	<b>0</b>	<b>449,382</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Surplus / (Deficit)</b>	<b>152,953</b>	<b>0</b>	<b>152,953</b>	<b>0</b>	<b>449,382</b>	<b>449,382</b>	<b>0</b>	<b>449,382</b>	<b>0</b>	<b>0</b>	<b>0</b>

# IMAP Progress Report

## November 2011

---

The Inner Melbourne Action Plan (IMAP) identifies 57 actions within 11 regional strategies to help build the inner Melbourne region to embody creativity, liveability, prosperity and sustainability across a range of diverse neighbourhoods.

The following Actions have been **COMPLETED**:

Action 1.1 Inner Melbourne *Statement* of Significance  
 Action 2.2 Coordinated pedestrian and public transport Signage (Wayfinding)  
 Action 2.3 Bicycle Network Legibility – *Priority Bicycle Network Report*  
 Action 2.4 Walking links and pedestrian priority areas (Greenlight)  
 Action 3.3 Regional Parking Management Stage 1 - *Report on Parking*  
 Action 5.2 Affordable Housing - *Needs Website (May 08)*  
 Action 6.3 Activity Centres Stage 1-*Cumulative Impact Assessment tools*  
 Action 7.4 Regional Economic Development *Statement*  
 Action 9.1 Regional Sustainability Targets – *Audit of IMAP Councils*  
 Action 9.3 Water Sensitive Urban Design - *Model Guidelines*  
 Action 9.6 Use of Recycled Water in Open Space – *Technical Notes*  
 Action 11.1 Inner Melbourne Map – Inner Melbourne Region *Visitor Map*  
 Action 11.2 Regional Tourism Program – *Research & Itineraries*

### Other Achievements

Merit Award for Regional Action in Water Sensitive Urban Design at the Stormwater Victoria Awards

IMAP Bicycle Network - Presentation at the Bike Futures 2009 Conference

Presentation to Planning Students at Melbourne University 2009 & 2010

IMAP Annual Report 2010-11

#### Governance

- Annual Reports
- Goods & Services Procurement Policy
- Governance & Relationships Report
- IMAP Plan Review 2010
- Memorandum of Understanding –Intellectual Property

#### Communications

- IMAP Website
- National Conference presentation (March 09)
- Club IMAP
- Council Briefings

#### Advocacy

- Ministerial Briefings – Ministers Wynne, Madden, Kosky and Plibersek
- Briefings to DIIRD & SGS consultants
- IMAP acknowledgements:
  - State Government's Cycling Strategy
  - Interdepartmental Committee (Department of Justice)
  - Melbourne Water (WSUD)

## Action 1.4 Boulevards and Major Roads

Preliminary work – IN PROGRESS

The IMAP Implementation Committee has been keeping a watching brief on the work being undertaken by VicRoads on the Hoddle Street Study. The VicRoads Project Manager attended the May 2011 Committee meeting to provide an update on the research undertaken and options being considered for Hoddle Street improvements.

## Action 2.5 Bicycle Network

Implementation of Priority Routes - IN PROGRESS

- Action 2.3 delivered the Priority Bicycle Network for IMAP (January 2008) with recommendations from this report forming the basis for the implementation of Action 2.5.
- Focus is on the high bicycle usage routes or those routes which have the potential to carry significantly increased bicycle volumes and therefore require the most work to bring them up to a standard that could safely accommodate increasing bicycle volumes.
- These routes also provide the opportunity to implement some of the separation and delineation treatments being designed and installed in various municipalities. The development of this hierarchy of treatments is considered 'best practice' and the opportunity to promote and share this knowledge more broadly is being considered by the working group.
- The Working Group reported their gap analysis of the network to the IMAP Implementation Committee in May 2010 to highlight progress to date and future priorities. The Committee identified the need to fast track completion of the network and to establish coordinated design guidelines for standardized bike lane treatments across the IMAP councils.
- During 2010-11 cycling treatments have been installed in St Kilda Road, Royal Parade, Albert Street, Cecil Street, and Chapel Street. Good progress has been made on closing the gaps in the network, helped also by the work being undertaken by VicRoads. The IMAP councils are also making good progress on their capital works program for 2011-12. Design options are becoming more standardised.

## Action 3.2 Roads as Places

IN PROGRESS

- A Briefing paper was prepared for consideration by the IMAP Implementation Committee on 19 February 2010. Further discussion by the Executive Forum in April 2010 has broadened the brief which will come back to the Committee following consultation with

public realm/urban design staff. Progress on this project has been limited due to the significant work undertaken on the Melbourne Transport Strategy Update.

### Action 3.3 Regional Approach to Parking Management

#### Stage 1 – COMPLETE

- An audit has been undertaken to identify current parking status and gaps. This information has assisted in the development of 6 'guiding principles' for the management of existing parking supply in Activity Centres.
- Given the broad scope of Action 3.3, the working group determined to limit itself to three essential areas of activity, these being:
  - Parking measures to mitigate car travel
  - Provision of parking in new developments
  - Management of existing parking supply
- Integrated Travel Plans and Green Travel Plans have been researched and direction will now be sought from the Department of Transport.

#### Stage 2 – IN PROGRESS

- Research on Car Sharing was reported to the Committee in August 2010 and is being trialled in a number of IMAP council areas. Proposed research to identify the *Value of Parking to Activity Centres* is being considered. [This is currently on hold awaiting a report in preparation for the Department of Transport as some of these issues may be covered in that research.](#)

### Action 4.7 Improvements to Public Transport Services

#### IN PROGRESS

This new project links in with the City of Melbourne's Transport Strategy Update 2011. The draft Strategy was discussed with the IMAP Implementation Committee at its May meeting.

With the draft approved by the City of Melbourne in May 2011 for consultation, [the Transport Strategy Update](#) is now due to go before the [City of Melbourne Council](#) for final adoption.

### Action 5.2 Affordable Housing

#### IN PROGRESS

- The IMAP Committee 28 August 2009 resolved to support the proposed advocacy strategy in the Briefing Paper. This strategy comprised:
  - Writing to the Premier and the Commonwealth Minister for Housing
  - Arranging a meeting between developers and Ministers for Planning & Housing.

- In March 2009 the IMAP Committee resolved to investigate site specific opportunities for inclusionary zoning (similar to that attempted by the City of Yarra for the AMCOR site).

This has been implemented as follows:

#### Correspondence

- A letter to the Premier in September 2009 sought the capacity for planning mechanisms for affordable housing such as inclusionary zoning to be allowed for in the forthcoming Victorian Integrated Housing Strategy. A letter from the Minister for Housing was received referring to the forthcoming Victorian Integrated Housing Strategy but with no commitment. The Strategy was subsequently released and contains no reference to planning mechanisms for affordable housing.
- A letter to Minister Plibersek in September 2009 sought the capacity for planning mechanisms for affordable housing such as inclusionary zoning to be included in the next version of the National Affordable Housing Agreement (NAHA). In response the Minister's office invited the City of Port Phillip representatives on behalf of IMAP to a meeting on 9 March 2010 to discuss the Overlay proposal and planning mechanisms generally. As a result of other discussions at the time, further engagement with the development industry peak bodies was suggested.
- A report to the May 2010 IMAP Committee meeting recommended further, targeted engagement after investigation of suitable planning incentives that may be attractive to the development industry. Such incentives have been a feature of the original Overlay proposal modelled by SGS Economics and Planning.

#### Site specific opportunities

A 2<sup>nd</sup> site specific approach (following the attempt on the AMCOR site) was tested at 400 City Rd, South Melbourne. This did not receive support from the State Government.

#### Developers meeting

Following the release of the Victorian Integrated Housing Strategy, a meeting with representatives of the development industry was facilitated on 12 April 2011. A report summarising this discussion is being reported back to the Committee in November 2011.

#### Research

Research commissioned by the City of Port Phillip on "Affordable Housing Development Models" prepared by Affordable Housing Solutions [AHS] was made available to the IMAP councils in March 2011 for consideration. In May, IMAP agreed to provide some financial support, along with others, for research to be undertaken on

Community Land Trust models and their application in Australia. This is now proceeding.

### **Action 5.4 and 5.5 Social Infrastructure and Services/Infrastructure Development**

#### **Stage 1 – IN PROGRESS**

This new project proposes to undertake research to identify the capacity of social services currently provided to social housing developments, in the IMAP regions, both existing and proposed, and to identify gaps which may exist in service provision. An initial project brief will be considered at the November Committee meeting.

### **Action 6.3 Managing Conflict in Activity Centres**

#### **Stage 1 – COMPLETE**

- Key 'tools' have been developed to aid in the assessment of Cumulative Impact:
  - A Precinct Approach to include baseline data (key indicators) to assist the applicant in preparing the application.
  - A Pre-Application Approach that includes a checklist for applicants outlining the information to be provided.
  - A Cumulative Impact Assessment form that provides a tool to assist council's planners and decision makers to reflect on the proposal against issues, constraints and opportunities.
- The State Government has established an Interdepartmental Committee (IDC) to consider Cumulative Impact and Outlet Density. Representatives from DPCD reported to the IMAP Implementation Committee on the IDC in November 2009.
- A review of definitions has identified inconsistency with definitions in the Planning Scheme and those used in the Liquor Licensing system. A Discussion Paper has influenced further communication within councils and State Government.

#### **Stage 2 – IN PROGRESS**

- The Cumulative Impact 'tools' have been tested and modified by individual councils. The City of Stonnington has prepared a planning amendment to limit hours and patron numbers – a different approach from that taken earlier by the City of Melbourne. The amendment has been submitted to the Minister for approval. The Project Team's final report will be considered at the November 2011 meeting.

### **Action 7.7 Universities and Regional Development**

#### **IN PROGRESS**

- Initiated by IMAP's Regional Economic Development Statement (May 2008), the Office of Knowledge Capital & IMAP partnered to progress the Councils for Hosting Universities (CHUM) program. A workshop held December 2008 increased awareness



and information sharing across Universities and Councils within the inner Melbourne region and identified 2 Initiatives.

- One of these initiatives, *Integrated Workplace Learning Program* was scoped to identify the potential of this program for all stakeholders and the following has been undertaken:
  - Workshops held in February and May 2010.
  - Development of a Manager's Guide with a checklist and responses to Frequently Asked Questions as a resource for councils to access the internship programs.
  - a part time staff position created to promote Students in Councils across the IMAP Councils was filled in May 2011 with progress reported back in August.
  - A Showcase, as part of Tertiary Week is being hosted by the City of Melbourne on 2 December 2011 so council managers from a range of municipalities can meet with university representatives to develop networks

### **Action 8.1 Priority for Freight Movement**

#### **IN PROGRESS**

This new project proposes some initial research be undertaken to determine the current freight movements through the IMAP region as a start point to understanding the needs and impacts of the current system. The brief for the first stage of this project was considered at the May IMAP Implementation Committee meeting. [It is proposed that the project will commence in 2012.](#)

### **Action 9.2 Environmentally Sustainable Design – commercial buildings**

This new project was identified as a priority for commencement in the IMAP plan review undertaken in 2010.

There are three parts to this project:

- 1) Communication Strategy – development of ESD guidelines for publication
- 2) Review the current ESD policy position in Melbourne
- 3) Identify ESD retrofit issues

#### **Stage 1 – IN PROGRESS**

- Work on the Communication Strategy commenced in December 2010. Topics have been identified and are currently being written up for editing and publication. The Working Group updated the IMAP Implementation Committee in March 2011 on progress to date.

### Action 9.3 Water Sensitive Urban Design

#### Stage 1 – COMPLETE

- *Model WSUD Guidelines* completed and endorsed.

#### Stage 2 – IN PROGRESS

- *Draft Stormwater Management local planning policy* has been refined following feedback from DPCD and is consistent with the recently gazetted City of Bayside Clause 44 WSUD amendment.
- Feedback received from Melbourne Water and the Department of Sustainability Office of Water has been positive and supportive of the policy.
- In April 2010 councils received approval from DPCD to jointly exhibit the amendment commencing 1 July 2010. The documents have now been lodged with the Minister for Planning for approval since September 2010. Councils have advocated to the new Minister to have this matter finalised.

### Action 9.4 Green Demonstration Projects

#### IN PROGRESS

This new project was identified as a priority for commencement in the IMAP plan review undertaken in 2010. There are three parts to this project:

#### 1) Water Sensitive Cities

#### 2) Green Roof Initiatives

#### 3) Distributed Energy

- An overview of Water Sensitive Cities has been prepared including case studies to demonstrate how the principles can be applied and enhance the liveability vision for our urban precincts. [The Final Report will be considered at the November meeting.](#)
- The Green Roof Initiative aims to improve knowledge on green roofs, walls and facades and create solutions for the current barriers to implementation. [The application for Sustainability Accord funding to develop Victorian Guidelines - a "Growing Green Guide"; and to develop recommendations for options to integrate greening into regulatory schemes has been successful.](#) In addition it is proposed that practical application of the guidelines and policy recommendations could be undertaken through a demonstration project.
- The Distributed Energy project aims to undertake an analysis of the potential for distributed energy in the IMAP area (district scale cogeneration, renewable and energy efficiencies) and develop business models for implementing commercially viable distributed energy systems in Melbourne. [The IMAP Committee is awaiting a further report on funding requirements for this project.](#)

## Action 10.1 Regional Open Space and Trail Network

### IN PROGRESS

A working group presented a draft Project Plan to the IMAP Committee 28 August 2009.

In February 2010 the Working group detailed timeframe of the stages, desktop audit, engagement of partners and the development of an Implementation Plan, and in May 2010 updated the Committee on how the project has been integrated into actions being undertaken by state government agencies.

Since February 2011 GIS staff have been assisting the project by initiating the collation of land information across the 4 councils onto a base map. The next step is to map public realm and open space strategies of the IMAP councils across this base data to build up a detailed picture of future planning strategies and the linkages between them.

## Strategy 11 – Regional Tourism

Stage 1 - Visitors Map - **COMPLETE**

Stage 2 - Regional Tourism Program & Experiential Packages – **COMPLETE**

Stage 3 - Visitor Profile and Satisfaction Study – **COMPLETE**

Stage 4 – **IN PROGRESS**

A three year Strategic Plan for Regional Tourism was reported and adopted by the IMAP Implementation Committee in May 2010. A range of initiatives were identified for implementation in 2010/11 which builds on the previous work undertaken. Licensing the tourism map to other tourist providers was approved by the Committee in March 2011. An update on the Strategy for 2011-12 was provided to the August Committee meeting.

These projects will continue to **add value, deliver stronger relationships, practical solutions and strategic directions and influence the liveability and sustainability of the inner Melbourne region.**

**IMAP Implementation Committee**  
**Progress Report**  
**IMAP Communications and Governance**

---

**Purpose**

1. To advise the IMAP Implementation Committee of the progress of IMAP Communications and Governance during the last 3 month period.

**Governance**

2. **City of Maribyrnong**

A report was prepared for the Chief Executive Officer and Management Team of the City of Maribyrnong setting out the IMAP projects, their briefs and current progress and advising of the funding contribution required for Maribyrnong to participate in the various projects.

At the Executive Forum meeting on 18 October Mr Haining indicated those projects of interest and advised he will now discuss costs further with his Council. The Executive Officer has prepared a summary to assist with this process. Refer to the Minutes of the Executive Forum Attachment 2.

3. **Changes to the Committee's Operational Protocol**

The Operational Protocol has been updated with the minor changes approved at the last meeting and copies have been circulated.

**Communications**

4. During the last 3 months the IMAP Executive Officer undertook the following communications:

- IMAP Executive Forum: 18 October – Growing Green Guide funding, WIL and City of Maribyrnong projects
- Wayfinding Signs Guide Forum, DoT 27 October
- Meeting with Stuart Outhred CoM to review the brief for Roads as Places (Action 3.2) – 19 Sept
- Two meetings of the Community Land Trust Steering Committee (Action 5.2) – 11 and 24 October
- Met with Adrian Salmon DPCD (Actions 5.3/4/5) – August
- Meetings and Workshop associated with WIL policy and processes (Action 7.7)
- WIL Conference, Victoria University, Sunshine – 26 October
- Green Guide Inaugural Project Team meeting (Action 9.4) – 4 November
- Investigation on establishing a map base for the IMAP area through DSE
- Set up meeting and agenda with Minister for Local Government – 14 November 2011
- MSS Infrastructure Workshop CoS - September

In addition a survey of IMAP committee, champions and team leaders was undertaken and an audit of the IMAP wayfinding signs commenced. These matters will be reported back to the next meeting.

5. IMAP was recently mentioned in the Stonnington Leader regarding the discussion on the use of rail corridors – refer Attachment 6a
6. In relation to the correspondence noted in Attachment 3, IMAP projects are noted in the following publications received:
  - a. **Final Report of the IMAP Greenlight Project** – this report has been distributed to members of the Project Team. The findings of this report have been reported previously to the

Committee. As the report is lengthy, one hard copy will be available for each Council at the meeting. The Executive Summary will be published on the IMAP website.

- b. **“You Are Here: A Guide to developing Pedestrian Wayfinding”** by the Department of Transport. This report is available on the department’s website at the following link:  
<http://www.transport.vic.gov.au/projects/sustainable/publications>  
A copy will be available at the Committee meeting for sighting.
- c. **“Improving Pedestrian Access across Arterial Roads”** – a conference paper by Neil Hutchinson, Department of Transport for the upcoming State of Australian Cities Conference in Melbourne. Please let me know if you would like a copy of this paper forwarded to you.

## **Recommendation**

- 6. That the IMAP Implementation Committee resolves to **note** this Communications and Governance Briefing Paper

**FAST FACT** | Metro trains carry about 400,000 customers in Melbourne a day across 830km of track.

# Bike plan on track

## Stonnington Council leading the push for a bicycle network along railway lines

### Cycling | Nicole Cridland

A "Tan Track" for cyclists could be built alongside Melbourne's railway lines under a plan endorsed by Stonnington Council.

Mayor Melina Sehr raised the concept at a recent Inner Melbourne Action Plan meeting where representatives from inner city councils and State Government agencies, including VicRoads and VicTrack, discussed a possible bicycle network.

Cr Sehr said the network would need support and funding from councils, as well as the Government, which has promoted high-density development along the city's railway corridor.

"There's no reason why we can't build something like this to make people less reliant on cars," Cr Sehr said. "It could be lit up like the Tan Track around the Botanic Gardens. It would be fantastic."

Bicycle Network Victoria spokesman Garry Brennan backed the


plan, saying it was "feasible" to develop a route from Caulfield to Richmond.

But he said as Stonnington's population continued to grow, the council would need to continue improving Chapel St and other popular cycling routes, such as Orrong Rd and Wellington St.

"Everyone knows that traffic congestion is choking Stonnington and that in the future the area will have to rely more on public transport, bikes and walking, so it is a good

thing that planning for bikes is high on the council agenda," Mr Brennan said.

Prahran State Liberal MP Clem Newton-Brown said a bicycle network was a great idea but would be costly, with \$270,000 alone going to new two-way cycle lanes along Chapel St from Dandenong Rd to the Yarra River next year.

 **Would you use a railway bicycle network? Have your say at [stonningtonleader.com.au](http://stonningtonleader.com.au)**



# TRANSITIONING TO A WATER SENSITIVE CITY

a case study report prepared for the IMAP Councils



“

the most expensive water is the  
water that you don't have

”





# WHAT IS A WATER SENSITIVE CITY?

Human settlement and urbanisation has historically been driven by the access to and supply of water through a natural catchment. Melbourne is a key example of this through it's reliance on the Yarra River, its catchment and tributaries as our main source of water supply.

Through urbanisation we utilise these natural processes, intercept them and modify them, utilising the natural catchment to our advantage. In our current water practices, the water cycle predominantly uses the water once before discharge, generally from a remote water source.

The concept of a 'Water Sensitive City' addresses the need to transition away from a 'Water Supply City' and develop new strategies to establish a more resilient, sustainable water system within our urban environment.

The three key attributes to a Water Sensitive City are as follows

- Cities as Catchments
- Cities Providing Ecosystem Services
- Cities Comprising Water Sensitive Communities

The key to the success of these attributes is that it must be delivered in the form of a liveable city.









# WHAT ARE THE KEY PRINCIPLES?

There is no single solution to delivering a water sensitive city. Each case study must be assessed and a vision planned through all levels of implementation and development to ensure a successful outcome.

The key principles to be embodied in a strategy to transition to a water sensitive city are as follows

- Reduce (conserve)
- Reuse (without treatment)
- Replace (substitution based on fit for purpose use)
- Recycle (treatment and reuse)

One of the critical aspects to underpin the planning for a Water Sensitive City is an approach which addresses the integration of public and private systems.





*BEDZED*  
*Sustainable medium density housing.*  
*London, UK*



# HOW CAN WE TRANSITION?

The process to transition should be undertaken as a strategic approach that is addressed through the following

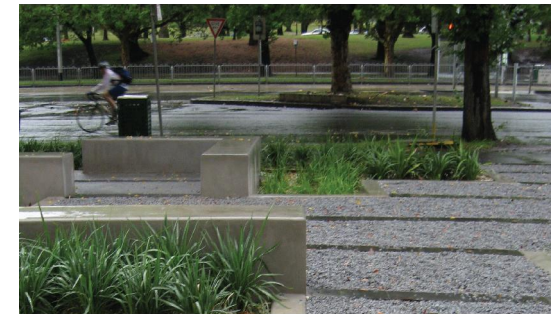
- Collaboration and partnerships
- Community engagement
- City wide and neighbourhood strategies
- Identifying opportunities through urban redevelopment and infrastructural upgrades

As a result, technologies, infrastructure and urban form would need to be:

- diverse, flexible and adaptable
- designed to reinforce sustainable practices
- linked to community needs

The Water Sensitive Cities task can appear daunting at first glance. The large centralised infrastructure projects such as the desalination plant and the north-south pipeline have “bought us time”. However the key question is “what are we going to do over the next 20 years to integrate decentralised and distributed water sources in order to deliver a more resilient and robust urban water system?”

Whilst a city cannot be transformed ‘overnight’ we must remember that a city is simply made up of numerous neighbourhoods. Urban renewal opportunities within our communities are on-going and provide us with the chance to do things differently.



“ Urban renewal opportunities . . .  
provide us with the chance to do  
things differently ”



*Westerpark  
Reclaimed industrial zone.  
Amsterdam, The Netherlands*



# CASE STUDIES

The following local case studies summarise two projects in Melbourne that are being undertaken with the vision of implementing the key principles of a Water Sensitive City.

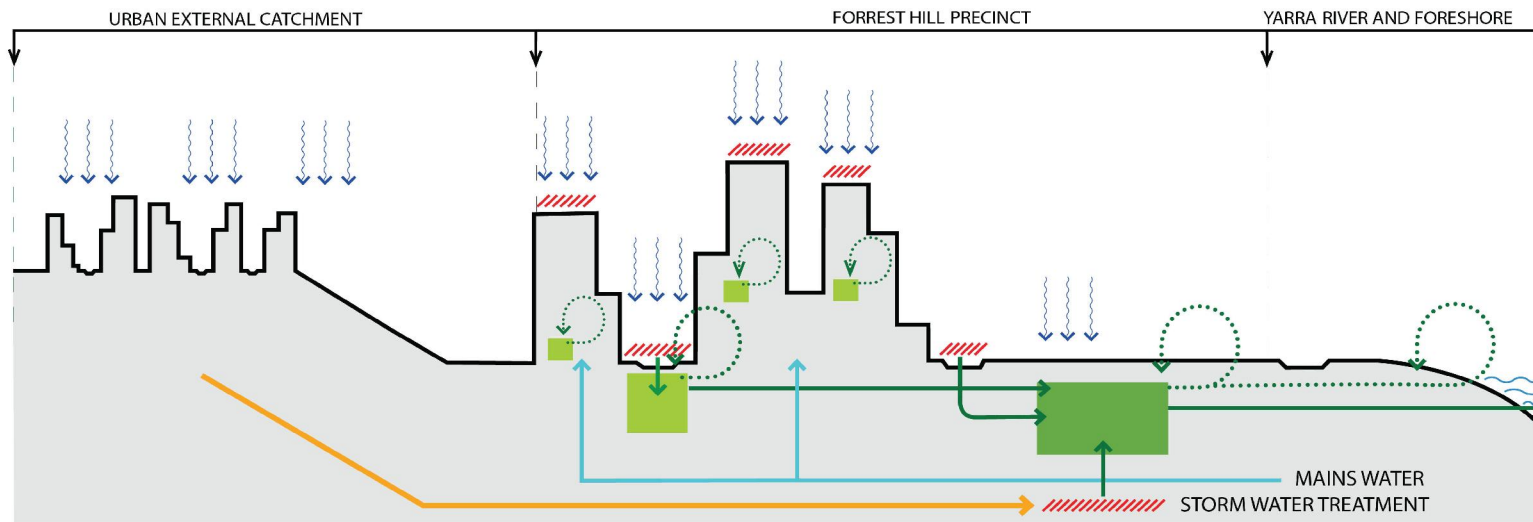
The key similarities between the two sites are that they are both taking the opportunity through urban revitalisation to implement sustainable water management practices at a neighbourhood level whilst thinking at a City wide level.

*\*More detailed information on each of these Case Studies can be supplied through the respective Councils.*



*WaterNet Head Offices  
Green roof for mitigating stormwater runoff  
Amsterdam, The Netherlands*

# “...opportunity to link the community to a more sustainable urban water system”



## LEGEND

- External Stormwater
- Mains Water
- Rainfall
- Stormwater Treatment - Private and Public
- Treated Water
- Treated Water Reuse
- Local Storage (treated)
- Precinct Water Storage (treated)

## KEY PROCESSES

- Stormwater treatment in the private realm
- Stormwater treatment in the public realm
- Stormwater re-use for irrigation
- Stormwater reuse in public realm
- Stormwater reuse within buildings
- Treatment and storage of external Stormwater
- Reticulation of precinct storage back into the private realm

The Forrest Hill Precinct is an existing developed area of approximately 14ha within the City of Stonnington, South Yarra, Melbourne. In the coming years, the Precinct is to be redeveloped from a mix of scattered land uses to an inner city hub of primarily educational, residential, office and retail land uses. This strategic high density redevelopment provided the City of Stonnington with an opportunity to link the community to a more sustainable urban water system through the use of stormwater at a range of spatial scale.

Benchmarks were established for both the private and public realm to provide direction and targets for stormwater flow reduction, stormwater pollution reduction and potable substitution within the Precinct.



# FORREST HILL STONNINGTON COUNCIL

The key recommendations that have been mapped out for the Forrest Hill precinct are as follows:

- Minimum harvesting and reuse of 85% of rainwater on private roofs within private allotments
- All runoff generated in the public and private realm to be treated in accordance with the Best Practice Environmental Management guideline objectives
- Integration of Water Sensitive Urban Design features within the public realm to enhance the liveability of the urban environment
- Integrating the proposed biodiversity corridor along the Yarra River with a stormwater harvesting system to potentially supply 80% of irrigation demands within Darling Gardens and Melbourne High School.





# “ implemented at minimal cost to the community ”



The Doncaster Hill 'Smart Water Plan' was developed to support a number of Council's planning requirements and processes, including:

- Sustainable Design Taskforce - a Council led review panel for private developments within the planning phase of a project
- Sustainability Management Plan. The Sustainability Management Plan process requires developers to demonstrate how Environmentally Sustainable Design will be implemented across areas such as water and energy management, waste, and air quality for their proposed developments.

The Smart Water Plan was developed through an Integrated Water Assessment Study. Through its delivery, development from Doncaster Hill will benefit from:

- The use of Class A recycled water for appropriate internal and external uses
- Water Sensitive Urban Design principles integrated into the built form
- Up to 60% reduction of mains water use
- Water recycling

Council is undertaking its own Community Hub Civic Precinct development to compliment the Smart Water Plan. When finished, it will provide a local Environmentally Sustainable Design showcase of initiatives for developers to replicate. The Community Hub project is being developed with funding support from State and Federal Government.



# DONCASTER HILL MANNINGHAM COUNCIL

The Doncaster Hill development in Manningham City Council is an example of how the Smart Water Plan can be used. It was taken as an opportunity to introduce WSC principles into an urban brownfield development. Utilising the opportunity through a key urban redevelopment ensured that this key upgrade in water servicing is implemented by considering 'least community cost' principles.

The principles of 'least community cost' address implementation savings across administrative boundaries to ensure wholistic and long term benefits rather than a focus on project by project savings.

As part of a 20 year vision, this 58Ha site will be transformed into a high density urban community. To support Council's vision, a collaboration between Council, Melbourne Water and Yarra Valley Water looked at integrated water servicing models which supported expected growth and Council's planning expectations for Environmentally Sustainable Design.

The 'Smart Water Plan' will be implemented through both localised infrastructure solutions and a co-ordinated approach to developer approvals across the different agencies. Typical of Activity Centre development, Doncaster Hill will be largely undertaken by the private sector in response to market demands.







Initiated through awareness of Climate Change and a drive for creating liveable cities, there are many international cities providing frameworks and initiatives to prepare for a more resilient and adaptable urban environment.

These strategies operate through a variety of scales and goals however the common themes of private/public partnerships, collaboration and livability through sustainability are all common themes.

The following are some leading international strategies that can be investigated further.

*Queens Botanic Gardens Visitors Centre  
NYC's first Platinum LEED building  
Flushing, New York*



# WHAT ARE OTHER CITIES DOING?

## PlaNYC

[www.nyc.gov/html/planyc2030](http://www.nyc.gov/html/planyc2030)

### – 1 Million Trees NYC

One of the 127 strategies under PlaNYC  
A city wide public private program that has set a goal to deliver one million trees in NYC over the next decade with vision to create a more liveable city

[www.milliontreesnyc.org](http://www.milliontreesnyc.org)

## Chicago Climate Action Plan

Chicago's plan for the future to mitigate against climate change effects on Chicago's temperature, precipitation and ecosystems.

[www.chicagoclimateaction.org](http://www.chicagoclimateaction.org)

## Olympic Park Legacy Company (London)

A strategy to deliver a new urban area to London following the Olympic Games focussing on the Lea River as its key asset.

[www.legacycompany.co.uk/](http://www.legacycompany.co.uk/)

## Singapore ABC

(Active Beautiful Clean)

A strategy to maximise the potential of Singapore's waterways to support the national population. The program focuses on benefits through lifestyle, environment and people.

[www.pub.gov.sg/abcwaters](http://www.pub.gov.sg/abcwaters)

## Rotterdam Climate Initiative

A city wide strategy that focuses on climate change initiatives that facilitate economic growth.

[www.rotterdamclimateinitiative.nl](http://www.rotterdamclimateinitiative.nl)

*High Line Park  
Reclaimed industrial site providing for Ecology  
and Community infrastructure  
New York City*







At the core of a Water Sensitive City is a community that values and understands the financial, social and environmental cost of water. To connect the community to their own water footprint you need to tap into what motivates them. Communicating through issues and impacts that they can see and identify will ensure greater success.

*Sportsplaza Mercador  
Green facade treatment on Municipal facility  
Amsterdam, The Netherlands*



# RECOMMENDATIONS AND KEY ACTIONS

## COLLABORATE, ENGAGE, DIVERSIFY

The following are core ingredients for establishing a Water Sensitive City

- Investigate the opportunities for partnerships between private, government and community enterprises to work together to achieve key goals.
- Define overriding targets, principles and opportunities.
- Define a clear role and expectation for each stakeholder, including the community.
- Undertake a water management strategy that will govern infrastructural change.
- Plan for and build capacity for multiple water sources to ensure a resilient water community.
- Treat the environment as a customer and key stakeholder when making decisions.
- Don't wait for others to initiate the change, lead by example.
- Address 'buy in' at all levels of the community, innovate for a communications strategy that targets the community at a range of levels.
- Connect the community to their environment to establish an understanding of the natural systems that we rely on for our water.
- Utilise urban renewal projects to initiate change.
- Set achievable targets.
- Seek counsel from those who have undertaken the process before.
- Remember that change requires innovation, and to be innovative you need to break the rules.





a case study report prepared by CPG for the IMAP Councils



## Inner Melbourne Action Plan

### Progress Report

#### Action 5.4 Social Infrastructure and Services Action 5.5 Infrastructure Development

---

#### Purpose

1. To update the Committee on the Project Brief, timeframe and budget for this new project.

#### Background

2. Actions 5.4 and 5.5 are being considered together in this project. The Actions cover the following:

##### **5.4 Social infrastructure and services**

*Develop a regional community infrastructure framework and program in partnership with government agencies to ensure that social infrastructure and services are provided across the Inner Melbourne Region, commensurate with projected population growth. This will include:*

- a. identifying and providing regional social infrastructure needs and priorities
- b. preparing and promoting a regional package of Council-based information and services available in the region
- c. Providing and sharing community facilities or 'hubs' in Activity Centres and a range of recreational and cultural activities

##### **5.5 Infrastructure development**

*Develop planning and funding models for the provision of social and physical infrastructure to service increased population in the Inner Melbourne Region, including education, children services, public housing, library, sporting, health and aged care services*

3. This project aims to clarify current and future local government infrastructure provision and services for public housing developments in the Inner Melbourne Region and take some of the guesswork out of the approach for both Councils and the Office of Housing.
4. The project seeks some clarity over what the Office of Housing (OoH) and Council expectations are with respect to social housing developments in terms of the provision of social infrastructure and services support. By developing a more standardised approach, the Office of Housing and the community knows what range of deliverables are expected up front.
5. Therefore, this project aims to:
  - Develop an understanding of what Councils and the OoH need to provide for and include in these housing developments
  - Identify what structural changes need to happen to enable the provision of appropriate infrastructure.
  - Identify how to establish a sense of place and community – through planning for communities, appropriate design aspects, events etc

## Discussion

6. As a first stage it was felt important for the IMAP councils to map the current infrastructure provided around actual and potential government housing development sites in the Inner Melbourne Region. It is proposed to conduct an audit to map the public housing development across the Inner Melbourne region:
  - locating growth areas
  - identifying size of potential housing communities
  - researching service capacity currently available
  - estimating service gaps
  - estimating costs to remedy gaps in service delivery
7. As a second stage, findings will be compared with the data used by the state government to determine whether development decisions are being made with the best information.
8. The third stage requires budget provision to be made to remedy any gaps in service and infrastructure provision. This may require advocacy for financial support by state government to assist if it is shown that areas of housing growth lack significant community support structures and Council's lack capacity to deal with greater community demands.

## Recommendations

9. That the IMAP Implementation Committee approve the attached Consultant Brief for the first stage of this project and confirm the budget of \$50K for this work to be commenced in the 2011/12 financial year.

**Inner Melbourne Action Plan**  
**CONSULTANT BRIEF**  
**IMAP Actions 5.4 and 5.5**  
**Social Infrastructure, Services And Development**

---

**Service Investigation and Gap Analysis Study**  
**Cities of Melbourne, Port Phillip, Yarra and Stonnington Research Area**

## **1.0 PROJECT PURPOSE**

The purpose of this assignment is to investigate and identify social housing development sites (current and proposed), determine the capacity of existing social infrastructure services currently provided in the vicinity of these sites, identify any service gaps and estimate the cost of providing additional services.

Social infrastructure includes the traditional services such as child and maternal health services and Centrelink services. This project also interprets social infrastructure services as including the location of parks, playgrounds, sports grounds and facilities, bike lanes and open space, early childhood centres, primary and secondary schools, the "walking bus", training centres, meeting spaces, community gardens, Neighbourhood Houses, libraries, recreation centres, and the provision of supermarkets and access to public transport all of which improve the liveability of an area for new residents.

## **2.0 BACKGROUND**

### **2.1 GENERAL**

The Inner Melbourne Action Plan (IMAP), adopted in December 2005, is a collaborative project between the Cities of Melbourne, Port Phillip, Yarra and Stonnington (west of Kooyong Road) and Vic Urban (Docklands). The group has worked together on what needs to be done to strengthen the liveability, attractiveness and prosperity of the Region. A map of the IMAP area is shown in Figure 1.

The Action Plan also responds to the demands of Melbourne 2030, the State Government's blueprint for managing sustainable growth and change across metropolitan Melbourne

### **2.2 SETTING THE SCENE**

Local government, in conjunction with state and federal governments, NGOs and churches etc, provides essential social and community services to the residents of their municipalities, in addition to open space and other amenities. Provision is based on projected population growth and established patterns of demand.

Development of new and exiting social housing stock and sites creates a change in the planned demand for services in an area. Social housing developments tend to provide significant numbers of housing units in a small area for disadvantaged people who, in turn, require additional community support than other residential communities.

These developments tend to be determined more by the availability of sufficient land and funding than the appropriateness of the location for these new residents in terms of availability of amenities, facilities and community support in the area.

Traditionally the state government through the Office of Housing has taken the role of landlord and has provided an often inconsistent level of community support structures. The concentration of disadvantaged residents brought about by this housing development model places significant pressure on local community services.

Figure 1



As the planning application process tends not to apply to these developments, the formal process of determining the social impact and setting conditions on the provision of amenity and support services for these developments is truncated. Recently, however, the Office of Housing has undertaken to do more social impact assessment work to better determine the impact of these communities, however the quality and their level of engagement still needs to be established and proven. This approach could bring the planning process closer to that required of private development through the statutory planning process.

To respond to the state government consultation process, municipalities need to know what capacity they currently provide for around these development sites and the potential service gaps which exist so these can be considered at an early stage in negotiations and budgeting and provided for.

### 2.3 CONTEXT

The project area is the IMAP Inner Melbourne region and includes the municipalities of Melbourne, Yarra, Port Phillip and Part of Stonnington. The general study area for this project is shown in Figure 1.

*Melbourne 2030: Planning for Sustainable Growth (M2030)* envisaged that the inner Melbourne area would increase by an additional 90,000 households by 2030. In response to this, one of

IMAP's priorities in planning for this growth is to address the issue of affordable housing as well as maintaining the amenity and liveability of the city.

### 3.0 THE PROJECT

The scope of this project is to undertake a study to determine the level of social infrastructure support available for new and proposed social housing communities in the inner Melbourne area.

The study will include the following:

- Investigate and identify social housing development sites (current and proposed, within certain criteria - *to be discussed*) being advanced by public agencies in the study area, and determine their community demographics and service demands
- Research the social infrastructure services currently provided in the study area in the vicinity of these sites by a range of agencies/local government and determine their capacity for delivering services to a growing community (*Scope to be determined*).
- Identify any service gaps which exist and estimate the cost of providing this infrastructure (*Scope to be determined*).
- Advance a development strategy to address any service gaps over time - which may include increased capacity of existing facilities/services, shared service models, or draw on examples of best practice from the published literature.
- Factor in the impact of private development growth on the infrastructure that social housing communities also draw on.

The City of Stonnington will lead and manage the project in conjunction with the IMAP Project Team. A Principal Consultant will be engaged to conduct the Study and to manage and coordinate the work of any sub-consultants required.

The Inner Melbourne Action Plan supports tertiary student Work Integrated Learning opportunities and encourages the use of tertiary students in research activities, analysis and evaluation in this task.

### 3.1 OBJECTIVES

The core objectives for the Study area include:

- A clear analysis of social infrastructure needs by precinct (*to be defined*)
- A quantification of the service gap if it exists— both current and potential
- A development strategy for state and local government to provide services which meet the needs of the changing community
- Quantitative research which can form the basis for further discussion between individual IMAP councils and the state government on planning for social housing development and support in their areas.

### 3.2 PROJECT ELEMENTS

#### **STAGE 1 INVESTIGATION OF EXISTING AND POTENTIAL SOCIAL HOUSING DEVELOPMENT SITES (DESKTOP REVIEW)**

- Contact IMAP Councils and Office of Housing for information on development sites (*in so far as they can be determined*) in their municipality and map locations
- Determine demographics of housing developments
- Identify service requirements of proposed communities in terms of"
  - Community services – child and maternal health services
  - Early childcare services
  - Schools
  - Open space
  - Public transport
  - Other (*Refer section 1*)

#### **STAGE 2 IDENTIFICATION OF CURRENT SERVICE PROVISION**

- Research the social infrastructure services (as identified above) currently provided in the study area in the vicinity of the social housing sites by a range of agencies/local government including:
  - Cities of Melbourne, Yarra, Port Phillip and Stonnington
  - Office of Housing
  - Centrelink
  - Community Health Centres
  - NGOs
  - Community organisations
  - Other State government – education, transport, Parks Victoria etc
 (*This is not an exhaustive listing*)
- Determine their capacity for delivering services to a growing community
- Map location of services and service delivery area/catchment covered by the organisation

#### **STAGE 3 – INVESTIGATION OF CURRENT SERVICE PROVISION OPPORTUNITIES AND CONSTRAINTS**

- Identify any service gaps which exist currently and estimate the cost of providing this infrastructure
- Identify potential service gaps based on current social housing development proposals and estimate the cost of providing this infrastructure in the future

#### **STAGE 4 - DEVELOPMENT STRATEGY PROPOSAL**

- Advance a development strategy to address any service gaps over time
  - Review published literature and identify best practice approaches
  - Identify evaluation criteria.
  - Undertake weighted qualitative and quantitative evaluation
  - Undertake revisions to options as required.
  - Identify a preferred direction for further consideration by Councils.
- Prepare an indicative program for implementing the preferred direction.

**Note:** The principal components of this project are expected to be developed to a concept proposal and clearly labeled Draft and For Discussion Purposes only.

### 3.3 CONSULTATION

If key stakeholders need to be engaged, a Consultation Strategy should be prepared to provide constructive and efficient input into this project and to provide a basis for the further stages of the project if implemented.

#### **4.0 SUBMISSION REQUIREMENT**

This submission is seeking suitably qualified Principal Consultant to oversee the project. The submission should outline (the following should form part of the submission):

- Proposed response to Methodology
- Project plan
- Scope and fees
- Response to each key project element and objective
- Relevant key experience of each consultant
- Identification of any sub consultants required and their role and budget

The Principal Consultant will be responsible for the preparation of project briefs for any sub consultants required to complete the project in consultation with Council. They will be responsible for the management of the sub-consultants.

#### **4.1 KEY DELIVERABLES**

The key project elements are outlined in section 3.2. The deliverables can be developed in tandem and include:

- A report at the conclusion of Stage 1.
- A report, including any maps, for Stage 2.
- A report at the conclusion of Stage 3
- A report at the conclusion of Stage 4.
- A final report for the Inner Melbourne Action Plan Implementation Committee

#### **4.2 REPORTING PROTOCOLS**

The Principal Consultant must report to Council (Project Manager) every two weeks on the status and progress of the Study and identify any management issues as they appear.

#### **4.3 PROJECT REVIEW**

There will be opportunities to review the tasks and consultant input as the project progresses as follows:

- At the end of each key deliverable or stage.

#### **4.4 OUTPUTS AND PRODUCTS**

All reports should be prepared in a format that is compatible with Microsoft Word (in Arial 11 point font). Photographs, maps and drawings shall be of a suitable quality to enable reproduction, including B&W copies. Electronic maps should be prepared in a format that is compatible with Intramaps (GIS).

The following quantity of reports is required:

- At least one electronic copy of every draft and final report.

#### **4.5 SOURCES**

In all cases, sources of information should be fully documented. All sources of information, documentary or oral, to be listed. In respect of source material privately held, the name or contact details of the owner should be given, but only with the owner's consent.

#### **4.6 PRESENTATIONS, MEETINGS AND CONSULTATION**

The consultant/s will be required to attend:

- any project group meetings as requested by Council;
- any meetings with Government agencies/external agencies;
- up to six meetings with individual Council staff; and
- up to two Councillor briefing sessions if required



Meetings, workshops and briefing will be held at a Council facility. The Council will bear all room hiring and catering costs for meetings held on Council premises.

#### 4.7 PROJECT PROGRAM

A detailed work program will be required to determine how key stages of the project will be delivered on time, namely:

- Draft reports Stages 1 and 2 by end February 2012.
- Draft reports Stages 3 and 4 by end March 2012
- Finalised stage reports and Final Report for IMAP Implementation Committee by end April 2012 for May IMAP Implementation Committee meeting.

#### 5.0 EVALUATION CRITERIA

- Capacity for community planning and social infrastructure research and analysis
- Demonstrated relevant experience and expertise on community planning and public sector projects
- Availability of key personnel during the course of the project and ability to deliver on time.
- Value for money and fee

#### 6.0 DUE DATE FOR SUBMISSIONS

Submissions from interested parties must be received at the office of the City of Stonnington by **4.00pm on Friday 20 January 2012.**

**Please address all submissions to:**

Karen Watson  
Executive Officer Sustainable Futures  
City of Stonnington  
PO Box 21  
PRAHRAN  
VIC 3181  
**FAX:** 03 9521 2255  
**EMAIL:** kwatson@stonnington.vic.gov.au

**Inner Melbourne Action Plan**  
**Progress Report**  
**Action 3.5 Reduced Through Traffic**

---

**Purpose**

1. To update the Committee on the Project Brief, timeframe and budget for this new project.
2. Action 3.5 of the Inner Melbourne Action Plan states the following:

***3.5 Reduced through traffic***

*Investigate initiatives and extra-regional links to reduce vehicle trips made through the Inner Melbourne Region from suburban areas.*

**Background**

3. Action 3.5 seeks to determine what actions can realistically be undertaken by member Councils to ameliorate the impact of through traffic in the Inner Melbourne area.. This brief is designed to define through traffic, develop a greater understanding of through traffic issues/options and develop an Action Plan for IMAP Councils to implement and advocate to State on relevant issues.
4. In undertaking this project concurrent with other IMAP studies, information gathered will assist in the timely understanding of through traffic issues relevant to Inner Melbourne.

**Discussion**

5. The project will provide a better understanding and knowledge of through traffic movements within Inner Melbourne, however through traffic is defined.
6. There is an extensive array of transport studies that detail the implications of road traffic within Inner Melbourne. The key aims of this project are to :
  - Define and assess the nature and extent of through traffic on the member Councils' areas
  - Assess the impacts and issues associated with the through traffic impact from traffic management, social and economic perspectives
  - Determine what are the optimum actions to address the impacts determined
  - Produce a plan outlining realistic actions the member Councils can take to reduce the impact of through traffic on their communities, particularly in relation to influencing the development of VicRoads Network Operating Plans
7. The project involves a desk top study initially that will identify data and documents held by IMAP Councils, Department of Transport, Vic Roads and relevant transport agencies to gauge the extent of, and determine the nature/magnitude/impacts of through traffic. This initial assessment will then be supplemented by appropriate surveys aimed at addressing identified gaps (if any) in the information required.
8. The project will require data input from the four councils. This may include existing strategies and plans, data maintained/managed by member councils or planning scheme information.
9. A discussion paper outlining the research and considering possible options will be prepared for review and consultation with member Councils and relevant agencies.
10. The project will conclude with a recommended Action Plan highlighting actions that are realistic and will provide improvements to the management of through traffic.

### **Project Timing**

11. It is proposed the project brief attached will be issued to selected consultants in December, with an appointment of a successful tenderer early in the new year. It is anticipated the work will be completed by 30 June 2012, but this will depend on the availability of IMAP project team members and the time required to obtain information from Government and agencies.

### **Project Budget**

12. The brief advises potential tenderers the project budget is between \$40,000 - \$80,000 depending upon surveys required. It is anticipated the consultant research, analysis and report will be around \$40,000 with any further surveys required possibly adding another \$40,000.

### **Recommendation**

13. That the IMAP Implementation Committee approve the (draft) Project Brief and and confirm a budget of \$80,000 for the current financial year.

*Contract No: 2012/037 – Project : IMAP Project 3.5 – Reduced Through Traffic*



**Inner Melbourne Action Plan**  
'Making Melbourne More Liveable'



# ***PROJECT BRIEF – IMAP Reduced Through Traffic***

**Contract No: 2012/037**

**Tender Documents**

*Contract No: 2012/037 – Project : IMAP Project 3.5 – Reduced Through Traffic*

## **PART A: OVERVIEW**

The Inner Melbourne Action Plan (IMAP), adopted in December 2005, is a collaborative project between the Cities of Melbourne, Port Phillip, Yarra and Stonnington (west of Kooyong Road) and Vic Urban (Docklands). The group has worked together on what needs to be done to strengthen the liveability, attractiveness and prosperity of the Region. A map of the IMAP area is shown in Attachment A.

The Action Plan also responds to the demands of Melbourne 2030, the State Government's blueprint for managing sustainable growth and change across metropolitan Melbourne. Inner Melbourne municipalities have a particular challenge with the impact of through traffic on a network of closely spaced arterial roads, with limited capacity.

*The Reduced Through Traffic Project* presents an opportunity for a collaborative approach of State and Local government to improve the impact of through traffic in the inner urban area.

The IMAP Councils have provided funding and are now seeking a consultant to undertake appropriate research and investigation of through traffic, liaise with relevant government departments, transport agencies and member Councils, and recommend appropriate actions to be undertaken to improve the impact of through traffic in inner suburban Melbourne.

Allied to this project, there is a separate IMAP project to determine the extent of commercial traffic within inner Melbourne. It is expected elements of the research required will be common to both projects and the successful tenderer will be required to liaise with the consultant undertaking the commercial traffic project and share research information.

The project will be supervised by an IMAP Project Committee consisting of representatives of member Councils. Contractual matters will be administered by the Project Team Leader.

*Contract No: 2012/037 – Project : IMAP Project 3.5 – Reduced Through Traffic*

## **PART B - CONDITIONS OF TENDERING**

### ***B1: Nature of Contract***

This is a selected tender process for which four traffic consultants considered to have the expertise necessary to undertake the project have been invited to submit a tender.

The contract for which a tender in accordance with these Conditions of Tendering is made is a lump sum contract for the proposed project. Variations to the contract must be approved by the Project Manager before work commences and will be calculated based on the rates submitted.

### ***B2: Enquiries***

Any queries concerning the work specified in the Tender Documents should be directed to the IMAP Project Leader, Ian McLauchlan, telephone number 8290-3533 or 0418 102 821.

### ***B3: Closing Date for Tenders***

Submissions should be forwarded by email to [council@stonnington.vic.gov.au](mailto:council@stonnington.vic.gov.au) or by mail to Transport & Parking Manager, Post Office Box 21, Prahran, VIC 3181, no later than 5pm Friday 2<sup>nd</sup> December, 2011. Late submissions will not be considered.

### ***B4: Post Tender Submissions***

Notwithstanding any other requirement of the Tender Documents, Council may require additional information to be submitted concerning the tender before any tender is accepted.

### ***B5: Acceptance of Tender***

Council shall not be bound to accept the lowest or any Tender for the work under the contract.

A Tender shall be accepted only by a notice in writing advising acceptance of the Tender by Council which may be handed to, or posted by pre-paid post to, or left at the address notified by the successful tenderer. The successful tenderer shall be deemed to have received such notice if posted by pre-paid post at the time it would normally be received in the ordinary course of the post at the address to which it is directed. The Date of Acceptance of the Tender shall be deemed to be the date which appears on the notice in writing of acceptance of the Tender.

It is proposed to advise the successful tenderer within 3 weeks of the closing of tenders.

*Contract No: 2012/037 – Project : IMAP Project 3.5 – Reduced Through Traffic*

**B6: Assessment of Tenders**

All tenderers asked to submit a proposal are considered capable of undertaking the project. Therefore it is not necessary to provide details of previous projects undertaken of this type.

All submissions will be assessed using a weighted selection method. The weightings to be used in the assessment are:

- timing 20%
- methodology 50%
- price 30%.

DRAFT



*Contract No: 2012/037 – Project : IMAP Project 3.5 – Reduced Through Traffic*

## **PART C - PROJECT BRIEF**

### **C1: Aims**

The objective of the project is to determine what actions can realistically be undertaken by member Councils to ameliorate the impact of through traffic in the Inner Melbourne area.

Specifically, there are 4 aims :

- i) Define and assess the nature and extent of through traffic on the member Councils' areas
- ii) Assess the impacts and issues associated with the through traffic impact from traffic management, social and economic perspectives
- iii) Determine what are the optimum actions to address the impacts determined
- iv) Produce a plan outlining realistic actions the member Councils can take to reduce the impact of through traffic on their communities, particularly in relation to influencing the development of VicRoads Network Operating Plans

### **C2 : Data Available and Surveys that may be Required**

The expectation is that traffic management documents held by member Councils, Transport Agencies and other IMAP partner organisations dealing with traffic, in particular through traffic movement relevant to Inner Melbourne, will be obtained by the Consultant and duly assessed. The data provided by existing strategies/plans are to be considered with the intention of informing IMAP member Councils of the current impact of commercial and freight movements within the subject area. Of particular relevance are the VicRoads Network Operating Plans for each of the member Councils.

It is expected this review may be supplemented by additional survey work the consultant may wish to undertake.

### **C3: Study Tasks**

While not wishing to limit the methodology proposed by the tenderer, it is expected the study will undertake at least the following :

1. Undertake an appropriate literature/document review to gauge extent of, and determine nature/magnitude/impacts of through traffic. (There is a vast range of existing documents that detail the implications of road traffic within the inner Melbourne area. These documents have been drafted by a number of agencies, such as Councils, but many originate from the State Government. It is expected the successful tenderer will source the relevant documents and then distil these into a comprehensive paper that readily identifies the existing traffic management situation.)

*Contract No: 2012/037 – Project : IMAP Project 3.5 – Reduced Through Traffic*

2. Conduct of appropriate surveys (if required) to assist in defining the magnitude and extent of through traffic in the study area.
3. Liaise with VicRoads, Transport Agencies and Council Officers as to their issues and their assessment of the opportunities and constraints and their ability to deliver realistic actions.
4. Liaise with the IMAP consultant undertaking the research on commercial traffic to obtain their feedback on the particular commercial traffic issues associated with through traffic.
5. Undertake appropriate analysis and prepare a discussion paper for the Project Committee defining through traffic, outlining the extent/impact and possible actions. (It is expected the paper will canvass issues of the social, economic and physical impact of through traffic, how such traffic is defined, and include car occupancy measures, public transport improvements, road pricing strategies in the list of candidate measures. It is also considered desirable by the project team the discussion paper addresses what levels of measures are required to contribute to reducing through traffic; what are the costs & benefits; and consider what is the ultimate capacity of the street network in terms of cars, bicycles, trams etc.)
6. Following review by the Project Committee, the successful tenderer is required to undertake consultation with relevant State Government Departments, Transport Agencies, and the IMAP consultant undertaking commercial traffic research (as required) to develop a list of actions.
7. Provide a draft report outlining recommended actions, their likely costs and desirable timing, who is best to undertake them, and what role IMAP should take in their implementation for the Project Committee to review.
8. Provide a final report incorporating any agreed changes from Task 7.

#### ***C4 : Format of Written Reports***

The client does not wish to dictate the format of interim reports however it is expected all reports will be in A4 format and the final report will have a Table of Contents, Table of Figures, Executive Summary and include colour where required.

#### ***C5 : Reporting Arrangements***

The successful tenderer shall be responsible to the Project Manager or his delegate, who shall consult with relevant IMAP Project Committee members as required. An initiation meeting will occur prior to commencement of the project between the Project Manager or his delegate and the successful tenderer to clarify any issues of concern.

In addition to an initiation meeting and subsequent meetings with VicRoads and member Councils, the Project Manager may meet at other times to discuss with the

*Contract No: 2012/037 – Project : IMAP Project 3.5 – Reduced Through Traffic*

successful tenderer issues relating to the project. Such meetings may be initiated by the successful tenderer or the Project Manager. At least 48 hour's notice is required to arrange such meetings.

The consultant shall provide an electronic copy of all reports in MS Word format. A draft report should be submitted for supervisor review prior to finalisation of any of the reports requested.

### ***C5 : Project Budget***

While not wishing to rigidly define the project costs, as a guide in preparing submissions, tenderers are advised the project team considers the project would cost between \$40,000 - \$80,000, depending on the level of surveys proposed in the submission.

### ***C6 : Information to be provided as part of Tender Submission***

The following information will be submitted by tenderers:

- A project plan outlining the tasks, duration and completion dates (allow 5 working days for client approval where required);
- The person in charge of the project and other persons undertaking tasks;
- The time allocated per person per task to undertake the project;
- The time allocated for liaison with the IMAP consultant undertaking the project to determine the extent of commercial traffic in inner Melbourne
- The project budget allocated to the conduct of any transport/traffic surveys required
- A lump sum price to undertake the total project as outlined in the submission; and,
- A rate per hour of professional time, for any additional work requested, outside the scope of the brief.

### ***C7: Timing of Project***

As outlined in Part D it is hoped to appoint the successful tenderer by late December ,2011 and a final report is expected by 31 May, 2012.

### ***C8: Payments***

Payments shall be made as outlined in Part D

*Contract No: 2012/037 – Project : IMAP Project 3.5 – Reduced Through Traffic*

## **PART D - CONDITIONS**

### ***D1: General Conditions***

See attached document.

DRAFT

## Inner Melbourne Action Plan

### Progress Report

#### IMAP Three Year Implementation Plan

---

## 1 PURPOSE

The purpose of this report is to advise the IMAP Implementation Committee on the update of the Three Year Implementation Plan for the Inner Melbourne Action Plan and the implication for budgets in 2012/13.

## 2 BACKGROUND

During 2009-2010 the IMAP Review was undertaken to reassess the Inner Melbourne Action Plan to ensure its direction and priorities continued to reflect current issues. The review endorsed the current 11 strategies in the plan and confirmed regional priorities in the areas of:

- Transport and connectedness
- Environmental sustainability and climate change
- Community planning and housing issues

As a result of this process, in December 2010 the IMAP Implementation Committee approved a program of work for the next 3 years, appointed lead councils, and approved indicative budgets to enable these priority projects to proceed.

One year on from that process, this report builds on the work undertaken in that review and reports on the status of the IMAP projects – current and proposed.

## 3 DISCUSSION

The Inner Melbourne Action Plan contains 11 Strategies and 57 Actions. Approved in 2006, it is now in its 6<sup>th</sup> year of a 10 year implementation program.

The following fourteen [14] Actions have been completed to date:

- Action 1.1 Inner Melbourne Statement of Significance
- Action 2.2 Regional Wayfinding Signage
- Action 2.3 Bicycle Network Legibility - Priority Bike Network
- Action 2.4 Greenlight Pedestrian Priority changes
- Action 3.3 (Part) Regional Parking Management - 6 parking principles
- Action 5.2 (Part) Affordable Housing - Needs Website, Advocacy
- Action 6.3 Activity Centres: Cumulative Impact Assessment Tools
- Action 7.4 Regional Economic Development Statement
- Action 9.1 Regional Sustainability Targets - Councils audit
- Action 9.3 Water Sensitive Urban Design Model Guidelines
- Action 9.4 (Part) Green demonstration projects – Water Sensitive Cities report
- Action 9.6 Recycled Water for Open Space - Technical Notes
- Action 11.1 Inner Melbourne Map – Regional Visitor Map
- Action 11.2 Regional Tourism Program - Research + Itineraries

The following Actions and advocacy projects are currently proposed or underway. Several (approximately 5) are expected to be completed and signed off by the IMAP Implementation Committee this financial year. The remaining projects (16) are at different stages, however many new projects have now reported to the Committee during the 12 months on their project Briefs and continue to make progress.

Action	Description	Progress	Indicative Funding approved
<b>Completed / At final stages</b>			
Action 2.4*	Greenlight Pedestrian Project	Completed. <a href="#">Final reporting November 2011</a>	NIL
Action 3.3	Regional Approach to Parking Management	Nearing completion. Undertaking car share trials; Economic research being undertaken by DoT?	\$40K current year may not be required
Action 5.2	Affordable Housing	Nearing completion. CLT research underway. <a href="#">Reporting November 2011.</a>	NIL
Action 6.3*	Managing conflicts in Activity Centres	Completed. <a href="#">Final reporting November 2011.</a>	NIL
Action 9.3*	Water Sensitive Urban Design	Completed. Plan change with Minister for sign off	NIL
<b>Ongoing</b>			
Action 1.4	Boulevards and Major Roads	<a href="#">Reported on Hoddle Street May 2011.</a>	\$40K in 2013/14 for a major boulevard study
Action 2.5	Bicycle Network	Ongoing capital works on priority routes. More assessment of bike paths to provide a quality rating <a href="#">Reported August 2011</a>	As per each IMAP Council's Capital works program
Actions 2.6 and 4.3	Public Transport / Bus reviews etc	Advocacy for preferred routes	NIL
Action 3.2	Roads as Places	Traffic impacts, public realm priorities – revised brief in preparation	\$15K in 2011/12 \$25K in 2012/13
Action 3.5	Reduced through traffic	Research options for change (2 parts – through traffic & parking). <a href="#">Reporting November 2011</a>	\$35K and \$15K in 2011/12 \$55K in 2012/13 \$55K in 2013/14
Action 4.4	Bus priority advocacy	Advocate for implementation	NIL
Action 4.7	Improvements to Public Transport	Part of Melbourne Transport Review – <a href="#">Reported May 2011</a>	NIL
Action 5.3	Integrating Public Housing	"Best practice" communication model – <a href="#">Brief in preparation for February 2012</a>	\$15K in 2011/12
Action 5.4	Social Infrastructure & Services	Joint project. Gap analysis of growth areas & services, funding requirements. <a href="#">Reporting November 2011</a>	\$20K in 2011/12 \$20K in 2012/13
Action 5.5	Infrastructure Development		
Action 7.7	Universities and Regional Development	Promote Work Integrated Learning in Councils – staff appointed until May 2012. <a href="#">Reported August 2011.</a>	\$34.6K in 2011/12
Action 8.1	Freight Movement	Research best practice. Commencing project early 2012. <a href="#">Reported May 2011.</a>	\$20K in 2011/12 \$20K in 2012/13 \$30K in 2013/14

Action 9.2	ESD – Commercial Buildings	Extend public information, review ESD policies across IMAP councils. <a href="#">Reported Stage 1 in March 2011.</a>	\$20K and \$35K in 2011/12 \$10K in 2012/13 \$30K in 2013/14
Action 9.4	Green Demonstration Projects	Water sensitive cities case study Green roof initiative Distributed energy map – <a href="#">Reported March, August and November 2011</a>	\$15K and \$100K in 2011/12 \$35K and \$80K in 2012/13
Action 10.1	Regional Open Space and Trail Network	Mapping base being constructed	NIL – Requirements not yet known
Strategy 11	Regional Tourism	Into Year 2 of new 3 year strategy, map licensing. <a href="#">Reported August 2011</a>	\$80K in 2011/12 \$80K in 2012/13

#### 4 POLICY IMPLICATIONS

Approval of these projects annually as part of a rolling 3 year Implementation Plan is delegated to the Inner Melbourne Action Plan Implementation Committee by the IMAP partner Councils. The Terms of Reference requirement for the IMAP Implementation Committee is to:

*“Make recommendations to the member Councils of budget allocations required to effect the implementation of specific IMAP actions, to enable consideration in each Council’s annual budgeting process. Each member Council’s budget is expected to reflect necessary resources to deliver on commitments agreed in the Plan. The budget of each member Council would be specific to meeting the IMAP actions relevant to that respective municipality. The recommended budget allocation is to be based on the perceived benefits and / or capacity of each member Council.”*

The scale of the current program and the likelihood of slippage on the timelines into Year 3 of the three year program (2014/15) have led to the proposal to roll over the program from the current year and propose little additional change. The only new project proposed for inclusion into the planning period is **Action 7.2 Support Creative Businesses**. Several IMAP councils are undertaking programs within their Arts and Culture policies which overlap with this project and give opportunity for some collaboration to occur.

#### 5 FINANCIAL AND RESOURCES IMPLICATIONS

**Refer to Attachment 10A for details of the budget and allocation of funds.**

The IMAP Implementation Committee is to assess funding requests for all existing and new projects for the next 3 years. With the significant increase in projects being implemented, there has been an increase this financial year in the IMAP Councils’ annual contributions to enable these projects to proceed and to maintain a positive balance in the IMAP account.

Due to many of the projects preparing initial briefs in the current and previous financial year, the drawdown of funds has not occurred in the planned timeframe, however many of the bids are now confirmed and work is progressing to commit the funds. In other cases, the project has been delayed so that funding allocation across two years can be combined to complete the project.

The project funding for the implementation program of identified IMAP projects is derived from:

- Accumulated funds in the IMAP account
- The annual regional tourism contribution of \$20,000
- The annual IMAP project contribution from the partner councils – currently \$30,000 in 2011/12 and proposed to increase to \$35,000 per council in 2012/13 based on the current project load and timing.
- Additional funding on a per project basis as required.



The Distributed Energy Project (Action 9.4) was put forward as a separately funded project by councils in 2011/12. IMAP has insufficient funds to cover all its costs as well as other projects, and it is proposed to have it separately funded again in 2012/13. As its bid for Victorian Local Sustainability Accord funding was unsuccessful, the project is being reconfigured within budgeted funds and in conjunction with other partners and will be reported back to the IMAP Implementation Committee in the new year.

The City of Maribyrnong is also considering participation in a number of IMAP projects and will contribute funds where required. It is estimated that this funding will enable the project increase its scope to include consideration of Maribyrnong. As such, this additional funding will be absorbed by the project and will not contribute to a surplus. Therefore, any contributions by Maribyrnong have not been factored into this budget as it is expected any contribution will have a nil effect on the bottom line.

To meet the costs of the implementation program, IMAP Councils' individual contributions for 2012/13 are proposed as follows:

IMAP Annual Contribution	\$35,000 – <i>an increase from \$30,000 in the current year</i>
IMAP Annual Tourism Contribution	\$20,000 – <i>in line with previous years</i>
IMAP Distributed Energy project	\$20,000 – <i>as per the forecast last year</i>
IMAP Green Guide Project funding top-up	\$20,000 in additional to IMAP budgeted funds (CoS and CoY to make budget allowance as CoM and CoPP have funds for this project in the current year.)
IMAP Share of Operational Costs	<i>To be advised, estimated at around \$45,000 per council</i>

## 6 CONCLUSION

The projects are in line with the existing Strategies and Actions contained in the Inner Melbourne Action Plan and are a continuation of the Three Year Implementation Plan approved by the Committee last year.

## 7 RECOMMENDATION

That the IMAP Implementation Committee resolves to:

- a. **Note** this update on progress on the Inner Melbourne Action Plan, and
- b. **Approve** the updated IMAP Three Year Implementation Plan, and
- c. **Approve** the request for each of the IMAP Partner Councils to make provision for funding of the following in the 2012/13 budget:

· IMAP Annual Contribution	\$35,000
· IMAP Annual Tourism Contribution	\$20,000
· IMAP Distributed Energy project	\$20,000
· IMAP Green Guide Project funding top-up	\$20,000 (CoS and CoY only)
· IMAP Share of Operational Costs	TBA estimated \$45,000 per council

## IMAP PROJECTS - THREE YEAR IMPLEMENTATION PLAN

EXPENDITURE									
ACTION	DESCRIPTION	Status	LEAD	TEAM LEADER	PROJECT DESCRIPTION	2011/12	2012/13	2013/14	2014/15
IMAP Administration									
IMAP	General Expenses	Ongoing	CoS	Elissa McElroy		15,000	15,000	15,000	15,000
IMAP Projects									
1.4	Boulevards & Major Roads - Hoddle Street	Current	CoY	Bruce Phillips	Stage 1. Establish joint view on Hoddle St				
		New			Stage 2. Boulevard Study			40,000	
2.5	Bicycle Network:	Ongoing	CoM	Haig Poulson	Stage 1. Capital Program - Bike Lanes				
		New			Stage 2. Measure & map Level of Service rating				
2.6/4.3	Public Transport/Bus Reviews	Ongoing	All		Advocacy role				
3.2	Roads as Places	Current	CoM	Stuart Outhred	Develop case studies etc	15,000	25,000		
3.3	Regional Parking Management	Current	CoM	Stuart Outhred	Value of on street car parking research	40,000			
3.5	Reduced through traffic	Current	CoS	Ian McLauchlan	Stage 1. Reduce the impact of through traffic	50,000	30,000		
		New	CoM	Richard Smithers	Stage 2. Parking provisions which support		25,000	55,000	
					Support and advocate for implementation of preferred routes				
4.4	Enhanced bus priority	New	All						
4.7	Improvements to public transport services	Current	CoM	Richard Smithers	Consultation as part of Melbourne Transport				
5.2	Affordable Housing	Current	CoPP	Gary Spivak	Ongoing housing initiatives: CLT research	10,000			
5.3	Integrating public housing estates	New	CoS	Karen Watson & Connie Gibbons	Develop model to address 3 problem issues identified	15,000			
5.4	Social Infrastructure and Services	Current	All		Map growth areas & locate current services to	10,000	10,000		
5.5	Infrastructure Development	Current	All		identify funding requirements for future planning	10,000	10,000		
7.2	Support Creative Businesses	Proposed	TBD	TBD					
7.7	University and regional development	Current	CoM	Austin Ley	Involving students in Council - Student placement officer	53,200			
8.1	Priority for freight movement	New	CoPP	Sandra Wade/ Steve Scott	Freight Movement Strategic Plan	20,000	20,000	30,000	
9.2	Environmentally Sustainable Design - commercial buildings	Current	CoPP	Steven McKellar & others	Stage 1 Communication Strategy - Develop ESD Guidelines & factsheets for public, identify Best Practice	35,000			
		New	CoPP	Steven McKellar & others	Stage 2: Review IMAP Councils & others ESD Policies, tools & methodologies;define IMAP advocacy	20,000	10,000		
		New	CoS	Stephen Morrell	Stage 3: Identify ESD retrofit issues			30,000	
					Stage 2: Develop an approach for green roof initiatives	15,000	35,000		
9.4	Green Demonstration Projects	Current	CoM	Gail Hall					
					(Top Up funding - as per Exec Forum decision - Council payments)	40,000	40,000		
		Current	CoM	Adam Zaborszczyk	Stage 3: Distributed Energy- Map the potential & likely locations of distict energy cogeneration systems	100,000	80,000		
10.1	Regional Open Space & trail network	Current	CoY	Justin Hanrahan	Identify linkages and gaps in OS and trail network				
11	Regional Tourism Strategy	Current	CoS	Jan Jacklin	3 year Tourism Strategy-Yrs 2 & 3	80,000	80,000	80,000	80,000
Total Expenditure						528,200	380,000	250,000	95,000
REVENUE						2011/12	2012/13	2013/14	2014/15
Retained Funds						302,577	54,877	14,877	(15,123)
Funding 2011/12 - Year 6 (Current Year)									
IMAP Councils Annual Contribution				\$30K per Council		120,000			
IMAP Councils Annual Tourism Contribution				\$20K per Council		80,000			
IMAP Councils Action 9.4 Distributed Energy Contribution				\$13,500 per Council (CoS paid 2010-11)		40,500			
IMAP Councils Action 9.4 Green Guide Project				\$20K per Council (CoM and CoPP)		40,000			
Funding 2012/13- Year 7									
IMAP Councils Annual Contribution				\$35K per Council			140,000		
IMAP Councils Annual Tourism Contribution				\$20K per Council			80,000		
IMAP Councils Action 9.4 Distributed Energy Contribution				\$20K per Council			80,000		
IMAP Councils Action 9.4 Green Guide Project				\$20K per Council (CoS and CoY)			40,000		
Funding 2013/14- Year 8									
IMAP Councils Annual Contribution				\$35K per Council				140000	
IMAP Councils Annual Tourism Contribution				\$20K per Council				80000	
Funding 2014/15- Year 9									
IMAP Councils Annual Contribution				\$30K per Council					120000
IMAP Councils Annual Tourism Contribution				\$20K per Council					80000
Total Revenue						583,077	394,877	234,877	184,877

Please note that the following calculation does not include Operational Costs estimated at about \$45,000 per council per year.

Shaded costs indicate briefs have been prepared for this funding

## Inner Melbourne Action Plan

### Final Report

#### Action 6.3 Managing Conflicts in Activity Centres

---

### Purpose

1. To provide a final update to the IMAP Implementation Committee on work undertaken since the last report on this action in August 2009 and the presentation given by a representative of the Department of Justice (Sarah Kaushik) on this matter in November 2009.

### Background

2. A full Discussion Paper was received by the IMAP Implementation Committee in August 2009 which summarised all the work undertaken by the IMAP Working Group to date. The IMAP Working Group recommended their approach be tested by the IMAP partner councils to determine the usefulness of the proposed approach, with a reporting back period on action taken.
3. In the August 2009 Discussion Paper, the IMAP Committee received details on Cumulative Effects of Licensed Premises which included planning tools for assessment of those effects. The IMAP Committee resolved to;
  - a. Reaffirm its **support** for the Cumulative Impact Assessment tools and approach outlined in the attachments to the Discussion Paper.
  - b. Continue to **support** the individual councils to test and review the Cumulative Impact Assessment Tools outlined.
  - c. **Request** the Action 6.3 Working Group report back to the Implementation Committee with an update on testing and refinement of the Cumulative Impact Assessment Tools in November 2009.
  - d. **Note** the initial analysis regarding the issue of 'definitions' and **note** the possible definitions' brought forward for discussion.
  - e. **Support** the circulation of the 'possible definitions' to the wider Action 6.3 Working Group to provide the Councils and State Government with an opportunity to comment.
  - f. **Request** the Action 6.3 Working Group collate the comments and report back to the Implementation Committee with a suggested position on definitions in November 2009.
4. In the interim, state government initiatives, research and a greater awareness of issues have sought to contain the growing problems. Late night violence and incidents continue to make headlines, albeit less frequently.

### Discussion

5. The four IMAP Councils have made considerable progress since August 2009. In testing and refining the work of the IMAP Working Group, the Councils have each modified their approaches to assessing the accumulated effect of licensed premises and those approaches are reported here.

#### 6. City of Melbourne

- 6.1. The City of Melbourne had its *Policy for Licensed Premises that Require a Planning Permit* approved by the Minister in November 2010.

- 6.2. Amendment C141 inserted Clause 22.22 *Policy for Licensed Premises that Require a Planning Permit* into the Melbourne Planning Scheme. The policy applied where a permit is triggered under Clause 52.27 or where a permit for a tavern, hotel or nightclub in the Capital City and Docklands Zones is required.
- 6.3. The policy includes:
  - a. Guidelines to limit noise emissions associated with licensed venues, and noise impacts associated with waste collection;
  - b. Guidelines for the appropriate operating hours for each planning scheme zone i.e. 1am in the Capital City and Docklands Zones with the proviso that no drinks be consumed in outdoor areas after 11pm;
  - c. Consideration of the proximity of licensed venues to sensitive uses, including residences; and
  - d. Consideration of the cumulative impact of a licensed premise on the amenity of the area.
- 6.4. The Panel report stated that:  
 "The City of Melbourne demonstrated the extent to which residential uses have dispersed throughout the Central City in recent years and submitted that this makes it difficult to identify precincts for concentrations of 'high risk' premises - the horse has already bolted. City of Melbourne officers expressed concern that the emphasis on 'precincts' in the IMAP tool may be impractical and not be appropriate for application in the CBD because it ignores the appropriate diversity of uses in a 24 hour city.
- 6.5. The consideration of cumulative impacts in the Central City will be quite different to elsewhere. Unlike other parts of Melbourne with more limited functions, planning policy intends the Central City to operate on a 24 hour basis and identifies it as an entertainment hub of state significance. The LPPF also makes reference to the City's entertainment precincts. Concentrations of entertainment opportunities, including licensed premises, which in other areas may compromise primary functions, should not necessarily be discouraged as a matter of principle as they form part of the vision for the Central City"
- 6.6. The link to the policy is as follows:  
[http://planningschemes.dpcd.vic.gov.au/melbourne/ordinance/22\\_lpp22\\_melb.pdf](http://planningschemes.dpcd.vic.gov.au/melbourne/ordinance/22_lpp22_melb.pdf)
- 6.7. One of the objectives at Clause 22.22-2 is, "To ensure that the cumulative impacts of licensed premises are assessed where venues are clustered in the one location"
- 6.8. Also, Clause 22.22-5 directs the Responsible Authority to consider when assessing an application, "The cumulative impact of any existing and the proposed liquor license, the hours of operation and number of patrons, on the amenity of the area", which mirrors the clause 52.27 requirement.
- 6.9. City of Melbourne consider that Practice Note 61 (March 2011) "*Licensed Premises: assessing cumulative impact*", is also a big step forward in that there is a planning process/definition, from the state government, on how to assess cumulative impacts.
- 6.10. The policy that City of Melbourne put together directs that cumulative impacts must be considered as part of a planning application. This practice note complements the policy, and hopefully makes the consideration of cumulative impacts easier for planners and more transparent for applicants.

## 7. City of Stonnington

- 7.1. On 3 May 2011, Council adopted as policy the key findings of its Research Paper "*Late night liquor licence trading in the Chapel Street Precinct: Measuring the*



*saturation levels*". The Research Paper defines licensed premises that are most likely to be associated with 'alcohol related harms' as Source of Potential Harm Venues (SPH). Source of Potential Harm Venues are licensed hotels, taverns and nightclubs operating after 12am. The Research Paper identifies the Chapel Street Precinct as at saturation point in terms of SPH venues. A finding of the Research Paper is that 50 SPH venues operating after 1am in the Chapel Street Precinct is the saturation limit for this area.

- 7.2. The Research Paper states that there are a range of factors, both internal and external to licensed premises that influence the nature and extent of alcohol-related harms. These factors can multiply and intersect to contribute to the level of alcohol-related harm.
- 7.3. The Research Paper identifies as Council's policy position that there be no more planning permits issued for premises operating after 1am nor for new premises and existing premises proposing more than 200 patrons.
- 7.4. Amendment C129 makes changes to existing Clause 22.10 Licensed Premises Policy in order to introduce Council's policy position as stated in the Research Paper. The amendment proposes to introduce policy and requirements relating to licensed hours of operation and patron capacity for Source of Potential Harm Venues in the Chapel Street Precinct Study Area. It is considered that the revised policy will assist in addressing the negative social impacts of these uses on the community, and will help manage alcohol related harm associated with particular types of licensed premises.
- 7.5. During the exhibition of Amendment C129, Council received a number of supporting submissions as well as one objecting submission. In light of receiving an objecting submission, Council resolved to request that the Minister for Planning appoint an Independent Panel to consider the amendment and submissions received. No 'request to be heard' forms were received from submitters and as such, a Panel Hearing was not required. Instead, the Panel Member prepared a report for Council on the materials before it.
- 7.6. The Panel Report was received by Council on 24 June 2011. At its meeting on 4 July 2011, Council resolved to adopt Amendment C129 with changes. Council was willing to support some of changes recommended by the Panel however Council does not support two of the Panel's recommendations.
- 7.7. The City of Stonnington has lodged the adopted documents with the Minister for Planning and awaits his approval.
- 7.8. This work is in addition to the ongoing work of the Liquor Accord, binge drinking initiatives and youth education programs etc which are just a few of the many other Council initiatives undertaken in this area.

## 8. City of Port Phillip

- 8.1. Over the past 18 months, the City of Port Phillip has been collecting data on the number, type and impacts of licensed premises on amenity, the community and the physical environment in four of Port Phillip's major activity centres. The activity centres include St Kilda (Fitzroy and Acland Streets), Bay Street, Clarendon Street and Carlisle Street.
- 8.2. The data is based on the indicators identified by the IMAP Working Group and some additional data requirements identified from the Corner Hotel decision. At present, the data is being finalised and collated.

- 8.3. Building on this work, in this financial year, Council is planning to develop precinct-based guidelines to support local planning policy in the Municipal Strategic Statement and decision-making around the cumulative impacts / management of licensed premises in activity centres.
- 8.4. The project will develop guidelines that:
  - a. Outline the relevant Council policy for the precinct
  - b. Provide an analysis of the licensed premises environment (eg hours and location of premises, public transport) using work undertaken to date
  - c. Augment the data where gaps are identified
  - d. Identify specific issues for precinct eg location of social housing, sensitive interfaces
  - e. Potentially identify non-planning matters for improvement (eg public transport advocacy)
  - f. Identify any application requirements for planning permits.

## 9. City of Yarra

- 9.1. The City of Yarra Council in 2009 mounted a successful case at VCAT regarding a proposed expansion of The Corner Hotel in Richmond. Council's case was based around the cumulative impact of venues. The case is referenced as *Swancom Pty Ltd v Yarra CC* (Red Dot) [2009] VCAT 923. This decision has been central to the cumulative impact thinking and analysis of Councils and other agencies in seeking to best manage the level of liquor licences in an area.
- 9.2. In *Swancom*, the Tribunal formulated a potential assessment methodology for considering applications that may result in cumulative impacts. Depending on the nature of the application and specifics of the liquor licence being sought, Yarra Council has found that the Tribunal's assessment methodology is not always warranted (eg. a 50 seat licensed café closing at 5pm).
- 9.3. City of Yarra Council has therefore developed a risk assessment methodology to enable consistent and transparent assessment of whether a full cumulative impact assessment is warranted or not for a particular application. This risk assessment is carried out when the application is assessed for further information under section 54 of the Act.
- 9.4. The risk assessment is based on a matrix whereby a risk rating is given against the following criteria:
  - type of premise,
  - size of premise, and
  - closing hours of premise.
- 9.5. A total score formula is calculated and will result in an application either being scored 'minimal risk' or 'potential risk'. Where an application is scored 'potential risk', then a full cumulative assessment in line with the *Swancom* methodology (but presented in an excel spreadsheet and graphs for easier interpretation) will be undertaken by Council.
- 9.6. The information required to carry out such an assessment is included in Council's further information request to Applicants. In addition to information provided by Applicant's, Council's GIS system is now linked with Consumer Affairs liquor licence database so licensed premises, closing hours and patron numbers can be mapped.

Further supplementary information:

From a social planning perspective City of Yarra Council is also undertaking a number of other actions relating to the consumption of alcohol in the community.

- 9.7. Council has been reviewing its Local Law (No 8) relating to restriction of drinking in public places. A second review has been completed earlier in 2011. This found that it had a minimal negative or positive impact on the extent of drinking in public. Generally, this minimal impact was found to be due to Victoria Police having limited resources, not prioritising the enforcement of the Local Law and where appropriate making use of the Summary Offences Act instead
- 9.8. The Yarra Licensees Forum is being revisited to enable a closer working relationship with traders to better understand the local issues associated with alcohol and the role Licensees can play in addressing these. It is hoped that this group will take a more holistic view of the positive and negative role of alcohol in the community and not just focus on regulatory control. In this regard, the Yarra Drug & Health Forum, the University of Melbourne and a few licensees in Swan Street are seeking funding to undertake research into issues associated with alcohol in the Swan Street precinct.
- 9.9. Continued collaboration is occurring between local services, Council and State Government agencies to engage people with long-term alcohol addiction, particularly around a group of Aboriginal drinkers in the Smith Street area known as the 'Parkies'. Community-building activities are continuing ( e.g. positive involvement of the Parkies in telling the history of the Aboriginal community around Fitzroy), seeking renewed funding for outreach workers to support this community and further engaging the Parkies through the outreach programs (including a mix of health and community services) with many now participating in regular recreational activities.

## 10. Department of Justice and DPCD response

- 10.1. In 2009, the state government progressed issues relating to the regulation of alcohol, including cumulative impact and other planning and licensing issues, through an Interdepartmental Committee (IDC). Issues identified by the IDC have continued to be implemented under the new Government that came into power in November 2010.

The Coalition Government's policy positions in relation to liquor licensing are set out in its election policy statement Victorian Liberal Nationals Coalition Plan for Liquor Licensing (available at <http://www.vicnats.com/policies/CoalitionPlan/LiquorLicensing.pdf>)

The key reforms that have been implemented are outlined below.

### 10.2. Cumulative Impact Statement of Policy

On 5 October 2010, a Statement of Policy on the assessment of the cumulative impact of licensed premises was published in the Government Gazette. The Statement enables the Director of Liquor Licensing (the Director) to consider the cumulative impact of a licensed premises when determining whether to grant a new liquor licence or vary an existing licence.

Local councils are required to consider cumulative impact when assessing planning permit applications for licensed premises. However, at the time that the Statement of Policy was published, packaged liquor outlets were exempt from the requirement to obtain a planning permit, and therefore did not undergo a cumulative impact assessment at the planning stage. The Statement was introduced partly to enable the

Director to consider the cumulative impact of packaged liquor outlets at the licensing stage.

On 8 April 2011, the Government removed the packaged liquor planning permit exemption, which means that packaged liquor outlets now undergo a cumulative impact assessment at the planning stage. This reduces the need for and impact of the Statement of Policy (which was amended to reflect the changes to planning permit requirements on 4 August 2011).

However, the Cumulative Impact Statement of Policy may still be of use in circumstances where the Director considers that a local council has not undertaken a sufficiently thorough cumulative impact assessment at the planning stage. In addition, licensed premises within the Capital City Zone and Docklands Zone of the City of Melbourne are not required to obtain a planning permit under the local planning scheme, and therefore do not undergo a cumulative impact assessment by local councils. The Cumulative Impact Statement of Policy gives the Director the ability to undertake a cumulative impact assessment in these circumstances.

### **10.3. Practice Note 61: Licensed Premises: Assessing Cumulative Impact**

Local government and local communities are best placed to determine both the positive and negative impacts of establishing appropriate land use in entertainment precincts. Consequently, the responsibility for cumulative impact and outlet density issues lies with local councils. Part of the cumulative impact assessment process is for councils to consider the diversity of land uses within these precincts, and approve planning permission in line with community expectations.

On 1 April 2011, the Department of Planning and Community Development (DPCD) released a Practice Note to assist councils responsible for assessing cumulative impact as part of a planning permit application. The Practice Note is not compulsory and a council may select another method to assess cumulative impact if desired and appropriate.

Practice Note 61 is available at:

[http://www.dpcd.vic.gov.au/\\_data/assets/pdf\\_file/0005/60809/PN61-Licensed-premises\\_Assessing-cumulative-impact.pdf](http://www.dpcd.vic.gov.au/_data/assets/pdf_file/0005/60809/PN61-Licensed-premises_Assessing-cumulative-impact.pdf)

### **10.4. Removal of the packaged liquor planning permit exemption**

On 8 April 2011, the Government removed the packaged liquor planning permit exemption through an amendment to Clause 52.27 Victorian Planning Provisions.

This provides further opportunity for Councils and the community to have their say in the appropriate location of packaged liquor outlets. This brings packaged liquor stores in line with other types of licensed premises in the planning scheme.

### **10.5. Extension of the freeze on new late night liquor licences**

On 18 March 2011, the Government announced that the freeze on new late night liquor licences in the IMAP area has been extended until 30 June 2013. The freeze on the issue of liquor licences (General; On-premises without restaurant conditions; and Limited, including renewable limited) authorised to trade past 1am is in place unless the applicant can demonstrate exceptional circumstances. This policy is in place to stop the growth in late night venues in inner Melbourne and surrounding municipalities.

#### **10.6. Referral and notification powers of the Director and Victoria Police**

The VPPs now require that planning permit applications for a hotel, tavern or nightclub operating after 1.00am must be referred to the Director. Notice of the application must also be sent to the Chief Commissioner of Victoria Police. These requirements apply across all of Victoria.

The referral and notification provisions give the Director and Victoria Police a formal opportunity to provide input into applications for high-risk licensed premises at the initial planning stage, rather than waiting until lodgement of the liquor licence application. This ensures that high-risk venues are identified and land-use risks are mitigated as early as possible in the application process.

Although these provisions have been used infrequently to date, they provide an important opportunity to identify and raise any issues prior to councils making a final planning decision.

#### **10.7. Liquor licences and applications online**

On 8 August 2011, the Government launched a new online database that enables the public to look up new licence applications in their local area. The database provides greater transparency to the public in relation to licensing applications, gives them a chance to have their say within the 30 day objection period (if applicable), and increases confidence in the liquor licensing system.

The database is accessible through the Responsible Alcohol Victoria website at [www.justice.vic.gov.au/alcohol](http://www.justice.vic.gov.au/alcohol) under "find a current licence or application" or through this link:

[https://liquor.justice.vic.gov.au/alarm\\_internet/alarm\\_internet.asp?wci=start\\_alarm\\_internet](https://liquor.justice.vic.gov.au/alarm_internet/alarm_internet.asp?wci=start_alarm_internet)

#### **10.8. Victorian Commission for Gambling and Liquor Regulation**

The Victorian Commission for Gambling and Liquor Regulation (VCGLR), a new independent statutory authority responsible for the governance and decision-making in relation to liquor and gambling regulation will commence operations in early 2012.

The creation of this integrated gambling and liquor regulator will provide a more unified regulatory scheme for liquor. This will enable the implementation of an integrated and consistent approach to liquor licensing, compliance and enforcement and enhance the timeliness and effectiveness of the regulator's response to breaches of liquor laws.

The VCGLR will comprise the current functions of the Director of Liquor Licensing, the Civilian Compliance Directorate and the liquor licence monitoring and enforcement functions currently located in Responsible Alcohol Victoria in the Department of Justice.

#### **10.9. New laws to combat public drunkenness**

New laws and increased penalties designed to help police and licensees tackle public drunkenness commenced on 1 August 2011. These reforms are intended in part to address the amenity issues associated with premises with a liquor licence, and to send a message to the community that drunkenness and anti-social behaviour are not tolerated.



The penalty for revellers who fail to leave a venue when drunk, violent or quarrelsome has doubled from \$2,442 to more than \$5,900, while drunk and disorderly behaviour will now result in an increased fine of \$590 for a first offence, and more than \$1,100 for a second and subsequent offence.

Barring orders under the new laws also give licensees and police officers the power to bar patrons who are acting in an antisocial or threatening manner from entering or remaining in the venue for a set period of time.

It is now an offence to remain around a licensed venue when you have been refused entry or have been ejected. The ejected person will be breaking the law if they try to re-enter the venue within 24 hours.

## Summary Conclusion

11. The IMAP Working Group made certain progression on this topic in 2008 - 2009 which was reported to the IMAP committee in November 2009. Since that time the 4 Councils have further developed their thinking having specific regard to the local issues and circumstances. The work has become dissipated from the IMAP Working Group due to particular work occurring in each municipality that suits their needs and issues.
12. The work undertaken out of the IMAP Action 6.3 was a good base for the Councils' further thinking and progression of the aspects which have been important to their local circumstances. The Interdepartmental Committee process in 2009 led by State Government and sponsored out of the Premier's office was a very useful approach by the State Government and that Committee via its consultants and officers involved liaised with the IMAP Working Group. It was understood that the consultants used considerable work from the IMAP group in its reference to the Interdepartmental Committee.

## Recommendation

That the IMAP Implementation Committee resolve to:

- i. note the ongoing work being undertaken by the IMAP Councils and the Department of Justice to address conflicts in Activity Centres; and
- ii. note this final report on Action 6.3.