

Inner Melbourne Action Plan

'Making Melbourne More Liveable'



Minutes

Inner Melbourne Action Plan Implementation Committee

Meeting No 31

8.00 am – 10.00 am Friday 30 August 2013

City of Melbourne

Council Meeting Room, Level 2 Melbourne Town Hall

Attendance Committee Members

Cr Ken Ong, Chair Future Melbourne (Planning) Committee, City of Melbourne (Chair)
Cr Jackie Fristacky, Mayor, City of Yarra
Cr Matthew Koce, Mayor, City of Stonnington
Cr Catherine Cumming, Mayor, Maribyrnong City Council (*arrived 8.30am*)
Mr Geoff Cockram, Acting Chief Executive Officer, City of Stonnington
Mr Geoff Lawler, Director City Planning & Infrastructure, City of Melbourne
Ms Vijaya Vaidyanath, Chief Executive Officer, City of Yarra
Ms Tracey Slatter, Chief Executive Officer, City of Port Phillip
Mr Vince Haining, Chief Executive Officer, Maribyrnong City Council

Associate Partner Representatives

Mr Adrian Salmon, Assistant Director Statutory Approvals, State Planning Services, DTPLI
Ms Claire Ferres-Miles, Manager Urban Renewal Planning, DTPLI
Mr Jay Meek, Director Melbourne Central VGBO, Dept of State Devt, Business & Innovation
Mr Rod Anderson, Strategy and Partnerships Regional Manager, DEPI

IMAP

Elissa McElroy, IMAP Executive Officer

Guests

Ms Sheri Peters, Economic Development Officer, CoPP
Ms Helen Hardwick, Program Manager Tourism Policy, CoM
Mr Adam Zaborszczyk, Senior Sustainability Officer, CoM
Ms Anita Lange, Special Projects Manager, Places and Projects, CoPP
Mr Morris Bellamy, Manager Strategic Marketing, Communications & Advocacy, CoMar

PRELIMINARIES

1.	<p>Appointment of Chair</p> <p>1.1 That the IMAP Implementation Committee resolves to appoint Cr Ken Ong as the Chair of the Meeting.</p> <p>MOVED CR KOCE / Ms Vaidyanath A vote was taken and the MOTION was CARRIED</p>
2.	<p>Apologies and Introductions</p> <p>The Chairman welcomed the new members of the Committee:</p> <ul style="list-style-type: none"> - Maribyrnong City Council - Mr Jay Meek, DSDBI - Ms Claire Ferres-Miles, DTPLI - Mr Geoff Cockram – Acting for Warren Roberts, CoS

	<p>2.1 That the IMAP Implementation Committee resolves to note the following apologies:</p> <ul style="list-style-type: none"> - Mr Warren Roberts, Chief Executive Officer, City of Stonnington - Cr Amanda Stevens, Mayor, City of Port Phillip - Ms Patricia Liew, Regional Director, Metropolitan NW Region, DTPLI - VicRoads - Mr Bruce Phillips, Director City Development, CoY - Ms Sandra Wade, Manager City Strategy, CoPP - Mr Barry McGuren, Manager Tourism Melbourne, CoM (Action 11) - Ms Gail Hall and Ms Julie Francis, CoM (Action 9.4) <p>MOVED CR FRISTACKY / Ms Slatter A vote was taken and the MOTION was CARRIED</p> <p>The Chair noted that it was Melbourne Day and he invited all members of the Committee to join him at the river ceremony following the meeting.</p>
3.	<p>Members Interest</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"> - None noted

ITEMS

4.	<p>Confirmation of Minutes</p> <p>4.1 That the IMAP Implementation Committee resolves to confirm the minutes of the IMAP Implementation Committee No. 30 held on 31 May 2013</p> <p>MOVED CR ONG / Ms Vaidyanath A vote was taken and the MOTION was CARRIED</p>
5.	<p>Business Arising</p> <p>5.1 That the IMAP Implementation Committee resolves to note the actions undertaken in response to business arising from the previous minutes.</p> <p>MOVED CR ONG / Mr Haining A vote was taken and the MOTION was CARRIED</p> <p><u>Questions / Discussion</u> <u>DTPLI correspondence (Attachment 2c):</u> Ms Ferres-Miles advised that, as part of the State Government's ongoing consultation on their Cycling Strategy, Local Government is represented on the Cycling Reference Group by John Bartells from CoPP. Mr Bartells could also represent IMAP on this group. Ms Ferres-Miles advised DTPLI would be happy to contribute to the IMAP project team being formed to review IMAP's Bike Network Legibility map. Cr Fristacky queried the membership of the Cycling Interdepartmental Committee which includes VicRoads etc – but excludes Local Government, which installs and maintains many cycle paths, and would be the Number 1 player with responsibility for bike paths and for advocating cycling improvements. She noted that if State Government wants to achieve outcomes with cycling, Local Government cannot just be a stakeholder. If Local Government is left out, the State Government cannot achieve its objectives. Liaison is needed with state agencies and it doesn't make sense to exclude local government. Ms Ferres-Miles advised that she would take these comments back to the department for consideration prior to providing a written response to IMAP's request.</p> <p><u>OLV request for a meeting with IMAP in August/September (Attachment 2e) & consultation draft "Melbourne's Water Future" (July 2013):</u> Mr Lawler noted OLV have to produce an Inner Melbourne Water Plan in which IMAP's interests would be better represented than the overall plan. He envisaged IMAP Council's active involvement with OLV on the inner Melbourne strategies. It was agreed that the Executive Officer would arrange a suitable meeting date, for discussion on how OLV will address the inner Melbourne plan and its indicative timeline.</p>

	<p><u>ARC grant to the University of Melbourne (Attachment 2d):</u> the Committee requested a detailed timeline for this project.</p> <p><u>Correspondence:</u> Outwards Att 2a: Letter to Arthur Rogers, Director of Housing, DHS from the Mayor, CoPP regarding housing meeting Att 2b: Email to John Woolman, Department of Justice re Live Music Round table Att 2c: Letter to Megan Bourke-O'Neil, Executive Director, DTPLI regarding membership of Interdepartmental Cycling Committee Inwards Att 2d: Email from Nick Williams, University of Melbourne advising of successful ARC application Att 2e Letter from Mike Waller CEO, OLV regarding Melbourne's Water Future strategy</p> <p><u>Actions:</u> 1. Ms Ferres-Miles to follow up IMAP comments regarding cycling representation with DTPLI 2. Executive Officer to arrange a meeting date for IMAP and the OLV discussion on the inner Melbourne water plan and indicative timeline. 3. Executive Officer to follow up with Dr Nick Williams, University of Melbourne to request a timeline for the successful green roof research project.</p>
6.	<p>IMAP Communication and Governance</p> <p>The Executive Officer provided an updated Operational Protocol and Procurement Strategy Memorandum of Understanding for approval to finalise membership of the Maribyrnong City Council. Suggestions for minor changes could be emailed to her prior to these documents being finalised. The updated Media Policy will come to the next meeting following consultation with the IMAP council communication departments. The new logo has been included on the draft Annual Report.</p> <p><u>Questions / Discussion</u> Mr Lawler suggested PTV representation as an associate member on IMAP could be considered since PTV's establishment has occurred since our last review. Following general agreement, Mr Lawler suggested IMAP write to Ian Dobbs inviting PTV to be an associate member of IMAP.</p> <p>6.1 That the IMAP Implementation Committee resolves to: a. note the Communications and Governance Briefing Paper b. approve the 2013 meeting timetable for the IMAP Implementation Committee c. approve the update to the IMAP Operational Protocol to include the Maribyrnong City Council d. approve the update to the IMAP Implementation Committee's Memorandum of Understanding and Procurement Policy to include the Maribyrnong City Council; and authorise the Chief Executive Officers to sign the agreement on behalf of the Councils e. approve the updated IMAP logo</p> <p>MOVED CR FRISTACKY / Ms Vaidyanath A vote was taken and the MOTION was CARRIED</p> <p><u>Actions:</u> 1. Executive Officer to write to Ian Dobbs inviting PTV to be an associate member of IMAP. 2. Executive Officer to investigate amendments to the Operational Protocol (i.e. Section 11.1a. Unanimous votes and b. Majority votes) and Procurement Strategy (legislative changes) and arrange for final approval. 3. Executive Officer to amend the February 2015 meeting date & circulate meeting timetable to IMAP Councils for public notification</p>
7.	<p>Financial Report</p> <p>7.1 That the IMAP Implementation Committee resolves to receive the IMAP Financial Report for the year ending 30 June 2013.</p> <p>MOVED CR ONG / Cr Koce A vote was taken and the MOTION was CARRIED</p>

8.	<p>IMAP Draft Annual Report</p> <p><i>(Cr Cumming arrived at 8.30am)</i></p> <p><u>Questions / Discussion</u></p> <p>Some minor changes were noted: ambiguity of “signing policies”; pg 8 change “complete” to “contribute” wrt the state cycling strategy; pg 26 amend associate partner attendance (T Crisafi). Photo captions: agreed it works better without caption; Revised map: it was agreed this would be included next year as amendments relate to 2013-14.</p> <p>Ms Slatter noted the Annual Report was an impressive presentation of achievements & innovation, and clarified that links to the IMAP Annual Report from member Council websites were in place. Cr Ong said IMAP is doing a lot of projects and he commended the Executive Officer on progress.</p> <p>8.1 That the IMAP Implementation Committee resolves to adopt, with amendments, the 2012-13 Draft Annual Report and 2012-13 Draft Annual Report Summary</p> <p>MOVED CR FRISTACKY / Ms Slatter A vote was taken and the MOTION was CARRIED</p>
9.	<p>Progress Report</p> <p><u>Questions / Discussion</u></p> <p><u>Action 1.4 Boulevards & Major Roads:</u> Cr Fristacky noted the impact from the East-West link proposal</p> <p><u>Action 2.4 Bicycle Network Legibility:</u> Cr Cumming talked about the importance of integration between municipalities and the importance of IMAP transport projects. Mr Haining raised the status of Vic Road’s network operating plans and queried whether these could be brought together so that Councils could view the IMAP region in a holistic way. The Committee agreed to refer this suggestion to VicRoads.</p> <p>Mr Lawler advised the existing Inner Melbourne Action Plan emphasised connectivity with regional cycling, walking and boulevard plans etc - included in it. These will need updating as part of the development of IMAP’s new plan. He welcomed Ms Ferres-Miles’ offer for the Department to be included.</p> <p>Ms Ferres-Miles advised that the Department is developing cycling investment plans, working towards a corridor based approach, with an end to end program of works and network system approach rather than concentrating on hot spots. This approach fits in with IMAPs and offers an opportunity to link investment plans at State and Local Government levels. Cr Ong welcomed any opportunities to get consistent design of bike lanes.</p> <p>Ms Slatter raised the Port of Melbourne Capacity Project – the draft scoping document included cycling cross points for continuous flow. She noted that the final scoping document removed that aspect, meaning cyclists would now have to cross significant roads. The CoPP has written to the Minister for Ports to reinstate this and not view this as an optional extra. She asked whether IMAP could advocate their support - or for each council to take this up individually.</p> <p>Cr Fristacky noted that the State Government requires cycling to be built into VicRoads projects.</p> <p>Cr Ong advised the CoM also support that position.</p> <p>Mr Salmon advised the DTPLI planning section also asked for it to be incorporated, through its work on Fishermans Bend. Ms Ferres-Miles also noted her section was addressing this.</p> <p>Ms Slatter will forward a copy of CoPP’s work to the other members.</p> <p><u>Action 2.5 Bicycle Network:</u> Add information on work being undertaken by other councils in the Progress report – Chapel Street etc</p> <p><u>East-West Link:</u> There was some discussion on individual Council’s early positions regarding this project. While IMAP was not the forum for this discussion currently, it was acknowledged the project may affect the next plan as it has a fundamental impact on the city. Mr Lawler advised that he will circulate CoM’s Council report and resolution from their Tuesday meeting. CoY noted they will also circulate comments on their position so IMAP Councils can see where others are at.</p> <p><u>Action 3.5 Reducing Through Traffic:</u> The Executive Officer advised the draft final report had been received from consultants and was awaiting review by the project team. It was noted that the Port Of</p>

	<p>Melbourne Origin-Destination Study is due for release and is a further report for the project team to consider.</p> <p>9.1 That the IMAP Implementation Committee resolves to note the IMAP Progress Report for August 2013 and to note comments made by the Committee.</p> <p>MOVED CR ONG / Ms Slatter A vote was taken and the MOTION was CARRIED</p> <p><i>Actions:</i></p> <ol style="list-style-type: none"> 1. Executive Officer to approach VicRoads to see if their network operating plans could be brought together for the IMAP Councils 2. Executive Officer/Project team to follow up Ms Ferres-Miles offer for the Department to be included in Action 2.3 Bike network legibility project. 3. Ms Slatter to forward a copy of CoPP's work on the Port of Melbourne Capacity Project to other members. 4. Executive Officer to amend the Progress report Action 2.5 Bicycle Network to add Chapel Street etc 5. Mr Lawler to circulate CoM's Council report and resolution on the East-West Link 6. CoY to circulate comments on their position on the East West link to other members 7. Action 3.5 Project team to consider the Port Of Melbourne Origin-Destination Study which is due for release
10.	<p>Action 11 Tourism – IMAP Visitor Map update</p> <p>Sheri Peters, Economic Development Officer, City of Port Phillip attended for this item. Ms Peters noted:</p> <ul style="list-style-type: none"> • The popularity of the map for visitors • The draft amended map which will now include Footscray • Reprints are due to go ahead once the new logo is approved by the Committee. • Current discussions with Destination Melbourne are underway to remove distribution double-ups <p><u>Questions / Discussion</u> Ms Peters responded to questions on the map's distribution in Maribyrnong and how distribution is undertaken. The Committee passed on suggestions on the map relating to rail route names and locations, embassy and water taxi locations. <i>[Queries have been subsequently investigated by the project team and Committee members advised by email of any map changes].</i></p> <p>10.1 That the IMAP Implementation Committee resolves to note the ongoing development of the Inner Melbourne Map.</p> <p>MOVED CR ONG / Cr Cumming A vote was taken and the MOTION was CARRIED</p> <p>Cr Ong suggested making the map available to the Maribyrnong City Council for their general use. He felt this process should be as simple as possible. Cr Koce suggested IMAP change the Memorandum of Understanding to include Maribyrnong, thereby enabling Maribyrnong to utilise the map without restrictions in the same way as the other 4 councils. There was general support for this approach.</p> <p>10.2 That the IMAP Implementation Committee resolves to amend the Memorandum of Understanding to include the Maribyrnong City Council as a party to the Intellectual Property of the IMAP regional tourist map.</p> <p>MOVED CR KOCE / Cr Ong A vote was taken and the MOTION was CARRIED</p> <p><i>Action: Executive Officer to follow up changes to the IMAP map MoU to include Maribyrnong City Council</i></p>
11.	<p>Action 2.2 Visitor Signage Project</p> <p>Helen Hardwick, Program Manager Tourism Policy, City of Melbourne attended for this item. Ms Hardwick reported on recent progress:</p> <ul style="list-style-type: none"> • 8 councils and state authorities are represented on the coordinating committee. • These authorities agree that signs are inconsistent and don't talk to each other.

	<ul style="list-style-type: none"> • The committee has determined what to include in the Master Style Guide: vision and aspirations, objectives, scope, target audience - as well as design, icons, terminology etc. Wording is a key aspect of the project; clarity is important so that other Councils in Melbourne can pick this work up as well • David Nash's work resulted in substantial agreement between the councils, and signing guidelines developed for each council. • Coordinating with the Knox Council group working on Wayfinding Signs for bicycle trails so the 2 groups can work together. <p><u>Questions / Discussion</u></p> <p>Regarding use of existing posts to reduce clutter: David Nash's work has highlighted the need to reduce clutter and has given each Council some areas to work on initially.</p> <p>Ms Hardwick advised the coordinating committee would develop a couple of pilot routes to test; and regulatory signage authorities like VicRoads were keen to bolt this work onto their other signage systems and create connectivity between them.</p> <p>11.1 That the IMAP Implementation Committee notes the recent progress by the Melbourne visitor signage project.</p> <p>MOVED CR CUMMING / Cr Fristacky A vote was taken and the MOTION was CARRIED</p>
12.	<p>Action 6.3 Managing conflict in Activity Centres</p> <p>Anita Lange, Special Projects Manager, City of Port Phillip attended for this item.</p> <p>Ms Lange noted</p> <ul style="list-style-type: none"> • The CoPP Live Music guide was developed from a community first perspective, by developing a guide that seeks to first address the issues that are most pressing for the community. • There is strong support for live music in the City of Port Phillip. • The Guide had been influenced by the IMAP discussion and the work undertaken by; and consultation with, the Action 6.3 working group. • Discussions on the guide had been undertaken with the officer at State Government working with the Live Music Round Table. <p><u>Questions / Discussion</u></p> <p>Mr Lawler asked for clarification on the document as either a CoPP document or an IMAP document. He noted the CoM is working on a Live Music Policy instead of guidelines; and noted that it could be problematic if this Guide applied to the IMAP region. He suggested the resolution "note" rather than "endorse" the guide and submit it with IMAP's support. This would be sufficient to close off this action.</p> <p>Ms Lange noted consultation had occurred with all the IMAP councils and therefore all councils could use the Guide if they wished by removing the reference to the City of Port Phillip. The input from the IMAP councils justified it being brought to IMAP as a response to address the outstanding action.</p> <p>Cr Koce advised the Committee that he was the local government member of the Live Music Round Table – he saw this paper as a good initiative.</p> <p>Cr Ong noted the conflicts between residential users and venues were a big issue for the City of Melbourne, with many aspects to be addressed by their policy.</p> <p>Cr Cumming noted that individual councils have done their own thing in the past; the Guide provides a tool that all can utilise, plus it would be good for the other IMAP councils to look at the CoM policy once it has been completed. The Committee agreed to change the word in the resolution and to support the CoPP in submitting the document to the Music Round Table for consideration.</p> <p>12.1 That the IMAP Implementation Committee:</p> <ol style="list-style-type: none"> a. note the "Living with Live Music" guide prepared by the City of Port Phillip Live Music Working Group b. support the paper being formally submitted to the State Government Live Music Roundtable for their information/consideration <p>MOVED CR ONG / Cr Fristacky A vote was taken and the MOTION was CARRIED</p> <p><i>Action: CoPP to submit the "Living with Live Music" Guide to the Live Music Roundtable, noting the support of the IMAP Councils.</i></p>

13.	<p>Action 9.4 Green Demonstration Projects – Growing Green Guide</p> <p>The Executive Officer passed on an apology from the Project Team Leader and Project Officer who were unable to attend. She noted:</p> <ul style="list-style-type: none"> • Good progress in producing the draft Policy Options paper and draft Growing Green Guide attached for information. • Consultation being undertaken with a broad range of council staff and external stakeholders in the reference groups to finalise these documents. • The current Sustainability Accord funding takes the project through until February 2014 completion. , • The new VASP Application round closing in a week provides an opportunity for IMAP to promote the project's adaptability outcomes to a wider audience following completion date, through employing an officer to create education and website materials, and undertake broad training. • This application would extend the legacy of the project and promote greater adaptation of urban structures to climate change through the greening of buildings. She outlined the funding contribution and letters of support required. <p><u>Questions / Discussion</u></p> <p>The Committee members commented on the good progress being made and noted their support for the City of Melbourne to lead a further funding application.</p> <p>13.1 That the IMAP Implementation Committee:</p> <ol style="list-style-type: none"> a. note progress of the <i>Growing Green Guide for Melbourne</i> project. b. endorse the proposal to submit a funding application to the <i>Victorian Adaptation and Sustainability Partnership</i> and the commitment of \$50,000 funding from the IMAP Councils (i.e. \$10,000 each). c. agree to provide CEO Letters of Support for the VASP application; and d. confirm the City of Melbourne as the lead council for the extension of this project. <p>MOVED CR KOCE / Mr Lawler A vote was taken and the MOTION was CARRIED</p> <p><i>Action: Letters of Support for the VASP application to be forwarded from all Councils to Gail Hall, CoM</i></p>
14.	<p>Action 9.4 Green Demonstration Projects – Distributed Energy mapping</p> <p>Adam Zaborszczyk, Senior Sustainability Officer, City of Melbourne, attended and provided a presentation on the CSIRO model energy map.</p> <p>Mr Zaborszczyk explained:</p> <ul style="list-style-type: none"> • the map enabled strategic decisions for locating energy efficiency initiatives. • the City of Melbourne information has been modelled first due to the depth of information available through the CLUE database for commercial areas. • the draft map for Melbourne covers commercial properties only and is being extended out to other council areas. Maribyrnong is not included in the project. • CoM's City Lab consultation process will be used to establish the needs of end users and thereby determine the best IT platform to supply the information to the public to ensure its broadest use • the map indicates energy use and intensity across each precinct, with the largest users located around the hospital, university, casino, exhibition centre and arts centre precincts. This information will be combined with information about the network and identify areas where the electricity grid is constrained. • the map enables identification of areas that cannot handle additional loads. CitiPower are interested in collaboration and in providing real time data so the model can assess changes between day/night and summer/winter – this will enable better management of the network; for example, identifying where to reduces loads causing brown outs etc. • it is possible to check on individual buildings and see the characteristics of a property to help with decisions regarding loadings. The project team are working with GIS staff to ensure privacy is maintained. Blocks may need to be combined for public use of the model. <p><u>Questions / Discussion</u></p> <p>Mr Zaborszczyk noted the model is now built and its extension to include Maribyrnong would require</p>

	<p>additional information from CitiPower and Maribyrnong council. Mr Haining noted Maribyrnong has a lot of industrial users which could provide a contrast with commercial use areas. He was happy to discuss this further at a later time.</p> <p>Mr Zaborszczyk noted there is a range of energy uses in industrial areas – the project has little information about types of industry use, and this would be a work in progress.</p> <p>There was some discussion on distortions to the model across large parklands.</p> <p>14.1 That the IMAP Implementation Committee resolves to note the modelling progress on Action 9.4 Distributed Energy</p> <p>MOVED CR ONG / Cr Fristacky A vote was taken and the MOTION was CARRIED</p> <p><i>Action: Adam Zaborszczyk, CoM to investigate costs with CSIRO to extend the energy model to Maribyrnong</i></p>
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CONFIDENTIAL ITEMS

The public and Associate Members were excluded for this item.

<p>Procedural Motions:</p> <p>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 Section 89 (2)(d) Contractual Matters, of the Local Government Act 1989 (Time: 9.48am)</p> <p>MOVED CR FRISTACKY / Cr Cumming A vote was taken and the MOTION was CARRIED</p> <p>That the IMAP Implementation Committee resolves that the meeting be re-opened to the public (Time: 9.50am)</p> <p>MOVED CR ONG / Cr Fristacky A vote was taken and the MOTION was CARRIED</p>
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OTHER BUSINESS

17.	<p>Any other business:</p> <p><u>Cost of Skybus Promotion:</u> Ms Peters noted that this project was due to wind up at the end of August and evaluation would occur following this date. It was noted that the videos are available for use by the IMAP Councils and can be accessed via the IMAP website – some of the voice-over may require updating.</p> <p><u>Visitor Bus:</u> Ms Peters advised that the IMAP Councils are still looking at proposed routes in conjunction with the tourist bus operator.</p> <p><u>Committee changes:</u> Cr Cumming noted that this was the last meeting for some Councillors due to the mayoral election prior to the next meeting. The Chairman thanked the Mayors for their work on the Committee and noted that he looked forward to working with the incoming representatives.</p> <p>The meeting closed at 9.55am.</p> <p>Next Meeting Friday 29 November 2013 (8.00am) City of Stonnington</p>
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IMAP Implementation Committee Meeting 30 August 2013 – Endorsement of Minutes

Chairperson: Cr Ken Ong _____ Date _____

RESOLUTIONS

- 1.1 That the IMAP Implementation Committee resolves to **appoint** Cr Ken Ong as the Chair of the Meeting
- 2.1 That the IMAP Implementation Committee resolves to **note** the following apologies:
- Mr Warren Roberts, Chief Executive Officer, City of Stonnington
 - Cr Amanda Stevens, Mayor, City of Port Phillip
 - Ms Patricia Liew, Regional Director, Metropolitan NW Region, DTPLI - VicRoads
 - Mr Bruce Phillips, Director City Development, CoY
 - Ms Sandra Wade, Manager City Strategy, CoPP
 - Mr Barry McGuren, Manager Tourism Melbourne, CoM (Action 11)
 - Ms Gail Hall and Ms Julie Francis, CoM (Action 9.4)
- 4.1 That the IMAP Implementation Committee resolves to **confirm** the minutes of the IMAP Implementation Committee No. 30 held on 31 May 2013
- 5.1 That the IMAP Implementation Committee resolves to **note** the actions undertaken in response to business arising from the previous minutes.
- 6.1 That the IMAP Implementation Committee resolves to:
- a. **note** the Communications and Governance Briefing Paper
 - b. **approve** the 2013 meeting timetable for the IMAP Implementation Committee
 - c. **approve** the update to the IMAP Operational Protocol to include the Maribyrnong City Council
 - d. **approve** the update to the IMAP Implementation Committee's Memorandum of Understanding and Procurement Policy to include the Maribyrnong City Council; and authorise the Chief Executive Officers to sign the agreement on behalf of the Councils
 - e. **approve** the updated IMAP logo
- 7.1 That the IMAP Implementation Committee resolves to **receive** the IMAP Financial Report for the year ending 30 June 2013.
- 8.1 That the IMAP Implementation Committee resolves to **adopt**, with amendments, the 2012-13 Draft Annual Report and 2012-13 Draft Annual Report Summary
- 9.1 That the IMAP Implementation Committee resolves to **note** the IMAP Progress Report for August 2013 and to note comments made by the Committee.
- 10.1 That the IMAP Implementation Committee resolves to **note** the ongoing development of the Inner Melbourne Map.
- 10.2 That the IMAP Implementation Committee resolves to **amend** the Memorandum of Understanding to include the Maribyrnong City Council as a party to the Intellectual Property of the IMAP regional tourist map.
- 11.1 That the IMAP Implementation Committee notes the recent progress by the Melbourne visitor signage project.
- 12.1 That the IMAP Implementation Committee:
- a. **note** the "Living with Live Music" guide prepared by the City of Port Phillip Live Music Working Group
 - b. **support** the paper being formally submitted to the State Government Live Music Roundtable for their information/consideration
- 13.1 That the IMAP Implementation Committee:
- a. **note** progress of the *Growing Green Guide for Melbourne* project.
 - b. **endorse** the proposal to submit a funding application to the *Victorian Adaptation and Sustainability Partnership* and the commitment of \$50,000 funding from the IMAP Councils (i.e. \$10,000 each).
 - c. **agree** to provide CEO Letters of Support for the VASP application; and
 - d. **confirm** the City of Melbourne as the lead council for the extension of this project.
- 14.1 That the IMAP Implementation Committee resolves to **note** the modelling progress on Action 9.4 Distributed Energy

Procedural Motion:

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 Section 89 (2)(d) Contractual Matters, of the Local Government Act 1989 (*Time: 9.48am*)

Procedural Motion:

That the IMAP Implementation Committee resolves that the meeting be **re-opened** to the public (*Time 9.50am*)

ACTIONS PUBLIC RECORD

Item	Responsibility	Action	Due
5 Business Arising	Ms Ferres-Miles, DTPLI	Ms Ferres-Miles to follow up IMAP comments regarding cycling representation with DTPLI	Nov 2013
	Executive Officer	Executive Officer to arrange a meeting date for IMAP and OLV discussion on the inner Melbourne water plan and indicative timeline.	Sept 2013
	Executive Officer/Gail Hall CoM	Executive Officer to follow up with Dr Nick Williams, University of Melbourne to request a timeline for the successful green roof research project.	Nov 2013
6. Comms & Governance	Executive Officer	Executive Officer to write to Ian Dobbs inviting PTV to be an associate member of IMAP.	Sept 2013
	Executive Officer	Executive Officer to investigate amendments to the Operational Protocol (i.e. Section 11.1a. Unanimous votes and b. Majority votes) and Procurement Strategy (legislative changes) and arrange for final approval	Sept 2013
	Executive Officer	Executive Officer to amend the February 2015 meeting & circulate the meeting timetable to IMAP Councils for public notification	Completed
9. Progress Report	Executive Officer	Executive Officer to approach VicRoads to see if their network operating plans could be brought together for the IMAP Councils	Nov 2013
	Executive Officer/ Project team	Executive Officer/ Project team to follow up Ms Ferres-Miles offer for the Department to be included in Action 2.3 Bike network legibility project.	Sept 2013
	CEO, CoPP	Ms Slatter to forward a copy of CoPP's work on the Port of Melbourne Capacity Project to other members.	TBA
	Executive Officer	Executive Officer to amend the Progress Report Action 2.5 Bicycle Network to add Chapel Street etc	Completed
	Mr Lawler, CoM	Mr Lawler to circulate CoM's council report and resolution on the East-West Link	Completed
	CEO, CoY	CoY to circulate comments on their position on the East West link to other members	TBA
	Action 3.5 project team (Ian McLauchlan CoS)	Action 3.5 Project team to consider the Port Of Melbourne Origin-Destination Study which is due for release	TBA
10. Action 11	Executive Officer/ Michelle Dawson CoY	Executive Officer to follow up changes to the IMAP map MoU to include Maribyrnong City Council	Oct 2013
12 Action 6.3	Anita Lange, CoPP	CoPP to submit the "Living with Live Music" Guide to the Live Music Roundtable, noting the support of the IMAP Councils.	Completed
13 Action 9.4	CEOs	Letters of Support for the VASP application to be forwarded from all Councils to Gail Hall, CoM	Completed
14. Action 9.4	Adam Zaborszczyk, CoM	Adam Zaborszczyk, CoM to investigate costs with CSIRO to extend the energy model to Maribyrnong	Nov 2013