



Approved December 2010

Minutes
Inner Melbourne Action Plan
Implementation Committee
Meeting No 19 (27 August 2010)
City of Melbourne – Melbourne Administration Building

Attendees	<p>Cr Peter Clarke – Chair Future Melbourne (Planning) Committee, City of Melbourne (Chair)</p> <p>Cr Frank O'Connor – Mayor, City of Port Phillip</p> <p>Cr Tim Smith – Mayor, 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>Ms Connie Gibbons – Acting Chief Executive Officer, City of Stonnington</p> <p>Mr Geoff Robinson – Acting Director City Planning and Infrastructure, City of Melbourne</p>
Associate Partner Representatives	<p>Clare McArdle, Executive Director Melbourne 2030 Implementation Unit, DPCD</p> <p>Tony Pensabene, Director Policy & Research, DIIRD</p> <p>Rod Anderson, Manager Adaptable Communities, Statewide Services, DSE</p>
IMAP	<p>Elissa McElroy – IMAP Executive Officer</p>
Guests	<p>Sandra Wade, Manager City Strategy, City of Port Phillip</p> <p>Kate Simnett, Sustainable Transport Planner, City of Yarra</p> <p>Dan Costa, Project Manager, Capital Projects, City of Melbourne</p> <p>Gary Spivak, Housing Development Officer, City of Port Phillip</p> <p>Katherine Sinclair, HR/OD Officer, City of Stonnington</p> <p>Austin Ley, Manager City Research, City of Melbourne</p> <p>Stuart Outhred, Sustainable Transport Planner, City of Melbourne</p>

PRELIMINARIES

1.	<p>Appointment of Chair</p> <p>1.1 That the IMAP Implementation Committee resolves to appoint Cr Peter Clarke as the Chair of the meeting.</p> <p>MOVED Dr DIAMOND / Cr O'Connor A vote was taken and the MOTION was CARRIED</p>
2.	<p>Apologies</p> <p>2.1 That the IMAP Implementation Committee resolve to note the following apologies:</p> <ul style="list-style-type: none"> • Cr Jane Garrett– Mayor, City of Yarra • Ms Sally Semmens – Manager Established Suburbs, Urban & Regional Planning, DoT • Mr Geoff Lawler, Director City Planning & Infrastructure, City of Melbourne • Mr Warren Roberts - Chief Executive Officer, City of Stonnington • Mr Ian McLauchlan – Manager Transport & Parking, City of Stonnington • Cr Tim Smith –for lateness <p>MOVED Dr DIAMOND / Ms Rundle A vote was taken and the MOTION was CARRIED</p>



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3.	Suspension of City of Melbourne's Local Law No. 1 Conduct of Meetings (No 1 of 2001)
	<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 suspended for the duration of the meeting of the Inner Melbourne Action Plan Implementation Committee.</p> <p>MOVED Cr CLARKE / Mr Robinson A vote was taken and the MOTION was CARRIED</p>

ITEMS

4.	<p>Confirmation of Minutes - IMAP Implementation Committee</p> <p>4.1 That the IMAP Implementation Committee resolve to confirm the minutes of the IMAP Implementation Committee held on 28 May 2010.</p> <p>MOVED Cr O'CONNOR / Ms Rundle A vote was taken and the MOTION was CARRIED</p>
5.	<p>Confirmation of Minutes - IMAP Executive Forum</p> <p>5.1 That the IMAP Implementation Committee resolve to confirm the minutes of the IMAP Executive Forum held on 20 July 2010.</p> <p>MOVED Dr DIAMOND / Mr Robinson A vote was taken and the MOTION was CARRIED</p>
6.	<p>Business Arising</p> <p>The IMAP Executive Officer updated the Committee in relation to the City of Stonnington's response to the letter from Cr Bolitho, Chair Inner Melbourne Road Safe Committee regarding the establishment of an inner Melbourne community road safety group under the new VicRoads model [refer Item G (2) Matters Arising]. She advised that City of Stonnington [CoS] has responded positively to invitations to participate in both the inner Melbourne and the inner south east road safety groups. Accordingly, CoS will be in a combined group with the other IMAP Councils under this new initiative.</p> <p>The IMAP Executive Officer tabled two additional items of correspondence:</p> <ol style="list-style-type: none"> Letter from Department of Transport dated 23 August 2010 congratulating IMAP on the completion of the IMAP Greenlight project and confirming a repayment of \$35,699.52 will be invoiced. <i>The Executive Officer advised that some funds remain for this project should the Committee decide to undertake additional work.</i> Letter from City of Melbourne dated 24 August 2010 on behalf of the IMAP Action 2.5 Project Team inviting VicRoads to participate in a workshop to determine standardised bicycle lane treatment guidelines to be adopted across the four IMAP councils. <p>Sandra Wade, Manager City Strategy CoPP advised the Committee that the joint exhibition of the Water Sensitive Urban Design Plan change was completed. Only one objection had been received by CoY and it was understood that this had since been withdrawn.</p>



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- 6.1 That the IMAP Implementation Committee resolves to
- note** the correspondence and actions undertaken in response to Business Arising from previous minutes.
 - delete** the second item in relation to the Australian Retailers Association as the matter has now been overtaken by events.

MOVED Cr O'CONNOR/ Ms Rundle

A vote was taken and the MOTION was CARRIED

7.

Financial Report

The IMAP Executive Officer advised that the review of IMAP finances was completed. A surplus of \$298K had been transferred to the current financial year.

The budget for 2010/11 now indicated those IMAP funding surpluses already committed to ongoing individual Actions [Tourism, Greenlight, Affordable Housing] and identified a surplus of \$417K uncommitted IMAP funds, of which it was proposed \$155K would be spent under the current budget.

- 7.1 That the IMAP Implementation Committee resolves to
- receive** the End of Year Financial Report for the 2009-2010 financial year.
 - note** the 2010-11 IMAP Budget.

MOVED Cr CLARKE / Cr O'Connor

A vote was taken and the MOTION was CARRIED

8.

IMAP Progress Report - August

The Executive Officer noted that 13 actions had been completed (with the completion and near completion of the Wayfinding signs and Greenlight projects) and a further 8 were in progress. The IMAP Review has identified additional project briefs which can now be initiated.

- 8.1 That the IMAP Implementation Committee resolves to **note** the IMAP Progress Report for August 2010.

MOVED Mr ROBINSON / Dr Diamond

A vote was taken and the MOTION was CARRIED

9.

IMAP Communication and Governance

The IMAP Executive Officer advised that the City of Yarra would be considering the s 86 delegations at their October meeting and the City of Melbourne would look at them on 28th September. The CoM would be proposing that the new Instrument of Delegation take effect on the date the current delegation expires (Feb 2011). She had not yet been advised regarding the City of Port Phillip's position. She noted the need for the resolutions to be the same and had forwarded the updated Terms of Reference to all Council's governance officers to action.

- 9.1 That the IMAP Implementation Committee resolves to:
- note** the Communications and Governance briefing paper
 - approve** the meeting dates of the IMAP Implementation Committee for 2011
 - note** the requirement to update s 86 Special Committee delegations to the IMAP Implementation Committee under the Local Government Act before February 2011 if not already approved.



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MOVED Dr DIAMOND / Cr O'Connor

A vote was taken and the MOTION was CARRIED

Action: Forward meeting dates for 2011 to IMAP Councils; Follow up on s 86 delegations renewals

10.

Action 5.2 Affordable Housing – Progress Report

Gary Spivak, Housing Development Officer, City of Port Phillip attended for this item. He advised the Committee that this work followed on from his report to the last committee meeting, to engage developers in a discussion on affordable housing initiatives. The Executive Officer noted there were still funds available that had been set aside for Affordable Housing to cover this cost.

- 10.1 That the IMAP Implementation Committee resolves to fund the engagement of SGS Economics and Planning to the amount of \$4,200 plus GST to:
- a. Plan and facilitate a forum with the residential development industry; and
 - b. Prepare a report on the outcome of the forum.

MOVED Cr CLARKE / Cr O'Connor

A vote was taken and the MOTION was CARRIED

11.

Action 2.2 Regional Wayfinding Signage – Final Report

Dan Costa, City of Melbourne, and Kate Simnett, City of Yarra attended for this item.

Mr Costa advised that the tourism branch at the City of Melbourne were looking to increase signage throughout the city where there were gaps in coverage. Staff are talking with a range of other council departments to assess the best way forward and are strongly supportive of integrating the IMAP pilot signage approach into more areas in a consistent way. The IMAP map would continue to be the base map and a consistent theme for presentation of information, in line with the IMAP wayfinding signage project.

- 11.1 That the IMAP Implementation Committee resolves to:
- a. **Note** the completion and evaluation of Action 2.2 Wayfinding Signage demonstration project.
 - b. **Ensure** appropriate signs asset maintenance is now undertaken by individual Councils.

MOVED Cr O'CONNOR/ Ms Rundle

A vote was taken and the MOTION was CARRIED

12.

Action 3.3 Regional Parking Management – Car Sharing

Stuart Outhred, CoM attended for this item and tabled several copies of the report for distribution. Mr Outhred noted the consultant's report looks at the potential for car sharing in Melbourne, as car sharing has boomed internationally. The City of Melbourne and City of Stonnington had commissioned the research to make recommendations based on existing experiences.

Discussion and comments

Geoff Robinson advised that CoM looked to avoid bringing cars into the CBD where possible. CoM had tendered out their first lot of spaces and found there is significant demand. CoM looked to develop their street trading model and offer 12 spaces for several car hire companies to share or balance as a trial.



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The IMAP region is the most suitable area in Melbourne for Car Sharing, and is where significant benefits can be achieved (incl. reduced car ownership & use)

CoPP has been putting conditions on multi unit developments to provide car sharing spaces

CoY asked if there is benefit in extending out the offer of car sharing spaces beyond the CBD and felt the move would be supported.

CoM undertook to go out to all IMAP Councils to discuss putting together one broad tender and could hold off on their current approach to see if others wanted to join their tender initiative. Chairman noted that this could be included in the resolution.

CoPP commented that there are a lot of issues involved but that this is absolutely the way forward.

Geoff Robinson advised that CoM would charge car share operators for the use of parking space in the CBD, and would tender competitively to find a corporate body that can work the site and has the infrastructure to achieve the best use of the spaces. In a similar way to street traders, the best sites need to be identified and the tender process would work through the sites and select competitively for each. Sites would not just be given away.

CoPP noted that it was going to be difficult to determine how it would work, with different companies and different memberships with suppliers.

There was general consensus that Car Share schemes are good for IMAP Councils, and deserving of support.

12.1 That the IMAP Implementation Committee resolves to:

- a. **Note** the findings of the GHD Report on Car Sharing
- b. **Adopt** the car sharing concept in principle
- c. **Support** City of Melbourne discussion with other IMAP members on the potential of joining into a broader car share tender

Moved **Mr ROBINSON/ Cr O'Connor**

A vote was taken and the MOTION was CARRIED

[Cr Tim Smith, CoS joined the meeting at 8.45am]

Action: CoM to hold discussions with other IMAP Councils on joint car sharing tenders

13. IMAP Review

The Executive Officer advised that Attachment 10a set out:

- projects in blue which were completed or required signing off,
- projects in red which were new priorities and ongoing projects to be undertaken over the next 3 years, and
- projects in grey which were not prioritised at this stage but which would be picked up at a later date.

She advised that the new projects still required lead Councils to be appointed so that project teams and budgets could be put together and reported to the November meeting. She tabled a summary of the 8 new projects from Attachment 10b which required lead councils to be appointed.

The Executive Officer noted that those actions requiring sign off would be investigated and reported to the IMAP Committee so that the project could be signed off formally. She also advised that several Actions with a range of transport projects were being handled well by individual Councils under the IMAP banner and that this approach should continue with IMAP backup as required.

Discussion and Comments

CoPP were concerned that some projects like Hoddle Street were being dealt with on a joint basis while others were left to individual Councils.



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The Executive Officer noted that several of these projects may become regional priorities once IMAP has met with the Yarra Trams executives, and could be reconsidered at that time.

CoM noted the need to improve the quality of the Kingsway, lift the regional interface with State Government and include more on the new Metro project and its impacts. Public transport routes remain a priority in areas such as the Kingsway and Clarendon Street.

CoPP also noted Park Street from the Kingsway to Heather Street remains a priority as do the links across from Stonnington.

The Chairman recommended that a report be brought back to the November meeting on the blue items in Attachment 10a to ensure the Committee does not wish to take any of these further. The grey items which are not prioritised were accepted, and he noted the red items are to be referred to the Executive Forum to determine lead councils and project teams.

Action 5.3 – the Chairman noted the need to work well with state government seems to become a problem once there is a commercial imperative – as a result preliminary work then seems to be put aside and Councils end up negotiating once the development is planned. He advised that care needs to be taken that IMAP doesn't just revisit what has been done in the past. He suggested that perhaps Councils need to be the lead government in these developments. The Project team needs to identify where the real problems have been and work out how to get over these first. e.g. the Kensington development added a 20% increase in yield and significantly changes the development proposal. Integration and services break down once these kind of changes are made. All good intentions set down at the start get broken down in this process.

- 13.1 That the IMAP Implementation Committee resolves to:
- Approve** the IMAP three Year Implementation Plan as contained in Attachment 10a
 - Approve** the project briefs as detailed in Attachment 10b IMAP Review report
 - Convene** the Executive Forum to recommend which Councils will pay a lead role with respect to the new projects

MOVED Cr CLARKE/ Mr Robinson

A vote was taken and the MOTION was CARRIED

Action: Report back to IMAP Implementation Committee on the blue items in Attachment 10b IMAP Review report to ensure the Committee does not wish to take these further.

Action: Convene the Executive Forum to determine lead Councils for all new projects

14.

Associate member – Rod Anderson

The Chairman introduced Rod Anderson, the new Associate representative from the Department of Sustainability and Environment who was attending his first IMAP meeting. Rod gave a brief overview of his responsibilities and advised that he was aware of government funding that could be available for some of the IMAP projects.

15.

Action 7.7 University and Regional Development – WIL Progress Report

Katherine Sinclair (CoS) and Austin Ley (CoM) attended for this item.

Ms Sinclair noted the working party had produced the Managers Guide and now aimed to put together a promotion strategy for rolling the project out across the 4 partner Councils.

The Chairman asked about the use of Masters students, noting the strong linkages in the universities with university masters programmes and the innovative thinking that was contributed by students. He supported the initiatives being taken and felt this approach will lead to good creative thought in Councils. Ms Sinclair clarified that the document referred to Tertiary students and did not differentiate Masters programme students specifically, but that the approach taken would include them.



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Mr Ley noted that a range of options exist with different universities. His department was currently running a pilot using a range of maths students. The aim of this approach was to get consistency at all levels.

Mr Robinson noted that the Office of Knowledge Capital was now located within the City Research department and this alignment should extend the range of opportunities/networks to be considered and shared with other councils.

The Chairmen mentioned the useful links the CoM has with its Sister Cities which could develop into an exchange and learning program, giving us a global link in this area.

The Executive Officer asked that the CEOs advise their Executive Management Teams of their Council's support and promotion of this project so that their department managers are aware of this when the Project Team commence promotion of this project.

- 15.1 That the IMAP Implementation Committee resolves to:
- a. **Note** the draft Work Integrated Learning Manager's Guide and refer this for further consultation, amendment and adoption by individual Councils through the WIL Working Party; and
 - b. **Support** the WIL Working Party to promote the use of students across the 4 Councils.

MOVED Cr CLARKE/ Cr Smith

A vote was taken and the MOTION was CARRIED

Action: Executive Officers brief Executive Management Teams of support for the Work Integrated Learning project and advise managers of the planned promotion of students in Councils.

CONFIDENTIAL ITEMS

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

16. None listed

OTHER BUSINESS

17. Close

The meeting closed at 9.15am

Next Meeting

Confirmed: Next meeting is **Friday 26th November** (8.00am) City of Stonnington – Malvern Town Hall

IMAP Implementation Committee Meeting 27 August 2010 – Endorsement of Minutes

Chairperson: Cr P Clarke

Date:

Clarke *20/12/2010*



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RESOLUTIONS

- 1.1 That the IMAP Implementation Committee resolves to **appoint** Cr Peter Clarke as the Chair of the meeting.
- 2.1 That the IMAP Implementation Committee resolve to **note** the following apologies:
 - Cr Jane Garrett– Mayor, City of Yarra
 - Ms Sally Semmens – Manager Established Suburbs, Urban & Regional Planning, DoT
 - Mr Geoff Lawler, Director City Planning & Infrastructure, City of Melbourne
 - Mr Warren Roberts - Chief Executive Officer, City of Stonnington
 - Mr Ian McLauchlan – Manager Transport & Parking, City of Stonnington
 - Cr Tim Smith – 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.
- 4.1 That the IMAP Implementation Committee resolve to **confirm** the minutes of the IMAP Implementation Committee held on 28 May 2010.
- 5.1 That the IMAP Implementation Committee resolve to **confirm** the minutes of the IMAP Executive Forum held on 20 July 2010.
- 6.1 That the IMAP Implementation Committee resolves to
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 - a. **receive** the End of Year Financial Report for the 2009-2010 financial year.
 - b. **note** the 2010-11 IMAP Budget.
- 8.1 That the IMAP Implementation Committee resolves to **note** the IMAP Progress Report for August 2010.
- 9.1 That the IMAP Implementation Committee resolves to:
 - a. **note** the Communications and Governance briefing paper
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 - c. **note** the requirement to update s 86 Special Committee delegations to the IMAP Implementation Committee under the Local Government Act before February 2011 if not already approved.
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 - Support** the WIL Working Party to promote the use of students across the 4 Councils.

ACTIONS PUBLIC RECORD

Item	Responsibility	Action	Due
9 Comms & Governance	IMAP Executive Officer	Forward meeting dates for 2011 to IMAP Councils; follow up on s86 delegation renewals	Feb 2011
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
13 IMAP Review	IMAP Executive Officer & Project Teams	Report back to IMAP Implementation Committee on the blue items in Attachment 10b IMAP Review report to ensure the Committee does not wish to take these further.	Feb 2011
13 IMAP Review	IMAP Executive Officer & Project Teams	Convene the Executive Forum to determine lead Councils for all new projects	Sept 2010
15 WIL Report Action 7.7	CEOs/Director	Executive Officers brief Executive Management Teams of support for the Work Integrated Learning project and advise managers of the planned promotion of students in Councils.	Feb 2011

