

**IMAP Implementation Committee**  
**Financial Report for the Year ending 30 June 2012**  
**1 July 2011 – 30 June 2012**

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## Background

1. The IMAP financial position was last noted at the IMAP Implementation Committee meeting held 25 May 2012
2. Retained Earnings carried forward from the 2010-2011 financial year totalled **\$302,577** (excluding GST). This included a surplus of \$40,684 in the regional tourism funds.

## Income

3. All IMAP Annual Council contributions (\$30K), Regional Tourism Contributions (\$20K) and the Distributed Energy project (\$13.5K) funding has been invoiced and received for the 2011/12 financial year. [CoS paid the Distributed Energy project contribution in the last financial year - the amount is included in the Carry Forward.]
4. Part funding for the Action 9.4 Growing Green Guide project was invoiced to the cities of Melbourne and Port Phillip (\$20K each). Stonnington and Yarra have budgeted for this in 2012/13.
5. The City of Maribyrnong has been invoiced for a contribution of \$35,830 in 2011/12 (\$20K Tourism project; \$15,830 transport projects).
6. Additional funds were received from the City of Yarra (\$5000) and the City of Melbourne (\$15,000) at year end to help cover expenditure on the IMAP Tourism map.
7. **Total Income** for the 12 month period to 30 June 2012:

### 2800 Sundry Income:

Retained Earnings carried forward from 2010-11	\$302,577	
<b>Action 9.4</b> Distributed Energy Project @\$13.5K- CoM, CoPP, CoY	\$ 40,500	
Growing Green Guide @\$20K - CoM, CoPP	\$ 40,000	
<b>Strategy 11</b> Regional Tourism Annual Contributions @\$20K	\$ 80,000	
IMAP Map Licensing fees – 3 licensees	\$ 1,170	
Additional funds for IMAP Map – CoM, CoY	\$ 20,000	
Regional Tourism contribution (City of Maribyrnong)	\$ 20,000	
IMAP Transport projects (City of Maribyrnong)	\$ 15,830	
Reimbursement Training Course	\$ 5,900	\$525,977

### 2810 Contract Income:

<b>IMAP</b> Annual Contributions @\$30k – 4 councils	\$120,000
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**TOTAL OPERATING INCOME** **\$645,977**

## Expenditure

8. **Total Expenditure** for the 12 month period to 30 June 2012:

### 4040 Contract staff

<b>Action 7.4</b> WIL project staff	- first payment to CoM	\$ 8,605	
	- second payment to CoM	\$ 18,042	\$ 26,647

### 4102 Catering

<b>IMAP</b> Catering - informal meetings	\$ 217
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### 4104 Postage & Courier

<b>IMAP</b> Courier - Committee papers	\$ 161
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### 4105 Printing

<b>Strategy 11</b>	Map Reprint [300,000] Aug 2011	\$ 26,800	
	Map - print run [200] test new colours Feb 2012	\$ 455	
	Map – Bulk purchase of paper stock	\$ 36,980	
	Map – print run [200] test new colours	\$ 192	
	Map – Printers plate change for reprint Mar 2012	\$ 965	
	Map Reprint [100,000]	\$ 3,853	
	Map Reprint [400,000]	\$ 15,008	
<b>Action 9.2</b>	Factsheets and Folder printing	\$ 2,084	
	SDAPP Rollaway Banner	\$ 350	
	Banner artwork	\$ 240	\$86,927
<b>4108 Stationery</b>			
<b>IMAP</b>	Meetings - Stationery Reimbursements		\$ 383
<b>4130 Advertising</b>			
<b>Strategy 11</b>	Advert Melbourne Style Magazine	\$ 6,750	
	Sponsorship CAUTHE conference	\$ 2,273	\$ 9,023
<b>4131 Promotional Publications</b>			
<b>Strategy 11</b>	Tourist Map distribution		
	- Jun 2011	\$ 290	
	- Jul	\$ 379	
	- Aug	\$ 277	
	- May (late payment)	\$ 339	
	- Sep	\$ 385	
	- Oct	\$ 355	
	- Nov	\$ 312	
	- Dec	\$ 445	
	- Jan	\$ 389	
	- Feb	\$ 367	
	- Mar	\$ 391	
	- Apr	\$ 353	
	- May	\$ 319	
	Advert design (Melb Style magazine)	\$ 280	
<b>Action 7.4</b>	WIL Showcase poster	\$ 600	
<b>IMAP</b>	Annual Report 2010-11 design & print	\$ 6,480	\$ 11,961
<b>4142 Local travel</b>			
<b>IMAP</b>			\$ 17
<b>4150 Consulting Fees</b>			
<b>IMAP</b>	Website hosting 12 months	\$ 2,646	
<b>Action 5.2</b>	CLT research contribution	\$ 10,000	
<b>Action 9.2</b>	Design of ESD fact sheet template	\$ 2,550	
	Graphic design 11 fact sheets, 1 coversheet	\$ 28,005	
	Web ready files	\$ 4,026	
<b>Action 9.4</b>	Water Sensitive Cities report	\$ 4,900	
	Distributed Energy 1 <sup>st</sup> payment to CSIRO	\$100,000	
<b>Strategy 11</b>	IMAP Map adjustments – Visual Voice	\$ 400	
	IMAP Map Changes Stage 1	\$ 1,818	
	IMAP Map changes – final art	\$ 7,000	
	Advertisement graphic design	\$ 160	\$161,505
<b>5102 Internal Catering</b>			
<b>IMAP</b>	Catering – Planning Process Review meeting	\$ 180	
	Catering – IMAP Committee & meetings	\$ 248	\$ 428
<b>TOTAL EXPENDITURE</b>			<b><u>\$297,269</u></b>
<b>NET SURPLUS</b>			<b><u>\$348,708</u></b>

## Recommendation

- That the IMAP Implementation Committee resolves to **receive** the IMAP Financial Report for the Year Ending 30 June 2012.

31 August 2012

Attachment 4a

## Reporting Scope - IMAP

Year end report.

*Operating & Capital Works Statement for period ended June 2012*

<u>CURRENT MONTH</u>				<u>YEAR TO DATE</u>				
	Total Committed	Budget	Variance	Unmatched Purchase Orders	Actuals	Total Committed	Budget	Variance
2800 - Sundry Income	398	0	398	0	525,977	525,977	0	525,977
2810 - Contract Income	0	0	0	0	120,000	120,000	0	120,000
Other Revenue	398	0	398	0	645,977	645,977	0	645,977
<b>Total Operating Income</b>	<b>398</b>	<b>0</b>	<b>398</b>	<b>0</b>	<b>645,977</b>	<b>645,977</b>	<b>0</b>	<b>645,977</b>
4040 - Contract Staff	18,042	0	-18,042	0	26,647	26,647	0	-26,647
Employee Benefits	18,042	0	-18,042	0	26,647	26,647	0	-26,647
4102 - Catering	0	0	0	0	217	217	0	-217
4104 - Postage & Couriers	0	0	0	0	161	161	0	-161
4105 - Printing	17,092	0	-17,092	0	86,927	86,927	0	-86,927
4108 - Stationery - General	52	0	-52	0	383	383	0	-383
4130 - Advertising	2,273	0	-2,273	0	9,023	9,023	0	-9,023
4131 - Promotional Publications	319	0	-319	0	11,961	11,961	0	-11,961
4142 - Local Travel	0	0	0	0	17	17	0	-17
4150 - Consulting Fees	111,186	0	-111,186	0	161,505	161,505	0	-161,505
5102 - Internal Catering Charges	0	0	0	0	428	428	0	-428
Administration Expenditure	130,922	0	-130,922	0	270,623	270,623	0	-270,623
<b>Total Operating Expenditure</b>	<b>148,964</b>	<b>0</b>	<b>-148,964</b>	<b>0</b>	<b>297,269</b>	<b>297,269</b>	<b>0</b>	<b>-297,269</b>
<b>Operating Profit / (Loss)</b>	<b>-148,566</b>	<b>0</b>	<b>-148,566</b>	<b>0</b>	<b>348,708</b>	<b>348,708</b>	<b>0</b>	<b>348,708</b>
<b>Net Surplus / (Deficit)</b>	<b>-148,566</b>	<b>0</b>	<b>-148,566</b>	<b>0</b>	<b>348,708</b>	<b>348,708</b>	<b>0</b>	<b>348,708</b>