

IMAP Implementation Committee

Financial Report for the Six Months ending 31 December 2011

1 July 2011 – 31 December 2011

Background

1. The IMAP financial position was last noted at the IMAP Implementation Committee meeting held 18 November 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.
4. **Total Income of \$548,977** was recorded for the 6 month period to 31 December 2011.

2800 Sundry Income:

Retained Earnings carried forward from 2010-11	\$302,577	
Strategy 9 - Distributed Energy Project @\$13.5k* – CoM, CoPP. CoY	\$40,500	
Strategy 11 – Regional Tourism Contributions @\$20k - 4 councils	\$80,000	
Reimbursement Training Course	\$5,900	\$428,977

2810 Contract Income:

Annual Contributions @\$30k – 4 councils		\$120,000
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TOTAL OPERATING INCOME **\$548,977**

**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 \$57,886** was paid during the 6 month period to 31 December 2011.

4040 Contract staff

Action 7.4	WIL project staff - first payment to CoM	8,605
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4102 Catering

IMAP	Catering - informal meetings	\$74
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4104 Postage & Courier

IMAP	Courier - Committee papers	\$161
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4105 Printing

Strategy 11	Map Reprint [300,000] Aug 2011	\$26,800
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4108 Stationery

IMAP	Meetings - Stationery Reimbursements	\$133
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4131 Promotional Publications

Strategy 11	Tourist Map distribution		
	- Jun 2011	\$290	
	- July	\$379	
	- Aug	\$277	
	- May (late payment)	\$339	
	- Sept	\$385	
	- Oct	\$355	
	- Nov	\$311	
Action 7.4	WIL Showcase poster	\$600	
IMAP	Annual Report 2010-11 design & print	\$6,480	\$9,417

4142 Local travel**IMAP**

\$17

4150 Consulting Fees**IMAP**

Website hosting 12 months

\$2,646

Action 11

IMAP Map adjustments – Visual Voice

\$400

Action 9.4

Water Sensitive Cities report

\$4,900

Strategy 11

IMAP Map Changes Stage 1

\$1,818

Action 9.2

Design of ESD Fact Sheet template

\$2,550

\$12,314

5102 Internal Catering**IMAP**

Catering – Planning Process Review meeting

\$180

Catering – IMAP Committee

\$111

Catering - Reimbursements

\$74

\$365

TOTAL EXPENDITURE**\$57,886****NET SURPLUS****\$491,091****Recommendation**

6. That the IMAP Implementation Committee resolves to **receive** the IMAP Financial Report for the period ending 31 December 2011.

Reporting Scope - IMAP*Operating & Capital Works Statement for period ended December 31 2011*

CURRENT MONTH				YEAR TO DATE					FULL YEAR		
	Total Committed	Budget	Variance	Unpaid Purchase Orders	Actuals	Total Committed	Budget	Variance	Forecast	Budget	Variance
2800 - Sundry Income	0	0	0	0	428,977	428,977	0	428,977	0	0	0
2810 - Contract Income	0	0	0	0	120,000	120,000	0	120,000	0	0	0
Other Revenue	0	0	0	0	548,977	548,977	0	548,977	0	0	0
Total Operating Income	0	0	0	0	548,977	548,977	0	548,977	0	0	0
4040 - Contract Staff	0	0	0	0	8,605	8,605	0	(8,605)	0	0	0
Employee Benefits	0	0	0	0	8,605	8,605	0	(8,605)	0	0	0
4102 - Catering	0	0	0	0	74	74	0	(74)	0	0	0
4104 - Postage & Couriers	0	0	0	0	161	161	0	(161)	0	0	0
4105 - Printing	0	0	0	0	26,800	26,800	0	(26,800)	0	0	0
4108 - Stationery - General	0	0	0	0	133	133	0	(133)	0	0	0
4131 - Promotional Publications	911	0	(911)	0	9,417	9,417	0	(9,417)	0	0	0
4142 - Local Travel	0	0	0	0	17	17	0	(17)	0	0	0
4150 - Consulting Fees	4,368	0	(4,368)	0	12,314	12,314	0	(12,314)	0	0	0
5102 - Internal Catering Charges	0	0	0	0	365	365	0	(365)	0	0	0
Administration Expenditure	5,279	0	(5,279)	0	49,281	49,281	0	(49,281)	0	0	0
Total Operating Expenditure	5,279	0	(5,279)	0	57,886	57,886	0	(57,886)	0	0	0
Operating Profit / (Loss)	(5,279)	0	(5,279)	0	491,091	491,091	0	491,091	0	0	0
Net Surplus / (Deficit)	(5,279)	0	(5,279)	0	491,091	491,091	0	491,091	0	0	0

IMAP Projects - Three Year Implementation Plan (Amended - Incl Maribyrnong Contributions)

EXPENDITURE									
ACTION	DESCRIPTION	Status	LEAD COUNCIL	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	1. Establish joint view on Hoddle St				
		New			2. Boulevard Study			40,000	
2.5	Bicycle Network:	Ongoing	CoM	Haig Poulson	1. Capital Program - Bike Lanes	As per Councils budgets			
		New			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	Richard Smithers	Develop case studies etc	15,000	25,000		
3.3	Regional Parking Management	Current	CoM	Stuart Outhred	Value of on street car parking - research <i>(Note \$40K budget + CoMar contribution of \$10K deleted as confirmed project being undertaken by DoT)</i>	0			0
3.5	Reduced through traffic	Current	CoS	Ian McLauchlan	1. Reduce the impact of through traffic <i>(CoMar contribution \$10K x 2 yrs = +\$20K)</i>	60,000	40,000		
		New	CoM	Richard Smithers	2. Parking provisions which support sustainable transport <i>(CoMar contribution \$10K x 2 yrs = +\$20K)</i>		35,000	65,000	
4.4	Enhanced bus priority	New	All		Support and advocate for implementation of preferred routes				
4.7	Improvements to public transport services	Current	CoM	Richard Smithers	Consultation as part of Melbourne Transport Strategy				
5.2	Affordable Housing	Current	CoPP	Gary Spivak	Ongoing housing initiatives/CLT research	10,000			
5.3	Integrating public housing estates	New	CoY	Malcolm McCall	Develop model to address 3 problem issues identified	15,000			
5.4	Social Infrastructure and Services	Current	CoY	Malcolm McCall	Map growth areas & locate current services to identify funding requirements for future planning	10,000	10,000		
5.5	Infrastructure Development					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	Stefan Metrick	Freight Movement Strategic Plan <i>(CoMar contribution \$5.8K x 3 yrs = +\$17.5K)</i>	25,830	25,830	35,840	
9.2	Environmentally Sustainable Design - commercial buildings	New	CoPP	Steven McKellar & others	1. Communication Strategy -Develop ESD Guideline Practice Sheets for public, Identify Best Practice, promote to developers	35,000			
		New	CoPP	Steven McKellar & others	2. Review IMAP Councils & others ESD Policies, tools & methodologies;define IMAP advocacy	20,000	10,000		
		New	CoS	Stephen Morrell	3. Identify ESD retrofit issues			30,000	
9.4	Green Demonstration Projects	Completed	CoS	Geoff Ovens	1. Develop case studies on water sensitive cities				
		Current	CoM	Gail Hall	2. Develop an approach for green roof initiatives	15,000	35,000		
					Top-up funding - as per Executive Forum decision - Council Payments	40,000	40,000		
		New	CoM	Adam Zaborszczyk	3. Distributed Energy - Map the potential & likely locations of distict energy cogeneration systems	100,000	80,000		
10.1	Regional Open Space & trail network		CoY	Justin Hanrahan	Identify linkages and gaps in OS and trail network				
11	Regional Tourism Strategy		CoS	Jan Jacklin	3 year Tourism Strategy-Yrs 2 & 3 <i>(CoMar contribution \$20K x 4 yrs = +\$80K)</i>	100,000	100,000	100,000	100,000
	Total Expenditure					524,030	425,830	285,840	115,000
REVENUE						2011/12	2012/13	2013/14	2014/15
Retained Funds						302,577	94,877	54,877	24,877
Funding 2011/12 - Year 6 (Current Year)									
IMAP Councils Annual Contribution						\$30K per Council	120,000		
IIMAP 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		
City of Maribyrnong Contribution							35,830		
Funding 2012/13 - Year 7									
IMAP Councils Annual Contribution						\$35K per Council	140,000		
IIMAP 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 CoS)	40,000		
City of Maribyrnong Contribution							45,830		
Funding 2013/14 - Year 8									
IMAP Councils Annual Contribution						\$35K per Council		140,000	
IIMAP Councils Annual Tourism Contribution						\$20K per Council		80,000	
City of Maribyrnong Contribution								35,840	
Funding 2014/15- Year 9									
IMAP Councils Annual Contribution						\$30K per Council			120,000
IIMAP Councils Annual Tourism Contribution						\$20K per Council			80,000
City of Maribyrnong Contribution									20,000
Total Revenue						618,907	480,707	310,717	244,877

Please note that the following calculation does not include Operationla Costs estimates at about \$41,500 per council per year.
Shaded costs indicate Briefs have been prepared for this funding