

IMAP Implementation Committee

Financial Report for the 9 Months ending 31 March 2013

1 July 2012 – 31 March 2013

Background

1. The IMAP financial position was last noted at the IMAP Implementation Committee meeting held 1 March 2013.
2. Retained Earnings carried forward from the 2011-2012 financial year totalled **\$348,708** (excluding GST). This included a surplus of \$60,200 in the regional tourism funds – of which approximately \$20K was committed but not spent due to timing of invoices for 2011-12 activities.

Income

3. All IMAP Annual Council contributions (\$35K), Regional Tourism Contributions (\$20K), the Distributed Energy project final payment (\$20K), Green Roofs project (final payment of \$20K from 2 remaining Councils) and City of Maribyrnong funding of tourism, transport and sign projects have been received.
4. **Total Income** for the 9 month period to 31 March 2013:

2800 Sundry Income:

Retained Earnings carried forward from 2011-12	\$348,708	
IMAP Councils Annual Tourism Contribution (\$20K each)	\$ 80,000	
IMAP Councils Distributed Energy contribution (\$20K each)	\$ 80,000	
CoS & CoPP Growing Green Guide contributions	\$ 40,000	
Maribyrnong Annual Tourism Contribution	\$ 20,000	
Maribyrnong Transport projects contribution	\$ 25,830	
Maribyrnong Sign Project contribution	\$ 4,000	
Publicity Press Licence fee - IMAP map	\$ 398	\$598,936

2810 Contract Income:

IMAP Councils Annual IMAP Contribution (\$35K each)	\$140,000
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TOTAL OPERATING INCOME	\$738,936
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Expenditure

5. **Total Expenditure** for the 9 month period to 31 March 2013:

4102 Catering

Strategy 11	Epicure TEE Conference breakfast	\$ 1,448	
IMAP	Meetings – Executive officer	\$ 198	\$ 1,646

4104 Postage & Couriers

IMAP	Agenda distribution		\$ 256
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4105 Printing

Strategy 11	Map print run - 500K copies		\$ 19,625
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4108 Stationery

IMAP	Agendas		\$ 73
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4109 Subscriptions

Action 9.2 & 9.4	Basecamp - Monthly subscriptions	\$	48	
	Basecamp - Annual Subscription- balance	\$	240	
IMAP	Renewal IMAP Domain	\$	50	\$ 338

4122 Venue Hire

Action 7.7	WIL Showcase CoM – venue & catering			\$ 1,359
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4130 Advertising

Strategy 11	Skybus Campaign - Graphic Design	\$	396	
	Skybus Campaign - Graphic Design	\$	296	
	Sponsorship TEE conference	\$	15,000	
	Sponsorship TEE conference – balance	\$	5,000	\$ 20,692

4131 Promotional Publications

Strategy 11	Tourist Map distribution			
	- Jun 2012	\$	357	
	- Jul	\$	331	
	- Aug	\$	390	
	- Sept	\$	344	
	- Oct	\$	291	
	- Nov	\$	457	
	- Dec	\$	-	
	- Jan	\$	486	
	- Feb	\$	357	
	CBD Tourist map license fee	\$	1,700	
	Cruise Arrivals Guide Map revisions	\$	188	\$ 4,901

4142 Local travel

IMAP	Taxi			\$ 17
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4150 Consulting Fees

IMAP	Website hosting 12 months	\$	2,779	
	Annual Report and Summary design & print	\$	5,430	
Action 9.2	Design of ESD Introduction fact sheet	\$	2,280	
Strategy 11	Skybus promotion – Familiarisation tour App	\$	6,000	
	Skybus promotion – Familiarisation tour App	\$	3,059	
	Skybus Campaign Spring payment	\$	9,376	
	Skybus Campaign Summer payment	\$	9,376	
	IMAP Map Edits & CBD Licence	\$	2,163	
Action 5.3	Public Housing Research – consultant 1 st payment	\$	11,960	
	Public Housing Research – consultant 2nd payment	\$	8,970	
	Public Housing Research – consultant 3rd payment	\$	8,970	
Action 3.5	Reduce Through traffic – consultant fees 1 st payment	\$	5,947	
	Reduce Through traffic – consultant fees 2nd payment	\$	14,869	\$ 91,179

4180 Training and Conferences

Action 7.7	2 registrations ACEN Conference Geelong			\$ 545
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5102 Internal Catering

IMAP	Catering – July Action 3.5 tender evaluations	\$	88	
	Catering - Dec IMAP Committee	\$	100	\$ 188

TOTAL EXPENDITURE	\$140,821
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NET SURPLUS	\$598,115
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Refer to Attachment 4b to see total expenditure against project budgets to date.

Recommendation

- That the IMAP Implementation Committee resolves to **receive** the IMAP Financial Report for the Nine Months ending 31 March 2013.

Reporting Scope - IMAP

ATTACHMENT 4B

Operating & Capital Works Statement for period ended March 2013

CURRENT MONTH				YEAR TO DATE				
	Total Committed	Budget	Variance	Unmatched Purchase Orders	Actuals	Total Committed	Budget	Variance
2800 - Sundry Income	398	0	398	0	598,936	598,936	0	598,936
2810 - Contract Income	0	0	0	0	140,000	140,000	0	140,000
Other Revenue	398	0	398	0	738,936	738,936	0	738,936
Total Operating Income	398	0	398	0	738,936	738,936	0	738,936
4102 - Catering	0	0	0	0	1,646	1,646	0	-1,646
4104 - Postage & Couriers	0	0	0	0	256	256	0	-256
4105 - Printing	0	0	0	0	19,625	19,625	0	-19,625
4108 - Stationery - General	0	0	0	0	73	73	0	-73
4109 - Subscriptions	0	0	0	0	338	338	0	-338
4122 - Venue Hire	0	0	0	0	1,359	1,359	0	-1,359
4130 - Advertising	0	0	0	0	20,692	20,692	0	-20,692
4131 - Promotional Publications	357	0	-357	0	4,901	4,901	0	-4,901
4142 - Local Travel	0	0	0	0	17	17	0	-17
4150 - Consulting Fees	14,869	0	-14,869	0	91,179	91,179	0	-91,179
4180 - Training/Conferences	0	0	0	0	545	545	0	-545
5102 - Internal Catering Charges	0	0	0	0	188	188	0	-188
Administration Expenditure	15,226	0	-15,226	0	140,821	140,821	0	-140,821
Total Operating Expenditure	15,226	0	-15,226	0	140,821	140,821	0	-140,821
Operating Profit / (Loss)	-14,828	0	-14,828	0	598,115	598,115	0	598,115
Net Surplus / (Deficit)	-14,828	0	-14,828	0	598,115	598,115	0	598,115

IMAP Projects: Expenditure against Budget - 2012-13

Funding Model

REVENUE				BUDGET 2012 13 Year 7	ACTUALS 1st qtr	ACTUALS 2nd qtr	ACTUALS 3rd qtr	Total revenue	VARIANCE
IMAP Councils Annual Contribution				140,000		140,000		140,000	
IIMAP Councils Annual Tourism Contribution				80,000		80,000		80,000	
IMAP Councils Action 9.4 Distributed Energy Contribution				80,000		80,000		80,000	
IMAP Councils Action 9.4 Green Roof Project				40,000		40,000		40,000	
City of Maribyrnong Contribution (Wayfinding signs project extension)				4,000		4,000		4,000	
City of Maribyrnong Contribution				45,830		45,830		45,830	
Publicity Press Licence fee							398	398	
Total Revenue				389,830	0	389,830	398	390,228	398
PROJECT ALLOCATIONS				BUDGET 2012 13 Year 7	ACTUALS 1st qtr	ACTUALS 2nd qtr	ACTUALS 3rd qtr	Total Exp to date	VARIANCE
IMAP	General Expenses	Ongoing	IMAP Annual Report, Website, catering etc	15,000	2,866	6,125		8,991	-6,009
1.4	Boulevards & Major Roads - Hoddle Street	Current	1. Establish joint view on Hoddle St					0	0
		Not started	2. Boulevard Study					0	0
2.4	Wayfinding signs		CoM Project extension (Approved Aug 2012)	20,000				0	-20,000
2.5	Bicycle Network:	Current	1. Capital Program - Bike Lanes					0	0
		Not started	2. Measure & map Level of Service rating					0	0
2.6/4.3	Public transport/Bus Reviews	Current	Advocacy role					0	0
3.2	Roads as Places	Current	Develop case studies etc	40,000				0	-40,000
3.3	Regional Parking Management	Current	Value of on street car parking - research (Note Budget deleted - confirmed project being undertaken by DoT)					0	0
3.5	Reduced through traffic	Current	1. Reduce the impact of through traffic (Includes CoMar contribution \$20K)	100,000		5,947	14,869	20,816	-79,184
		Not started	2. Parking provisions which support sustainable transport (Includes CoMar contribution \$20K)	35,000				0	-35,000
4.4	Enhanced bus priority	Not started	Support and advocate for implementation of preferred routes					0	0
4.7	Improvements to public transport services	Current	Consultation as part of Melbourne Transport Strategy					0	0
5.2	Affordable Housing	Current	Ongoing housing initiatives/CLT research					0	0
5.3	Integrating public housing estates	Current	Develop model to address 3 problem issues identified (Budget reviewed)	30,000	20,930	8,970		29,900	-100
5.4	Social Infrastructure and Services	Current	Map growth areas & locate current services to identify funding requirements for future planning	20,000				0	-20,000
5.5	Infrastructure Development			20,000				0	-20,000
7.2	Support Creative Businesses	New						0	0
7.7	University and regional development	Current	Involving students in Council - Student placement officer	25,953	545	1,359		1,904	-24,049
8.1	Priority for freight movement *	Not started	Freight Movement Strategic Plan (Includes CoMar contribution \$17.5K)	51,660				0	-51,660
9.2	Environmentally Sustainable Design - commercial buildings	Current	Communication Strategy -Develop ESD Factsheets, Identify Best Practice, promote to developers	17,692	2,328	240		2,568	-15,124
		Not started	Review ESD Policies, tools & methodologies, advocacy	10,000				0	-10,000
		Not started	Identify ESD retrofit issues					0	0
9.4	Green Demonstration Projects	Current	Develop an approach for Green Roof initiatives	130,000				0	-130,000
		Current	Distributed Energy - Map the potential & likely locations of district energy cogeneration systems	80,000				0	-80,000
10.1	Regional Open Space & trail network	Current	Identify linkages and gaps in OS and trail network					0	0
11	Regional Tourism Strategy	Current	3 year Tourism Strategy-Yrs 2 & 3 (Includes CoMar contribution \$20K pa)	100,000	23,058	43,068	10,515	76,641	-23,359
Total Expenditure				695,306	49,727	65,709	25,384	140,820	(554,485)
Net Surplus (Deficit)				-305,476				249,408	
Opening Balance of IMAP Account				348,708				348,708	
Closing Balance of IMAP Account				43,232				598,116	

Please note that the funding calculation does not include Operational Costs of \$41,403 per council in 2012/13.