

IMAP Implementation Committee

Financial Report for the 12 months ending 30 June 2014

1 July 2013 – 30 June 2014

Background

1. The IMAP financial position was last noted at the IMAP Implementation Committee meeting held 30 May 2014
2. Retained Earnings carried forward from the 2012-13 financial year totalled **\$529,387** (excluding GST).

Income

3. Funding received included:
 - IMAP Annual Council contributions (\$35K each)
 - IMAP Council's Regional Tourism Contributions (\$20K each)
 - Additional contribution towards map changes from Maribyrnong City Council (MCC)
 - IMAP Map - Licensing revenue
4. **Total Income** for the 12 month period to 30 June 2014:

| | | |
|--|------------|------------------|
| 2800 Sundry Income: | | |
| Retained Earnings carried forward from 2012-13 | \$ 529,387 | |
| IMAP Councils Annual Tourism Contribution (5 Councils) | \$ 100,000 | |
| IMAP Tourism Map IP Licence fees (3 licensees) | | \$ 1,206 |
| Contribution to map changes (MCC) | \$ 5,000 | \$635,593 |
| 2810 Contract Income: | | |
| IMAP Councils Annual IMAP Contribution (5 Councils) | | \$175,000 |
| <hr/> | | |
| TOTAL OPERATING INCOME | | \$810,593 |

Expenditure

5. **Total Expenditure** for the 12 month period to 29 August 2014:

| | | |
|--------------------------------------|---------------------------------------|-----------|
| 4040 Contract Staff | | |
| IMAP | IMAP Review staff (CoM reimbursement) | \$ 12,219 |
| 4104 Postage & Couriers | | |
| IMAP | Agenda distribution | \$ 416 |
| 4105 Printing | | |
| Strategy 11 | IMAP map printing (250,000 copies) | \$ 23,200 |
| | AIDS map printing | \$ 3,816 |
| 4108 Stationery – General | | |
| IMAP | Reimbursement – Office stationery | \$ 172 |
| 4131 Promotional Publications | | |
| Strategy 11 | Tourist Map distribution – June | \$ 325 |
| | July | \$ 350 |
| | Aug | \$ 467 |
| | Sept | \$ 312 |
| | Oct | \$ 365 |
| | Nov | \$ 508 |
| | Dec | \$ 430 |
| | Jan | \$ 581 |
| | Feb | \$ 636 |

| | | | | |
|-----------------------------|--|----|--------|-------------------|
| | Mar | \$ | 417 | |
| | Apr | \$ | 409 | |
| | Skybus Campaign – online promotion segment | \$ | 1,437 | |
| | Skybus Campaign - provide footage | \$ | 1,086 | \$ 7,324 |
| 4142 Local travel | | | | |
| IMAP | Reimbursement – Parking | | | \$ 25 |
| 4150 Consulting Fees | | | | |
| IMAP | Website hosting Annual Fee | \$ | 2,917 | |
| | GIS supplier Annual Fee | \$ | 7,200 | |
| | IMAP Annual Report Design & Print | \$ | 4,860 | |
| | IMAP Logo & Stationery update | \$ | 1,100 | |
| Action 2.4 | Melbourne Visitor Signs Project-Traffinity Final payment | \$ | 10,000 | |
| | Signs Master Style Guide consultant 1 st payment(50%) | \$ | 9,280 | |
| | Signs Master Style Guide consultant Final payment | \$ | 9,280 | |
| Action 3.5 | Through traffic consultant Final payment | \$ | 38,658 | |
| Action 9.2 | ESD Factsheet 1 | \$ | 2,740 | |
| | ESD Factsheet 2 | \$ | 2,300 | |
| | ESD Factsheet 3 | \$ | 2,520 | |
| | ESD Factsheets edits | \$ | 660 | |
| | ESD Factsheets edits | \$ | 1,050 | |
| | ESD Factsheet 4 | \$ | 2,910 | |
| | GGG Website (Reimbursement) | \$ | 386 | |
| | ARC Research Grant – partner contribution (1 of 3) | \$ | 20,000 | |
| Action 9.4 | Growing Green Guide (GGG)1 st Progress payment | \$ | 10,738 | |
| | GGG 2 nd Progress payment | \$ | 30,000 | |
| | GGG 3 rd Progress payment | \$ | 30,000 | |
| | GGG 4 th Progress payment | \$ | 30,000 | |
| | GGG 5 th Progress payment | \$ | 22,000 | |
| | GGG 6 th Progress payment | \$ | 3,268 | |
| | Reimbursement - GGG website hosting | \$ | 47 | |
| | Distributed Energy Map – CSIRO final payment | \$ | 80,000 | |
| Strategy 11 | Map Footscray update Visual Voice 1 st payment (50%) | \$ | 4,546 | |
| | Map Footscray update Visual Voice(VV) Final payment | \$ | 4,546 | |
| | Map cover update – Villani Design | \$ | 300 | |
| | IMAP Partnership Agreement with VTIC | \$ | 10,000 | |
| | Map update and VV Annual licence fee | \$ | 1,175 | |
| | Map Research (with DML) | \$ | 10,000 | |
| | AIDs edition map cover– Villani Design | \$ | 500 | |
| | AIDS edition artwork amendment– Villani Design | \$ | 50 | \$353,031 |
| 4211 Staff catering | | | | |
| IMAP | Catering: Exec Forum/Staff/IMAP review meetings | | | \$ 833 |
| TOTAL EXPENDITURE | | | | \$ 401,036 |
| NET SURPLUS | | | | \$ 409,557 |

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 twelve months ending 30 June 2014.

Reporting Scope - IMAP

Operating & Capital Works Statement for period ended June 2014

| | |
|-----------------------|------|
| Operating Performance | 0.0% |
| Capital Performance | 0.0% |

| | <u>CURRENT MONTH</u> | | | <u>YEAR TO DATE</u> | | | | |
|-------------------------------------|----------------------|----------|-----------------|---------------------------|----------------|-----------------|----------|-----------------|
| | Total Committed | Budget | Variance | Unmatched Purchase Orders | Actuals | Total Committed | Budget | Variance |
| 2800 - Sundry Income | 0 | 0 | 0 | 0 | 635,593 | 635,593 | 0 | 635,593 |
| 2810 - Contract Income | 0 | 0 | 0 | 0 | 175,000 | 175,000 | 0 | 175,000 |
| Other Revenue | 0 | 0 | 0 | 0 | 810,593 | 810,593 | 0 | 810,593 |
| Total Operating Income | 0 | 0 | 0 | 0 | 810,593 | 810,593 | 0 | 810,593 |
| 4040 - Contract Staff | 12,219 | 0 | -12,219 | 0 | 12,219 | 12,219 | 0 | -12,219 |
| Employee Benefits | 12,219 | 0 | -12,219 | 0 | 12,219 | 12,219 | 0 | -12,219 |
| 4104 - Postage & Couriers | 0 | 0 | 0 | 0 | 416 | 416 | 0 | -416 |
| 4105 - Printing | 3,816 | 0 | -3,816 | 0 | 27,016 | 27,016 | 0 | -27,016 |
| 4108 - Stationery - General | 0 | 0 | 0 | 0 | 172 | 172 | 0 | -172 |
| 4131 - Promotional Publications | 0 | 0 | 0 | 0 | 7,324 | 7,324 | 0 | -7,324 |
| 4142 - Local Travel | 0 | 0 | 0 | 0 | 25 | 25 | 0 | -25 |
| 4150 - Consulting Fees | 130,438 | 0 | -130,438 | 0 | 353,031 | 353,031 | 0 | -353,031 |
| Administration Expenditure | 134,254 | 0 | -134,254 | 0 | 387,983 | 387,983 | 0 | -387,983 |
| 4211 - Staff Catering | 0 | 0 | 0 | 0 | 833 | 833 | 0 | -833 |
| Materials, Services and Maintenance | 0 | 0 | 0 | 0 | 833 | 833 | 0 | -833 |
| Total Operating Expenditure | 146,473 | 0 | -146,473 | 0 | 401,036 | 401,036 | 0 | -401,036 |
| Operating Profit / (Loss) | -146,473 | 0 | -146,473 | 0 | 409,557 | 409,557 | 0 | 409,557 |
| Net Surplus / (Deficit) | -146,473 | 0 | -146,473 | 0 | 409,557 | 409,557 | 0 | 409,557 |

IMAP Projects: Expenditure against Budget - 2013-14

Funding Model

| REVENUE | | | | BUDGET 2013-14 Year 8 | REVISED BUDGET (Approved Feb 2014) | ACTUALS 1st qtr | ACTUALS 2nd qtr | ACTUALS 3rd qtr | ACTUALS 4th qtr | Total | VARIANCE |
|--|--|-------------|--|-----------------------------|---|--------------------|--------------------|--------------------|--------------------|-----------------|------------------|
| IMAP Councils Annual Contribution | | | | 175,000 | 175,000 | 70,000 | 105,000 | | | 175,000 | 0 |
| IMAP Councils Annual Tourism Contribution | | | | 100,000 | 100,000 | 40,000 | 60,000 | | | 100,000 | 0 |
| IMAP Map Licence fees (2) | | | | 700 | 700 | | 398 | | 808 | 1,206 | 506 |
| IMAP Map - Contribution to map changes (MCC) | | | | 0 | 0 | | | 5,000 | | 5,000 | 5,000 |
| Total Revenue | | | | 275,700 | 275,700 | 110,000 | 165,398 | 5,000 | 808 | 281,206 | 5,506 |
| PROJECT ALLOCATIONS | | | | BUDGET 2013-14 Year 8 | REVISED BUDGET | ACTUALS 1st qtr | ACTUALS 2nd qtr | ACTUALS 3rd qtr | ACTUALS 4th qtr | Total | VARIANCE |
| IMAP | General Expenses | Ongoing | IMAP Annual Report, Website, catering etc | 15,000 | 15,000 | 3,263 | 6,845 | 31 | 114 | 10,253 | -4,747 |
| IMAP | GIS Expenses | Ongoing | IMAP GIS Support | 7,200 | 7,200 | | 7,200 | | | 7,200 | 0 |
| IMAP | IMAP Review | Not started | Publish new plan | | 20,000 | | | | 12,219 | 12,219 | -7,781 |
| 1.4 | Boulevards & Major Roads - Hoddle Street | On hold | 1. Establish joint view on Hoddle St | | | | | | | 0 | 0 |
| | | Not started | 2. Boulevard Study | | | | | | | 0 | 0 |
| 2.3 | Bike Network legibility | Current | Mapping priority routes | | | | | | | 0 | 0 |
| 2.4 | Wayfinding signs | Current | Visitor Sign Project - Master Style Guide etc | 60,000 | 60,000 | 10,000 | 9,280 | 9,280 | | 28,560 | -31,440 |
| 2.5 | Bicycle Network: | Current | 1. Capital Program - Bike Lanes | | | | | | | 0 | 0 |
| | | Not started | 2. Measure & map Level of Service rating | | | | | | | | 0 |
| 2.6/4.3 | Public transport/Bus Reviews | Current | Advocacy role | | | | | | | 0 | 0 |
| 3.2 | Roads as Places | Not Started | Brief prep'd. Not started | 40,000 | 40,000 | | | | | 0 | -40,000 |
| 3.5 | Reduced through traffic | Current | 1. Reduce the impact of through traffic - final payment for phase 1 | 79,184 | 79,184 | | 38,658 | | | 38,658 | -40,526 |
| | | Not started | 2. Parking provisions which support sustainable transport | 100,000 | 100,000 | | | | | | 0 |
| 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 - Stage 2 of CLT research not started | 10,000 | 10,000 | | | | | 0 | -10,000 |
| 5.4 | Social Infrastructure and Services | Not started | Map growth areas & locate current services to identify funding requirements for future planning (DEFERRED) | 20,000 | | | | | | 0 | 0 |
| 5.5 | Infrastructure Development | | 20,000 | | | | | | | 0 | 0 |
| 7.2 | Support Creative Businesses | New | Collated council information. Formulating brief. | 10,000 | 10,000 | | | | | 0 | -10,000 |
| 8.1 | Priority for freight movement * | Not started | Freight Movement Strategic Plan | 87,500 | 87,500 | | | | | 0 | -87,500 |
| 9.2 | Environmentally Sustainable Design - commercial buildings | Current | Develop ESD Factsheets - stage 2 underway. All funds committed. | 14,928 | 14,928 | | | | 12,180 | 12,180 | -2,748 |
| | | Not started | Review ESD Policies, tools & methodologies, advocacy | 10,000 | 10,000 | | | | | 0 | -10,000 |
| | | Not started | Identify ESD retrofit issues | | | | | | | 0 | 0 |
| 9.4 | Green Demonstration Projects | Current | 1. Develop an approach for Green Roof initiatives | 130,000 | 130,000 | 10,738 | 60,047 | | 55,724 | 126,509 | -3,491 |
| | | Current | 2. University of Melbourne - ARC grant contribution: Year 1 of 3 | 20,000 | 20,000 | | | | 20,000 | 20,000 | 0 |
| | | Current | Distributed Energy - Map the potential & likely locations of district energy cogeneration systems: Final payment awaiting final report | 80,000 | 80,000 | | | | 80,000 | 80,000 | 0 |
| 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 - Year 1 of 3 | 100,000 | 100,000 | 8,511 | 16,906 | 24,211 | 15,827 | 65,455 | -34,545 |
| Total Expenditure | | | | 803,812 | 783,812 | 32,512 | 138,936 | 33,522 | 196,064 | 401,034 | (382,778) |
| Net Surplus (Deficit) | | | | -528,112 | -508,112 | 77,488 | 26,462 | -28,522 | -195,256 | -119,828 | |
| Opening Balance of IMAP Account | | | | 529,387 | 529,387 | | | | | 529,387 | |
| Closing Balance of IMAP Account | | | | 1,275 | 21,275 | | | | | 409,559 | |

Please note that the funding calculation does not include Operational Costs of \$34,800 per council in 2013/14.