

## IMAP Implementation Committee

### Financial Report for the 6 months ending 31 December 2013

1 July 2013 – 31 December 2013

## Background

1. The IMAP financial position was last noted at the IMAP Implementation Committee meeting held 29 November 2013.
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)
4. **Total Income** for the 6 month period to 31 December 2013:

### **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 fee	\$ 398	\$629,785

### **2810 Contract Income:**

IMAP Councils Annual IMAP Contribution (5 Councils)		\$175,000
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## **TOTAL OPERATING INCOME**

**\$804,785**

## Expenditure

5. **Total Expenditure** for the 6 month period to 31 December 2013:

### **4104 Postage & Couriers**

IMAP	Agenda distribution	\$ 347
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### **4108 Stationery – General**

IMAP	Reimbursement – Office stationery	\$ 172
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### **4131 Promotional Publications**

Strategy 11	Tourist Map distribution – June	\$ 325	
	July	\$ 350	
	Aug	\$ 467	
	Sept	\$ 312	
	Oct	\$ 365	
	Nov	\$ 508	
	Skybus Campaign – online promotion segment	\$ 1,437	
	Skybus Campaign - provide footage	\$ 1,086	\$ 4,850

### **4142 Local travel**

IMAP	Reimbursement – Parking	\$ 25
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### **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 <sup>st</sup> payment(50%)	\$ 9,280
Action 3.5	Through traffic consultant Final payment	\$ 38,658

<b>Action 9.4</b>	Growing Green Guide (GGG) 1 <sup>st</sup> Progress payment	\$	10,738	
	GGG 2 <sup>nd</sup> Progress payment	\$	30,000	
	GGG 3 <sup>rd</sup> Progress payment	\$	30,000	
<b>Strategy 11</b>	Reimbursement - GGG website hosting	\$	47	
	Map Footscray update Visual Voice 1 <sup>st</sup> payment (50%)	\$	4,546	
	Map Footscray update Visual Voice 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	\$165,367
<b>4211 Staff catering</b>				
<b>IMAP</b>	Catering Executive Forum meetings	\$	582	
	Reimbursement – Staff meetings	\$	106	\$ 688
<b>TOTAL EXPENDITURE</b>				<b>\$ 171,448</b>
<b>NET SURPLUS</b>				<b>\$ 633,337</b>

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 six months ending 31 December 2013.

# Reporting Scope - IMAP

ATTACHMENT 4A

*Operating & Capital Works Statement for period ended December 2013*

CURRENT MONTH				YEAR TO DATE				
	Total Committed	Budget	Variance	Unmatched Purchase Orders	Actuals	Total Committed	Budget	Variance
2800 - Sundry Income	0	0	0	0	629,785	629,785	0	629,785
2810 - Contract Income	0	0	0	0	175,000	175,000	0	175,000
Other Revenue	0	0	0	0	804,785	804,785	0	804,785
<b>Total Operating Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>804,785</b>	<b>804,785</b>	<b>0</b>	<b>804,785</b>
4104 - Postage & Couriers	0	0	0	0	347	347	0	-347
4108 - Stationery - General	172	0	-172	0	172	172	0	-172
4131 - Promotional Publications	509	0	-509	0	4,850	4,850	0	-4,850
4142 - Local Travel	25	0	-25	0	25	25	0	-25
4150 - Consulting Fees	70,933	0	-70,933	0	165,367	165,367	0	-165,367
Administration Expenditure	71,638	0	-71,638	0	170,760	170,760	0	-170,760
4211 - Staff Catering	688	0	-688	0	688	688	0	-688
Materials, Services and Maintenance	688	0	-688	0	688	688	0	-688
<b>Total Operating Expenditure</b>	<b>72,326</b>	<b>0</b>	<b>-72,326</b>	<b>0</b>	<b>171,448</b>	<b>171,448</b>	<b>0</b>	<b>-171,448</b>
<b>Operating Profit / (Loss)</b>	<b>-72,326</b>	<b>0</b>	<b>-72,326</b>	<b>0</b>	<b>633,337</b>	<b>633,337</b>	<b>0</b>	<b>633,337</b>
<b>Net Surplus / (Deficit)</b>	<b>-72,326</b>	<b>0</b>	<b>-72,326</b>	<b>0</b>	<b>633,337</b>	<b>633,337</b>	<b>0</b>	<b>633,337</b>

28 February 2014

Attachment 4b

# IMAP Projects: Expenditure against Budget - 2013-14 Funding Model

REVENUE				BUDGET 2013-14 Year 8	ACTUALS 1st qtr	ACTUALS 2nd qtr	Total	VARIANCE
IMAP Councils Annual Contribution				175,000	70,000	105,000	175,000	0
IIMAP Councils Annual Tourism Contribution				100,000	40,000	60,000	100,000	0
IMAP Map Licence fees (2)				700		398	398	-302
<b>Total Revenue</b>				<b>275,700</b>	<b>110,000</b>	<b>165,398</b>	<b>275,398</b>	<b>-302</b>
PROJECT ALLOCATIONS				BUDGET 2013-14 Year 8	ACTUALS 1st qtr	ACTUALS 2nd qtr	Total	VARIANCE
IMAP	General Expenses	Ongoing	IMAP Annual Report, Website, catering etc	15,000	3,263	6,845	10,108	-4,892
IMAP	GIS Expenses	Ongoing	IMAP GIS Support	7,200		7,200	7,200	0
IMAP	IMAP Review	Not started	Publish new plan				0	0
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	
2.4	Wayfinding signs	Current	Visitor Sign Project - Master Style Guide etc	60,000	10,000	9,280	19,280	-40,720
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	Not Started	Brief prep'd. Not started	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		38,658	38,658	-40,526
		Not started	2. Parking provisions which support sustainable transport	100,000			0	-100,000
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 - Stage 2 of CLT research not started	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	20,000			0	-20,000
5.5	Infrastructure Development			20,000			0	-20,000
7.2	Support Creative Businesses	New	Collated council information. Formulating brief.	10,000			0	-10,000
8.1	Priority for freight movement *	Not started	Freight Movement Strategic Plan	87,500			0	-87,500
9.2	Environmentally Sustainable Design - commercial buildings	Current	Develop ESD Factsheets - stage 2 underway. All funds committed.	14,928			0	-14,928
		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	1. Develop an approach for Green Roof initiatives - drawing down IMAP funding	130,000	10,738	60,047	70,785	-59,215
			2. University of Melbourne - ARC grant contribution: Year 1 of 3	20,000			0	-20,000
		Current	Distributed Energy - Map the potential & likely locations of district energy cogeneration systems: Final payment awaiting final report	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 - Year 1 of 3	100,000	8,511	16,906	25,417	-74,583
<b>Total Expenditure</b>				<b>803,812</b>	<b>32,512</b>	<b>138,936</b>	<b>171,448</b>	<b>(632,364)</b>
<b>Net Surplus (Deficit)</b>				<b>-528,112</b>	<b>77,488</b>	<b>26,462</b>	<b>103,950</b>	
<b>Opening Balance of IMAP Account</b>				<b>529,387</b>			<b>529,387</b>	
<b>Closing Balance of IMAP Account</b>				<b>1,275</b>			<b>633,337</b>	

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