

IMAP Implementation Committee**Financial Report for the 9 months ending 31 March 2014****1 July 2013 – 31 March 2014****Background**

1. The IMAP financial position was last noted at the IMAP Implementation Committee meeting held 28 February 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
**Note \$5K contribution made – GST system error to be reversed in the next quarter*

4. **Total Income** for the 9 month period to 31 March 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 fee	\$ 398	
Contribution to map changes (MCC)*	\$ 5,500	\$635,285

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 9 month period to 31 March 2014:

4104 Postage & Couriers

IMAP	Agenda distribution	\$	347
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4105 Printing

IMAP	map printing (250,000 copies)	\$	23,200
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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	
	Dec	\$	430	
	Jan	\$	581	
	Skybus Campaign – online promotion segment	\$	1,437	
	Skybus Campaign - provide footage	\$	1,086	\$ 5,861

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 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 9.4	Growing Green Guide (GGG)1 st Progress payment	\$	10,738	
	GGG 2 nd Progress payment	\$	30,000	
	GGG 3 rd Progress payment	\$	30,000	
	Reimbursement - GGG website hosting	\$	47	
Strategy 11	Map Footscray update Visual Voice 1 st 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	\$174,647
4211 Staff catering				
IMAP	Catering Executive Forum meetings	\$	582	
	Reimbursement – Staff meetings	\$	106	
	Catering	\$	31	\$ 719
TOTAL EXPENDITURE				\$ 204,970
NET SURPLUS				\$ 605,314

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 2014.

Reporting Scope - IMAP***Operating & Capital Works Statement for period ended March 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	635,285	635,285	0	635,285
2810 - Contract Income	0	0	0	0	175,000	175,000	0	175,000
Other Revenue	0	0	0	0	810,285	810,285	0	810,285
Total Operating Income	0	0	0	0	810,285	810,285	0	810,285
4104 - Postage & Couriers	0	0	0	0	347	347	0	-347
4105 - Printing	0	0	0	0	23,200	23,200	0	-23,200
4108 - Stationery - General	0	0	0	0	172	172	0	-172
4131 - Promotional Publications	0	0	0	0	5,861	5,861	0	-5,861
4142 - Local Travel	0	0	0	0	25	25	0	-25
4150 - Consulting Fees	0	0	0	0	174,647	174,647	0	-174,647
Administration Expenditure	0	0	0	0	204,251	204,251	0	-204,251
4211 - Staff Catering	31	0	-31	0	719	719	0	-719
Materials, Services and Maintenance	31	0	-31	0	719	719	0	-719
Total Operating Expenditure	31	0	-31	0	204,970	204,970	0	-204,970
Operating Profit / (Loss)	-31	0	-31	0	605,314	605,314	0	605,314
Net Surplus / (Deficit)	-31	0	-31	0	605,314	605,314	0	605,314

30 May 2014

Attachment 3b

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	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		398	-302
IMAP Map - Contribution to map changes (MCC)				0	0			5,500	5,500	5,500
Total Revenue				275,700	275,700	110,000	165,398	5,500	280,898	5,198
PROJECT ALLOCATIONS				BUDGET 2013 14 Year 8	REVISED BUDGET	ACTUALS 1st qtr	ACTUALS 2nd qtr	ACTUALS 3rd qtr	Total	VARIANCE
IMAP	General Expenses	Ongoing	IMAP Annual Report, Website, catering etc	15,000	15,000	3,263	6,845	31	10,139	-4,861
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				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	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	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	-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	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	-20,000
5.5	Infrastructure Development			20,000					0	-20,000
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				0	-14,928
		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		70,785	-59,215
			2. University of Melbourne - ARC grant contribution: Year 1 of 3	20,000	20,000				0	-20,000
		Current	Distributed Energy - Map the potential & likely locations of distict energy cogeneration systems: Final payment awaiting final report	80,000	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	100,000	8,511	16,906	24,211	49,628	-50,372
Total Expenditure				803,812	783,812	32,512	138,936	33,522	204,970	(598,842)
Net Surplus (Deficit)				-528,112	-508,112	77,488	26,462	-28,022	75,928	
Opening Balance of IMAP Account				529,387	529,387				529,387	
Closing Balance of IMAP Account				1,275	21,275				605,315	

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