

	Annual Budget 2015/16		Actual To Date March 2016		%age of Annual Budget To Date
	Income	Expenses	Income	Expenses	
Member Subscriptions	\$ 154,500		\$ 156,250		101%
Bank Interest	\$ 2,000		\$ 1,374		69%
Bank Fees		\$ -		\$ 293	
Strategy					
NZUAG		\$ 2,000		\$ 2,000	100%
Work Groups					
Research and Development		\$ 20,000		\$ 12,445	
Research and Guidelines Group		\$ 48,000		\$ 45,697	95%
Active Modes Infrastructure Steering Group		\$ 32,000		\$ 34,264	107%
RIMS		\$ 38,600		\$ -	
Stock Effluent		\$ 9,000		\$ 8,190	91%
LVR-Funding Heavy Vehicle Impacts		\$ 40,000		\$ 37,661	94%
Administration					
Financial Transactions, Accounting and Reporting					
IPWEA NZ Administration		\$ 21,424		\$ 8,000	37%
Financial Transactions Processing (GT)		\$ -		\$ 15,968	75%
Annual Accounts Preparation		\$ 4,000		\$ -	0%
Annual Financial Audit		\$ 4,050		\$ -	0%
Charities Commission Fee				\$ -	
Depreciation/Amortisation				\$ 7,031	
IT Costs				\$ 390	
Website Service Agreement & Hosting		\$ 1,000		\$ 374	
Website Content and Upgrade		\$ 1,000		\$ -	
Communications Plans		\$ 10,000		\$ 22,871	229%
Executive Resources		\$ 20,000		\$ -	
Professional Indemnity Insurance		\$ 1,825		\$ 1,825	100%
Promotional - Excellence awards		\$ 5,000		\$ -	
Forum					
Forum Content Administration/NZTA Support	\$ 18,429	\$ 18,429			0%
Forum Income	\$ 9,000		\$ 9,504		106%
Forum Expenses		\$ 12,000		\$ 16,455	137%
Totals	\$ 183,929	\$ 288,328	\$ 167,128	\$ 213,464	

Road Controlling Authorities Forum Incorporated

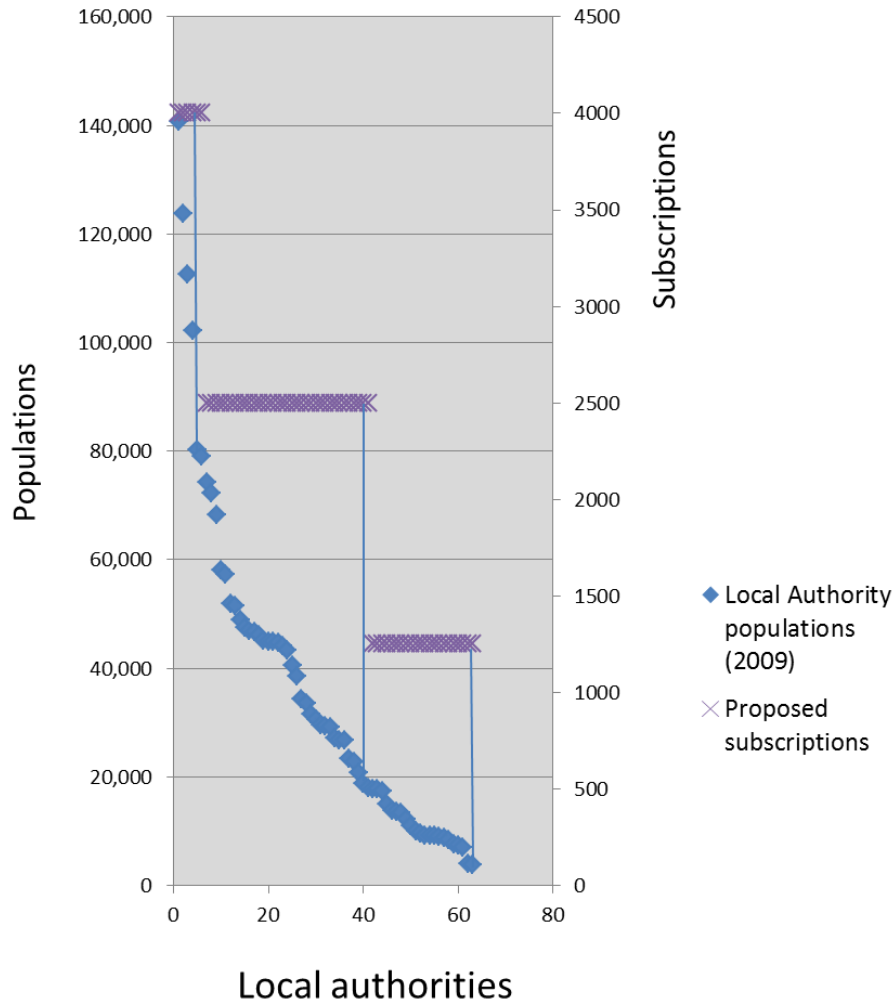
Bank Balance as at 1 April 2015			
Current account	\$ 25,417		
Depreciation Account	\$ 45,150		
Online Saver Account	\$ 16,489		
		\$ 87,056	
Statement of Financial Position as at 31 March 2016			
Bank Accounts			
Current account	\$ 3,166		
Depreciation Account	\$ 13,558		
Online Saver Account	\$ 39,803		
Bank Balances	\$ 56,527		
<u>Current Assets</u>			
Plus: Prepayments	\$ -		
Plus: Debtors Owing	\$ 2,726		
Plus: Interest Receivable	\$ -		
Plus: Work in Progress	\$ -		
	\$ 2,726		
<u>Fixed Assets</u>			
Website	7,031		
Total Assets	66,284		
<u>Liabilities</u>			
Less: Creditors Owing	\$ 26,587		
Less: Accrued Expenses (Invoices Expected)	\$ -		
Less: GST	-\$ 14,874		
Less: Income in Advance	\$ -		
Less: Unidentified Deposits	\$ 2,216		
	\$ 13,929		
		\$ 52,355	

Summary to 31 March 2016

	Full Year Budget		
	Income	Expenses	Total
Cash in bank as at 1 April 2015	\$ 87,056		
Budget Income	\$ 183,929		
Budget Expenses		\$ 288,328	
Projected cash in bank as at 31 March 2016			-\$ 17,343
	Year end		
Cash in bank as at 1 April 2015	\$ 56,527		
Debtors / Creditors outstanding as at 31 March 2016	-\$ 23,861		
Balance at 31 March 2016			\$ 32,666

RCAF 2016/2017 Budget		Forecast Annual Expenditure				Annual Totals
Group		Period 1	Period 2	Period 3	Period 4	
RIMS		-	-	-	-	-
Active Modes Infrastructure		7,500	7,500	7,500	7,500	30,000
LVR-Funding HCV Impacts		8,000	8,000	8,000	8,000	32,000
Shared Footpath		2,500	2,500	2,500	2,500	10,000
Strategy	NZUAG	600				600
	Workgroup research and development	1,250	1,250	1,250	1,250	5,000
Administration	Financial transactions, accounting and reporting	5,356	5,356	5,356	5,356	21,424
	Website service agreement & hosting	250	250	250	250	1,000
	Website	250	250	250	250	1,000
	Annual accounts preparation				4,000	4,000
	Annual financial audit				4,050	4,050
	Executive resources	5,000	5,000	5,000	5,000	20,000
	Communications plans	7,500	7,500	7,500	7,500	30,000
	Research and Guidelines Group	12,000	12,000	12,000	12,000	48,000
	Professional Indemnity Insurance	1,825				1,825
	Bank interest	- 250	- 250	- 250	- 250	- 1,000
	Promotional	1,250	1,250	1,250	1,250	5,000
Forums	NZTA Forum content administration	6,143		6,143	6,143	18,429
	NZTA support	- 6,143		- 6,143	- 6,143	- 18,429
	Auckland Transport	- 5,000				- 5,000
	Forums expense	4,000		4,000	4,000	12,000
	Forums income	- 3,000		- 3,000	- 3,504	- 9,504
Member subscriptions	Income	- 154,500				- 154,500
		1	2	3	4	Annual Totals
	Income total	-162,750	-250	-3,250	-3,754	-170,004
	Expenditure total	57,281	50,856	54,856	62,906	225,899
	Difference	-105,469	50,606	51,606	59,152	55,895

Graph of Local Authority Populations and proposed subscriptions



RCAF annual subscriptions billing options				
Council size	Number	Grouping	100%	75%
Very Large	1	population > 1,000,000	22,000	16,500
Large	7	90,000 < population <= 1,000,000	4,000	3,000
Medium	33	20,000 < population =< 90,000	2,500	1,875
Small	24	population < 20,000	1,250	938
Very Large	1	population > 1,000,000	22,000	16,500
Large	7	90,000 < population <= 1,000,000	28,000	21,000
Medium	33	20,000 < population =< 90,000	82,500	61,875
Small	24	population < 20,000	<u>30,000</u>	<u>22,500</u>
			162,500	121,875
NZTA			37,500	28,125
Department Conservation			<u>8,333</u>	<u>6,250</u>
Total			208,333	156,250

2016/17 Subscription options	Full Year Budget		
75%	Income	Expenses	Total
Cash in bank as at 1 April 2016	\$ 32,666		
Income (with 75% subscription billing)	\$ 170,004		
Expenses		\$ 225,899	
Projected cash in bank as at 31 March 2017			-\$ 23,229
100%	Actual To Date		
Cash in bank as at 1 April 2016	\$ 32,666		
Proposed Income (with 100% subscription billing)	\$ 226,672		
Expenses		\$ 225,899	
Balance at 31 March 2017			\$ 33,439

The forums cash in bank has been progressively reduced over the past few years in an attempt to match the work group activities and operational commitments.

Recommendation

That the RCAF subscription billing for 2016/17 be set at 100% of the annual sum to support the planned work group activities and provide a small year end cash surplus and to assist with the forums cash flow management.