

2017/18 Draft Budget

Purpose : Consideration of the draft budget for adoption.

Income & Expenses - January 2017	Annual Budget 2016/17		Actual To Date January 2017		Percentage of Annual Budget To Date
	Income	Expenses	Income	Expenses	
Member Subscriptions	\$ 208,000		\$ 208,333		100%
Bank Interest	\$ 1,000		\$ 333		33%
Bank Fees		\$ -		\$ 213	
Strategy					
NZUAG		\$ 600		\$ 2,000	333%
Work Groups					
Research and Development		\$ 5,000		\$ 5,000	100%
Research and Guidelines Group		\$ 48,000		\$ 58,597	122%
Active Modes Infrastructure Steering Group		\$ 30,000		\$ 20,053	67%
Shared Footpath		\$ 10,000		\$ 22,833	228%
LVR-Funding Heavy Vehicle Impacts		\$ 32,000		\$ 17,017	53%
Administration					
Financial Transactions, Accounting and Reporting					
IPWEA NZ Administration		\$ 5,644		\$ 6,667	118%
Financial Transactions Processing (GT)		\$ 15,780		\$ 13,150	83%
Annual Accounts Preparation		\$ 4,000		\$ -	0%
Annual Financial Audit		\$ 4,050		\$ 1,450	36%
Charities Commission Fee		\$ -		\$ -	
Depreciation/Amortisation		\$ -		\$ 2,930	
IT Costs		\$ -		\$ 325	
Website Service Agreement & Hosting		\$ 1,000		\$ -	0%
Website Content and Upgrade		\$ 1,000		\$ 431	43%
Communications Plans		\$ 30,000		\$ 12,476	42%
Executive Resources		\$ 20,000		\$ -	0%
Professional Indemnity Insurance		\$ 1,825		\$ -	0%
Promotional - Excellence awards		\$ 5,000		\$ -	0%
Forum					
Forum Content Administration/NZTA Support	\$ 18,429	\$ 18,429	\$ -	\$ -	0%
Auckland Transport	\$ 5,000		\$ 5,000		100%
Forum Income	\$ 9,504		\$ 14,096		148%
Forum Expenses		\$ 12,000		\$ 20,295	169%
Totals	\$ 241,933	\$ 244,328	\$ 227,763	\$ 183,436	

Summary to 31 January 2017

	Full Year Budget		
	Income	Expenses	Total
Cash in bank as at 1 April 2016	\$ 56,527		
Budget Income	\$ 223,504		
Budget Expenses		\$ 225,899	
Projected cash in bank as at 31 March 2017			\$ 54,132
	Actual To Date January 2017		
Cash in bank as at 31 January 2017	\$ 77,165		
Debtors / Creditors outstanding as at 31 January 2017	-\$ 18,215		
Balance at 31 January 2017			\$ 58,950

RCAF 2017/2018 Draft Budget		Forecast Annual Expenditure (by quarter)				Annual Totals
Group		Period 1	Period 2	Period 3	Period 4	
Active Modes Infrastructure		7,500	7,500	7,500	7,500	30,000
Low Volume Roads		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
Sponsorship	Promotional	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 security	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
Forums	NZTA Forum content administration	6,143		6,143	6,143	18,429
	NZTA support	- 6,143		- 6,143	- 6,143	- 18,429
	Forums expense	6,667		6,667	6,667	20,000
	Forums income	- 4,722		- 4,722	- 4,722	- 14,165
Member subscriptions	Income	-208,000				- 208,000
		1	2	3	4	Annual Totals
	Income total	-212,972	-250	-4,972	-4,972	-223,165
	Expenditure total	59,948	50,856	57,523	65,573	233,899
	Difference	-153,024	50,606	52,551	60,601	10,734

Recommendation

That the presented RCAF draft 2017/18 budget be adopted as the approved operating budget.