



ANNUAL REPORT

2015-2016



Feedback is important for improving the value of our future annual reports. We welcome your comments which can be made by contacting us at:

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Public availability statement

This report is available on our website:
www.gchfoundation.org.au/about/publications
or telephone +61 7 5594 6986 for a paper copy.

ISSN: 2200-1808 (print); 2200-1816 (online)

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Cover: Baby Thomas, with mum Kate, has cerebral palsy and is using Foundation provided physiotherapy equipment to build strength.

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Help. Care. Save.

Chairman's report



Wayne Hunt CA

In the past year the Foundation has reached more than 180,000 patients across the many hospitals and Community Health Centres comprising the Gold Coast Hospital and Health Service.

It is a privilege to be Chairman of an organisation that has such a big impact on patients and their families in the Gold Coast community.

The Foundation is in the midst of delivering a 5 Year Strategic Plan aimed at significantly growing the impact that the Foundation can make in our community.

As part of that strategy, we recently changed our status to that of Public Benevolent Institution and this has led us to change our objectives in order to focus specifically on the relief of poverty and distress for patients and families suffering from illness, disease or injury.

This change means we can prioritise activities that help patients and families in need by providing funding for medical research, services, facilities, and medical equipment that would not otherwise be available to local hospitals and community health clinics.

Under our new strategy the objectives of the Foundation are:

Primary Objects

Those objects, as identified in the Hospitals Foundations Act 1982 (Qld), for the relief of poverty and distress of humans in Queensland caused by illness or disease.

Secondary Objects

- To exist as a charitable, not-for-profit, public benevolent institution and to function as such, with excellence, for the purpose of achieving the Primary Objects.
- The relief of poverty and distress, such as sickness, disability, destitution, suffering, misfortune or helplessness, of humans in Queensland, but particularly the Gold Coast, caused by illness or disease.
- To raise funds for the purchase of medical aids and equipment.

- To identify and purchase medical aids and equipment.
- To operate a cancer patient transport service.
- To partner with the Gold Coast Hospital and Health Service in the furtherance of the primary objects.
- Support above and beyond what the Government provides in the usual course of government expenditure.
- To provide training and grants for the purpose of furthering the primary objects.
- To undertake community awareness and public programs that will ultimately assist in furthering the primary objects.
- Funding programs or procedures for pain management and control.
- Music therapy for patients.
- Patient relaxation havens.
- Accommodation for families of trauma patients.

On behalf of the Board of the Foundation, I would like to acknowledge and thank the team and volunteers at the Foundation led admirably and capably by our CEO Mrs Kim Sutton and to our many contributors and donors for helping to ensure that every member of the Gold Coast community has access to the best possible health care available.

Wayne Hunt
Chairman

Chief Executive Officer's report



The number of patients being helped annually by the Foundation is steadily growing thanks to you and your community. By June 2016, we had doubled our annual impact from 2013 figures.

Kim Sutton CFRE, BBSc (Psychology Hons.)

I am thrilled with the achievements of the Foundation over the past year. It is heart-warming to see the difference you make to health care in the Gold Coast region by supporting the Foundation's fundraising efforts to help patients and their families who are suffering physically, emotionally and financially due to serious illness, disease or injury.

I thank our wonderful board, staff and volunteers, the dedicated health care professionals within the Gold Coast region, and our wonderful community of givers – individuals, families and companies – for all working together to provide the best health care for everyone.

Highlights of our impact in 2015

In this Annual Report you will read about our impact over the past year, and see how your donations have translated into vital health care initiatives and projects. We are often touched to receive donations from patients and families in appreciation for the vital treatment and support they have received during their medical crisis. The generous support we have received over the past year has enabled us to continue the Foundation's important work.

In keeping with our new objectives focussing on the relief of poverty and distress to patients and families, the Foundation has this year proudly launched two new vital support services, the *Cancer Patient Transport Service* and the *Trauma Support Program*, to help ease their burden.

Over the past year, The *Cancer Patient Transport Service* has helped more than 360 patients too ill to drive or unable to afford transport with more than 7000 journeys to vital hospital treatment. The *Trauma Support Program* has assisted trauma patients and their families suddenly catapulted into emotional and financial crisis due to sudden, serious illness or injury. Since the program's inception in September 2015, the Foundation has provided 160 nights of near hospital accommodation for family members to be close to their loved ones at critical times, as well as providing transport, parking assistance and other valuable support they could not afford.

More than 100 vital pieces of medical equipment that would otherwise have been unavailable were provided to baby, child and adult units such as Cancer & Blood Disorders, Palliative Services, Renal Home Training, Emergency Department, Community Child Health and Mental Health, Newborn Care Unit, Physiotherapy Unit; Allied Health; ICU and Theatre Services.

In addition, 220 health staff have received specialist training through Foundation funded and organised education workshops; 8 nursing & midwifery scholarships to advance skills and knowledge were awarded; and 10 youth health programs delivered for school children.

The Foundation was able to gift the Gold Coast University Hospital with new furniture for the paediatric unit; improve facilities at the Robina Child and Adolescent Mental Health Unit; refurbish three ICU family waiting rooms and the ICU large indoor areas atrium; and provided a part-time play therapist and part-time music therapist to help very sick children in hospital.

The coming year brings hope and opportunity for the Foundation to build further on our new objectives, and to increase and further our impact to aid baby, child and adult patients and their families suffering distress.

On behalf of everyone involved with the Foundation, and the patients and their families who benefit from your continued generous support and care for your community, I warmly thank you. We look forward to continuing to work with you all over the coming year and into the future.

A handwritten signature in black ink, appearing to be 'KS', written over a light blue background.

Kim Sutton
Chief Executive Officer

About us – our role and main functions

Our Mission

To provide relief to those patients and families encompassed within the Vision by raising funds; delivering programs; and providing aids, equipment, services and finances.

Our Vision

The relief of poverty and distress in humans, living on the Gold Coast and in Queensland, caused by illness or disease.

Our Purpose

To relieve distress and financial hardship caused by illness, disease and injury.

Our Priorities

- Supporting patients facing financial and emotional hardship caused by being unwell or injured.
- Improving treatment, equipment and the patient experience to reduce distress and discomfort.
- Increasing medical knowledge and specialist skills through research and education.

Our Values

- **Integrity and accountability**
We aim to achieve our mission and be accountable to our stakeholders.
- **Responsible stewardship**
We are committed to careful stewardship of all resources, and transparent and wise in our use of funds and the relationships we build.
- **Passion and pride**
We are passionate about supporting our community and take pride in striving for excellence.
- **Empathy and respect**
We respect our stakeholders, and have empathy for those we support.
- **Esteem**
Our team is dedicated to the crucial belief that every Gold Coaster deserves the best healthcare.

About us – our role and main functions (cont.)

Who we are

The Foundation is a Gold Coast based not-for-profit charity that exists to support sick and injured patients suffering distress and hardship in Gold Coast local public hospitals and across community health services, as well as advancing clinical treatment for better patient outcomes.

As the official charity for the Gold Coast Hospital and Health Service, the Foundation supports more than 40 health facilities, including Robina Hospital, Gold Coast University Hospital, and community based health facilities such as those delivering oral health, mental health, post-operative and indigenous health care services.

What we do

To support patients and families suffering emotional distress and financial hardship, the Foundation provides the Cancer Patient Transport Service and the Trauma Support Program. For Gold Coast Health hospitals and community health clinics, the Foundation provides specialised medical equipment; health staff specialist training through education workshops; nursing and midwifery scholarships; community health programs; and improvement of facilities.

Our funding

The Foundation receives no government subsidy. We work with our supporters, corporate partners and the Gold Coast community to raise funds through donations, fundraising events and activities, and bequests. The Foundation invests these funds into vital patient services, specialised clinical training, important equipment and community health programs, all of which would otherwise be unavailable in the local Gold Coast region.

Our history

The Gold Coast Hospital Foundation was established in 1994, and has raised over three million dollars for hospitals and health care during this time.

Our alignment with government's objectives for the community

Two of the Queensland's objectives for the community – delivering quality frontline services and building safe, caring and connected communities – are advanced by the Gold Coast Hospital Foundation. The Foundation helps to relieve the poverty and distress caused to patients suffering

from illness and disease by providing patient and family support programs; improves patient outcomes by investing in research, vital equipment, and specialised training for clinical staff; and delivers educational health programs to the community; and by operating a professional and efficient organisation that is accountable and transparent to all stakeholders.

Operating environment

The Foundation works to deliver its mission across the Gold Coast region, and it is the official charity for the Gold Coast Hospital and Health Service.

Legislation

The Gold Coast Hospital Foundation operates according to:

- The *Hospitals Foundations Act 1982*
- The *Hospitals Foundations Regulations 2005*
- An independent annual financial and operational audit
- A requirement to produce an Annual Report detailing operations and financial results. This public document is lodged with the Parliament of Queensland by the Minister for Health and Minister for Ambulance Services.

Tax status

On 29 May 1995 the Australian Taxation Office approved our status as a Public Ancillary Fund. In December 2015, our status changed to being endorsed as a Deductible Gift Recipient Type 1. It is covered by Item 2 of the table in Section 30-15 of the *Income Tax Assessment Act 1997*.

The Foundation is:

- GST Concession effective from 1 July 2005
- Income Tax Exempt effective from 1 July 2000
- Endorsed as a Deductible Gift Recipient effective from 1 July 2000
- Covered by item 2 of the table in Section 30-15 of the *Income Tax Assessment Act 1997*
- Subject to and compliant with the Public Ancillary Fund Guidelines 2011.

Open data

Details of annual reporting requirements for applicable open expenditure are published online through the Queensland Government open data website (qld.gov.au/data)

Our strategic objectives and performance indicators

The Gold Coast Hospital Foundation's Strategic Plan 2015-2019 has one central goal: to significantly increase the positive impact that the Foundation has on public health care in our region. This goal will be met through a focus on three strategic themes: health promotion; sustainable growth; and governance, as well as these eight key objectives:

- Prioritise and grow patient support services
- Improved grant impact
- Secure public support
- Revenue growth
- Cost management
- Recruit and retain talented staff
- Operate distinct revenue and cost centres
- Experienced Board of Directors

The first two years of this plan have now been delivered, and firm groundwork has been laid to achieve future growth, particularly with regards to individual giving, corporate partnerships and direct marketing.

To further this growth, a Philanthropy Unit has been created, and a dedicated office space for this has been opened at the entrance of the Gold Coast University Hospital. This provides an immediate visual reminder of the Foundation to people entering the hospital, and encourages engagement with us.

- A Philanthropy Manager was appointed in June 2016 and, under his guidance, this department will move forward with a focus upon:
- Growing individual giving, including direct marketing and regular giving
- Increasing the scope of our fundraising, with a plan to launch an annual community appeal;
- Formalising an individual Major Donor program;
- Growing corporate partnerships to include high-level sponsorship and affiliates;
- Establishing a bequest and legacy program.

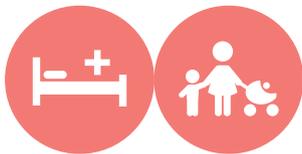
We regularly track our performance across reaching our objectives listed above. In the past year the following has been achieved:

- To grow services to patients we have launched the Cancer Patient Transport Service and Trauma Support Program; and we have expanded our education and research program.

- Engaging with local health and university teams to provide medical equipment and aids above and beyond what is normally available.
- To secure public support, we have refreshed our branding and expanded our marketing resources to grow awareness of the Foundation; we have extended our social media campaigns and advertising appeals; we have conducted several events including our signature fundraising Gala; and we have actively engaged with GCHHS.
- For revenue growth, we have achieved a tax status change from PAF to PBI in December 2015; we have secured commercial income through new products such as appeals and sponsorships; we have made individual and regular giving appeals more profitable and had donor numbers grow; a major gifts program is in the process of being formalised as is a bequest and legacy program; we have grown corporate partnerships, events and sponsorships; and we have restructured our staffing for optimum outcomes.
- For cost management, our organisational structure has remained lean whilst still supporting our growth structure; we use internal KPI's and industry benchmarks to measure our financial performance and ensure distribution transparency.
- To recruit and retain talented staff we have recruited staff in line with growth plans; our strong performance management framework has remained aligned to our strategy; we have had annual goal setting providing team motivation and ownership; we have given our team professional development opportunities.
- To operate distinct revenue and cost centres, we have continued work to improve the link between our budget, fundraising and accounting systems.
- To recruit and retain an experienced board of directors we ensure our members have a diversity of skills, experience, age and gender; our Board has supported our fundraising activities by leveraging their own peer networks or attended events; we have a Board Member Handbook; and subcommittees that articulate to the expertise of members.

Year in review – snapshot of our impact

Patients and families in crisis



2 NEW SUPPORT PROGRAMS LAUNCHED

Cancer Patient Transport Service
Trauma Support Program

Vital medical equipment



100+ MAJOR ITEMS TO BABY, CHILD AND ADULT WARDS

Health staff training and education



220 HEALTH STAFF TRAINED IN SPECIALIST WORKSHOPS

8 NURSING AND MIDWIFERY SCHOLARSHIPS

Health Promotion



10 YOUTH HEALTH PROGRAM WORKSHOPS FOR SCHOOL STUDENTS

2000 PRINTED MATERIALS FOR PUBLIC EDUCATION PROGRAMS

Compassionate outreach



Sensory therapy equipment for Robina Child and Youth Mental Health Unit

Provision of one part-time play therapist and one part time music therapist for the children's ward

500+ toys and gifts to baby, child and teenage patients

Facilities enhancement



Furniture for paediatric unit

3 ICU family waiting rooms beautification

ICU large indoor areas atrium refurbished

Improved facilities at Robina Child and Youth Mental Health Unit

Year in review – what our impact looks like

Just a few examples of generous community fundraising in action...



Patient and families in crisis

Cancer Patient Transport Service

A patient being helped to treatment in one of the Foundation's Cancer Patient Transport vehicles.

The Foundation funds and manages this vital service which helps patients too ill to drive or unable to afford transport get to their treatment. Over 360 patients have been supported over the past year with more than 7000 journeys to treatment made.

Patient and families in crisis

Trauma Support Program

Josh was involved in a car accident that left him fighting for his life. The Foundation provided his family with accommodation near the hospital, to be by his side.

Many patients come from far away and their families cannot afford to stay near the hospital, often having to sleep in their cars for days or weeks to be with their loved one. The Trauma Support Program offers families of patients in medical crisis with near hospital accommodation, transport & parking assistance, and much more.



Vital medical equipment

Specialist Neonatal Anaesthetist Dr Naomi Pearson with a tiny patient in a Critical Care Cot, one of three donated by the Foundation.

Medical teams require unrestricted access to their tiny patients at all times, especially following surgery. These cots can be elevated in various positions and have collapsible sides that provide 360 degree access for staff and equipment.

Facilities enhancement

GCUH patient Sheehan Ings relaxing with his mum, Jo, in the Youth Cancer Relaxation Space

Sheehan Ings (20) has had daily treatment for leukaemia, including chemotherapy. Sheehan was the first young patient to experience the Foundation funded Youth Cancer Relaxation Space at GCHU, a stylish and comfy haven to enjoy time with friends or share a family meal.



Year in review – what our impact looks like (cont.)



Compassionate outreach

GCHU patient Holly with Music Therapist, Angela Delaney

Holly (16) has incurable Cystic Fibrosis. Music therapy provides Holly with critical respiratory exercise which helps to clear her lungs, increase lung capacity and assist with the ongoing physiotherapy component of her treatment.

The Foundation funds a part-time music therapist and part-time play therapist for Holly and many other young patients in the children's ward at GCUH.

Health staff training and education

Gold Coast Hospital Foundation 2015 Education Award recipients with Foundation CEO, Kim Sutton.

More than 200 health professionals receive expert training via Foundation funded workshops and seminars, covering important topics such as family therapy, neuro-rehabilitation, coaching & mentoring and identifying & responding to domestic violence - all of which provide knowledge that helps improve local health care.



Health promotion

GCUH trauma nurses deliver the P.A.R.T.Y. program to local high school students, using life like mannequins and scenarios.

The Foundation proudly supports the administration of the P.A.R.T.Y. (Prevent Alcohol Trauma in Youth) program. More than 200 Gold Coast teens have benefited from the initiative since it was rolled out by the GCUH Trauma Service.

Fundraising highlights

Telemarketing campaigns

Three campaigns were conducted which provided the opportunity to re-engage donors and update them with the Foundation's progress.

Give Me 5 for Kids appeal – Southern Cross Austereo

This year's appeal raised a staggering \$97,000 to improve services for babies and children in hospital.

Jupiters Gold Coast

Jupiters generously donated more than \$53,000 to support several important projects, including nursing scholarships and clinical staff training, leading to better patient outcomes.

Southport Sharks

In 2015, Southport Sharks reached the astounding milestone of donations totalling \$100,000 through its membership program and staff fundraising activities over time. This year's wonderful donation has helped provide speech therapy and physiotherapy equipment; medical equipment; and supported the Trauma Support Program.

First National Broadbeach

Under Pamela Bayles' leadership, more than \$53,000 has been raised since 2008 for medical equipment and aids for the children's ward. This year, an amazing \$27,400 was raised through events and sales commission donations, which contributed to several items, including the Foundation's funding of a part-time music therapist and a Critical Care Cot.

Woolworths

Woolworths generously donated an incredible \$55,000 to help babies and children suffering illness, disease and injury through its wall token campaign.

Commonwealth Bank

The Commonwealth Bank Community Grants scheme has kindly supported us again with a \$10,000 grant utilised for the purchase of vital lung function testing equipment for pre-school children.

Palazzo Versace

As an event partner, Palazzo Versace has enthusiastically sponsored fundraising events that have raised over \$22,000, such as Hats and High Tea; Melbourne Cup; and the Teddy Bear Christmas Gifting Tree. Palazzo Versace has also hosted a series of private events for our major and prospective major donors, partners and sponsors.

Queensland Theatre of Puppetry

This much loved local organisation held two concerts to raise funds for the Foundation, and donated over \$20,000 towards providing a part-time music therapist in the hospital children's ward as well as the purchase of a Critical Care Cot.

Gold Coast Hospital Foundation Annual Gala

This year's Gala was held in August at Jupiters Gold Coast, and was exotically themed around 'Marrakesh Magic'. Over 400 guests generously raised more than \$97,000 for the *Cancer Patient Transport Service* and the *Trauma Support Program*.

Our Board

Our Board is comprised of individuals who are volunteers dedicated to serving the Gold Coast Hospital Foundation with passion, commitment, professionalism, and who bring specialised skills to the organisation.

Our Board is responsible for the overall corporate governance of the Foundation, including determining its strategic direction and financial wellbeing, as well as guiding and monitoring business and activities on behalf of the stakeholders to whom it is accountable. Importantly, it is our Board's role to ensure the sanctity of the mission, values and purpose of the Foundation, as well as ensuring its financial viability.

To ensure we serve with transparency and integrity, our Board commissions auditors to provide independent checks and assurance, as well as advice on financial policy and procedures.

The following persons have been approved as current members of the Board by the Governor-in-Council, acting by and with the advice of the Executive Council, and under the provision of the *Hospital Foundations Act 1982*.

Mr Wayne Hunt (Chairperson)

(Four year term expires 18/11/17)

Wayne is a qualified chartered accountant and member of the ICA. He sits on a number of commercial boards, and brings a wealth of strategic expertise to the Foundation.

Mr Greg McCabe (Treasurer)

(Three year term expires 19/9/17)

Greg is a partner of an accounting practice, and is skilled in corporate governance, strategic planning and financial literacy.

Ms Canice Brown

(Three year term expires 19/9/17)

Canice is Acting Assistant Director of Nursing entry practice at Gold Coast University Hospital and a nurse educator. She holds a Masters of Nursing and manages a team of 15 clinical facilitators.

Mr Kenneth Brown

(Retired in May 2016)

Appointed as representative of the Chairperson of the Gold Coast Hospital and Health Board. Kenneth has been Deputy Chair of the Gold Coast Hospital and Health Service since 2012. He is a member of the Queensland Health Audit Committee, a qualified accountant and has broad experience in health administration.

Professor Andrew Davey

(Three year term expires 19/9/17)

Andrew has been the Head of the School of Pharmacy at Griffith University since 2011. He has a Bachelor of Pharmacy, a PhD and is a registered pharmacist.

Ms Colette McCool

(Four year term expires 19/9/17)

Colette McCool is a senior executive with 20 years public sector management experience at senior executive level. Collette is Deputy Chairperson of RDA Gold Coast.

Associate Professor Teresa Withers

(Expired 21/12/15 and re-nominated)

Teresa commenced her medical career at the Royal Brisbane Hospital and entered general surgical training in 1991. She completed her training as a neurosurgeon in 1998, and was awarded a prestigious fellowship to work and train in Canada shortly after. Teresa returned to the Gold Coast in 2001 and was appointed as Director of Surgery at the Gold Coast Hospital.

Ms Paula Price

(Resigned 5/2016)

Paula is a strategic marketing specialist with an MBA and several diplomas in the areas of marketing and journalism.

Ms Helen Raptis

(Retired 21/12/15)

Helen has worked for over 16 years on various committees for the Gold Coast Greek community, and has served on the Multicultural Committee of the Gold Coast and the Australian American Association.

2015-16 Board meeting dates



Board subcommittees

Through committees established by the Board, the Foundation can draw on the skills and expertise of Board members and other individuals to ensure that additional guidance and direction is provided in certain areas that the Board considers appropriate.

Executive

Purpose

To assist the Board in its governance role.

Members

Wayne Hunt (Chairman), Greg McCabe (Treasurer), Kim Sutton (CEO)

Finance and Risk

Purpose

To assist the Board with its financial policies and practices; and also in fulfilling its statutory and fiduciary duties relating to the internal control and risk management framework, the reporting of financial information to users of the financial reports, the oversight of the Foundation's investments, the independence and effectiveness of audit and compliance with laws, regulations and internal policies.

Members

Greg McCabe (Chairperson), Wayne Hunt, John Fradgley, Ken Brown, Kim Sutton (CEO)

Programs

Purpose

Examines potential patient services suitable for Foundation funding, recommendation of which projects to fund and report to the Board on outcomes from research funded by the Foundation. This subcommittee selects the equipment and clinical & innovation grants for funding.

Members

Teresa Withers (Chairperson), Colette McCool, Shirley Wee, Andrew Davey, Helen Raptis, (resignation effective 12/2015), Kim Sutton (CEO)

Fundraising and Marketing

Purpose

To provide strategic oversight and guidance to the Foundation's fundraising activities and outcomes; and the Foundation's communications and marketing activities and outcomes.

Members

Paula Price (Chairperson) (resignation effective 5/2016), Shirley Wee, Canice Brown, Kim Sutton (CEO)

Corporate governance and structure (cont.)

Executive management

Chief Executive Officer

Kim Sutton, CFRE, BBS (Psychology Hons.)

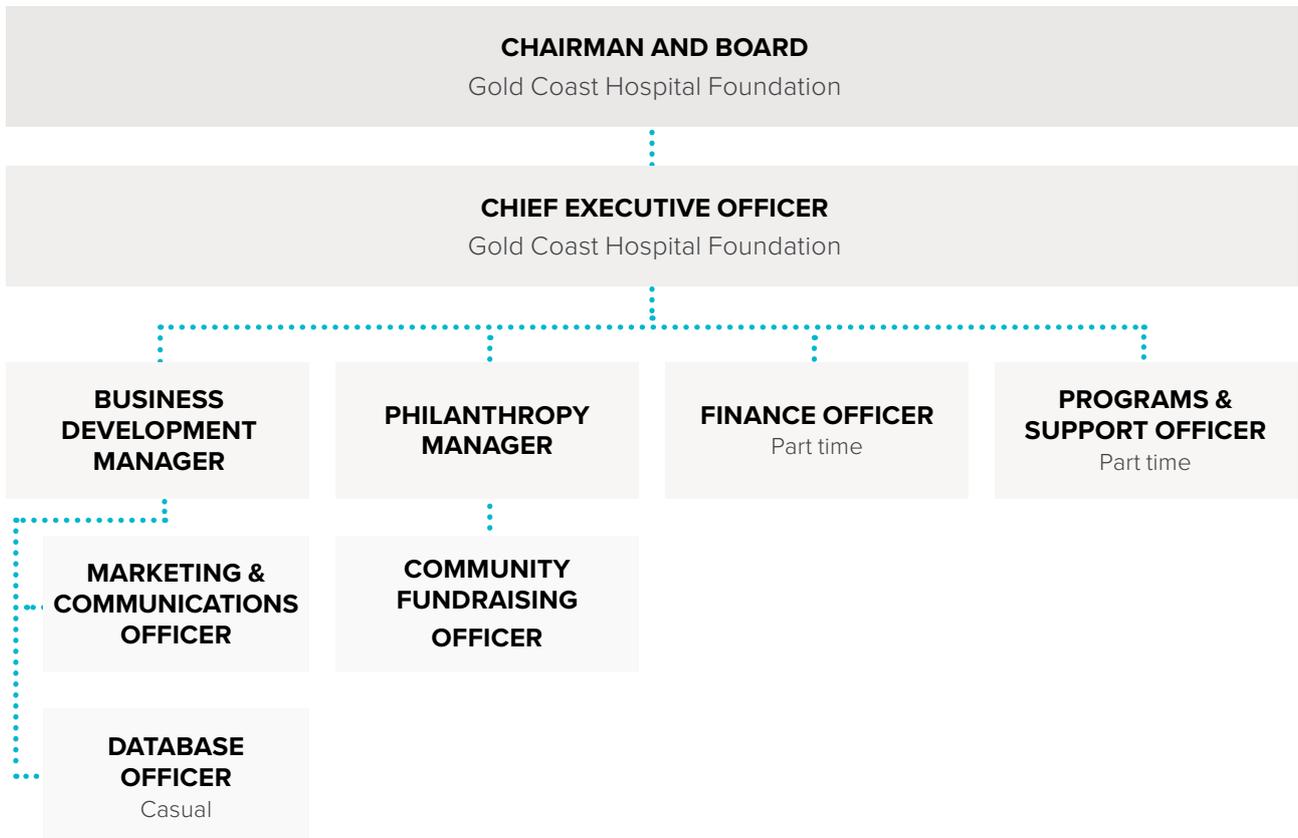
Kim commenced as Chief Executive Officer in December 2012, after successfully leading charities in the UK and Australia since 2001. Her career experience has given her a wealth of knowledge in charity strategy, management and philanthropic and commercial income generation.

Kim has a real passion for working with the community to develop strong partnerships and looks forward to the Foundation becoming more involved in the Gold Coast community

Responsible for recommending the strategic and budgetary needs of the Foundation, Kim also guides the day-to-day operations to ensure all activities are conducted according to the Foundation's policies and procedures.

Under Kim's exceptional leadership and responsible stewardship, the committed and passionate Foundation team strives to deliver better health outcomes for all Gold Coast patients suffering distress and hardship.

Our structure (as at 30 June 2016)



The Foundation is committed to relieving the distress and hardship for patients suffering illness, disease and injury. Our staff and volunteers bring to life the Foundation's vision, mission and strategic objectives.

Recruitment and retainment

The Foundation aims to uphold a safe, healthy and harmonious working environment, that promotes physical and mental wellbeing, and is a nurturing workplace that attracts and retains staff and volunteers.

We have a comprehensive recruitment, retention and performance management system in place and our strategic objective of 'Recruiting and retaining the best staff' reflects our commitment to this. The Foundation advertises directly for new positions and uses agencies from time to time to assist recruitment of specialist positions. A detailed selection process is adhered to, ensuring an excellent match between the candidate and the needs of the Foundation. Once appointed, new employees are inducted to orientate them in their new role, and familiarise them with the Foundation's policies and procedures.

In the 2015-16 period, a highly experienced Philanthropy Manager was recruited to join our team, which is in keeping with our growing focus on professional fundraising and marketing.

As at June 2016, the Foundation team consisted of 7.2 FTE staff.

Workforce planning

The Foundation staff is comprised of people with a diverse range of qualifications, skills and experience. There is a relatively even spread of ages and gender. The Foundation is focussed on having a stable workforce, enhancing engagement levels and retaining staff members.

Performance planning and development

The Foundation is committed to the ongoing development of performance, behaviour and accountability. There is a robust performance planning and review process in place, along with training and information sessions for all staff.

Performance planning and development is undertaken annually by all staff with their managers. Individual and team performance plans are aligned with the Foundation's strategy and team operational plans. All new employees go through the Foundation's induction process, which includes a six-month probationary period.

Professional development

The Foundation is committed to providing ongoing development opportunities for all employees to ensure a skilled, flexible and engaged workforce. A learning and development framework has been implemented based largely upon on-the-job training, combined with mentoring and formal training. All staff are provided access to professional development opportunities, including monthly training and coaching. Additionally, there is a wide variety of activities, programs and events throughout the year, providing staff with opportunities to build their leadership capability.

Staff recognition

Staff at the Foundation are recognised both informally and formally for their performance and tenure during the year. A formal recognition program will be developed in line with our strategic objective to recruit and retain talented staff.

Flexible work arrangements

The Foundation is committed to staff having a healthy work and personal life balance. All staff are made aware during induction that all reasonable requests for flexible work requirements will be reviewed. This may involve adapting start and finish times to suit circumstances; leave for special circumstances; working by remote in particular circumstances; and other situations. Requests are managed sensitively on a case by case basis.

Industrial and employee relations framework

The Foundation operates under the *Fair Work Act (2009)*. Employee relations issues are managed promptly and in accordance with the legislation and internal policies and procedures. The Foundation regularly reviews its Human Resources policies and procedures to ensure organisational best practice and legal compliance. Any updated or new policies are implemented with employees through training sessions and team meetings.

Early retirement, redundancy, retrenchment and voluntary separation

The permanent separation rate through the year was 5 full time members of the team or 69% as at 30 June 2016. These posts were replaced with slightly different roles to better meet the changing and growing activities of the organisation, as the Foundation continues to evolve.

No redundancy/early retirement/retrenchment packages were paid during the period.

Public Sector Ethics Act 1994

The Foundation team, volunteers and Board members adhere to a written Code of Conduct and a number of policies and procedures, which are shared when joining the Foundation team via contracts, a Policy Handbook and the Board Member Handbook.

Queensland public service values



CUSTOMERS FIRST

- Know your customer
- Deliver what matters
- Make decisions with empathy



IDEAS INTO ACTION

- Challenge the norm and suggest solutions
- Encourage and embrace new ideas
- Work across boundaries



UNLEASH POTENTIAL

- Expect greatness
- Lead and set clear expectations
- Seek, provide and act on feedback



BE COURAGEOUS

- Own your actions, successes and mistakes
- Take calculated risks
- Act with transparency



EMPOWER PEOPLE

- Lead, empower and trust
- Play to everyone's strengths
- Develop yourself and those around you

Risk management and accountability

Risk management

The Board, through the Finance and Risk Subcommittee, monitors and addresses the key risks for the Foundation. Operationally, the Subcommittee discusses financial budgeting; performance and controls, as well as reviewing & identifying actions required to manage risks in areas including reputation, investment, security and information technology. The Foundation's risk management philosophy is to identify, assess and control those risks that may prevent the Foundation from achieving its strategic objectives. The Foundation's risk management system incorporates a Risk Register. The Finance and Risk Subcommittee membership is outlined in the Board Committees section above.

Internal audit

This has not been carried out due to the Foundation's operations and team being small, and the risks deemed too small to warrant this activity. The three Board Subcommittees reduce and monitor the risks for the Foundation.

External audit

An external audit was conducted by a designate of the Queensland Audit Office. An unqualified audit opinion was issued on the 2015-16 financial statements.

Audit Committee

The Audit Committee role is performed by the Finance and Risk subcommittee listed above, and is led by the Foundation Chair and Foundation Treasurer. As with all Board and subcommittee positions, roles are held on a non-remunerated and voluntary basis.

The subcommittee provides assurance and assistance to the Board and Chief Executive Officer on:

- Risk, control and compliance frameworks
- External accountability responsibilities as prescribed in the *Financial Accountability Act 2009*, *Auditor-General Act 2009*, Financial Accountability Regulation 2009 and Financial and Performance Management Standard 2009.

The subcommittee has due regard to the Queensland Treasury's Audit and Committee Guidelines.

2015-16 Finance and Risk subcommittee, encompassing the Audit Committee, met on the following dates in the reporting period: 14 July 2015; 11 August 2015; 8 September 2015; 13 October 2015; 12 February 2016; 10 May 2016

Information systems and recordkeeping

Information systems

A new database, computer and storage system was implemented at the Foundation in 2013.

The Foundation's Business Development Manager is responsible for operating and trouble-shooting information systems and technologies so that Foundation staff have access to the information needed to support the Foundation's activities.

The Business Development Manager ensures reliable access to the Foundation's major information systems; guidance in identifying and resolving information and technology implications of changes in Foundation functions; and guidance in developing and implementing information management and information and communications technology strategies, policies and standards.

An external company is contracted to provide support and expertise, and also ensures daily updating and back up of the server.

Recordkeeping

The Foundation is committed to improving recordkeeping practices to comply with the *Public Records Act 2002*, Information Standard 40: Record keeping and Information Standard 31: Retention and Disposal of Public Records.

A Recordkeeping Policy is endorsed by the Chief Executive Officer and fully implemented. Adherence to this policy in business activities and recordkeeping is implemented through recordkeeping procedures. The Chief Executive Office is informed regularly of updated recordkeeping requirements by the Office of Health Statutory Agencies. The recordkeeping policy applies to all digital and paper records.

The Foundation communicates roles and responsibilities for records management across the organisation via position descriptions, performance reviews, training and awareness activities.

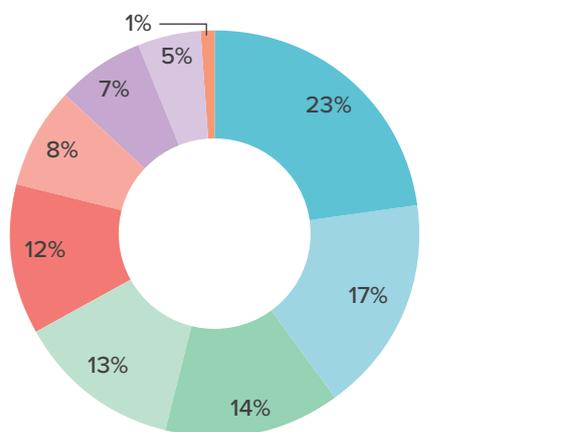
Reliability and security of Foundation recordkeeping systems is implemented via a number of mechanisms including firewalls, systems security, secure paper storage and secure destruction bins and all record systems are supported by information and communications technology.

Financial performance summary

The 2015-16 financial year has seen the Foundation deliver a strong financial result which will support the efficient and effective operation of the Foundation into the future.

The Foundation's revenue predominantly comes from funds raised through the generous support of the community. The Foundation generated \$1,346,382 in total revenue for the 2015-16 financial year. The following graph shows a proportional breakdown of donations and other contributions revenue:

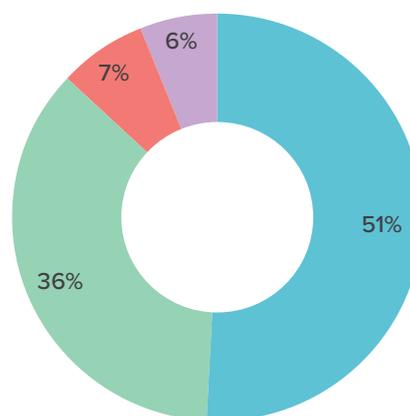
Donation and other contributions 2015-16



- Individual donations (23%)
- Corporate partnerships (17%)
- Community fundraising (14%)
- Events (13%)
- Commercial income (12%)
- Appeals (8%)
- Trusts & Foundations (7%)
- Bank interest (5%)
- Bequests (1%)

Total funding provided for equipment, facilities, grants, scholarships, patient & family support, and community programs was \$598,294. The following graph provides a breakdown of the areas where funds were allocated:

Disbursement



- Equipment and facilities (51%)
- Patient and family support services (36%)
- Research grants; education; scholarships (7%)
- Health promotion (6%)

Net assets

The Foundation maintained a solid financial position throughout 2015-16. As at 30 June 2016, the Foundation's net assets totalled \$3,956,304.

Financial reserves

Financial reserves are funds retained by the Foundation to ensure its sustainability and help meet its future needs. This is helpful for effective operation in times of economic difficulty and at times of unforeseen costs.

Comparison with previous period

The table below provides a comparison of actual results for the 2015-16 year with the previous period's results. It should be noted that in this reporting period, the Foundation has focussed on expanding patient and

family support programs to relieve distress and hardship suffered due to illness, disease and injury.

Full financial statements

The annual financial statements for the Gold Coast Hospital Foundation for the 2015-16 financial year are included as Appendix 3 of this report.

FINANCIAL YEAR	2015-16	2014-15
Total Revenue	\$1,346,382	\$1,061,302
Total Expenses*	\$1,663,720	\$1,426,940
Net Assets	\$3,956,304	\$4,420,219

*this figure includes program delivery costs

Supporting the Gold Coast Hospital Foundation

We appreciate your generous support, and your interest and care for children and adults patients suffering hardship and distress from illness, disease and injury.

By supporting the Foundation, you are helping children and adults in hospital suffering distress and hardship as a result of illness, disease and injury.

To find more information, please visit at our website www.gchfoundation.org.au; email us at admin@gchfoundation.org.au; or call us on 07 5594 6986.

How you can help:

Individuals and families

- Make a tax deductible donation
- Join a regular giving program
- Ensure the future of good health with a bequest
- Respond to our appeals
- Attend our events

Companies and organisations

- Make a tax deductible donation
- Join a regular giving program
- Donate products and services
- Gifts-in-kind
- Pro-bono expertise
- Commercial partnerships
- Payroll donations
- Host an event
- Sponsorship

Get social with the Foundation

 /gchfoundation

 /goldcoasthospitalfoundation/

 https://www.youtube.com/channel/UCr6_CM_dkPRO9zguDZ0BrZw

 Sign up for our newsletter at www.gchfoundation.org.au

Our Supporters

We sincerely thank each and every person and organisation who has supported the Foundation over the past year and made our vital impact possible – whilst there are too many to list, please know how appreciated your support is.

Individuals and families 2015-16

We have a growing number of supporters who donate monthly and contribute to appeals throughout the year, and we are always heart warmed to receive donations from patients who are grateful for their treatment and care in hospital.

Major supporters 2015-16

- Amcal Chempro Chemists
- Coca-Cola Amatil
- Commonwealth Bank
- First National Broadbeach
- Foxtel
- Gold Coast Private Hospital
- Harbourtown
- John Flynn Private Hospital
- Jupiters Gold Coast
- Palazzo Versace
- Pure Land Buddhist
- Queensland Theatre of Puppetry
- Southern Cross Austereo / 92.5 Gold FM
- Southport Sharks
- Woolworths

Supporters 2015-16

- Bliss Fashion Emporium
- Link Family Trust
- Loraine and David McLaren
- Milton & Jackie Brunton
- Mr Jock McIlwain (passed away 4/15)
- Mr Yeung
- Mr & Mrs Wong
- Mrs Maureen Stevenson
- Mrs Phyllis Nemeth

- Mrs Sheila Joel
- Professor Ged Williams
- RACV Royal Pines Resort
- Southern Pacific Developments

Community groups 2015-16

- Bond University Philanthropic Council
- Buddhism Light International Association
- Earth Markets
- Gold Coast Cruiser Club
- Gold Coast Friends
- Griffith University Student Guild
- Lions Club – Nerang Highland Park
- Lions Club – Runaway Bay
- Queensland Theatre of Puppetry
- Paradise Point Yacht Club
- Rotary Broadwater Southport
- Rotary Southport
- Rotary Parkwood
- Uniting Church Mudgeeraba
- Gold Coast Chinese Community

Event sponsors 2015-16

- 92.5 Gold FM
- DFK Crosbie
- Foxtel
- Gold Coast Cabs
- P'S in a Pod Creative Agency
- Print Monster
- The Gold Coast Bulletin
- Wiltshire Family Law

Gifts-in-kind & pro-bono expertise 2015-16

- Fiona Watson Recruitment
- Fleurus
- McCabe Weston Accountants
- Williams Partners Independent Audit Specialists

Appendix 1 – Letter of compliance

29 August 2016

The Honourable Cameron Dick MP
Minister for Health and Minister for Ambulance Services
Level 19, Queensland Health Building,
147-163 Charlotte Street
Brisbane QLD 4000

Dear Minister Dick

I am pleased to present the Annual Report 2015-16 and financial statements for the Gold Coast Hospital Foundation.

I certify that this Annual Report complies with:

- The prescribed requirements of the *Financial Accountability Act 2009* and the Financial and Performance Management Standard 2009, and
- The detailed requirements set out in the Annual Report requirements for Queensland Government agencies.

A checklist outlining the annual reporting requirements can be found as Appendix 2 of this annual report or accessed at www.gchfoundation.org.au

Yours sincerely



Wayne Hunt, CA
Chairman

Appendix 2 – Glossary and Compliance Checklist

Glossary

Foundation Gold Coast Hospital Foundation

GCHHS

Gold Coast Hospital and Health Service

GCHF Gold Coast Hospital Foundation

GCUH

Gold Coast University Hospital

Compliance Checklist

SUMMARY OF REQUIREMENT	BASIS FOR REQUIREMENT	ANNUAL REPORT REFERENCE
Letter of compliance	• A letter of compliance from the accountable officer or statutory body to the relevant Minister/s ARRs – section 8	Appendix 1
Accessibility	• Table of contents ARRs – section 10.1	1
	• Glossary ARRs – section 10.2	Appendix 2
	• Public availability ARRs – section 10.2	II
	• Interpreter service statement <i>Queensland Government Language Services Policy</i> ARRs – section 10.3	II
	• Copyright notice <i>Copyright Act 1968</i> ARRs – section 10.4	II
• Information Licensing <i>QGEA – Information Licensing</i> ARRs – section 10.5	II	
General information	• Introductory Information ARRs – section 11.1	4-5
	• Agency role and main functions ARRs – section 11.2	4-5
	• Operating environment ARRs – section 11.3	5
Non-financial performance	• Government's objectives for the community ARRs – section 12.1	5
	• Other whole-of-government plans / specific initiatives ARRs – section 12.2	N/A
	• Agency objectives and performance indicators ARRs – section 12.3	6
	• Agency service areas and service standards ARRs – section 12.4	N/A
Financial performance	• Summary of financial performance ARRs – section 13.1	18
Governance – management and structure	• Organisational structure ARRs – section 14.1	13
	• Executive management ARRs – section 14.2	13
	• Government bodies (statutory bodies and other entities) ARRs – section 14.3	N/A
	• <i>Public Sector Ethics Act 1994</i> <i>Public Sector Ethics Act 1994</i> ARRs – section 14.4	15
	• Queensland public service values ARRs – section 14.5	15

Appendices (cont.)

SUMMARY OF REQUIREMENT		BASIS FOR REQUIREMENT	ANNUAL REPORT REFERENCE
Governance – risk management and accountability	• Risk management	ARRs – section 15.1	16
	• Audit committee	ARRs – section 15.2	16
	• Internal audit	ARRs – section 15.3	16
	• External scrutiny	ARRs – section 15.4	16
	• Information systems and recordkeeping	ARRs – section 15.5	17
Governance – human resources	• Workforce planning and performance	ARRs – section 16.1	14
	• Early retirement, redundancy and retrenchment	Directive No.11/12 Early Retirement, Redundancy and Retrenchment ARRs – section 16.2	15
Open Data	• Consultancies	ARRs – section 17 ARRs – section 34.1	5
	• Overseas travel	ARRs – section 17 ARRs – section 34.2	Nil (requiring no open data return)
	• Queensland Language Services Policy	ARRs – section 17 ARRs – section 34.3	II
Financial statements	• Certification of financial statements	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 18.1	Appendix 3
	• Independent Auditors Report	FAA – section 62 FPMS – section 50 ARRs – section 18.2	Appendix 3

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2009*

ARRs *Annual report requirements for Queensland Government agencies*

Appendix 3 – Financial statements

Treasurer's report

Annual financial statements

Independent audit report

Treasurer's report

Results from operations

The Foundation's operating results (prior to grants and disbursements) was \$280,956 compared to an amount of \$205,930 for the previous years. This allowed the Foundation to distribute \$598,294 in grants during the year compared to \$571,568 for the previous year. The end result was a post distribution deficit of \$317,338. The revenue from interest income from invested funds is below historical levels as a result of declining investment return on secure deposits.

Revenue

Total revenue for the year of \$1,346,382 compares with \$1,061,302 for the previous year.

Operating expenditure

The Foundation separates the costs of operations into 3 categories:

1. Cost directly associated with the Fundraising activities, such as; prizes, advertising, marketing, distribution and administration;
2. Employment Expenses
3. Other General Expenses

Fund raising costs for the current year amounted to \$329,598 compared with \$248,692 for the previous year.

Employment Expenses for the current year amounted to \$588,345 compared with \$443,284 for the previous year. This increase is the direct result of the engagement of additional full time staff members.

Disbursements, Grants and Donations

During the year an amount of \$598,294 was disbursed for the purpose of delivering Patient Support Services such as the cancer transport and trauma support services, Medical Equipment and Aids, Education Workshops and scholarships for health staff and health promotion activities. This compares with an amount of \$571,568 in the previous year.

Balance Sheet

The Foundation continues to maintain a strong Balance Sheet.

As of balance date Cash and Cash Reserves were \$4,054,748 decreased from \$4,337,146 at the end of the previous year.

Trade and Other Payable amounting to \$113,259 as at balance date consisted primarily of Grants and Disbursements not disbursed and Employment Related Accruals.

Treasurer's report (cont.)

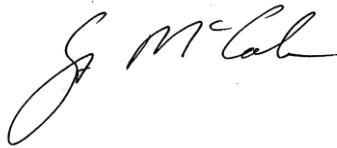
Fiduciary Duties, Governance and Financial Management

The finance team prepared detailed financial information to present to the Foundation Board on the monthly basis. The Treasurer's Report for each meeting contains detailed information on expenditure, receipts, grants and disbursements, bank reconciliations, asset balances, liability balances and expenses tabled for approval.

Financial Stability

The Foundation continues to maintain its strong Balance Sheet with the significant position of its assets held in lower risk term deposit investments across several banking institutions.

The Foundation will continue to benefit significantly from the new Gold Coast University Hospital and anticipates having the capacity to invest further into the Gold Coast Health system by way of disbursements, grants and donations in the future.

A handwritten signature in black ink, appearing to read 'G McCabe', written in a cursive style.

Greg McCabe CA
Treasurer

Gold Coast Hospital Foundation

ABN 95 387 912 125

Financial Statements

For the Year Ended 30 June 2016

Gold Coast Hospital Foundation
Financial Statements
For the Year Ended 30 June 2016

TABLE OF CONTENTS	Page
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Board Report	1
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Statement of Financial Position	3
Statement of Changes in Equity	4
Statement of Cash Flows	5
Notes to the Financial Statements	6
Certificate of Gold Coast Hospital Foundation	17
Independent Auditor's Report	18

General Information

These financial statements cover the Gold Coast Hospital Foundation.

Gold Coast Hospital Foundation is a body corporate established under the *Hospitals Foundations Act 1982*.

The head office and principal place of business of the Foundation is:

1 Hospital Boulevard
Southport, Queensland, 4215

The principal activity of the Foundation during the financial year was providing patient support services and funding for medical equipment aids and resources to assist patients receiving treatment from Gold

The Foundation changed its tax status to a Public Benevolent Institution with DGR Deductibility Type 1 . No other significant change in the nature of these activities occurred during the year.

Amounts shown in these financial statements have been rounded off to the nearest \$1.

Gold Coast Hospital Foundation
ABN 95 387 912 125
Board Report for the Year Ended 30 June 2016

Board Report

Our Board members submit the financial report of the Gold Coast Hospital Foundation for the year ended 30 June 2016.

Board Members

The names of the Board members throughout the financial year and at the date of this report are:

<i>Member</i>	<i>Position</i>
Mr Wayne Hunt	Chairman
Mr Greg McCabe	Treasurer
Mrs Helen Raptis (Retired Dec 2015)	Member
Mr Kenneth Brown (Retired May 2016)	Member
Associate Professor Teresa Withers	Member
Professor Andrew Davey	Member
Ms Canice Brown	Member
Mrs Paula Price (Resigned May 2016)	Member

Principal Activities

The principal activity of the Foundation during the financial year was providing patient support services and funding for medical equipment aids and resources to assist patients receiving treatment from Gold Coast Hospital and Health Service District.

The Foundation changed its tax status to a Public Benevolent Institution with DGR Deductibility Type 1. No other significant change in the nature of these activities occurred during the year.

Operating Result

The (loss)/profit from ordinary activities after providing income tax amounted to (\$317,338) (2015:(\$365,636)).

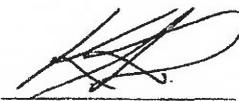
After Balance Date Events

No matters or circumstances have arisen since the end of the financial year that significantly affected or may significantly affect the operations of the Foundation, the results of those operations, or the state of affairs of the Foundation in future financial years.

Signed in accordance with a resolution of the Members of the Board;



W Hunt
Chairman



K Sutton
Chief Executive Officer

Dated this 30 day of August 2016

Gold Coast Hospital Foundation

ABN 95 387 912 125

Statement of Profit or Loss and Other Comprehensive Income for the Year Ended 30 June 2016

	Notes	2016 \$	2015 \$
Income from Continuing Operations			
Fundraising and Donation Revenue	2	1,156,390	852,850
Interest Income		130,309	151,056
Other Revenue	2	59,683	57,396
Total Income from Continuing Operations		<u>1,346,382</u>	<u>1,061,302</u>
Expenses from Continuing Operations			
Employee Expenses	11	(588,345)	(443,284)
Program Delivery		(598,294)	(571,568)
Fundraising Expenses		(329,598)	(248,692)
Depreciation and Amortisation Expenses		(13,354)	(22,718)
Other Expenses		(134,129)	(140,678)
Total Expenses from Continuing Operations		<u>(1,663,720)</u>	<u>(1,426,940)</u>
Operating Result from Continuing Operations		<u>(317,338)</u>	<u>(365,638)</u>
Other Comprehensive Income			-
Total Comprehensive Income		<u>(317,338)</u>	<u>(365,638)</u>

Gold Coast Hospital Foundation

ABN 95 387 912 125

Statement of Financial Position as at 30 June 2016

	Notes	2016 \$	2015 \$
Assets			
Current Assets			
Cash and Cash Equivalents	3	3,982,681	4,337,146
Trade and Other Receivables	4	68,460	57,431
Prepayments	5	3,607	3,712
Total Current Assets		<u>4,054,748</u>	<u>4,398,289</u>
Non-Current Assets			
Plant and equipment	6	12,610	9,882
Intangible Assets	7	2,205	12,048
Total Non-Current Assets		<u>14,815</u>	<u>21,930</u>
Total Assets		<u>4,069,563</u>	<u>4,420,219</u>
Liabilities			
Trade and other payables	8	113,259	146,577
Total Current Liabilities		<u>113,259</u>	<u>146,577</u>
Total Liabilities		<u>113,259</u>	<u>146,577</u>
Net Assets		<u>3,956,304</u>	<u>4,273,642</u>
Equity			
Accumulated Surplus		<u>3,956,304</u>	<u>4,273,642</u>
Total Equity		<u>3,956,304</u>	<u>4,273,642</u>

Gold Coast Hospital Foundation

ABN 95 387 912 125

Statement of Changes in Equity for the Year Ended 30 June 2016

	Accumulated Surplus \$
	<u> </u>
Balance at 1 July 2014	4,639,280
Operating Result from Continuing Operations	(365,638)
Balance at 30 June 2015	<u>4,273,642</u>
Balance at 1 July 2015	4,273,642
Operating Result from Continuing Operations	(317,338)
Balance at 30 June 2016	<u>3,956,304</u>

Gold Coast Hospital Foundation

ABN 95 387 912 125

Statement of Cash Flows for the Year Ended 30 June 2016

	2016	2015
	\$	\$
Cash Flows from Operating Activities:		
<i>Inflows:</i>		
Receipts from Fundraising and Donations	1,163,199	851,787
Receipts from Other Income	59,683	57,396
Interest Received	111,234	147,421
GST Received from Customers	25,425	17,404
GST Received from ATO	58,556	38,881
<i>Outflows:</i>		
Payments to Suppliers and Employees	(1,683,580)	(1,360,707)
GST Paid to Suppliers	(82,743)	(65,049)
Net Cash (Utilised)/Provided by Operating Activities	13(b) <u>(348,226)</u>	<u>(312,867)</u>
Cash Flows from Investing Activities:		
Payments for Plant and Equipment	(6,239)	(1,977)
Payments for Intangibles	-	-
Net Cash Utilised by Investing Activities	<u>(6,239)</u>	<u>(1,977)</u>
Net Increase/(decrease) in Cash and Cash Equivalents	(354,465)	(314,844)
Cash and Cash Equivalents at beginning of financial year	4,337,146	4,651,990
Cash and Cash Equivalents at end of financial year	13(a) <u><u>3,982,681</u></u>	<u><u>4,337,146</u></u>

Notes to the Financial Statements for the Year Ended 30 June 2016

The objective of the Gold Coast Hospital Foundation is to promote the best possible health care for the people of the Gold Coast community.

The principal activity of the Foundation during the financial year was providing funding and resources to aid patients in hospitals for the support of the Gold Coast Hospital and Health Service.

The financial report is for the entity Gold Coast Hospital Foundation as an individual entity. Gold Coast Hospital Foundation is a body corporate established under the Hospital Foundations Act 1982. Gold Coast Hospital Foundation is a not-for-profit entity and a Charitable Fund endorsed as a Deductible Gift Recipient in accordance with S.30-15 of the Income Tax Assessment Act 1997.

The financial statements were authorised for issue on 30 August 2016 by the Board.

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Preparation

The financial Report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards and Interpretations of the Australian Accounting Standards Board, the requirements of the Financial Accountability Act 2009, the Financial and Performance Management Standard 2009, the Hospitals Foundations Act 1982 as well as the Queensland Treasury and Trade's Minimum Reporting Requirements for the year ended 30 June 2016.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in a financial report containing relevant and reliable information about transactions, events and conditions.

The financial statements, except for cash flow information have been prepared on an accrual basis and are based on historical cost. It does not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

The following is a summary of the material accounting policies adopted by the Foundation in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

Accounting Policies

(a) Revenue

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

Art union revenue is recognised when a ticket for the art union has been sold.

Amounts donated can be recognised as revenue only when the entity gains control, economic benefits are probable and the amounts can be measured reliably. At times it is impractical to maintain effective controls over the collection of such revenue prior to its initial entry into the Foundation's financial records. therefore donations are recognised as revenue when they are recorded in the books and accounts of the entity.

Revenue is recognised upon receipt.

All revenue is stated net of the amount of goods and services tax (GST).

Notes to the Financial Statements for the Year Ended 30 June 2016

Note 1: Summary of Significant Accounting Policies (cont'd)

(b) Grant

Grants and contributions that are non-reciprocal in nature are recognised as revenue in the year in which the Foundation obtains control over them.

Contributed assets are recognised at their fair value. Contributions of services are recognised only when a fair value can be determined reliably and the services would be purchased if they had not been donated.

(c) Income Tax

No provision for income tax has been raised as the Foundation is exempt from income tax under Division 50 of the Income Tax Assessment Act 1997.

(d) Trade and Other Payables

Trade and other payables are recognised upon receipt of the goods or services ordered and are measured at the nominal amount i.e. agreed purchase/contract price, gross of applicable trade and other discounts. Amounts owing are unsecured and are generally settled on 30 day terms.

(e) Financial Instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions of the instrument. For financial assets, this is equivalent to the date that the company commits itself to either purchase or sell the asset (ie trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified "at fair value through profit or loss", in which case transaction costs are recognised as expenses in profit or loss immediately.

Classification and subsequent measurement

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest method, or cost. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as the amount at which the financial asset or financial liability is measured at initial recognition less principal repayments and any reduction for impairment, and adjusted for any cumulative amortisation of the difference between that initial amount and the maturity amount calculated using the *effective interest method*.

The *effective interest method* is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying amount with a consequential recognition of an income or expense item in profit or loss.

Notes to the Financial Statements for the Year Ended 30 June 2016

Note 1: Summary of Significant Accounting Policies (cont'd)

- (i) *Loans and receivables*
Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial asset is derecognised.
- (ii) *Held-to-maturity investments*
Held-to-maturity investments are non-derivative financial assets that have fixed maturities and fixed or determinable payments, and it is the Foundation's intention to hold these investments to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial asset is derecognised.

(f) Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost or fair value, less, where applicable, any accumulated depreciation and any impairment losses.

Plant and Equipment

Plant and equipment are measured on the cost basis less depreciation and any impairment losses.

Depreciation

The depreciable amount of all fixed assets is depreciated on a straight-line basis over the asset's useful life to the entity commencing from the time the asset is held ready for use.

The depreciation rates used for each class of depreciable assets are:

Class of Fixed Asset	Depreciation Rate
Computer Equipment	20-40%
Software and Website	33-38%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

(g) Impairment

At the end of each reporting period, the Foundation assesses whether there is any indication that an asset may be impaired. The assessment will include considering external sources of information and internal sources of information. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (eg in accordance with the revaluation model in AASB 116: Property, Plant and Equipment). Any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

Where it is not possible to estimate the recoverable amount of an individual asset, the Foundation estimates the recoverable amount of the cash-generating unit to which the asset

Impairment testing is performed annually for goodwill and intangible assets with indefinite lives.

Notes to the Financial Statements for the Year Ended 30 June 2016

Note 1: Summary of Significant Accounting Policies (cont'd)

(h) Employee Benefits

Short-term employee benefits

Provision is made for the Foundation's obligation for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages and salaries. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled. The Foundation's obligations for short-term employee benefits such as wages and salaries are recognised as a part of current trade and other payables in the statement of financial position.

Other long-term employee benefits

Provision is made for employees' long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Upon the premeasurement of obligations for other long-term employee benefits, the net change in the obligation is recognised in profit and loss as a part of employee benefits expense.

The Foundation's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Foundation does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

(i) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand deposits held at-call with banks and other short-term highly liquid investments.

(j) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

The GST components of cash flows arising from operating, investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows included in GST received from customers, GST paid to suppliers, GST received from the ATO or GST paid to the ATO.

(k) Comparative Figures

Where required by Accounting Standards, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

Notes to the Financial Statements for the Year Ended 30 June 2016

Note 1: Summary of Significant Accounting Policies (cont'd)

(l) Critical Accounting Estimates and Judgments

The Directors evaluate estimates and judgments incorporated into the financial statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the Company.

Key estimates

(i) Impairment

The Foundation assesses impairment at the end of each reporting period by evaluating conditions and events specific to the Foundation that may be indicative of impairment triggers. Where an impairment trigger exists, the recoverable amount of the asset is determined. Value-in-use calculations performed in assessing recoverable amounts incorporate a number of key estimates.

(m) New Accounting Standards for Application in Future Periods

AASB 124 Related Party Disclosures

Effective from reporting periods beginning on or after 1 July 2016, a revised version of AASB 124 will apply to the Gold Coast Hospital Foundation. AASB 124 requires disclosures about the remuneration of key management personnel (KMP), transactions with related parties, and relationships between parent and controlled entities.

The Gold Coast Hospital Foundation already discloses detailed information about remuneration of its KMP, based on Queensland Treasury's Financial Reporting Requirements for Queensland Government Agencies. Due to the additional guidance about the KMP definition in the revised AASB 124, the Gold Coast Hospital Foundation will be assessing whether its responsible Minister should be part of its KMP from 2016-17. If the responsible Minister is assessed as meeting the KMP definition, no associated remuneration figures will be disclosed by the Gold Coast Hospital Foundation, as it does not provide the Minister's remuneration. Comparative information will continue to be disclosed in respect of KMP remuneration.

Note 2: Operating Results

	2016	2015
	\$	\$
Fundraising Revenue	757,995	479,878
Donations revenue	398,395	372,972
	<u>1,156,390</u>	<u>852,850</u>
Shop Income	400	-
Vending machine income	59,283	57,396
	<u>59,683</u>	<u>57,396</u>
Other administration expenses		
Audit services	<u>20,000</u>	<u>10,000</u>

The auditor did not provide any non-audit services during the year ended 30 June 2016 (2015:nil)

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Notes to the Financial Statements for the Year Ended 30 June 2016

Note 3: Cash and Cash Equivalents

There were no short-term bank deposits in the current or prior financial year.

Cash on hand	200	200
Cash at bank	3,045,756	3,300,221
Term deposit	936,725	1,036,725
	<u>3,982,681</u>	<u>4,337,146</u>

The term deposit as at 30 June 2016 is held for 60 days and the interest rate on this deposit is 2.76%(2015: 2.45%).

Note 4: Trade and Other Receivables

CURRENT		
GST receivable	19,065	20,302
Interest receivable	40,339	21,264
Fundraising receivable	5,594	12,403
Other receivable	3,462	3,462
	<u>68,460</u>	<u>57,431</u>

Note 5: Other Assets

	2016	2015
	\$	\$
CURRENT		
Prepayments	<u>3,607</u>	<u>3,712</u>

Note 6: Plant and Equipment

Plant and equipment - at cost	29,474	23,235
Less accumulated depreciation	(16,864)	(13,353)
	<u>12,610</u>	<u>9,882</u>

Plant and equipment		
Carrying amount at 1 July	9,882	13,702
Acquisition	6,239	1,977
Depreciation	(3,511)	(5,797)
Carrying amount at 30 June	<u>12,610</u>	<u>9,882</u>

Note 7: Intangible Assets

Computer Software - at cost	41,498	41,498
Less accumulated amortisation	(40,515)	(34,074)
	<u>983</u>	<u>7,424</u>

Website development - at cost	9,072	9,072
Less accumulated amortisation	(7,850)	(4,448)
	<u>1,222</u>	<u>4,624</u>
Total Intangible Assets	<u>2,205</u>	<u>12,048</u>

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Notes to the Financial Statements for the Year Ended 30 June 2016

Note 8: Trade and Other Payables

CURRENT		
Unsecured Liabilities		
Accounts payable	22,104	79,075
Audit fees	10,000	-
Accrued expenses	25,106	16,269
Superannuation	16,170	8,834
PAYG withholding payable	18,270	7,570
Accrued wages and annual leave	21,609	34,829
	<u>113,259</u>	<u>146,577</u>

(a) Financial Liabilities at amortised cost classified as trade and other payables

Trade and other payables - Current	113,259	146,577
Less employee benefits	(18,055)	(21,459)
Financial liabilities as trade and other payables	<u>95,204</u>	<u>125,118</u>

Note 9: Program Delivery

	2016	2015
	\$	\$
Program delivery commitments inclusive of anticipated GST, committed to provide at reporting date, but not recognised in the accounts are payable as follows:		
Payable:		
Not later than one year	260,000	260,000
Later than one year and not later than five years	260,000	520,000
Later than five years	-	-
	<u>520,000</u>	<u>780,000</u>

Note 10: Contingent Assets and Liabilities

There are no known contingent assets and liabilities as at the reporting date.

Note 11: Employee Expenses

Employee Benefits		
Wages and salaries	503,406	376,957
Annual Leave Expense	3,404	5,211
Employer superannuation contributions	49,330	34,194
Employee Related Expenses		
Employment agency costs and advertising	6,377	7,906
WorkCover	3,184	1,312
Other Employee & contractor costs	14,222	10,451
Professional development	8,422	7,253
	<u>588,345</u>	<u>443,284</u>

The number of employees, including both full-time and part-time employees, measured on a full-time basis is:

Number of employees	6	8
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Notes to the Financial Statements for the Year Ended 30 June 2016

Note 12: Key Executive Management Personnel and Remuneration

(a) *Key Executive Management Personnel*

The following details for key executive management personnel include those positions that had authority and responsibility for planning, directing and controlling activities of the foundation during the year ended 30 June 2016.

Position	Responsibilities	Current Incumbents	
		Contract classification and appointment authority	Date appointed to position
Chief Executive Officer (CEO) K Sutton	The CEO is responsible for the strategy, performance and governance of the Foundation.	Full-time contract. Appointed by the Board.	10-Dec-12

(b) *Remuneration*

The remuneration policy for the foundation's key executive management personnel is set by the Board of the Gold Coast Hospital Foundation. The remuneration and other terms of employment for key executive management personnel are specified in employment contracts.

Remuneration packages for key executive management personnel comprise the following components:

- Short term employee benefits, consisting of base salary, allowances and leave entitlements paid and provided for the entire year or for that part of the year during which the employee occupied the specified position. Amounts disclosed equal the amount expensed in the Statement of Comprehensive Income. No non-monetary benefits are provided to key executive management personnel.
- Long term employee benefits include long service leave accrued.
- Post employment benefits include superannuation contributions.
- Redundancy payments are not provided for within individual contracts of employment. Contracts of employment provide only for notice periods or payment in lieu of notice on termination, regardless of the reason for termination
- Performance bonuses are not paid.

Total fixed remuneration is calculated on a 'total cost' basis and includes the base and non-monetary benefits, long term employee benefits and post employment benefits.

Note 13: Cash Flow Information

(a) Cash and Cash Equivalents

Cash at the end of the financial year as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position as follows:

	2016	2015
	\$	\$
Cash on hand	200	200
Cash at bank	3,045,756	3,300,221
Term deposit	936,725	1,036,725
	<u>3,982,681</u>	<u>4,337,146</u>

Notes to the Financial Statements for the Year Ended 30 June 2016

Note 13: Cash Flow Information (cont'd)

(b) Reconciliation of Cash Flow from Operations with Surplus

Net surplus(loss) for the period	(317,338)	(365,638)
Cash flows excluded from surplus attributable to operating		
Non-cash flows in surplus		
Depreciation and amortisation	13,354	22,718
Changes in assets and liabilities		
(Increase)/decrease in trade and other receivables	8,046	52,280
(Increase)/decrease in other current assets	105	(4,773)
Increase/(decrease) in trade payables and other payables	(33,318)	37,503
Increase/(decrease) in interest receivable	(19,075)	(12,500)
Cash flows (used in)/provided by operating activities	<u>(348,226)</u>	<u>(312,867)</u>

Note 14: Financial Instruments

Overview

The Foundation has exposure to the following risks from its use of financial instruments:

- credit risk
- liquidity risk
- market risk

The Foundation's financial instruments consist mainly of deposits with banks, short-term investments and accounts receivable and payable.

The Board has overall responsibility for the establishment and oversight of the risk management framework and is also responsible for developing and monitoring risk management policies.

The totals for each category of financial instruments, measured in accordance with *AASB 139 Financial Instruments: Recognition and Measurement* as detailed in the accounting policies to these financial statements, are as follows:

	Note	2016	2015
		\$	\$
Financial assets			
Cash and cash equivalents	3	3,982,681	4,337,146
Trade and other receivables	4	68,460	57,431
Total financial assets		<u>4,051,141</u>	<u>4,394,578</u>
Financial liabilities			
Financial liabilities at amortised cost:			
- trade and other payables	8(a)	95,204	125,118
Total financial liabilities		<u>95,204</u>	<u>125,118</u>

Credit Risk

Credit risk is the risk of financial loss to the Foundation if a customer or counterparty to a financial instrument fails to meet its contractual obligations, and arises principally from the Foundation's bank accounts and term deposit and GST receivable from the Australian Taxation Office.

The Foundation limits its exposure to credit risk by only investing with counterparties that are Australian banks or ADI's. Given the regulation of these counterparties, management does not expect the counterparty to fail to meet its obligations.

Notes to the Financial Statements for the Year Ended 30 June 2016

Note 14: Financial Instruments (cont'd)

No financial assets are past due or impaired.

Liquidity risk

Liquidity risk is the risk that the Foundation will not be able to meet its financial obligations as they fall due. The Foundation's approach to managing liquidity is to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the Foundation's reputation.

Typically the Foundation ensures that it has sufficient cash on demand to meet expected operational expenses for a period of 60 days; this excludes the potential impact of extreme circumstances that cannot reasonably be predicted, such as natural disasters.

	Within 1 Year		Total	
	2016	2015	2016	2015
	\$	\$	\$	\$
Financial liabilities due for payment				
Trade and other payables	95,204	125,118	95,204	125,118
Total contractual outflows	95,204	125,118	95,204	125,118
Total expected outflows	95,204	125,118	95,204	125,118

Market risk

Market risk is the risk that changes in market prices, such as interest rates will affect the Foundation's income or the value of its holdings of financial instruments. The objective of market risk management is to manage and control market risk exposures within acceptable parameters, while optimising the return.

Currency risk

The Foundation has no exposure to foreign currency risk as it does not have any account balances due or payable in foreign currencies.

Interest rate risk

The Foundation's exposure to interest rate risk relates to holdings of interest-bearing deposits.

Capital management

The Foundation Board manages capital by:

- investing funds in interest-bearing accounts;
- regularly reviewing expenditure commitments.

Fair value estimation

The fair values of financial assets and financial liabilities are presented in the following table and can be compared to their carrying values as presented in the Statement of Financial Position. Fair values are those amounts at which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction. There are no differences between the fair values and carrying values of financial instruments.

Notes to the Financial Statements for the Year Ended 30 June 2016

Note 14: Financial Instruments (cont'd)

	Footnote	2016		2015	
		Net Carrying Value	Net Fair Value	Net Carrying Value	Net Fair Value
		\$	\$	\$	\$
Financial assets					
Cash and cash	(i)	3,982,681	3,982,681	4,337,146	4,337,146
Trade and other	(i)	68,460	68,460	57,431	57,431
Total financial assets		4,051,141	4,051,141	4,394,577	4,394,577

	Footnote	2016		2015	
		Net Carrying Value	Net Fair Value	Net Carrying Value	Net Fair Value
		\$	\$	\$	\$
Financial liabilities					
Trade and other	(i)	95,204	95,204	125,118	125,118
Total financial liabilities		95,204	95,204	125,118	125,118

The fair values disclosed in the above table have been determined based on the following methodologies:

- (i) Cash and cash equivalents, trade and other receivables and trade and other payables are short-term instruments in nature whose carrying value is equivalent to fair value.

Sensitivity analysis

The following table illustrates sensitivities to the Foundation's exposures to changes in interest rates for cash and cash equivalents and financial assets held to maturity. The table indicates the impact on how profit and equity values reported at balance date would have been affected by changes in the relevant risk variable that management considers to be reasonably possible. These sensitivities assume that the movement in a particular variable is independent of other variables.

	Profit	Equity
	\$	\$
Year ended 30 June 2016		
+ 1% in interest rates	39,827	39,827
- 1% in interest rates	(39,827)	(39,827)
Year ended 30 June 2015		
+ 1% in interest rates	43,371	43,371
- 1% in interest rates	(43,371)	(43,371)

The above interest rate sensitivity analysis has been performed on the assumption that all other variables remain unchanged.

Note 15: Events After the Reporting Date

The Board is not aware of any events that have occurred since the end of the reporting period that require adjustment or disclosure within the financial statements.

Gold Coast Hospital Foundation
ABN 95 387 912 125
Certificate of Gold Coast Hospital Foundation

These general purpose financial statements have been prepared pursuant to section 62(1) of the *Financial Accountability Act 2009* (the Act), relevant sections of the *Financial and Performance Management Standard 2009* and other prescribed requirements. In accordance with section 62(1)(b) of the Act we certify that in our opinion:

- a) The prescribed requirements for establishing and keeping the accounts have been complied with in all material respects; and
- b) the statements have been drawn up to present a true and fair view, in accordance with prescribed accounting standards, of the transactions of the Gold Coast Hospital Foundation for the financial year ended 30 June 2016 and of the financial position of the Foundation at the end of that year.
- c) these assertions are based on an appropriate system of internal controls and risk management processes being effective, in all material respects, with respect to financial reporting throughout the reporting period.



Wayne Hunt
Chairman



Kim Sutton escc
Chief Executive Officer

Dated this 30 day of August 2016

GOLD COAST HOSPITAL FOUNDATION ABN 95 387 912 125

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF GOLD COAST HOSPITAL FOUNDATION**

Report on the Financial Report

We have audited the accompanying financial report of Gold Coast Hospital Foundation (the foundation) which comprises the statement of financial position as at 30 June 2016, and the statement of profit and loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the certificate of the foundation.

Board Members' Responsibility for the Financial Report

The board members of the foundation are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and for such internal control as the board members determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the company's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the company's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the directors, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with the independence requirements of the Australian professional ethical pronouncements.

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WPIAS Pty Ltd ABN 99 163 915 482
An Authorised Audit Company



liability limited by a scheme approved under
Professional Standards Legislation

GOLD COAST HOSPITAL FOUNDATION ABN 95 387 912 125

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF GOLD COAST HOSPITAL FOUNDATION**

Basis for Qualified Auditor's Opinion

1. The audit report for the year ended 30 June 2015 was qualified. Accordingly, the comparative financial information and opening accumulated surplus amount carried forward should be read in conjunction with the 30 June 2015 audit report.
2. Given the nature of the foundation's operations, established controls over income, including inter alia fundraising and donation revenue and other revenue, prior to the entry into the financial records are limited. Accordingly, our audit procedures with respect to income, including inter alia fundraising and donation revenue and other revenue, were restricted to the amounts recorded in the financial records. We therefore are unable to express an opinion as to the completeness of income recorded.

Qualified Auditor's Opinion

In our opinion, the financial report gives a true and fair view of the financial position of the Gold Coast Hospital Foundation as at 30 June 2016 and its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements.

WPIAS Pty Ltd

Authorised Audit Company No. 440306



LEE-ANN DIPPENAAR BCom CA RCA
DIRECTOR

Dated this 30th day of August 2016

**4 Helensvale Road
Helensvale Qld 4212**



**GOLD COAST
HOSPITAL
FOUNDATION**

Gold Coast Hospital Foundation

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