

**GOLD COAST  
HOSPITAL  
FOUNDATION**

**ANNUAL REPORT 2016-17**

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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Cover: Baby twins Neve and Will being cared for by Registered Nurse Nikki Butler in the Neonatal Intensive Care Unit (NICU) after the tiny duo entered the world prematurely at just over 28 weeks. Neve and Will spent the next 80 days of their precious lives recovering in hospital and benefiting from the use of Gold Coast Hospital Foundation-funded NICU breathing equipment before they could finally go home with their family.

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Help. Care. Save.

## Letter of compliance

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29 August 2017

The Honourable Cameron Dick MP  
Minister for Health and Minister for Ambulance Services  
GPO Box 48  
Brisbane Qld 4001

Dear Minister Dick,

I am pleased to submit for presentation to the Parliament the Annual Report 2016-2017 and financial statements for 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 on pages 30-31 of this Annual Report.

Yours sincerely,



Wayne Hunt CA  
Chairman  
Gold Coast Hospital Foundation

## Chairman's report

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On behalf of the Board and Chief Executive, I am pleased to present Gold Coast Hospital Foundation's Annual Report for 2016-2017.

The past 12 months have been extremely busy for Gold Coast Hospital Foundation with more than \$1.5 million raised through fundraising and sponsorships.

This remarkable achievement resulted in the purchase of world-class medical equipment; life-changing support services for patients and their families; improved hospital facilities and patient spaces; as well as specialist education, training and scholarships for Gold Coast Health staff. These vital programs and initiatives have directly and positively impacted around 100,000 people in our community and further afield.

Since the Foundation was established 23 years ago, our commitment has always been to deliver the best care and treatment on the Gold Coast to help people affected by illness, injury or disease overcome medical distress and hardship.

I am delighted to see the Foundation's growth and success during 2016-17 was underpinned by our strong focus on patient and family centred care. This approach has and will continue to pave the way for delivering improved public health care at Gold Coast University Hospital, Robina Hospital and all Gold Coast Health public clinics.

Being able to support and care for patients and their families during difficult times of medical crisis is only made possible thanks to the unwavering support of our community. The ongoing commitment and generosity of our donors, supporters, business partners, volunteers and staff contribute significantly to every positive impact we make on someone in our community. For that, we thank you.

### Moving forward

So much has been achieved in the last financial year and even more is planned for 2017-2018. Moving forward, the Foundation will continue to streamline operations, expand patient support services, develop long-term fundraising programs, and grow public support to further increase our funding and impact in line with our five-year Strategic Plan.

One of our main priorities is redeveloping and implementing a new research grants scheme in partnership with Gold Coast Health in early 2017-18. Medical research has been identified as a key area requiring funding and this program will aim

to deliver grants of up to \$20,000 for small projects and up to \$100,000 for large projects. This essential funding will enable high quality research to develop new diagnostics and preventative measures that will improve medical treatments and technologies in the clinical space.

A number of other exciting fundraising projects are also in the pipeline for future expansion during 2017-18 and beyond.

We are continually working closely with the Gold Coast Hospital and Health Service (GCHHS) to identify areas requiring support and having the most impact for the health service and patients. We would like to acknowledge the support the Foundation receives from the GCHHS Chair, CEO and Executive Team.

### Heartfelt thank you

As a registered charity, the Foundation relies on the continued generosity of individuals, families and businesses in the community to enable us to further our impact and provide world-class health care services and facilities for all patients and their families at Gold Coast public hospitals.

Fundraising and philanthropy is part of who we are and I am incredibly proud to witness the spirit of giving in our community.

On behalf of the Board, Chief Executive Officer and our staff, we thank you wholeheartedly for your enduring belief in our lifesaving cause and supporting our efforts to help patients and families in their time of greatest need.

Together, as a community, we can continue to fulfil our mission and vision to relieve the distress and financial hardship for every child and adult suffering illness, injury or disease.



Wayne Hunt CA  
Chairman





## Mission, vision and values

### 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.

## Chief Executive Officer's report

The positive impact of Gold Coast Hospital Foundation on patients and their families during times of illness, injury and disease was significant in 2016-2017.

As a purpose-based organisation, Gold Coast Hospital Foundation's services and support are focussed on helping people in the Gold Coast community who are suffering physically, emotionally and financially due to serious medical hardship. Our goal is to help these babies, children and adults feel better, achieve superior health outcomes, or stay as comfortable as possible during their time of need.

### Record impact of giving in 2016-2017

With the ongoing support and generosity of our community, the Foundation experienced its most successful fundraising year ever in its 23-year history.

The impact of this incredible giving was felt far and wide across the Gold Coast Hospital and Health Service, and the Gold Coast region. It allowed the Foundation to raise more than \$1.5 million to make an increasing number of vital health care initiatives and projects possible, which helped nearly 100,000 people overcome medical distress.

This outstanding effort is all thanks to the hard work and commitment of our wonderful Board, staff, volunteers and our big-hearted community of givers – the individuals, families and local companies who give back to our lifesaving cause. Thank you for the essential support you provide to the Foundation time and again.

### Highlights of 2016-2017

- Following the launch of the Trauma Support Program in September 2015, this service continued to expand throughout 2016-17 and was renamed Emergency Accommodation Service. There were 277 nights of emergency accommodation assistance provided to the families of patients in several hospital units.
- The Cancer Patient Transport Service made more than 7,400 journeys to help people affected by cancer get to and from hospital for vital treatment.
- Successfully secured funding for every item on the children's equipment, room improvement and services wish list. This comprised 166 items in total and benefits newborns, children and teenagers across Gold Coast Health's neonatal and paediatric units (*pictured left*).
- Around 80 per cent of the general equipment and refurbishment wish list was also funded, which included 165 items for Renal Services, Palliative Care and Mental Health.
- More than 400 Gold Coast Health staff benefited from the Foundation's education workshops and scholarship program.

- For the first time in our history, we activated our new DGR1 status to apply to and partner with a number of Australian Trusts and Foundations, which successfully raised more than \$100,000 to help children and adults receive improved mental health, emergency and intensive care treatment.

Read more highlights on pages 14-15.

### Key priorities for 2017-2018

The coming 12 months will see the Foundation continue to add real value to our public health care services to help even more people in our community during times of illness and injury. To achieve this, the focus will be on:

- Increasing awareness of the Foundation within our community.
- Successfully funding and delivering a new major research program in partnership with Gold Coast Health from July 2017. Read more on page 11.
- Increasing our fundraising income to deliver greater impact with a key focus on further developing our relationships with Trusts and Foundations; companies; generous individuals, including major donors; and building on the success of our signature events.

While the last financial year has seen the Foundation grow its impact steadily, there is still so much we must achieve to continue our great work of helping even more patients and their families overcome the challenges of medical hardship.

Once again, I warmly thank each and every one of our dedicated donors, supporters, business partners and volunteers for their continued generosity and care. It is only with your help that we have been able to help literally tens of thousands of people receive the best health care services, right here on the Gold Coast.



**Kim Sutton** CFRE, BBS  
(Psychology Hons.), GAICD, MFIA  
Chief Executive Officer



## About the Foundation

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Helping people in our community overcome medical hardship.

### Who we are

Gold Coast Hospital Foundation is a locally-based not-for-profit charity dedicated to improving health care at Gold Coast public hospitals. Each year, the Foundation's services support thousands of patients and their families who are suffering physically, emotionally and financially due to serious illness, injury and disease.

As the official charity for the Gold Coast Hospital and Health Service, the Foundation raises much-needed funds to help deliver better health outcomes for patients and their families receiving care at Gold Coast University Hospital, Robina Hospital and all Gold Coast public health clinics. These community health facilities include family and child health, post-operative care, rehabilitation, mental health, and indigenous health care services.

### What we do

The Foundation provides essential support to patients and families suffering emotional distress and financial hardship due to a medical crisis through:

- Two vital support services – the Cancer Patient Transport Service and Emergency Accommodation Service
- Lifesaving medical equipment
- Innovative hospital-based medical research
- Education, training and scholarships for Gold Coast Health staff
- Improved hospital facilities and patient spaces

Refer to pages 9- 11 for additional information on our services.

### Funding

The Foundation receives no government subsidy. We work with our valued supporters, corporate partners and the Gold Coast community to raise crucial funds through donations, events, appeals, bequests, regular giving and other fundraising activities. The Foundation invests these funds into vital patient services, specialised clinical training, world-class medical equipment and community health programs that would not otherwise be available to local public hospitals and community health clinics.

### History

The Foundation was established in 1994 and has raised more than \$15 million for Gold Coast public hospitals and health care during this time.

### Alignment with government's objectives for the community

Two of the Queensland Government's objectives for the community – delivering quality frontline services and building safe, caring and connected communities – are advanced by the strategic partnership between Gold Coast Hospital Foundation and the Gold Coast Hospital and Health Service. The Foundation helps to relieve the poverty and distress caused to patients suffering from illness and disease by providing patient and family support programs; improving patient outcomes through medical research, vital equipment and specialised training for clinical staff; delivering educational health programs to the community; and operating a professional and efficient organisation that is accountable and transparent to all stakeholders.

### Open data

Additional annual report disclosures relating to expenditure on consultancies are published on the Queensland Government's open data website at [www.data.qld.gov.au](http://www.data.qld.gov.au)



## Our services and impact

How generous community fundraising supports patients and families in crisis.



*Emergency Accommodation Service*



*Cancer Patient Transport Service*

### Cancer Patient Transport Service

To help take the worry out of getting to and from hospital for chemotherapy, radiation therapy, tests and appointments, the Foundation funds and manages the Cancer Patient Transport Service. This vital service completes more than 7,000 journeys annually across the Gold Coast to help patients too ill to drive or unable to afford transport.

One patient that relies on the Foundation's transport service is Lisa Gilmer (*image 2*). The Gold Coast local was diagnosed with terminal brain cancer and is incredibly grateful for the Cancer Patient Transport Service's stress free and comfortable transport. "The Foundation has been my absolute lifeline. I couldn't do it without them," Lisa said.

### Emergency Accommodation Service

When Beaudesert local Josh (*image 1*) was left fighting for his life after a serious car accident, the Foundation assisted his family with accommodation near the hospital. It meant the world to the 19-year-old's family that they could be by his side. The Emergency Accommodation Service provides emergency accommodation assistance to families displaced by unexpected medical and financial hardship.

The Emergency Accommodation Service has continued to expand since launching in September 2015, helping even more families of patients in trauma, intensive care, neonatal intensive care, children's critical care and postnatal mental health units.

## Our services and impact *(cont.)*



*Laparoscopic medical equipment*



*Hospital facilities enhanced*



*Compassionate patient support*

### Lifesaving medical equipment purchased

Having the most up-to-date specialist equipment can mean the difference between life and death for patients being treated in Gold Coast public hospitals. After entering the world by emergency C-section, baby boy Wolf Ropati was diagnosed with two rare life-threatening medical disorders – a congenital heart condition and a bowel defect. Having already endured two urgent open heart surgeries, Wolf underwent another challenging operation on his tiny bowel at 11 months old.

An expert neonatal and paediatric surgical team used specialist Laparoscopic equipment (*image 3*) measuring just 3mm to make small incisions in his abdomen to reconstruct a passageway and opening at the end of the digestive tract. The Laparoscopic surgical instruments, which were purchased in 2016-2017 by the Foundation thanks to generous community donations, allow doctors to perform minimally invasive surgery on even the smallest patients. This offers babies and infants the best chance for faster, less painful recovery and long-term health benefits.

Community donations enable the Foundation to purchase more than 100 vital pieces of medical equipment every year from the wish list of Gold Coast Health clinical professionals. Visit [www.gchfoundation.org.au/past-grants](http://www.gchfoundation.org.au/past-grants) for the full list of equipment, services and grants funded in 2016-17.

### Hospital facilities enhanced

To promote patient relaxation, respite and comfort, the Foundation provides tranquil, private and family friendly environments by refurbishing patient areas and enhancing hospital facilities. The Bereavement Support Room (*image 4*) and two waiting areas in the Maternal Fetal Medicine Unit at Gold Coast University Hospital (GCUH) were beautifully transformed by the Foundation in 2016-17 to offer mothers, partners and families a quiet place to grieve the heartbreaking loss of a baby or pregnancy.

The enhanced spaces include full-length coastal wall wraps and new furnishings, which were proudly funded by the Foundation, thanks to Woolworths Gold Coast stores. Other areas previously upgraded by the Foundation include the Youth Cancer Relaxation Space, Intensive Care Unit, Mental Health and Neonatal Intensive Care.



Education, training and scholarships

Medical research

### Education, training and scholarships

Each year, hundreds of Gold Coast Health staff benefit from the Foundation's education grants and scholarships. Expert training is delivered to doctors, nurses and other medical staff via Foundation-funded education workshops and seminars to improve knowledge in specialist health areas. In 2016-17, the Vacca Workshop provided obstetrics and gynaecology registrars with the key skills and knowledge to perform safe vacuum-assisted childbirth, including the chance to practice many hands-on techniques to recognise when it is both safe and appropriate to deliver a baby using a vacuum device.

Medical professionals are also given the opportunity to be awarded nursing and midwifery scholarships to further their education and training. One health professional who has received a Nursing and Midwifery Scholarship from the Foundation is Registered Nurse Chris Halpin (*image 6*). "A scholarship from Gold Coast Hospital Foundation helped me complete my Master of Nursing, advancing my emergency care knowledge and leadership skills," Chris said.

In addition, the Foundation proudly supports the administration of the P.A.R.T.Y. (Prevent Alcohol Trauma in Youth) program, which is run by the GCUH Trauma Service. Hundreds of Gold Coast teenagers benefited from this trauma prevention initiative in 2016-17.

### Compassionate patient support

Over the past two years, the Foundation has provided essential funding for a Child Life Therapist (*image 5*) to support the hospital journey of children and their families through their perioperative experience. Child Life Therapy has been highly beneficial for young patients in the Operating Theatre, Holding Bay, Recovery, Surgical Admissions Unit and Paediatric Ward at GCUH.

Combining an understanding of child development, occupational engagement and the theatre environment, the Child Life Therapist focuses on play to familiarise children with the theatre environment, and incorporates medical play to informally rehearse and desensitise children to processes involved. Distraction and play is used to help counter stress of an unfamiliar environment.

### Medical research

The Foundation is forming a new major research program in partnership with Gold Coast Health to launch in July 2017. This program will focus on seed funding innovative small and large health and clinical research projects, led by Gold Coast Health professionals, to continually advance health care services and medical outcomes for patients (*image 7*).

## Strategic objectives and performance indicators

Gold Coast Hospital Foundation's Strategic Plan for 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, including health promotion; sustainable growth; and governance; as well as our eight key objectives below.

### Our strategic 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 three years of this Strategic Plan have now been delivered, and many of our objectives and targets have been achieved earlier than planned.

Strategic objective	Key strategies	Performance measure	Status
Prioritise and grow patient support services	<ul style="list-style-type: none"> <li>• Launch a dedicated transport service for cancer patients.</li> <li>• Launch a family assistance service that relieves the financial distress associated with travel, accommodation and parking costs for families of trauma patients. Substantially expand this service in size and target audience as needed.</li> <li>• Launch and fund music and play therapy (child life) services for children experiencing distress, as a result of illness and disease.</li> </ul>	The contribution of GCHF in supporting Qld Health and GCHHS priorities is recognised by all stakeholders.	Achieved
Improved grant impact	<ul style="list-style-type: none"> <li>• Develop strong partnerships with local health and university teams to ensure Foundation activity is focused on unmet needs that prioritise relieving poverty and distress caused by illness and disease.</li> <li>• Improve wish list, monitoring and evaluation systems and procedures to ensure high impact that is mission-based and reportable.</li> </ul>	At least 800 cancer patients are transported to appointments at seven health facilities per year.	Partially achieved – we note that the goal of 800 cancer patients transported per year is not the most effective Key Performance Indicator for this service, but rather focusing on providing dedicated transport as needed, where needed for as long as needed to ensure each patient gets the support during treatment that they need. Achieved
Secure public support	<ul style="list-style-type: none"> <li>• Marketing resources prioritised to grow brand awareness.</li> <li>• Conduct brand valuation assessments every second year.</li> <li>• Plan developed to actively engage patients and health staff.</li> </ul>	Unprompted brand recognition increases from 3% in May 2015 to 20% by June 2019.	In progress
Revenue growth	<ul style="list-style-type: none"> <li>• Achieve tax status change from private ancillary fund to public benevolent institution by Dec 2015.</li> <li>• Grow commercial income through new products.</li> <li>• Individual and regular giving appeals become profitable and donor numbers grow.</li> <li>• Major Gifts program formalised.</li> <li>• Grow corporate partnerships, events and sponsorships.</li> <li>• Launch Gift in Wills program.</li> </ul>	Revenue doubles from \$1M in 2015 to \$2M by 30 June 2019.	Tax status achieved  In progress: Total revenue in FY16-17 exceeds \$1.5m
Cost management	<ul style="list-style-type: none"> <li>• Organisational structure supports our growth strategy but remains lean.</li> <li>• Use internal Key Performance Indicators and industry benchmarks to measure financial performance and ensure distribution transparency.</li> </ul>	Return on Investment of all activities recorded and reported. Operating costs in line with industry benchmarks.	Achieved



Strategic objective	Key strategies	Performance measure	Status
Recruit and retain talented staff	<ul style="list-style-type: none"> <li>Recruit staff in line with growth plans.</li> <li>Strong performance management framework aligned to strategy.</li> <li>Annual goal setting promotes team buy-in, motivation and ownership.</li> <li>Team given professional development opportunities.</li> </ul>	<p>Team grows to a minimum of 7 FTE, in line with strategy.</p> <p>Staff performance measured against targets and revenue variance tracked monthly.</p>	Achieved
Operate distinct revenue and cost centres	<ul style="list-style-type: none"> <li>Documented business case for each new resource, identifying when each investment will pay off.</li> </ul>		Achieved
Experienced Board of Directors	<ul style="list-style-type: none"> <li>Board of Directors have diversity of skills, experience, age and gender.</li> <li>Sub-committees introduced to deliver strong finance and risk, fundraising and marketing, and program delivery strategies and impact.</li> <li>Implement Directors Code of Conduct and handbook.</li> </ul>	<p>Diverse Board of Directors.</p> <p>Board members actively contribute to the success of the Foundation through ambassador and donor introduction activities.</p>	<p>In progress</p> <p>Partially achieved</p>

The Foundation Board is currently reviewing the strategy with an aim to finalise a new refreshed three-year strategy for the period 2017-2020.

## Operating environment

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

A scan of the environment in which the Foundation operates highlights the following major strategic risks:

- Failure to raise sufficient funds to meet increasing need for support
- Failure to grow team and secure the resources required to deliver revenue growth targets
- Failure to improve brand awareness resulting in limited growth
- Patient services and support and grants not project managed sufficiently resulting in benefits not being measured and stakeholders losing trust in GCHF as a responsible steward of funds and resources
- Business not operating efficiently resulting in higher than necessary administration costs

To manage these risks, we will ensure the Foundation is sufficiently resourced to properly deliver on the Strategic Plan including developing robust business development and philanthropy units that are effectively staffed with a Business Development Manager and Coordinator; a Philanthropy Manager and Fundraising Officer; Direct Marketing Officer (to secure increased revenue); Marketing Manager to launch a marketing and awareness campaign (to build supporter base); and a Program Officer to oversee the delivery of patient services and grants (clarity in direction of funds). Further risk mitigation will be by way of tracking operational and financial benchmarks and carefully monitoring performance against targets.

## 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:

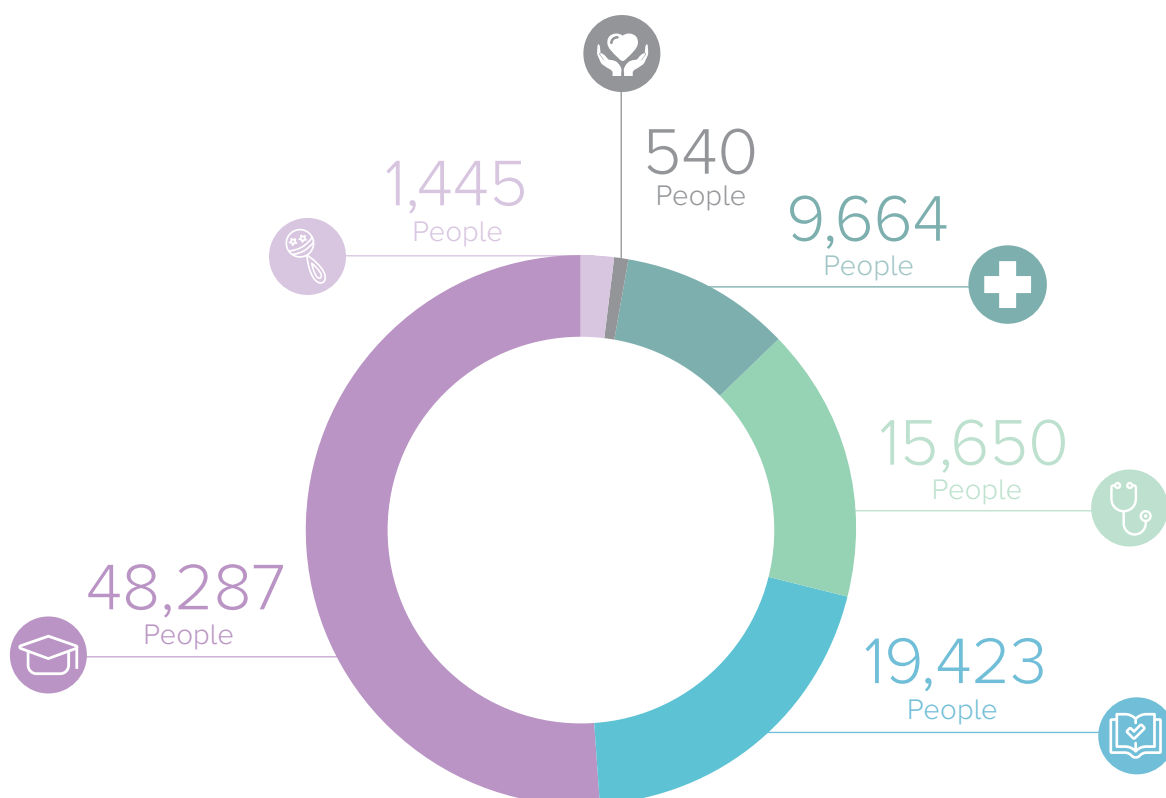
- GST Concession effective from 1 July 2005
- Income Tax Exempt effective from 1 July 2000
- Endorsed as a Deductible Gift Recipient effective from 1 July 2000
- Covered by Item 2 of the table in Section 30-15 of the *Income Tax Assessment Act 1997*
- Subject to and compliant with the Public Ancillary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

## A year in review

Our highlights of 2016-2017, made possible thanks to overwhelming community support.

### How the Foundation's services help people in our community

Figures based on the number of people supported by the Foundation in 2016-17.



Services	Number of people helped	Percentage of people helped	Figure includes
■ Patient support services	540	1%	Cancer Patient Transport Service and Emergency Accommodation Service
■ Children's equipment, refurbishments and services	9,664	10%	Child Life Therapy
■ General equipment and refurbishments	15,650	16%	
■ Education workshops	19,423	20%	Patients helped and health staff upskilled
■ Scholarships	48,287	51%	Patients helped and health staff upskilled
■ Donated toys and items	1,445	2%	

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## Our total impact

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**95,009**   
people helped in  
our community.

**\$1.5m+** RAISED   
through community fundraising  
and corporate sponsorships.

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## Support services

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**7,437**   
journeys made by Cancer Patient  
Transport Service to help people  
affected by cancer get to and from  
hospital for vital treatment.

**154,207** km   
travelled by the Cancer  
Patient Transport Service.


**277** NIGHTS   
of accommodation close to  
the hospital provided to patients'  
families through the Emergency  
Accommodation Service.

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## Equipment and projects funded

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**166** ITEMS   
delivered on the  
children's medical equipment,  
hospital refurbishment and  
services wish list.

**165** ITEMS   
funded off the general medical  
equipment and hospital  
refurbishment wish list.

**12**   
hospital and patient  
spaces improved in total.

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## Education and scholarships

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**397** HEALTH  
STAFF   
received expert training.

**7** SCHOLARSHIPS   
awarded to health professionals for  
nursing, midwifery and allied health.

**8** EDUCATIONAL  
WORKSHOPS   
coordinated and funded  
for health professionals.

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## Compassionate patient support

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**1,300+**   
toys and gifts distributed  
to children in hospital.

**520** HOURS   
of Child Life Therapy delivered  
to children awaiting surgery.

## Fundraising highlights



Palazzo Versace Teddy Bear Christmas Gifting Tree



Image courtesy of Juicy Online Media

Southport Sharks contributed funding to the patient garden Gold Coast Hospital Foundation



### Gold Coast Hospital Foundation Annual Gala

The Foundation's spectacular maritime-themed Gala, 'A night on the high seas', was held in August 2016 at The Star Gold Coast. More than 300 guests became cruise ship passengers for the night and generously raised an amazing \$76,000 to fund the Cancer Patient Transport Service and Emergency Accommodation Service (image 3).

### Annual appeals

The Tax and Christmas Appeals are Gold Coast Hospital Foundation's two main annual appeals, which are supported through a fully integrated and multi-channel campaign across Direct Mail (DM), Electronic Direct Mail (EDM), Telemarketing (TM), website content, social media and advertising. The appeals helped to fund important patient support services and ongoing projects.

### Major donors

The generosity of individuals in our community continued to grow this year, resulting in hundreds of thousands of dollars being raised to help paediatric, mental health, emergency and trauma patients overcome the hardship that so often comes with being unwell. We are truly grateful for the compassion of these donors.

### Give Me 5 For Kids

The annual Southern Cross Austereo Give Me 5 For Kids radio appeal was held in June 2017 by 92.5 Gold FM's breakfast team and raised approximately \$90,000 to help purchase vital medical equipment for special little patients in the children's ward at Gold Coast University Hospital (GCUH) (image 4).

### Woolworths

Woolworths generously donated more than \$156,000 to help babies and children suffering illness, disease and injury through its wall token campaign. This incredible community funding allowed the Foundation to purchase several big ticket items for the Neonatal and Paediatric Wards at GCUH. Specialist equipment included the Kanmed Baby Warmer and Bed, which is used to support fragile preterm babies; and the Laparoscopic surgical equipment, which measures just 3mm to provide minimally invasive surgery for babies.

### The Star Gold Coast

The Star Gold Coast generously donated and made gifts in-kind this year to support the Foundation's Nursing and Midwifery Scholarships, and clinical staff training. The Star Gold Coast has been a proud partner of the Foundation since 2013, with their support leading to better patient outcomes.

### Chempro Chemists

Chempro Chemists is an ongoing major sponsor of the Foundation's Cancer Patient Transport Service, generously uplifting their invaluable support this year.

### Southport Sharks

In the 2016-17 financial year, Southport Sharks continued to generously donate funds made by their staff, members and customers. These funds paid for 140 journeys for cancer patients on the Cancer Patient Transport Service, and funded the iSimulate Defibrillator training system for the Emergency Department at GCUH. Southport Sharks' generosity also contributed funding to the patient garden therapy project,





Foundation Annual Gala



Give Me 5 For Kids



Bliss Fashion Emporium Fashion Show Fundraiser

which was officially opened by The Honourable Cameron Dick MP, Minister for Health and Minister for Ambulance Services. To date, Southport Sharks has donated more than \$150,000 to support the Foundation's lifesaving work (*image 2*).

### Palazzo Versace

During 2016-17, Palazzo Versace raised funds to help local cancer patients and children in hospital through fundraising events such as Melbourne Cup and the Teddy Bear Christmas Gifting Tree. This was the second consecutive year Palazzo Versace Teddy Bears were purchased by hotel guests and the public during the hotel's Teddy Bear Christmas Tree Appeal. Palazzo Versace has continued to be a supportive corporate partner since early 2015 (*image 1*).

### Ray White Surfers Paradise Group

The team from Ray White Surfers Paradise Group hit the green in early 2017 for its corporate golf day to help sick kids in the children's ward at GCUH.

### First National Broadbeach

First National Broadbeach continued their wonderful support for children in hospital with two fun-filled charity race days. This fantastic support provided essential funding for the Foundation to supply a Child Life Therapist in Perioperative Services at GCUH. The Child Life Therapist supports children through their medical journey and assists with coping

strategies related to illness and hospitalisation in the operating theatre context. Pamela Bayles continues to be a loyal ambassador of the Foundation by introducing us to her network of business colleagues.

### Gold Coast Convention and Exhibition Centre

Gold Coast Convention and Exhibition Centre hosted Melbourne Cup sweeps for the Cancer Patient Transport Service. The venue has once again signed up to raise funds for the Foundation at Melbourne Cup in 2017 and will also be the setting for our Annual Hospital Heroes Ball in October 2017.

### Bliss Fashion Emporium

The Foundation was the official charity of the Bliss Fashion Show Fundraiser hosted by Marina Mirage in early June 2017. Hundreds of divinely dressed local men and women attended to raise thousands of dollars to help patients in need (*image 5*).

### Q Super Centre

The Foundation welcomed a new partnership with Q Super Centre in 2016, with the shopping centre kindly supporting our vital Cancer Patient Transport Service.

### Earth Markets

This local family business has generously made possible a number of important mental health and elderly patient projects, including new exercise bikes for our mental health inpatients at GCUH.

## Brave Alliyah's fight for survival

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Thanks to the generosity of people in our community, Gold Coast Hospital Foundation helps to support patients like Alliyah by easing the distress of medical hardship on patients and their families.

A rare life-threatening respiratory condition affecting the lungs and airways put baby Alliyah Broadby at constant risk from the moment she entered the world in July 2013. Breathing was difficult and often, when she fell asleep, she would stop breathing completely.

Brave Alliyah underwent the first of many surgical procedures at just seven weeks of age when she was placed on permanent breathing support with a tracheostomy. The operation involved a permanent breathing tube being urgently inserted into her windpipe through the neck to help the little Gold Coast local breathe more easily via a ventilator.

Alliyah never went home with her loving family during this first seven weeks and spent a total of 20 months of her young life under 24-hour care in hospital. For adoring mother Kathryn, Alliyah's life-threatening condition meant she missed out on many special moments with her new baby.

"I never held her, never heard her cry. My first cuddle was when she was nine days old... she was covered in tubes and was trying to breathe through a nose snorkel for the first time. She wasn't coping at all. It was a very distressing experience," Kathryn recalls.

If the financial, physical and emotional stress of having her precious daughter in hospital under round-the-clock medical supervision wasn't hard enough, Kathryn and Alliyah's dad Mark lived in constant fear that each day could be their baby girl's last.

Alliyah was in danger of dying every single night when she would suddenly stop breathing as she slept. Imagine how scared you would be if you had a child or grandchild who struggled to breathe and was fighting to survive night after night. This frightening and distressing situation was Kathryn and Mark's reality for nearly two years.

The challenges of continually being away from home and travelling between Brisbane and the Gold Coast to be by Alliyah's side had a huge impact on Alliyah's family. But in order to receive permanent care on the Gold Coast, the gorgeous little tot desperately needed access to specialist equipment.

"Alliyah was the first permanent patient in the Children's Critical Care Unit at Gold Coast University Hospital. Receiving this specialist care meant that Mark and I could go home at night and be with our other children. While it was hard leaving Alliyah every night, it brought some sort of normality back into our lives," Kathryn said.

After living in the Intensive Care Unit for 20 months, Alliyah was finally discharged from hospital in March 2015 and began her journey adjusting to life at home with a tracheostomy and ventilator, under 24/7 supervision by her concerned parents and professional carers.

"Words can't describe that feeling when we were given the good news that Alliyah was finally going home."

*“Words can't describe that feeling when we were given the good news that Alliyah was finally going home,”*

*“We wouldn’t be where we are today if it wasn’t for the Foundation and the services it provides. Thank you to everyone who has donated in the past and will donate in the future”*

Thanks to the incredible care provided by Gold Coast Health doctors and staff, Alliyah reached another miraculous milestone in February 2017 when she had her tracheostomy removed and became ventilation free.

“We wouldn’t be where we are today if it wasn’t for the Foundation and the services it provides. Thank you to everyone who has donated in the past and will donate in the future. Your donations have made such a difference to Alliyah and our family, and will also benefit other kids or adults going through a similar scenario,” Kathryn said.

“We still have some hurdles to get over, but we are a lot more optimistic. Alliyah is one determined little girl, and seeing her smile, laugh and play without the restrictions she once had is priceless.”

There are many other patients just like Alliyah who must endure numerous surgical procedures and lengthy stays in hospital. With support from the community, the Foundation can raise funds for lifesaving medical equipment and vital support services to help other patients like Alliyah overcome distress and hardship caused by being so unwell.



*Three-year-old Alliyah  
lived in ICU for 20 months.*

## Our supporters

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Gold Coast Hospital Foundation is incredibly fortunate to rely on the dedicated support of generous individuals, families and organisations that help make our vital impact possible.

We sincerely appreciate your unwavering commitment during the 2016-2017 financial year to provide the best possible treatment, care and support to patients and their families in times of medical hardship.

### Individuals and families

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

#### Major supporters

- Annie & Danks Trust
- AV Technology Australia
- Bliss Fashion Emporium
- Chempro Chemists
- Coca-Cola Amatil
- Dry July Foundation
- Earth Markets
- First National Broadbeach
- Gambling Community Benefit Fund
- City of Gold Coast
- Gold Coast Convention and Exhibition Centre
- Gold Coast Private Hospital
- LinK Family Trust
- Loraine and David McLaren
- Milton and Jackie Brunton
- Mr Bernard and Mrs Sheila Joel
- Mrs Beverly McIlwain
- Mrs Maureen Stevenson
- Palazzo Versace
- Perpetual
- Professor Ged Williams
- Pure Land Buddhist
- Q Super Centre
- Radiation Oncology Centres
- Ray White Surfers Paradise Group
- Southern Pacific Developments
- Southport Sharks
- The Star Gold Coast
- Wood Family Trust
- Woolworths

#### Community groups

- Bond University Philanthropic Council
- Buddha Light International Association
- Gold Coast Cruiser Club
- Gold Coast Friends
- Griffith University Student Guild
- Rotary Broadwater Southport
- Uniting Church Mudgeeraba

#### Event sponsors

- 92.5 Gold FM
- Bond University Faculty of Health Sciences and Medicine
- Gold Coast Cabs
- P's in a Pod Creative Agency
- Print Monster
- ROCQ
- The Gold Coast Bulletin
- Villa World

#### Gifts-in-kind and pro-bono expertise

- Fiona Watson Recruitment
- Fleurus
- McCabe Weston Accountants
- NewsCorp Australia
- Southern Cross Austereo / 92.5 Gold FM
- The Star Gold Coast
- Williams Partners Independent Audit Specialists



## Corporate governance and structure

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### Our Board

Our Board is comprised of individuals who are volunteers dedicated to serving 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, vision and values 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*.

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#### Mr Wayne Hunt – Chairman

*Four year term expires 18 November 2017*

Wayne Hunt is a qualified chartered accountant and member of the ICA. His private consulting business provides specialised services in strategic planning, business development, financial management, information processing and business mentoring to a range of companies in the private sector. Wayne also sits on a number of commercial boards, and brings a wealth of strategic expertise to the Foundation. He has been Chairman of the Foundation since 2014.

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#### Mr John Fradgley – Deputy Chairman

*Four year term expires 30 September 2021*

John Fradgley is a qualified solicitor and was a Senior Partner in Bell Legal Group from 1977 to 2016 before retiring from his equity position to become a Consultant and Head of Department – Wills, Trusts and Estate Planning. He is involved in numerous religious, charitable, educational and community organisations on the Gold Coast, including Chairman of School Council at All Saints Anglican School.

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#### Associate Professor Teresa Withers

*Three year term expires 30 September 2019*

Associate Professor Teresa Withers 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 Director of Surgery at the Gold Coast University Hospital.

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#### Mr Greg McCabe – Treasurer

*Resigned 12 December 2016*

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

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#### Dr Shirley Wee

*Four year term expires 30 September 2021*

Dr Shirley Wee is a clinical research fellow with Menzies Health Institute Queensland (MHIQ), Griffith University. Following a career in advertising, marketing and promotions in Singapore and Japan, she settled in Australia where she achieved a First Class Honours in Biomedical Science, a Graduate Certificate in Research Management and PhD in Cardiovascular Science. Dr Wee has been Griffith University's Biobank Manager since 2014 and has served as a Board member of the Foundation since 2007.

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#### Ms Canice Brown

*Three year term expires 19 September 2017*

Canice Brown 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. Canice previously held a Joint Position with Griffith University where she was a member of the Critical Care teaching team and continued to guide the education and professional development of graduate nurses at Gold Coast Health.

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#### Professor Andrew Davey

*Three year term expires 19 September 2017*

Professor Andrew Davey 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.

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#### Ms Colette McCool

*Four year term expires 19 September 2017*

Colette McCool has more than 25 years' experience as a senior executive in large and complex public sector organisations. She has held senior leadership positions across economic and social portfolios in State, Territory and Local Governments, in diverse functional areas such as community services and health, waste management and transport. Colette has been a member of many government boards including Chair of the Safety Quality and Clinician Engagement Committee, plus Deputy Chairperson of Regional Development Authority (RDA) Gold Coast.

## Corporate governance and structure (cont.)

### Ms Anna Carroll

*Two year term expires 30 September 2018*

Anna Carroll has held leadership roles in sport, public infrastructure, health and human resources in both the government and not-for-profit sectors. Anna is now overseeing the redevelopment of the Gold Coast Cultural Precinct. Anna has received an Australia Day Award for her services to the Department of Transport and Main Roads, was named a finalist in the Telstra Business Women's Awards during her tenure as CEO of Netball Queensland, and has served with the United Nations in New York and was an Australian representative at the UN World Conference on Women in China.

### Ms Colette Gallagher

*Two year term expires 30 September 2019*

Colette Gallagher is the General Manager of Torque Media Communications. With over 20 years' experience building and maintaining high performance sales and marketing teams across most media platforms, Colette has previously worked for some of Australia's leading media organisations including Seven West Media, Pacific Magazines, Bauer Media and more recently News Corp Australia. Throughout her career Colette has sat at the negotiation table with most major FMCG, Fashion, Beauty and Automotive brands.

### 2016-17 Board meeting dates



### Board sub-committees

Through committees established by the Board, Gold Coast Hospital 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), John Fradgley (Deputy Chairman), Kim Sutton (CEO)

#### Finance, Audit 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*

Wayne Hunt (Chair), John Fradgley, Anna Carroll, Kim Sutton (CEO)

#### Programs

##### *Purpose*

To examine potential patient services suitable for Foundation funding, provide recommendation of which projects to fund and report to the Board on outcomes from research funded by the Foundation. This sub-committee selects the equipment and clinical and innovation grants for funding.

##### *Members*

Teresa Withers (Chair), Colette McCool, Dr Shirley Wee, Andrew Davey, 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 marketing and communications activities and outcomes.

##### *Members*

Dr Shirley Wee (Chair), Canice Brown, Anna Carroll, Colette Gallagher, Kim Sutton (CEO), Wayne Hunt

## Executive management

### Chief Executive Officer

Kim Sutton, CFRE, BBS (Psychology Hons.), GAICD, MFIA

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. She holds the globally recognised certified fundraising executive (CFRE).

In 2017 she was awarded the Australian Institute of Company Director's Regional Scholarship and successfully graduated the Directors course shortly after.

Responsible for recommending the strategic and operational needs of the Foundation, Kim guides the day-to-day performance 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.

## Organisational structure

As at 30 June 2017



## Risk management and accountability

### Risk management

The Board, through the Finance, Audit and Risk Sub-committee, monitors and addresses the key risks for the Foundation. Operationally, the Sub-committee discusses financial budgeting; performance and controls; as well as reviewing and 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, Audit and Risk Sub-committee membership is outlined in the Board Sub-committees section on page 22.

### 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 Sub-committees reduce and monitor the risks for the Foundation.

### External audit

An external audit was conducted by a designate of the Queensland Audit Office. A qualified audit opinion was issued on the 2016-2017 financial statements.

### Audit committee

The Audit Committee role is performed by the Finance, Audit and Risk Sub-committee listed on page 22, and is led by the Foundation Chair. As with all Board and sub-committee positions, roles are held on a non-renumerated and voluntary basis.

The sub-committee 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 sub-committee has due regard to the Queensland Treasury's Audit and Committee Guidelines.

The 2016-17 Finance, Audit and Risk Sub-committee, encompassing the Audit Committee, met on the following dates in the reporting period:





# Information systems and recordkeeping

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## Information systems

A new cloud-based CRM database system will be implemented at the Foundation at the start of the 2017-2018 financial year to improve donor and customer relationship management.

The transition to Salesforce will provide advanced capabilities and functionality that will enable the Foundation to:

- Streamline CRM processes and Foundation operations
- Improve useability and data access
- Track and manage donor and customer information more efficiently
- Facilitate automated workflow
- Provide enhanced reporting
- Connect to other Foundation software such as accounting systems, the website, MailChimp and peer-to-peer fundraising platforms
- Offer donor self-service facilities
- Have remote access on any device for ease of use and to maintain up-to-the-minute record keeping of customer activity
- Aid future growth, planning and success

In addition, Salesforce will also be highly beneficial in simplifying and improving the donor communication journey by enabling the Foundation to effectively manage and record all interactions with donors, customers and prospects such as phone calls, emails, direct mail, website visits and more.

The Foundation's Business Development Manager is responsible for operating and trouble-shooting information systems and technologies so that Foundation staff members 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 the Foundation's functions
- 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 Officer 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.

## Human resources

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Gold Coast Hospital Foundation's small, yet passionate team bring a variety of backgrounds and skills to their respective roles. Our staff and volunteers strive to have the greatest impact on the lives of patients and their families to relieve distress and hardship caused by illness, injury and disease.

### Recruitment and retainment

The Foundation aims to uphold a safe, healthy and harmonious working environment that promotes physical and mental wellbeing, while also being a nurturing workplace that attracts and retains staff and volunteers. Our HR Strategy 2015-2019 outlines our plans to deliver on our strategic objective of 'recruit and retain talented staff'.

We have a comprehensive recruitment, retention and performance management system in place and our strategic objective of 'recruit and retain talented 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 2016-17 period, the Foundation recruited the newly created Major Gifts Officer (part time) role. As at June 2017, the Foundation team consisted of 8.2 FTE staff.

### Workforce planning

The Foundation's team is comprised of employees 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 during 2017.

### 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 two full time members of the team or 24% as at 30 June 2017. 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*

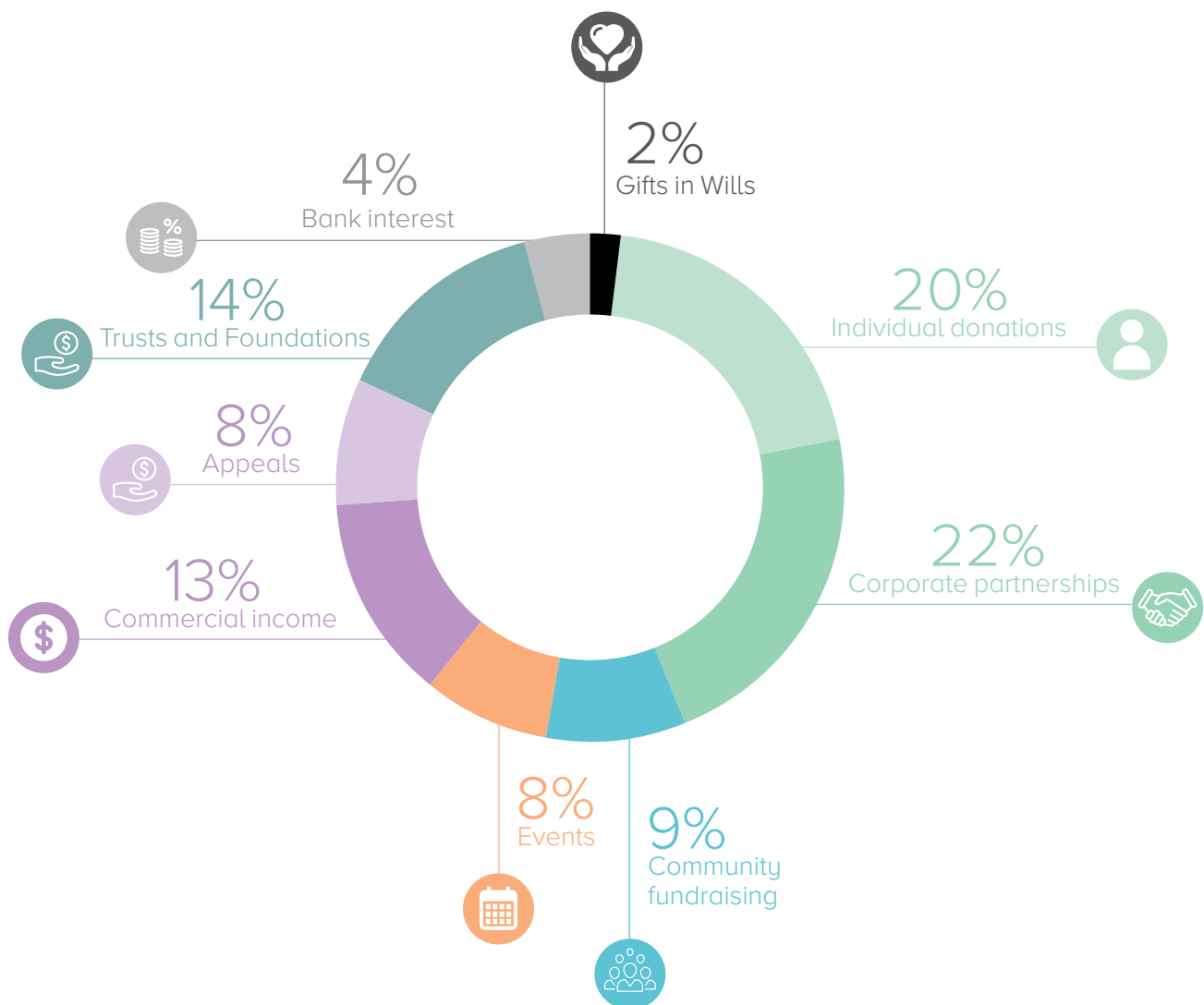
- Lead, empower and trust
- Play to everyone's strengths
- Develop yourself and those around you

## Financial performance summary

The 2016-2017 financial year has seen the Foundation achieve its most successful financial result in its 23-year history. This will support the efficient and effective operation of the Foundation into the future.

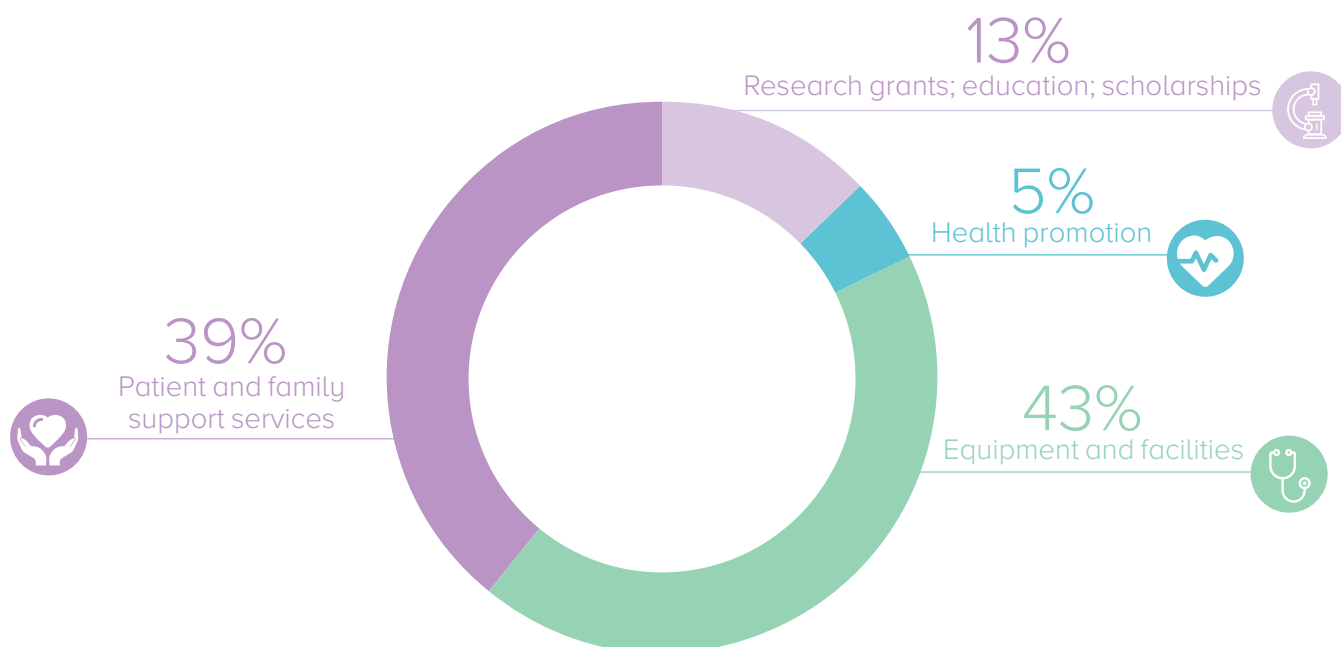
### Donations and other contributions 2016-17

The Foundation's revenue predominantly comes from funds raised through the generous support of the community. The Foundation generated \$1,584,366 in total revenue for the 2016-17 financial year. The following pie chart shows a proportional breakdown of donations and other contributions revenue:



### Disbursement 2016-17

Total funding provided for equipment, facilities, grants, scholarships, patient and family support, and community programs was \$695,730. The following pie chart provides a breakdown of the areas where funds were allocated:



### Net assets

The Foundation maintained a solid financial position throughout 2016-17. As at 30 June 2017, the Foundation's net assets totalled \$3,685,211.

### 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 2016-17 financial year with the previous period's results:

Financial Year	2016-17	2015-16
Total Revenue	\$1,584,366	\$1,346,382
Total Expenses*	\$1,855,340	\$1,663,720
Net Assets	\$3,685,211	\$3,956,304

\*Figure includes program delivery costs.

### Full financial statements

The annual financial statements for Gold Coast Hospital Foundation for the 2016-17 financial year are included in Appendix 2 of this Annual Report.



## Appendices

### Appendix 1 – glossary and compliance checklist

#### Glossary

CRM	Customer Relationship Management	GCHF	Gold Coast Hospital Foundation
DGR1	Deductible Gift Recipient Type 1	GCHHS	Gold Coast Hospital and Health Service
DM	Direct Mail	GCUH	Gold Coast University Hospital
EDM	Electronic Direct Mail	NICU	Neonatal Intensive Care Unit
Foundation	Gold Coast Hospital Foundation	TM	Telemarketing

#### Compliance checklist

Summary of requirement		Basis for requirement	Annual report reference
Letter of compliance	<ul style="list-style-type: none"> <li>A letter of compliance from the accountable officer or statutory body to the relevant Minister/s</li> </ul>	ARRs – section 7	4
Accessibility	<ul style="list-style-type: none"> <li>Table of contents</li> <li>Glossary</li> </ul>	ARRs – section 9.1	3 30
	<ul style="list-style-type: none"> <li>Public availability</li> </ul>	ARRs – section 9.2	2
	<ul style="list-style-type: none"> <li>Interpreter service statement</li> </ul>	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3	2
	<ul style="list-style-type: none"> <li>Copyright notice</li> </ul>	<i>Copyright Act 1968</i> ARRs – section 9.4	2
	<ul style="list-style-type: none"> <li>Information Licensing</li> </ul>	<i>QGEA – Information Licensing</i> ARRs – section 9.5	2
General information	<ul style="list-style-type: none"> <li>Introductory Information</li> </ul>	ARRs – section 10.1	8
	<ul style="list-style-type: none"> <li>Agency role and main functions</li> </ul>	ARRs – section 10.2	8-11
	<ul style="list-style-type: none"> <li>Operating environment</li> </ul>	ARRs – section 10.3	13
Non-financial performance	<ul style="list-style-type: none"> <li>Government's objectives for the community</li> </ul>	ARRs – section 11.1	8
	<ul style="list-style-type: none"> <li>Other whole-of-government plans / specific initiatives</li> </ul>	ARRs – section 11.2	N/A
	<ul style="list-style-type: none"> <li>Agency objectives and performance indicators</li> </ul>	ARRs – section 11.3	12-13
	<ul style="list-style-type: none"> <li>Agency service areas and service standards</li> </ul>	ARRs – section 11.4	N/A
Financial performance	<ul style="list-style-type: none"> <li>Summary of financial performance</li> </ul>	ARRs – section 12.1	28-29

Summary of requirement		Basis for requirement	Annual report reference
Governance – management and structure	• Organisational structure	ARRs – section 13.1	23
	• Executive management	ARRs – section 13.2	23
	• Government bodies (statutory bodies and other entities)	ARRs – section 13.3	N/A
	• <i>Public Sector Ethics Act 1994</i>	<i>Public Sector Ethics Act 1994</i> ARRs – section 13.4	27
	• Queensland public service values	ARRs – section 13.5	27
Governance – risk management and accountability	• Risk management	ARRs – section 14.1	24
	• Audit committee	ARRs – section 14.2	24
	• Internal audit	ARRs – section 14.3	24
	• External scrutiny	ARRs – section 14.4	24
	• Information systems and recordkeeping	ARRs – section 14.5	25
Governance – human resources	• Workforce planning and performance	ARRs – section 15.1	26
	• Early retirement, redundancy and retrenchment	Directive No.11/12 <i>Early Retirement, Redundancy and Retrenchment</i>  Directive No.16/16 <i>Early Retirement, Redundancy and Retrenchment</i> (from 20 May 2016)  ARRs – section 15.2	27
Open Data	• Statement advising publication of information	ARRs – section 16	2
	• Consultancies	ARRs – section 33.1	8
	• Overseas travel	ARRs – section 33.2	Nil (requiring no open data return)
	• Queensland Language Services Policy	ARRs – section 33.3	2
Financial statements	• Certification of financial statements	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 17.1	Appendix 2
	• Independent Auditor's Report	FAA – section 62 FPMS – section 50 ARRs – section 17.2	Appendix 2

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2009*

ARRs *Annual report requirements for Queensland Government agencies*

# Appendices *(cont.)*

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## Appendix 2 – financial statements 2016-2017

*Within this section:*

Treasurer’s report .....	33
Annual financial statements .....	34-49
Independent auditor’s report .....	50-51

## Treasurer's report

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### Results from operations

The Foundation's operating results (prior to grants and disbursements) was \$425,637 compared to an amount of \$280,956 for the previous year. This allowed the Foundation to distribute \$695,730 in grants during the year compared to \$598,294 for the previous year. The end result was a post distribution deficit of \$270,093. 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 \$1,584,366 compares with \$1,346,382 for the previous year.

### Operating expenditure

The Foundation separates the costs of operations into three categories:

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

Fundraising costs for the current year amounted to \$322,321 compared with \$329,598 for the previous year.

Employment Expenses for the current year amounted to \$684,017 compared with \$588,345 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 \$695,730 was disbursed for the purpose of delivering patient support services such as the Cancer Patient Transport Service and Emergency Accommodation Service; medical equipment and aids; education workshops and scholarships for health staff; and health promotion activities. This compares with an amount of \$598,294 in the previous year.

### Balance sheet

The Foundation continues to maintain a strong Balance Sheet. As of balance date Cash and Cash Reserves were \$3,858,621 decreased from \$4,054,748 at the end of the previous year. Trade and Other Payable amounting to \$182,239 as at balance date consisted primarily of Trade Payables, Grants and Disbursements approve but not disbursed and Employment Related Accruals.

### Fiduciary duties, governance and financial management

The finance team prepare detailed financial information to present to each meeting of the Finance, Risk and Audit Committee. The Treasurer's Report presented to each meeting of the Finance, Risk and Audit Committee contains detailed information on expenditure, receipts, grants and disbursements, bank reconciliations, asset balances, liability balances and expenses tabled for approval. After approval by the Finance, Risk and Audit Committee a summary is presented to each subsequent Board meeting for approval.

### Financial stability

The Foundation continues to maintain its strong Balance Sheet with the significant proportion of its assets held in lower risk term deposit investments spread across a number of highly rated Australian Banking Institutions.

The Foundation will continue to benefit significantly from association with the 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.



Wayne Hunt CA  
Treasurer  
Gold Coast Hospital Foundation

## Financial statements

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For the Year Ended 30 June 2017

Gold Coast Hospital Foundation  
ABN 95 387 912 125

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**GOLD COAST HOSPITAL FOUNDATION**  
**ABN 95 387 912 125**

**Board Report**

Our Board members submit the financial report of the Gold Coast Hospital Foundation for the year ended 30 June 2017.

**Board Members**

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

<b>Member</b>	<b>Position</b>
Mr Wayne Hunt	Chairman/Treasurer
Mr John Fradgley	Deputy Chair
Associated Professor Teresa Withers	Member
Ms Canice Brown	Member
Ms Colette McCool	Official HHS Representative
Dr Shirley Wee	Member
Professor Andrew Davey	Member
Ms Anna Carroll	Member
Ms Colette Gallagher ( <i>appointed 21 February 2017</i> )	Member

**Principal Activities**

The principal activity of the foundation during the financial year was providing patient support and funding for medical equipment aids and resources to assist patients receiving treatment from Gold Coast Hospital and Health Service District. No change in the nature of these activities occurred during the year.

**Operation Results**

The deficit from ordinary activities after providing income tax amounted to \$270,093 (2016: \$317,338).

**After Balance Date Events**

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

Signed in accordance with a resolution of the Member of the Board.

Wayne Hunt  
Chairman



Kim Sutton  
Chief Executive Officer



Dated this 30 day of aug 2017

**GOLD COAST HOSPITAL FOUNDATION**  
**ABN 95 387 912 125**

**STATEMENT OF COMPREHENSIVE INCOME**  
**FOR THE YEAR ENDED 30 JUNE 2017**

	Notes	2017 \$	2016 \$
<b>Income from Continuing Operations</b>			
Fundraising and Donation Revenue	2	1,460,228	1,156,390
Interest Income		67,681	130,309
Other Revenue	3	56,457	59,683
<b>Total Income from Continuing Operations</b>		<u>1,584,366</u>	<u>1,346,382</u>
 <b>Expenses from Continuing Operations</b>			
Employee Expenses	4	(684,017)	(588,345)
Program Delivery		(695,730)	(598,294)
Fundraising Expenses		(322,321)	(329,598)
Depreciation and Amortisation Expenses		(6,520)	(13,354)
Other Expenses		(145,871)	(134,129)
<b>Total Expenses from Continuing Operations</b>		<u>(1,855,340)</u>	<u>(1,663,720)</u>
<b>Operating Deficit from Continuing Operations</b>		<u>(270,093)</u>	<u>(317,338)</u>
<b>Total Comprehensive Income</b>		<u>(270,093)</u>	<u>(317,338)</u>

*The accompanying notes from part of these statements*

**GOLD COAST HOSPITAL FOUNDATION**  
**ABN 95 387 912 125**

**BALANCE SHEET**  
**AS AT 30 JUNE 2017**

	Notes	2017 \$	2016 \$
<b>Assets</b>			
<b>Current Assets</b>			
Cash and Cash Equivalents	5	3,808,891	3,982,681
Trade and Other Receivables	6	40,650	68,460
Inventory	7	8,420	-
Other Assets	8	660	3,607
<b>Total Current Assets</b>		<u>3,858,621</u>	<u>4,054,748</u>
<b>Non-Current Assets</b>			
Plant and Equipment	9	8,829	12,610
Intangible Assets	10	-	2,205
<b>Total Non-Current Assets</b>		<u>8,829</u>	<u>14,815</u>
<b>Total Assets</b>		<u>3,867,450</u>	<u>4,069,563</u>
<b>Current Liabilities</b>			
Trade and Other Payables	11	157,341	91,650
Accrued Employee Benefits	12	24,898	21,609
<b>Total Current Liabilities</b>		<u>182,239</u>	<u>113,259</u>
<b>Total Liabilities</b>		<u>182,239</u>	<u>113,259</u>
<b>Net Assets</b>		<u>3,685,211</u>	<u>3,956,304</u>
<b>Equity</b>			
Accumulated Surplus		3,685,211	3,956,304
<b>Total Equity</b>		<u>3,685,211</u>	<u>3,956,304</u>

*The accompanying notes from part of these statements*

**GOLD COAST HOSPITAL FOUNDATION**  
**ABN 95 387 912 125**

**STATEMENT OF CHANGES IN EQUITY**  
**FOR THE YEAR ENDED 30 JUNE 2017**

	<b>Accumulated Surplus \$</b>
<b>Balance as at 1 July 2015</b>	4,273,642
Operating deficit from continuing operations	(317,338)
<b>Balance as at 30 June 2016</b>	<b>3,956,304</b>
<b>Balance as at 1 July 2016</b>	3,956,304
Operating deficit from continuing operations	(270,093)
<b>Balance as at 30 June 2017</b>	<b>3,685,211</b>

*The accompanying notes from part of these statements*

**GOLD COAST HOSPITAL FOUNDATION**  
**ABN 95 387 912 125**

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30 JUNE 2017**

	Note	2017 \$	2016 \$
<b>Cash Flows from Operating Activities:</b>			
<i>Inflows:</i>			
Receipts from Fundraising and Donations		1,442,019	1,163,199
Receipts from Other Income		52,994	59,683
Interest Received		69,815	111,234
GST Received from Customers		40,524	25,425
GST Received from ATO		74,168	58,556
<i>Outflows:</i>			
Payments to Suppliers and Employees		(1,737,681)	(1,683,580)
GST Paid to Suppliers		(115,095)	(82,743)
<b>Net Cash (Utilised)/Provided by Operating Activities</b>		<u>(173,256)</u>	<u>(348,226)</u>
<b>Cash Flows from Investing Activities:</b>			
Payments for Plant and Equipment		<u>(534)</u>	<u>(6,239)</u>
<b>Net Cash Utilised by Investing Activities</b>		<u>(534)</u>	<u>(6,239)</u>
<b>Net increase/(decrease) in Cash and Cash Equivalents</b>		(173,790)	(354,465)
Cash and Cash Equivalents at beginning of financial year		3,982,681	4,337,146
Cash and Cash Equivalents at end of financial year	5	<u>3,808,891</u>	<u>3,982,681</u>

*The accompanying notes from part of these statements*



**GOLD COAST HOSPITAL FOUNDATION**  
**ABN 95 387 912 125**

Notes to the Financial Statements for year ended 30 June 2017

**NOTE 1: BASIS OF FINANCIAL STATEMENT PREPARATION**

**(a) General Information about the Report Entity**

These financial statements cover the Gold Coast Hospital Foundation (the Foundation). The Foundation is a Statutory Body established under the *Hospitals Foundations Act 1982*. The Foundation does not control other entities. The financial statements include the value of all income, expenses, assets, liabilities and equity for the Foundation as an individual entity.

**(b) Authorisation of Financial Statements for Issue**

The financial statements are authorised for issue by the Chief Executive Officer and Chief Finance Officer at the date of signing the Management Certificate.

**(c) Compliance with Prescribed Requirements**

The financial statements have been prepared in compliance with the *Financial Accountability Act 2009* and the *Financial and Performance Management Standard 2009*.

The Foundation is a not-for-profit entity and these general purpose financial statements are prepared in compliance with the requirements of Australian Accounting Standards – Reduced Disclosure Requirements and Interpretations applicable to not-for-profit entities.

The financial statements are prepared on an accrual basis (with the exception of the statement of cash flows which is prepared on a cash basis).

**(d) Underlying Measurement Basis**

The historical cost convention is used as the measurement basis.

**(e) Presentation Matters**

Currency and Rounding

Amounts included in the financial statements are in Australian dollars. Amounts are rounded to the nearest dollar.

Comparatives

Comparative information reflects the audited 2015-16 financial statements.

Current / Non-Current Classification

Assets are classified as 'current' where their carrying amount is expected to be realised within 12 months after the reporting date. Liabilities are classified as 'current' when they are due to be settled within 12 months after the reporting date, or the Foundation does not have an unconditional right to defer settlement to beyond 12 months after the reporting date. All other assets and liabilities are classified as non-current.

**(f) Taxation**

The Foundation is exempted from income tax under the *Income Tax Assessment Act 1936* and is exempted from other forms of Commonwealth taxation with the exception of Fringe Benefits Tax (FBT) and Goods and Services Tax (GST).

Receivables and payables in the Balance Sheet are shown inclusive of GST.

**(g) Key Accounting Estimates and Judgments**

There are no significant estimates or assumptions made in the preparation of the financial statements that require disclosure.

**GOLD COAST HOSPITAL FOUNDATION**  
**ABN 95 387 912 125**

Notes to the Financial Statements for year ended 30 June 2017

**NOTE 1: BASIS OF FINANCIAL STATEMENT PREPARATION (continued)**

**(h) New and Revised Accounting Standards**

The AASB has issued a number of new and amended Accounting Standards that have mandatory application dates for future reporting periods, some of which are relevant to the Foundation. The Board members have decided not to early adopt any of the new and amended pronouncements. Their assessment of the pronouncements that are relevant to the Foundation but applicable in future reporting periods is set out below.

- AASB 16 : Leases (applicable to annual reporting periods beginning on or after 1 January 2019)

When effective, this Standard will replace the current accounting requirements applicable to leases in *AASB 117: Leases and related Interpretations*. AASB 16 introduces a single lessee accounting model that eliminates the requirement for leases to be classified as operating or finance leases.

The main changes introduced by the new Standard are as follows:

- recognition of a right-of-use asset and liability for all leases (excluding short-term leases with less than 12 months of tenure and leases relating to low-value assets);
- depreciation of right-of-use assets in line with AASB 116 : Property, Plant and Equipment in profit or loss and unwinding of the liability in principal and interest components;
- inclusion of variable lease payments that depend on an index or a rate in the initial measurement of the lease liability using the index or rate at the commencement date;
- application of a practical expedient to permit a lessee to elect not to separate non-lease components and instead account for all components as a lease; and
- inclusion of additional disclosure requirements.

The transitional provisions of AASB 16 allow a lessee to either retrospectively apply the Standard to comparatives in line with AASB 108 : Accounting Policies, Changes in Accounting Estimates and Errors or recognise the cumulative effect of retrospective application as an adjustment to opening equity on the date of initial application.

Although the Board members anticipate that the adoption of AASB 16 will impact the Foundation's financial statements, it is impracticable at this stage to provide a reasonable estimate of such impact.

- AASB 1058 : Income of Not-for-Profit Entities (applicable to annual reporting periods beginning on or after 1 January 2019).

This Standard is applicable to transactions that do not arise from enforceable contracts with customers involving performance obligations. The significant accounting requirements of AASB 1058 are as follows:

- Income arising from an excess of the initial carrying amount of an asset over the related contributions by owners, increases in liabilities, decreases in assets and revenue should be immediately recognised in profit or loss. For this purpose, the assets, liabilities and revenue are to be measured in accordance with other applicable Standards.

An entity may elect to recognise volunteer services or a class of volunteer services as an accounting policy choice if the fair value of those services can be measured reliably, whether or not the services would have been purchased if they had not been donated. Recognised volunteer services should be measured at fair value and any excess over the related amounts (such as contributions by owners or revenue) immediately recognised as income in profit or loss.

Although the Board members anticipate that the adoption of AASB 1058 may have an impact on the Foundation's financial statements, it is impracticable at this stage to provide a reasonable estimate of such impact.

First time Mandatory Application of Accounting Standards and Interpretations

The only Australian Accounting Standard that became effective for the first time in 2016-17 is AASB 124 *Related Party Disclosures*. This standard requires note disclosures about key management personnel (KMP) remuneration expenses and other related party transactions, and does not impact on financial statement line items. As Queensland Treasury already required disclosure of KMP remuneration expenses, AASB 124 itself had minimal impact on the Foundation's KMP disclosures compared to 2015-16 (refer to Note 14). Material related party transactions for 2016-17 are disclosed in Note 15. No comparative information about related party transactions is required in respect of 2015-16.

Voluntary Changes in Accounting Policy

No voluntary changes in accounting policies occurred during the 2016-17 financial year.

**GOLD COAST HOSPITAL FOUNDATION**  
**ABN 95 387 912 125**

Notes to the Financial Statements for year ended 30 June 2017

**NOTE 2 – GRANTS AND OTHER CONTRIBUTIONS**

	<b>2017</b>	<b>2016</b>
	<b>\$</b>	<b>\$</b>
Fundraising Revenue	806,768	757,995
Donations Revenue	653,460	398,395
Total	<u>1,460,228</u>	<u>1,156,390</u>

**Accounting Policy**

Donations, fundraising and gifts that are non-reciprocal in nature (i.e. do not require any goods or services to be provided in return) are recognised as revenue in the year in which the Foundation obtains control over them normally at the time of receipt.

**NOTE 3 – OTHER REVENUE**

Shop Income	-	400
Vending Machine Income	56,456	59,283
Total	<u>56,456</u>	<u>59,683</u>

**Accounting Policy**

Revenue from the shop and vending machine is recognised on delivery of the goods.

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.

**GOLD COAST HOSPITAL FOUNDATION**  
**ABN 95 387 912 125**

Notes to the Financial Statements for year ended 30 June 2017

**NOTE 4 – EMPLOYEE EXPENSES**

	2017	2016
Employee Benefits	\$	\$
Wages and salaries	586,366	503,406
Annual Leave expense	6,842	3,404
Employer superannuation contributions	54,642	49,330
<b>Employer Related Expenses</b>		
Employment agency costs and advertising	11,980	6,377
Worker's compensation premium	2,986	3,184
Other employee and contractor costs	13,503	14,222
Professional Development	7,699	8,422
<b>Total</b>	<u>684,018</u>	<u>588,345</u>

Number of Employees: 7.5 6  
The number of employees as at 30 June, including both full-time employees and part-time employees, is measured on a full-time equivalent basis.

**Accounting Policies**

Short-term employee benefits – annual leave, wages, salaries and sick leave

Annual leave, wages and salaries due but unpaid at the reporting date are recognised in the Balance Sheet at the current salary rate(s). As the Foundation expects such liabilities to be wholly settled within 12 months of reporting date, the liabilities are recognised at undiscounted amounts.

Prior history indicates that on average, sick leave taken each reporting period is less than the entitlement accrued. This is expected to continue in future periods. Accordingly, it is unlikely that existing accumulated entitlements will be used by employees and no liability for unused sick leave entitlements is recognised. As sick leave is non-vesting, an expense is recognised for this leave as it is taken.

Superannuation

Superannuation benefits are provided through either defined contribution (accumulation) plans, in accordance with employees' conditions of employment and employee instructions as to superannuation plan.

*Defined Contribution Plans* – Employer contributions are based on rates specified under conditions of employment. The Foundation's contributions are expensed when they become payable at each fortnightly pay period.

**NOTE 5 – CASH AND CASH EQUIVALENTS**

	2017	2016
	\$	\$
Cash on hand	750	200
Cash at bank	764,570	3,045,756
Term Deposit	3,043,571	936,725
<b>Total</b>	<u>3,808,891</u>	<u>3,982,681</u>

**Accounting Policy**

Cash and cash equivalents include all cash and cheques receipted at 30 June as well as deposits held at call with financial institutions.

**GOLD COAST HOSPITAL FOUNDATION**  
**ABN 95 387 912 125**

Notes to the Financial Statements for year ended 30 June 2017

**NOTE 6 – TRADE AND OTHER RECEIVABLES**

	2017	2016
	\$	\$
GST receivable	16,847	19,065
Interest receivable	-	40,339
Fundraising receivable	23,803	5,594
Other receivable	-	3,462
Total	<u>40,650</u>	<u>68,640</u>

**Accounting Policy**

Trade debtors are recognised at the nominal amounts due at the time of sale or service delivery i.e. the agreed purchase/contract price. Settlement terms are within 30 days from invoice date.

The collectability of receivables is assessed periodically with provision being made for impairment. All known bad debts were written-off as at 30 June.

**NOTE 7 – INVENTORY**

	2017	2016
	\$	\$
Inventory	<u>8,420</u>	<u>-</u>
Total	<u>8,420</u>	<u>-</u>

**Accounting Policy**

Inventories held for sale are measure at lower of cost and net realisable value. Inventories held for distribution are measured at cost adjusted, when applicable, for any loss or service potential.

Inventories acquired at no cost, or for nominal consideration, are valued at current replacement cost as at the date of the acquisition.

**NOTE 8 – OTHER ASSETS**

Current		
Prepayments	<u>660</u>	<u>3,607</u>
Total	<u>660</u>	<u>3,607</u>

**NOTE 9 – PLANT AND EQUIPMENT**

Plant and equipment – at cost	30,008	29,474
Less accumulated depreciation	<u>(21,179)</u>	<u>(16,864)</u>
Total	<u>8,829</u>	<u>12,610</u>
Plant and equipment		
Carrying amount at 1 July 2016	12,610	9,882
Acquisition	534	6,239
Depreciation	<u>(4,315)</u>	<u>(3,511)</u>
Carrying amount at 30 June 2017	<u>8,829</u>	<u>12,610</u>



**GOLD COAST HOSPITAL FOUNDATION**

**ABN 95 387 912 125**

Notes to the Financial Statements for year ended 30 June 2017

**NOTE 9 – PLANT AND EQUIPMENT (*continued*)**

**Accounting Policy**

*Asset Acquisition*

Actual cost is used for the initial recording of all non-current physical asset acquisitions. Cost is determined as the value given as consideration plus costs incidental to the acquisition, including all other costs incurred in getting the assets ready for use, however, any training costs are expensed as incurred.

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. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense.

*Recognition of Plant and Equipment*

Items of property, plant and equipment with a cost or other value equal to or in excess of the following thresholds are recognised for financial reporting purposes in the year of acquisition:

Plant and Equipment \$500

Items with a lesser value are expensed in the year of acquisition. Expenditure is only capitalised if it increases the service potential or useful life of the existing asset. Maintenance expenditure that merely restores original service potential (arising from ordinary wear and tear etc.) is expensed.

Assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset.

*Measurement of Non-Current Physical Assets using Cost*

Plant and equipment is measured at cost in accordance with the Non-Current Asset Policies. The carrying amounts for plant and equipment at cost approximate their fair value.

*Impairment*

All non-current physical assets (including intangible assets) are assessed for indicators of impairment on an annual basis. If an indicator of possible impairment exists, the Foundation determines the asset's recoverable amount. The asset's recoverable amount is determined as the higher of the asset's fair value less costs to sell and depreciated replacement cost. Any amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss.

An impairment loss is recognised immediately in the Statement of Comprehensive Income, unless the asset is carried at a revalued amount. When the asset is measured at a revalued amount, the impairment loss is offset against the asset revaluation surplus of the relevant class to the extent available.

Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised as income, unless the asset is carried at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

**Depreciation**

Plant and equipment are depreciated on a straight-line basis so as to allocate the revalued amount or net cost of each asset (respectively), less its estimated residual value, progressively over its estimated useful life to the Foundation.

The estimation of the useful lives of assets is based on historical experience with similar assets as well as considerations such as manufacturers' warranties, asset turnover practices and the Foundation's strategic asset plan. Reassessments of useful lives are undertaken annually by the Foundation. Any consequential adjustments to remaining useful life estimates are implemented prospectively.

Any expenditure that increases the originally assessed capacity or service potential of an asset is capitalised and the new depreciable amount is depreciated over the remaining useful life of the asset to the Foundation.

For each class of depreciable asset the following depreciation rates are used:

Plant and Equipment      10 – 33%

**GOLD COAST HOSPITAL FOUNDATION**  
**ABN 95 387 912 125**

Notes to the Financial Statements for year ended 30 June 2017

**NOTE 10 – INTANGIBLE ASSETS AND AMORTISATION EXPENSE**

	2017	2016
	\$	\$
Software - at cost	41,498	41,498
Less: accumulated amortisation	(41,498)	(40,515)
Total	-	983
Website development – at cost	9,072	9,072
Less: accumulated amortisation	(9,072)	(7,850)
	-	1,222
Total	-	2,205

**Accounting Policy**

Purchased software licences are finite life intangible assets and capitalised on the basis of actual costs incurred to purchase and install the related software. Software licences are accounted for after initial recognition at cost and amortised on a straight line basis over an estimated useful life of between 3 to 7 years.

Residual values (expected to be nil) and useful lives are reviewed at each reporting date. Software licences are tested for impairment annually using the same principles for plant and equipment as described in Note 9.

**NOTE 11 – TRADE AND OTHER PAYABLES**

	2017	2016
	\$	\$
Current – unsecured liabilities		
Accounts Payable	61,998	22,104
Audit Fees	8,580	10,000
Accrued Expenses	51,052	25,106
Superannuation	16,037	16,170
PAYG withholding payable	19,674	18,270
Total	157,341	91,650

**Accounting Policy**

Accounts payable represent trade creditors that are recognised upon receipt of the goods or services ordered and are measured at the agreed purchase/contract price, gross of applicable trade and other discounts. Amounts owing are unsecured and are generally settled on 30 day terms.

**NOTE 12 – ACCRUED EMPLOYEE BENEFITS**

	2017	2016
	\$	\$
Current		
Wages Payable	-	3,554
Provision for Annual Leave	24,898	18,055
Total	24,898	21,609

**Accounting Policy** – refer Note 6.

**GOLD COAST HOSPITAL FOUNDATION**  
**ABN 95 387 912 125**

Notes to the Financial Statements for year ended 30 June 2017

**NOTE 13 – FINANCIAL INSTRUMENTS**

**Financial Instruments – Accounting Policy on Recognition**

Financial assets and financial liabilities are recognised in the Balance Sheet when the Foundation becomes party to the contractual provisions of the financial instrument.

Financial instruments are classified under Accounting Standard AASB 139 as follows:

	Note	2017 \$	2016 \$
Financial Assets			
Cash and cash equivalents	5	3,808,891	3,982,681
Trade and other receivables	6	62,714	68,460
Total		<u>3,871,605</u>	<u>4,051,141</u>
Financial Liabilities			
Financial liabilities at amortised cost:			
- Trade and other payables	11	179,405	95,204
Total		<u>179,405</u>	<u>95,204</u>

**NOTE 14 - KEY MANAGEMENT PERSONNEL (KMP) DISCLOSURES**

The following details for non-ministerial key management personnel include those Foundation positions that had authority and responsibility for planning, directing and controlling the activities of the Foundation during 2016-17 and 2015-16. Further information about these positions can be found in the body of the Foundation's Annual Report under the section relating to Executive Management.

Position	Position Responsibility
Board of Directors	The strategic leadership, guidance and effective oversight of the management of the Foundation, including its operational and financial performance.
Chief Executive Officer	Responsible for the strategic leadership and direction of the Foundation.

**KMP Remuneration Policies**

No Board Members received or were entitled to receive any fees or other benefits during the year.

Remuneration and other terms of employment for the Foundation's other key management personnel are specified in employment contracts. The contracts provide for the provision of performance-related cash payments and other benefits including motor vehicles. Remuneration expenses for these key management personnel comprises the following components:

Short term employee expenses which include:

- salaries and allowances earned and expensed for the entire year, or for that part of the year during which the employee occupied the specified position.
- non-monetary benefits - consisting of provision of laptop and mobile phone.

Long term employee expenses - mainly annual leave and long service leave entitlements earned and expensed for the entire year, or for that part of the year during which the employee occupied the specified position;

Post-employment expenses - mainly superannuation contributions.

**GOLD COAST HOSPITAL FOUNDATION**  
**ABN 95 387 912 125**

Notes to the Financial Statements for year ended 30 June 2017

**NOTE 14 - KEY MANAGEMENT PERSONNEL (KMP) DISCLOSURES (continued)**

The following disclosures focus on the expenses incurred by the Foundation during the respective reporting periods that is attributable to key management positions. Therefore, the amounts disclosed reflect expenses recognised in the Statement of Comprehensive Income.

**Remuneration Expenses**

**2016 – 2017**

Position	Short Term Employee Expenses		Long Term Employee Expenses	Post-Employment Expenses	Total Expenses
	Monetary Expenses \$	Non-Monetary Benefits \$	\$	\$	\$
Chief Executive Officer	146,766	-	-	15,159	161,925

**2015 - 2016**

Position	Short Term Employee Expenses		Long Term Employee Expenses	Post-Employment Expenses	Total Expenses
	Monetary Expenses \$	Non-Monetary Benefits \$	\$	\$	\$
Chief Executive Officer	139,552	-	-	14,442	153,994

**Performance Payments**

The foundation did not incur any performance or bonus payments within remuneration packages of KMP during the financial year.

**NOTE 15 – RELATED PARTY TRANSACTIONS**

There were no transactions with related parties during the year.

**NOTE 16 – COMMITMENTS**

The foundation has entered into a lease agreement with Gold Coast Hospital and Health Service for the premises located at Shop 3, Gold Coast University Hospital, 1 Hospital Boulevard, Southport. The rental consideration for the life of the lease is \$1.00 plus GST. The lease expires on 3 November 2018 with an option for a further 5 years.

**NOTE 17 – CONTINGENCIES**

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

**NOTE 18 – EVENTS OCCURRING AFTER BALANCE 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**

**Management Certificate of Gold Coast Hospital Foundation**

These general purpose financial statements have been prepared pursuant to s.62 (1)(a) of the *Financial Accountability Act 2009* (the Act), s.43 of the *Financial and Performance Management Standard 2009* and other prescribed requirements. In accordance with s.62(1)(b) of the Act we certify that in our opinion:

- a) the prescribed requirements for establishing and keeping the accounts have been compiled with in all material respects; and
- b) the financial 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 2017 and of the financial position of the Foundation as at the end of that year; and
- 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  
Chief Executive Officer



Dated this 21 day of August 2017





**DICKFOS DUNN ADAM**  
AUDIT AND ASSURANCE

- 16 -

**GOLD COAST HOSPITAL FOUNDATION**  
**ABN 95 387 912 125**

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

**Report on the Audit of the Financial Report**

*Qualified Auditor's Opinion*

We have audited the financial report of Gold Coast Hospital Foundation (the Foundation), which comprises the balance sheet as at 30 June 2017, statement of 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 management certificate.

*Basis for Qualified Auditors Opinion*

- 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 financials 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.
- The prior year audit report was qualified; this report should be read in conjunction with comparative data and opening reserves reported.

In our opinion, except for the financial effect of the matters referred to in the basis for qualified auditors opinion paragraph, the accompanying financial report of Gold Coast Hospital Foundation has been prepared in accordance with Div 60 of the *Australian Charities and Not-for-profits Commission Act 2012*, including:

- (i) giving a true and fair view of Gold Coast Hospital Foundation's financial position as at 30 June 2017 and of its financial performance for the year then ended; and
- (j) complying with Australian Accounting Standards – Reduced Disclosure Requirements and the Australian Charities and Not-for-profits Commission Regulation 2013.

**Basis of Opinion**

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the registered entity in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110: *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

*Matters Relating to the Electronic Presentation of the Audited Financial Report*

The audit report relates to the financial report of Gold Coast Hospital Foundation for the year ended 30 June 2017 included, or which will be included, on the Foundation's website. We have not been engaged to report on the integrity of this website.

This audit report refers only to the financial report identified above. It does not provide an opinion on any other information which may have been hyperlinked to/from the financial report. If users of this report are concerned with the inherent risks arising from electronic data communications they are advised to refer to the hard copy of the audited report to confirm the information included in the audited financial report presented on the Foundation's website.



Registered Company Auditors - Tracey Adam, Gavin Dunn  
Liability limited under a scheme approved under Professional Standards Legislation

**GOLD COAST HOSPITAL FOUNDATION**  
**ABN 95 387 912 125**

**Information Other than the Financial Report and Auditor's Report Thereon**

The Board are responsible for the other information. The other information comprises the information included in the Foundation's annual report for the year ended 30 June 2017, but does not include the financial report and our auditor's report thereon. Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon. In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

**Responsibilities of the Board for the Financial Report**

The Board is responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards – Reduced Disclosure Requirements and the *Australian Charities and Not-for-profits Commission Act 2012*, *Financial Accountability Act 2009* (the Act) and s.43 of the *Financial and Performance Management Standard 2009* and for such internal control as the Board 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.

In preparing the financial report, the Board are responsible for assessing the Foundation's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board either intend to liquidate the Foundation or to cease operations, or have no realistic alternative but to do so.

**Auditor's Responsibilities for the Audit of the Financial Report**

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Foundation's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board.
- Conclude on the appropriateness of the Board's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the registered entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the registered entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

DICKFOS DUNN ADAM  
Audit & Assurance

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.....  
T L Adam  
SOUTHPORT

.....  
23.8.2017  
Dated

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## How to help

By supporting Gold Coast Hospital Foundation, you can help children and adults in hospital receive the very best care possible to overcome medical hardship.

### How you can help make a real difference

#### Individuals and families:

- Make a tax-deductable donation
- Join our regular giving program
- Leave a gift in your Will
- Support our annual fundraising appeals
- Attend our events
- Volunteer with us

#### Companies and organisations:

- Make a tax-deductable donation
- Join our regular giving program
- Donate products and services
- Provide gifts-in-kind
- Offer pro-bono expertise
- Partner with us
- Join our workplace giving program
- Host a fundraising event
- Become a sponsor

#### Sign up to our newsletter

Sign up to receive our print and digital newsletters at [gchfoundation.org.au](http://gchfoundation.org.au) so you can keep up-to-date on the latest news and events, read heart-warming patient stories, and stay in the loop with lifesaving projects and initiatives.

#### Share your story

Have you or someone you know been treated at a Gold Coast public hospital or community clinic? Help us spread the word about Gold Coast Hospital Foundation's lifesaving impact on the community by sharing your story. We would love to hear from you on (07) 5594 6986.

To find out more about how you can get involved and support the Foundation, please contact us on:

☎ (07) 5594 6986

✉ [admin@gchfoundation.org.au](mailto:admin@gchfoundation.org.au)

🌐 [www.gchfoundation.org.au](http://www.gchfoundation.org.au)



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Help. Care. Save.



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