



TOOWOOMBA HOSPITAL FOUNDATION  
**ANNUAL REPORT**  
2021-2022



## Accessibility

### Public Availability

An electronic copy of this report is available on our website [www.toowoombahospitalfoundation.org.au/news](http://www.toowoombahospitalfoundation.org.au/news).

Hard copies of the annual report are available by phoning the Toowoomba Hospital Foundation office on (07) 4616 6166. Alternatively, you can request a copy by emailing [admin@toowoombahospitalfoundation.org.au](mailto:admin@toowoombahospitalfoundation.org.au)

### Interpreter Service



The Queensland Government is committed to providing accessible services to Queenslanders from all culturally and linguistically diverse backgrounds. If you have difficulty in understanding the annual report, you can contact us on (07) 4616 6166 and we will arrange an interpreter to effectively communicate the report to you.

### Licence



This annual report is licensed by the State of Queensland (Toowoomba Hospital Foundation) under a Creative Commons Attribution (CC BY) 4.0 International licence.

You are free to copy, communicate and adapt this annual report, as long as you attribute the work to the State of Queensland (Toowoomba Hospital Foundation).

To view a copy of this licence, visit <http://www.creativecommons.org/licenses/by/4.0/>

### Attribution

Content from this annual report should be attributed as: State of Queensland (Toowoomba Hospital Foundation) Annual Report 2021-2022.

© Toowoomba Hospital Foundation 2022

ISSN – 2202-7394

## **Acknowledgement to Traditional Owners**

Toowoomba Hospital Foundation (THF) respectfully acknowledges all Traditional Custodians of these lands and recognise their cultural heritage and their continuing connection to land and their role in the life of the region. We are inspired by this tradition in our work to share and preserve Australia's cultural memory for future generations. We acknowledge and pay our respects to all Elders past, present, and emerging.

02 September 2022

The Honourable Yvette D'Ath MP  
Minister for Health and Ambulance Services  
GPO Box 48  
Brisbane QLD 4001

Dear Minister

I am pleased to submit for presentation to the Parliament the Annual Report 2021–2022 and financial statements for Toowoomba 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 2019, and
- the detailed requirements set out in the *Annual report requirements for Queensland Government agencies*.

A checklist outlining the annual reporting requirements is provided at page 30 of this Annual Report.

Yours sincerely

A handwritten signature in black ink, appearing to read 'John Debenham', with a large, stylized initial 'J' and a long horizontal flourish extending to the right.

John Debenham  
Chairperson  
Toowoomba Hospital Foundation

## Table of Contents

Glossary.....	4
Message from our Chair.....	5
Message from our Chief Executive Officer.....	7
Highlights .....	9
About us.....	10
Our vision.....	10
Our priorities .....	10
Our values.....	10
Associated Hospital and Health Service .....	11
Queensland Government objectives for the community.....	12
Strategic objectives and performance indicators.....	14
Achieving our Objectives.....	15
Opportunities and Challenges.....	16
Summary of Financial Performance.....	18
Our Organisational Structure .....	19
Executive Management.....	20
Our Board .....	21
The Role of the Board.....	24
Queensland Public Service ethics and values .....	25
Human Rights .....	26
Risk management .....	27
Internal audit and audit committee .....	27
External scrutiny .....	27
Information systems and recordkeeping compliance .....	27
Strategic workforce planning and performance.....	28
Early retirement, redundancy and retrenchment.....	28
Open Data.....	29
Compliance Checklist .....	30
Appendix Annual Financial Statements .....	32

## Glossary

'the Board' refers to the Toowoomba Hospital Foundation Board

ARRs	Annual report requirements for Queensland Government agencies
BHH	Baillie Henderson Hospital
CEO	Chief Executive Officer
DDHHS	Darling Downs Hospital and Health Service
FAA	Financial Accountability Act 2009
FPMS	Financial and Performance Management Standard 2019
TH	Toowoomba Hospital
THF	Toowoomba Hospital Foundation

## Message from our Chair

### John Debenham | Chairperson

It is with great delight that I present my first Annual Report as Chair of Toowoomba Hospital Foundation (THF). I feel incredibly privileged to follow in the footsteps of Ray Taylor who has left behind a wonderful legacy for our health service and community. Not only was he a founding Board Member of the Foundation in 1991, his leadership as the Chair over the last 22 years will continue to have an impact on the work we do today and for many generations to come.

This year we also farewelled our Deputy Chair Andrew Wielandt after 16 years and Board Member Lewis Rowling after 20 years of volunteering on the Toowoomba Hospital Foundation Board (the Board). Their advice and expertise to the Board and THF over this time has been invaluable and they'll be greatly missed. My congratulations to Jacqui Armstrong who was endorsed by her fellow Board Members to step into the role of Deputy Chair, following Andrew's departure.

What an honour it is to have the opportunity to Chair an organisation that gives so much back to the community through supporting the work of Darling Downs Hospital and Health Service (DDHHS). Despite this past year testing the resilience of our community, through the impacts and disruptions of COVID-19, adverse weather and the current economic challenges – we are so grateful to the individuals, organisations, and businesses who helped us raise \$1,088,146 in 2021-2022 through functions, special events and other fundraising. This year the Board also approved \$1,306,117.27 in grants to go towards the purchase of medical equipment, resources, patient programs, development and training, scholarships, and research in aid of the lifesaving and life-changing work of our health service.

Our support, and that of our community, goes beyond fundraising and into the hearts and lives of the patients who receive care across the 29 public hospitals and health service facilities in the Darling Downs. Our volunteer-run Clive Berghofer Toowoomba Hospital Accommodation Units provided a place to stay for 302 rural patients who travelled to Toowoomba Hospital for treatment and care, alleviating some of the stress and financial burden that comes with needing to be away from home, sometimes for weeks at a time. We're proud to have the privilege to be able to deliver services and social enterprises like these that make being in hospital a little easier for patients and their loved ones, knowing they are being looked after, have someone to talk to and can access the medical services they need.

Since our establishment, THF has worked hard to become one of the most recognised and supported charities in Toowoomba and the greater Darling Downs. Through this hard work we have diversified and grown our revenue streams, this growth has been critical to ensuring we are a resilient and sustainable organisation. This year the Board and the THF team took the opportunity to revisit our Strategic Plan and create the new direction and goals for our organisation over the next four years.

We have taken a very deliberate and considered approach to ensure that our goals and future growth provides a benefit not only across our organisation, but most importantly our impact within DDHHS and the communities we support. Increasing diversification across our revenue streams and in our fundraising, as part of our Strategic Plan, ensures we remain well-positioned for long-term financial stability so we can continue to ensure our community has access to the highest-quality care, state-of-the-art equipment, and best-possible healthcare environment through the work of our health service.

While our name is Toowoomba Hospital Foundation, we support all 29 hospitals and health service facilities in the DDHHS. In 2021-2022 we approved \$92,744 in funding support to regional hospitals outside of Toowoomba and are continuing to build our relationships with facilities, staff, and local communities. It's vitally important to us that we continue to provide essential support and meet the needs of all public hospitals and health service facilities in our region.

We wouldn't be able to have the impact we do within our health service without the continued support and wonderful relationship we have with DDHHS. Thank you to DDHHS Board Chair Mike Horan AM and Chief Executive Annette Scott for your care, enthusiasm, and guidance in the work that we do.

Most importantly, the Board joins me in thanking our CEO Alison Kennedy and the hardworking THF team for an incredible year. Your drive and compassion in support of assisting patients and staff of our health service is truly valuable.

## Message from our Chief Executive Officer

### Alison Kennedy | Chief Executive Officer

Over the last year, our community has played an incredible part in helping THF and DDHHS make a difference in the lives of thousands of people who received care at any of the 29 hospitals and health service facilities across the region.

We've been incredibly humbled by the support our community of donors, sponsors, volunteers, health service staff and first-time friends of THF have shown us. You've stayed with us through the challenges of COVID-19, adverse weather, and economic hardship, allowing us to proudly approve \$1,306,117.27 in grants to deliver support to vital services, patient care and treatment programs throughout DDHHS.

What you've helped us achieve in the last year has been phenomenal, and the impact of your support is being felt by patients and their families and the staff who care for them across hospital wards, treatment rooms, community outreach programs and beyond. You've helped us fund new equipment, medical resources, training and education, research, and state-of-the-art facility upgrades. Not only that, but our generous in-kind donors have also helped us deliver a total of 1,683 handcrafted items, as well as 204 Dignity Packs to vulnerable patients, 416 early education Baby Book Bags to new mothers and 857 toys to sick children in our hospitals.

These small but mighty impacts across our health service wouldn't be possible without our volunteers who tirelessly gave over 12,500 hours of their time in 2021-2022 assisting throughout our hospitals, the Clive Berghofer Toowoomba Hospital Accommodation Units, events and much more. This year we had the absolute privilege in recognising their efforts with our first annual Volunteer Service Awards. Alongside DDHHS Board Chair Mike Horan AM, we said a massive thank you to those volunteers who've been helping staff and patients for 5, 10, 15, 20, 25 and 35 years.

This year also welcomed in a wonderful new chapter in the history of THF. We will be embarking on an exciting new project to develop a new medical museum that will pay homage to our health service's history as well as become a place of culture and community for locals and visitors. Thanks to a successful grant application to the Australian Government Building Better Regions Fund, THF has been approved for a \$1.16 million financial boost to commence Stage 1 of the Darling Downs Health Museum which will see the beautiful heritage-listed Medical Superintendents House at Baillie Henderson Hospital restored and refurbished. As the custodians of the Toowoomba Hospital and Baillie Henderson Hospital historical collections we are beyond thrilled to have the opportunity to work alongside our Museum Committee Chair, Dr Denis Lennox, and a wonderful group of experts to bring these collections and the stories they hold to life.

At the end of 2021 we were also fortunate in being nominated to receive a \$10,000 grant from the Commonwealth Bank Staff Foundation in support of our Clive Berghofer Toowoomba Hospital Accommodation Units refurbishment project. THF has been incredibly humbled by the outpouring of support offered by The Order of Saint John Knights Hospitaller Priory of the Darling Downs to help create a home away from home for travelling patients receiving treatment and care at Toowoomba Hospital. This project is still in its early stages, but come next financial year, our units will have received their first makeover since they were first opened by the Australian Red Cross in 1998.



A big thank you to our community and the many local businesses who got behind our annual appeals this year, with your support we had our biggest impact to date. Towards the end of 2021 we set our sights on raising as much as we could for our Toowoomba Hospital Christmas Appeal inspired by the heartfelt story of Karlie Ross and her daughter Ellie, who was diagnosed with Leukemia at only 2-years-old. Little Ellie's courage and the bravery of our young cancer patients resonated across our region, raising an incredible \$264,409.85 for the Toowoomba Hospital Paediatrics Oncology Service.

This year we also experienced a momentous changing of the guard, farewelling our long-standing Chair Ray Taylor after three decades on the Board and welcoming new Chair John Debenham. Ray will always be part of the fabric of THF, 30 years serving voluntarily on the Board is an incredible achievement and we know just how big of a decision it was for him to step away. We're excited to welcome John as our new Board Chair, and I look forward to working alongside him in continuing to achieve the best outcomes for THF and DDHHS.

At the heart of everything we do at THF is a group of exceptional, dedicated, and passionate individuals I have the privilege of calling my team. Thank you for continuing to deliver outstanding results for our health service through the highs and lows of the past year, I know how proud you are in the work you do in supporting DDHHS.

A sincere thank you to everyone who has helped us make a difference in the lives of patients and staff, we look forward to continuing to work alongside you in supporting the lifesaving and life-changing work of DDHHS.

## Highlights

With the support of our community, volunteers, DDHHS, our sponsors and donors we've accomplished some truly remarkable outcomes for our health service and THF. These include:

- Approving \$1,306,117.27 in THF grants to go towards the purchase of medical equipment, resources, patient programs, research, staff training and scholarships
- Distributing 124 approved grants to support the work of DDHHS across our region
- Achieving a successful grant application to the Australian Government Building Better Regions Fund for \$1.16 million to restore and refurbish the Medical Superintendents House at Baillie Henderson Hospital for Stage 1 of the Darling Downs Health Museum
- Approving \$70,000 to create a quiet space for Resident Medical Officers and Senior Medical Officers to take their break away from the hustle and bustle of the wards at Toowoomba Hospital.

The support of our annual fundraising appeals continues to increase in awareness and donations with 2021-2022 marking our biggest years of support for the Tax Appeal and Toowoomba Hospital Christmas Appeal. This year our Tax Appeal in support of Toowoomba Hospital Emergency Department raised \$215,969.51 and the Toowoomba Hospital Christmas Appeal in support of the Darling Downs Health Paediatrics Oncology Service raised \$264,409.85.

After delays due to the pandemic, the end of 2021 also saw the much-anticipated completion of our \$289,130.12 refurbishment of the Toowoomba Hospital Paediatrics Unit (funding previously approved in 2020-2021). The transformation of the tired halls, wards and playroom into a fun and interactive space is greatly improving the experience of children and families who visit the Unit and the staff caring for them.

This year we also had much success achieving additional grant funding for several projects in the pipeline. On top of the \$1.16 million grant through the Australian Government Building Better Regions Fund, THF was also approved for:

- \$34,685.80 from the Gambling Community Benefit Fund, and \$10,000 from the Commonwealth Bank Staff Foundation Grant in support of upgrading the Clive Berghofer Toowoomba Hospital Accommodation Units
- \$10,000 from the Tour de Cure Local Grant Fund benefitting from the Suncorp Spirit to Cure Bike Ride for upgrading the Toowoomba Hospital Paediatric Oncology Service
- \$10,000 from the Tour de Cure Local Grant Fund benefitting from the Suncorp Spirit to Cure Bike Ride for a Wheelchair Scale for oncology patients on the Hanlon Ward at Warwick Hospital.

At the start of 2022 we welcomed our new Chair John Debenham to the Board, representing a significant change in leadership after longstanding Chair Ray Taylor stepped away from the Board following 22 years of service. We are incredibly excited to welcome John as our new Chair and look forward to his direction and guidance as we step into our new four-year Strategic Plan.

## About us

THF is a non-profit, charitable organisation that provides fundraising support to DDHHS and their 29 hospitals and health service facilities. THF through community donations and our social enterprises helps fund equipment, services, and programs, as well as staff development, research and scholarships for DDHHS.

THF is a statutory body incorporated under the *Hospitals Foundations Act 2018*. Originally formed as the Toowoomba Health Services Foundation in June 1991, a name change under the provisions of the Act saw the emergence of the Darling Downs Health Services Foundation in April 1992 and then a further name change to Toowoomba Hospital Foundation in October 1996.

As a statutory body THF is subject to the provisions of the *Financial Accountability Act 2009* and subordinate legislation.

THF is endorsed by the Australian Tax Office as a Deductible Gift Recipient and an Income Tax Exempt Charity under the *Income Tax Assessment Act 1997*. THF is also endorsed for GST concessions under the *New Tax System (Goods and Services Tax) Act 1999* and it is exempted under the *Fringe Benefits Tax Assessment Act 1986*.

We are committed to achieving excellence in what we do as one of the most recognised and supported local charities in the Toowoomba and Darling Downs region.

THF is committed to enhancing and strengthening our fundraising efforts in aid of DDHHS through our *Strategic Plan 2019-2022*, which outlines our vision and key priorities.

### Our vision:

Connecting with our community to assist our local hospitals.

### Our priorities:

- **Sustained financial growth** – Diversify and grow our revenue streams from commercial operations, bequests and philanthropy.
- **Expand regional scope** – Transition our operations and our brand to a whole-of-health region model aligned with DDHHS to work with auxiliaries which seek or need our support.
- **Stronger alignment with DDHHS** – Work closely with DDHHS under a Memorandum of Understanding to ensure planned alignment of our activities with its strategic priorities.

### Our values:

- **Energy** - We are active, enthusiastic and accountable. We make things happen and take pride in our contribution to the community.
- **Collaboration** - We connect with our community, our sponsors, donors and partners to respond to the needs of our hospitals.
- **Empathy** - We are compassionate, and we inspire compassion in others through the stories of the people in our community and the accomplishments of our hospitals.

The THF office is situated at the entrance of the Toowoomba Hospital Campus at 154 Pechey Street, Toowoomba.

## **Associated Hospital and Health Service**

Toowoomba Hospital Foundation's associated Hospital and Health Service is Darling Downs Hospital and Health Service. THF provides aid to all DDHHS facilities and any of its services whether established or proposed.

DDHHS provides exceptional care to more than 300,000 people across the region in 29 facilities. These hospitals, services, and aged care facilities are often the cornerstone of their communities and are improving the health and wellbeing of residents now, and into the future. DDHHS's services span across 90,000 square kilometres meeting the needs of rural and regional Queenslanders. From Taroom in the north to Texas in the south and all the towns in between, DDHHS staff are a part of their communities. As one of the largest employers in the region, there's more than 6,000 hardworking, innovative and compassionate staff with a vision for our communities of being healthier together.

## Queensland Government objectives for the community

The Queensland Government's community objectives are built around *Unite and Recover – Queensland's Economic Recovery Plan*.

The objectives are:

- Safeguarding our health
- Supporting jobs
- Backing small business
- Making it for Queensland
- Building Queensland
- Growing our regions
- Investing in skills
- Backing our frontline services
- Protecting the environment.

THF supports the Government's community objectives and contributes by:

- undertaking fundraising activities that are reflective of our local economy and appropriate for our diverse community enabling us to provide funding now and into the future for the public health facilities we serve
- supporting DDHHS's COVID-19 response and ensuring frontline staff and departments, such as Emergency, remains a fundraising priority to ensure they receive the equipment, training and resources required to ease pressure on patient flow
- providing ongoing support to vulnerable Queenslanders through our subsidised Clive Berghofer Toowoomba Hospital Accommodation Units, providing aid through the Darling Downs Health Aboriginal and Torres Strait Islander Health Unit to First Nations peoples accessing DDHHS services, and through the provision of concessional parking, Dignity Packs, clothing, and resources to patients across the health service
- embracing opportunities to sustain and grow our commercial businesses, such as our Wellbean Co café through which we are waiting on the outcome of our tender to manage the Kingaroy Hospital café. Investing in and supporting job creation through new ventures such as the Darling Downs Health Museum Project (successful grant application for funds through the Australian Government Building Better Regions Fund in October 2021)
- maintaining a 'support local' policy for procurement procedures for THF operations, businesses, and fundraising events. We understand and appreciate the value small businesses add to our community, but also the generosity they give towards supporting what we do within our community
- continuing to grow and adapt in the changing environment through expanding our regional reach across the Darling Downs through grants and fundraising events. In 2021-2022, THF held two regional events, the second annual Great Western Road Trip which saw 130 people road trip across the region (an increase of 50 people over

last year's event) and Dinner with Greg Inglis in Dalby. THF was also the local beneficiary of the Suncorp Spirit to Cure Bike Ride which gifted a \$10,000 grant through Tour de Cure Australia to the Hanlon Ward of Warwick Hospital

- continuing to invest in the skills of our healthcare professionals, THF staff, and volunteers, through funding staff development courses, training and higher education scholarships
- raising awareness and adopting the Darling Downs Health Recycling Program to reduce waste by recycling products, reducing the amount of water we use, conserving energy, using recycled products and materials to assist in protecting our environment. This year THF continued working with container collection companies to recycle patient water bottles through Containers for Change and at our fundraising events, diverting 102,393 plastic bottles from landfill. Our café Wellbean Co, also uses packaging that is compostable and recyclable. THF also offers a number of reusable merchandise products such as keep cups, steel water bottles and tote bags to reduce single-use waste
- maintaining accountability and financial sustainability.

## Strategic objectives and performance indicators

THF supports the community by raising funds to provide improvements for local public health facilities and services. We assist patients and their families by providing DDHHS with equipment and resources and we support health service staff through providing funding for training, education and research projects.

The table below sets out the THF's objectives, performance indicators and strategies, as outlined in our *Strategic Plan 2019-2022*, which can be found at:  
<http://www.toowoombahospitalfoundation.org.au>.

Objectives	Performance Indicators	Strategies
To create and maintain engaging relationships	Growth in audience numbers	Operate effective, sustained partnerships with our hospitals to ensure we attend to their priorities. Provide a broad range of community engagement events every year to increase awareness about the Foundation. Inform, recognise and support our donors. Maximise community exposure through online and social media.
Grow our income streams sustainably in support of our hospitals	Growth in funds available for distribution to our hospitals	Diversify our revenue streams. Secure new corporate donors. Develop and operate a successful bequest program. Work with current and new business partners to grow partnership income. Grow philanthropic partnering.
To operate an efficient, dynamic and sustainable charity	Full compliance with statutory obligations Operate to budget Benchmarked % administration costs to distributed funds	Provide staff with access to appropriate professional development. Regularly review all processes, policies and procedures. Apply digital technologies to improve the efficiency and effectiveness of our operations. Full compliance with statutory obligations.

## Achieving our Objectives

THF has worked hard this past year to meet our objectives by using our performance indicators outlined in our *Strategic Plan 2019-2022*. These performance measures underpin our continued efforts to pursue our vision to connect with our community to financially assist our local hospitals across the Darling Downs.

We've accomplished a number of achievements this year in aid of supporting the health service.

This includes:

- Approving \$1,306,117.27 in grants in support of assisting DDHHS with their healthcare priorities – well above our anticipated budget
- The Clive Berghofer Toowoomba Hospital Accommodation Units provided a place stay for 302 rural patients who travelled to Toowoomba Hospital for care, totalling 1,443 nights across five rooms
- Approximately 300 volunteers committed over 12,500 hours of support to 12 areas of DDHHS
- Distributed 1,683 handcrafted items, including burb bibs, beanies, blankets and kids craft packs to inpatient and outpatient clinics
- Distributed 204 Dignity Packs to vulnerable patients
- Distributed 416 early education Baby Book Bags to new mothers who gave birth at DDHHS maternity wards
- 857 handcrafted toys were gifted to sick children in hospital
- Hosted 27 Staff Wellness Sessions attended by approximately 200 staff per month, across four facilities for DDHHS staff
- Approved 124 THF grants for distribution to DDHHS, including, 52 grants for equipment and resources, 17 grants for scholarships, 17 grants for professional development, 8 grants for research, 4 grants for special projects and 26 grants utilising funds held in trust

During the year we also achieved the following against our Strategic objectives and performance indicators.

**Objective:** to create and maintain engaging relationships

**Performance indicator:** Growth in audience numbers

**Outcomes:**

- Supported DDHHS activations for NAIDOC Week, International Nurses Day, International Day of the Midwife, Bowel Cancer Awareness Month, Breast Cancer Awareness Month, National Volunteer Week, National Blood Donor Week, DonateLife Week and Occupational Therapy Week
- Engaging in 86 community events or fundraisers, where THF was the organiser or beneficiary of funds raised
- Recognised the names of 40 new donors or loved ones, on our Wall of Gratitude at Toowoomba Hospital
- Received 30 online nominations from patients or their loved ones in recognition of the care they received from DDHHS staff through our Grateful Patient Program
- Received 478 individual online donations for our 2021 Toowoomba Hospital Christmas Appeal, of these it's estimated that 95% were first-time donors to THF
- Our social media followers across our profiles experienced steady growth, the THF Facebook page grew by 19.49 per cent, Instagram by 12.98 per cent, and LinkedIn by 65.32 per cent.



**Objective:** Grow our income streams sustainability in support of our hospitals

**Performance indicator:** Growth in funds available for distribution to our hospitals

**Outcomes:**

- In 2021-2022 our community raised \$1,088,146 through functions, special events and other fundraising
- Distributed \$92,744 in funding support to regional hospitals outside of Toowoomba
- Achieved our highest ever fundraising tally for our annual Toowoomba Hospital Christmas Appeal since its first inception in 2019, raising \$264,409.85 for Darling Downs Health Paediatrics Oncology Service
- Achieved our highest ever fundraising tally for our annual Tax Appeal since its first inception in 2020, raising \$215,969.51 for Darling Downs Health Emergency Department
- Achieved a number of successful funding applications through the Australian Building Better Regions Fund, the Gambling Community Benefit Fund, the Commonwealth Bank Staff Foundation Grant, and Tour de Cure Local Grant Fund
- Continued to grow our Patient Water Bottles Recycling Program, diverting 102,393 plastic bottles from landfill, totalling \$10,239.30 in donations through Containers for Change
- The Wellbean Co cafes experienced an increase in profits from the previous financial year, seeing an increase of 62.11 per cent of profits going towards supporting DDHHS
- First year partnering as the local beneficiary for the Coles Curing Homesickness Appeal
- Commenced partnership with The Lott Play for Purpose Charity Raffle
- Continued our partnership with Clifford Gouldson Lawyers, with Mindy the Coffee Van appearing at eight community events
- This year 40 new sponsors, partners and contra donors were welcomed under our Corporate Partnership Program and Events Sponsorship Program.
- THF received over \$100,000 in contra support, including donations of prizes, necessities for patients, craft and toys for child patients, supplies and items for fundraising activities and social enterprises, and DDHHS staff wellness
- THF experienced an increase in support and engagement from 20 existing sponsors, partners and donors

**Objective:** To operate an efficient, dynamic and sustainable charity

**Performance indicators:** Full compliance with statutory obligations; operate to budget; benchmarked percentage administration costs to distributed funds

**Outcomes:**

- All THF staff have access to allocated funds to undertake professional development. In 2021-2022, 7 staff members attended virtual or in-person training courses
- THF also approved 42 grants for education, training, professional development, scholarships and research for DDHHS staff
- As of 1 July 2021, the Toowoomba Hospital Visitor Car Park now utilises a fully automated ticketing system, improving efficiencies and achieving substantial cost-savings
- Digital screens have been installed across the Toowoomba and Baillie Henderson Hospital Wellbean Co sites to display menu items and specials to reduce the need for printed menus and poster specials
- THF has met the financial requirements of the *Financial Accountability Act 2009*
- THF completed a successful unqualified audit

## Opportunities and Challenges

Working within the healthcare sector, THF continued to face ongoing challenges due to the ongoing COVID-19 pandemic. Due to DDHHS working towards keeping our community and health service staff safe from any virus risk, our team and volunteers had very limited access within the hospitals and health service facilities we serve during the pandemic.

Unfortunately, this means we've experienced an impact on our volunteering program, key partnership and donor conservation activities, staff engagement and patient programs.

The ongoing interruptions, staff shortages and backlog of work in many industries has also provided challenges to delivering THF projects, such as the refurbishment of the Millmerran Medical Centre and has delayed repair works to our Clive Berghofer Toowoomba Hospital Accommodation Units.

This year has also provided us with many opportunities such as revisiting our Strategic Plan and developing our strategic goals and direction for the next four years. This exercise has allowed us to reflect on how we work and explore new opportunities to diversify our fundraising programs and social enterprises, as well as how we engage with staff and patients.

## Summary of Financial Performance

	2022 \$	2021 \$
<b>Income</b>		
Car parking revenue	2,392,503	2,241,756
Coffee shop and cafeteria income	2,369,423	1,994,386
Functions, special events and other fundraising income	1,683,577	1,136,155
Bequests and donations	303,235	303,573
Other income	272,140	478,333
<b>Total Income</b>	<b>7,020,878</b>	<b>6,154,203</b>
Less Employee expenses	(1,863,555)	(1,828,903)
Less Supplies and services	(2,210,173)	(2,265,431)
Less Loss on disposal of assets	(12,629)	(173,975)
Less Depreciation and impairment expenses	(84,256)	(71,989)
Less Loss on revaluation of financial assets	(36,980)	0
Less Finance costs	(660)	(2,439)
<b>Profit before Grants and Donations</b>	<b>2,812,625</b>	<b>1,811,466</b>
Grant distribution	(911,632)	(1,043,860)
Funding - HREC co-ordinator	(48,063)	(47,755)
Donations to Toowoomba Hospital	(27,161)	(427,300)
<b>Net Profit/(Loss)</b>	<b>1,825,769</b>	<b>292,551</b>

### Grant Distribution Summary

	2022 \$	2021 \$
Special funding and programs	994	1,479
Education and training	22,758	41,833
Equipment	790,004	999,206
Scholarship	70,906	69,001
Medical research	26,970	36,848
Medical research - grants returned	0	(104,507)
	<b>911,632</b>	<b>1,043,860</b>

### Commentary

#### Car Parking:

Revenue has increased slightly with the return of full services and visitors to the hospital in the second half of the financial year.

#### Coffee Shop and Cafeteria:

Takings at Wellbean Co increased this year with the reduction of COVID-19 restrictions placed on visitors and services within the DDHHS.

#### Fundraising Income:

2021-2022 saw a reduction in restrictions on numbers for attendees at events allowing us to set the highest ever fundraising tallies.

#### Employment:

Employment across Toowoomba Hospital Foundation remained consistent with last year.

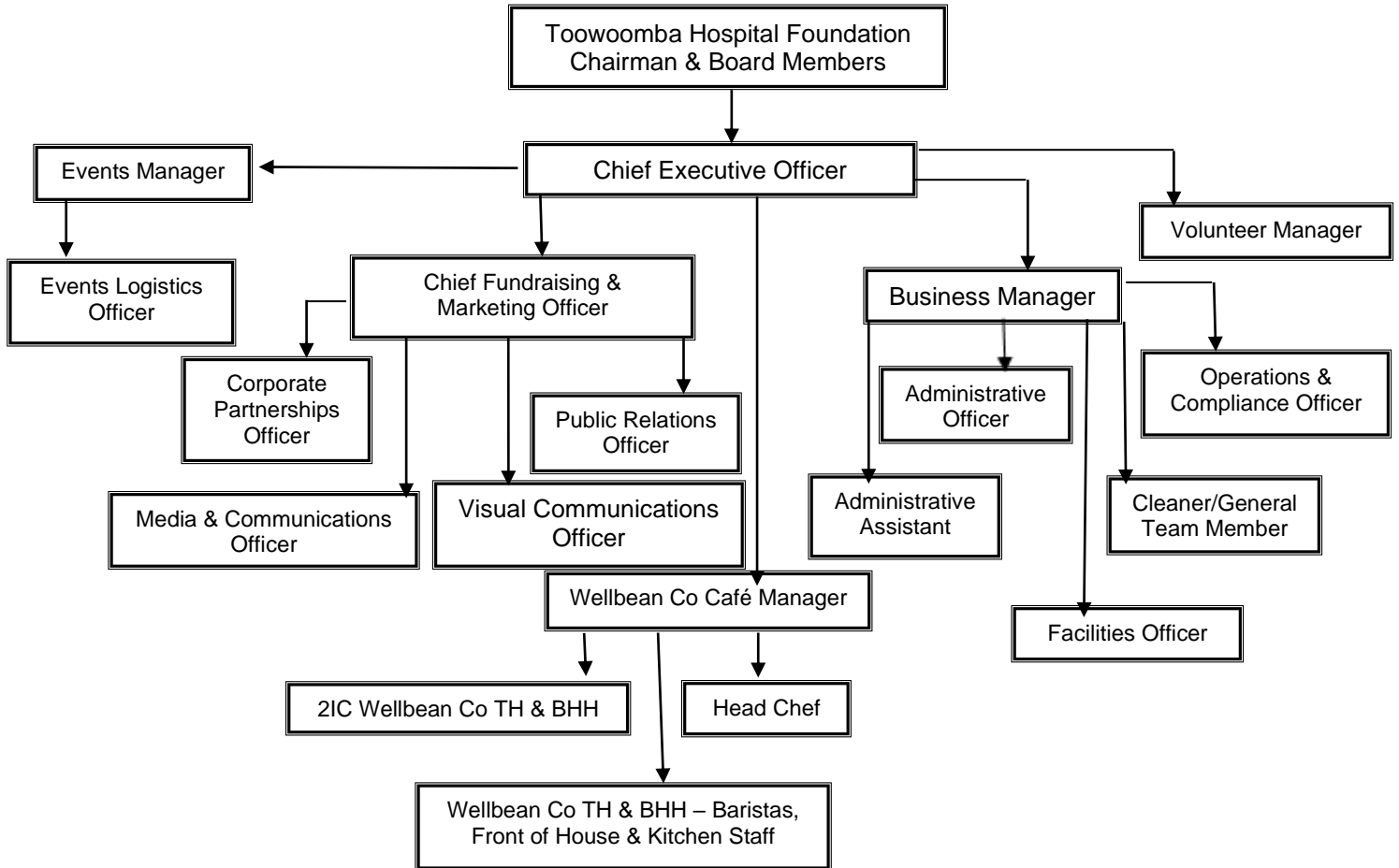
#### Grant Distribution:

The Toowoomba Hospital Foundation Board have continued to support the Darling Downs Hospital and Health Service with the approval of \$1,306,117.27 in grants.

The grants approved by the Board which remain outstanding and unpaid as at 30th June 2022 is \$1,571,587.01. See *Note 23 – Commitments for expenditure* on Page 22 of Appendix.

## Our Organisational Structure

The structure of THF (as at 30 June 2022) is depicted here:



## **Executive Management**

The Chief Executive Officer, Alison Kennedy, is responsible for the day-to-day operation and management of THF and the implementation of strategies as outlined in the strategic plan.

Assisting the Chief Executive Officer is a dedicated team of staff:

Anna-Louise Sauverain - Business Manager  
Erin Kehoe-O'Shea – Chief Fundraising and Marketing Officer (from January 2022)  
Annie Glover – Marketing Manager (to December 2021)  
Dan Stewart - Corporate Partnerships Officer  
Laura Conroy - Media and Communications Officer  
Zoe Boyd - Operations and Compliance Officer  
Libby Coghlan - Fundraising and Events Officer (to December 2021)  
Grantley Smith – Visual Communications Officer  
Kisa Levale – Administrative Officer  
Emma Manteufel - Public Relations Officer  
Kanista Onnok - Cleaner/General Team Member  
Brooke Treadwell – Receptionist (to February 2021)  
Sherry McDowell – Events Logistics Officer  
Judy Andrews – Volunteer Manager  
Cassandra Hunter – Events Manager (from February 2022)  
Peta Sorensen – Administrative Officer (from December 2021)  
Scott Sowerby – Facilities Officer

Wellbean Co is managed by Debbie Matthews and her dedicated team.

The Chief Executive Officer is responsible for providing a written report as well as a financial report at each of the monthly Board meetings.

## Our Board

The Chairperson and Board members of the Board have been approved by the Governor in Council, acting by and with the advice of the Executive Council and under the provisions of the *Hospital Foundations Act 2018*.

THF is a strong advocate for driving positive change within our community, this includes ensuring fair and equal gender representation on the Board. We support the Queensland Government's gender parity targets.

<b>Name of Government body</b> Toowoomba Hospital Foundation					
Act or instrument	<i>Hospitals Foundations Act 2018</i>				
Functions	Refer to About Us on page 10 of Annual Report				
Achievements	Refer to Achieving our Objectives on page 15 of Annual Report				
Financial reporting	Refer to About Us on page 10 of Annual Report for financial reporting arrangements. Financial performance and statements of THF are provided in Annual Financial Statements from page 32 of Annual Report				
<b>Remuneration</b> Members of the THF Board give their time and expertise freely and without remuneration					
Position	Name	Meetings / sessions attendance	Approved annual, sessional or daily fee	Approved sub-committee fees if applicable	Actual fees received
Chairperson (Retired 27 <sup>th</sup> October 2021)	Raymond Taylor	3	N/A	N/A	N/A
Chairperson (Appointed December 2021)	John Debenham	5	N/A	N/A	N/A
Deputy Chair (Retired 23 <sup>rd</sup> June 2022)	Andrew Wielandt	9	N/A	N/A	N/A
Deputy Chair (Appointed 23 <sup>rd</sup> June 2022)	Jacqui Armstrong	9	N/A	N/A	N/A
Ex-officio	Mike Horan AM	8	N/A	N/A	N/A
Member	Dr Peter Gillies	2	N/A	N/A	N/A
Member	Karen Gordon	8	N/A	N/A	N/A
Member	Dr Uma Kumar	6	N/A	N/A	N/A
Member	Lewis	6	N/A	N/A	N/A

(Retired 29th April 2022)	Rowling				
Member	Peter Sedl	7	N/A	N/A	N/A
Secretary	Harold Shelton	7	N/A	N/A	N/A
Member	Julie Stewart	9	N/A	N/A	N/A
Member	Brenda Tait	6	N/A	N/A	N/A
No. scheduled meetings/sessions	The Board held 11 meetings during the 2021-2022 financial year				
Total out of pocket expenses	N/A				

<b>Name and type of appointment</b>	<b>Original appointment date and current term</b>	<b>Brief synopsis of Board member</b>
Raymond Taylor Chairperson  Retired 27 <sup>th</sup> October 2021	July 1991  28/04/2017 to 30/09/2022	Raymond Taylor is a founding member of THF. Currently Ray is the Managing Director of Taylors Removals, and Past Chairperson of National Moving Group, Chess Moving Australia. Ray served 17 years as Director of the Qld Road Transport Association including three years as President. He has been a member of Toowoomba Rotary Club since 1980, serving as President in 1992 and 1993. Ray was also Deputy Chair on the Board of Fatima Home for Children and sat on the Local Ambulance Committee. Ray was Chairperson of St Theresa's Parish Council from 2011 to 2017 and continues as Chairperson of St Theresa's Parish Finance Committee from 2011. Ray has been a member of the Range Probus Club since 2013 and was President for the 2018-2019 year.
John Debenham Chairperson	December 2021  09/12/2021 to 01/10/2025	John Debenham joined the Board as Chairman in December 2021. John retired from a career in banking earlier that year having held senior executive roles at Suncorp for 15 years and prior to that at ANZ. John was formerly Chairman of Foodbank Qld, the state's largest hunger relief charity, serving on that Board for 18 years. He was also a Director of Foodbank Australia from 2009 to 2018. John chaired the Retail and Business Banking Council of FINSIA, the finance industry's main professional body from 2019-2021. He is qualified with B. Comm; MBA; GAICD; CPA and SF FIN. John is married to Helen and they have 4 adult children.
Andrew Wielandt Deputy Chair  Retired 23 <sup>rd</sup> June 2022	February 2006  02/10/2020 to 01/10/2025	Andrew Wielandt has served on the Board since 1 February 2006. Andrew is a Director of DP Wealth Advisory, a local wealth management firm. His community engagement includes being Chair of the Empire Theatres Board, past President of the Toowoomba Chamber of Commerce and a member of the Goodwill Committee.
Mike Horan AM	May 2012  Ex-officio	Mike Horan AM has been the Chair of the DDHHS Board since its establishment in May 2012 and represents DDHHS on the THF Board.
Peter Sedl Board Member	June 2008  02/10/2020 to	Peter Sedl is a Proprietor and Director of Sedl Agencies, a Toowoomba family business that was started in 1986. He is also a Director of the National Distributors Alliance and a Certified Practicing

	01/10/2025	Accountant.
Karen Gordon Board Member	September 2013 02/10/2020 to 01/10/2025	Karen Gordon is the Nursing Director for Medical Services at Toowoomba Hospital. She has over 30 years' medical nursing experience in DDHHS in the areas of clinical management and leadership, patient flow, critical care nursing and organ donation.
Brenda Tait Board Member	October 1999 28/04/2017 to 30/09/2022	Brenda Tait is a Fellow of the Australian Institute of Company Directors. Brenda has been involved in the health sector since 1998 and is currently Chief Operating Officer at Western Queensland Primary Health Network and previously 12 years as the CEO of RHealth Limited and three as General Manager, Wide Bay Medicare Local. She has extensive experience in policy, planning and developing strategies aimed at ensuring equity and greater access to health services for people living in rural and remote regions, and was a rural and remote representative on the National Rural Health Alliance Council for many years.
Lewis Rowling Board Member  Retired 29 <sup>th</sup> April 2022	July 2002 28/04/2017 to 30/09/2022	Lewis Rowling has been a lawyer for the past 40 years and he is the Senior Partner of Wonderley & Hall, a firm he has been with since 1976. Lew brings a wealth of legal knowledge and advice to the Board.
Dr Uma Kumar Board Member	December 2019 12/12/2019 to 30/09/2022	Dr Uma Kumar has served as a Director on the Heartfulness Institute Board of Australia for the last five years. In addition, she is a Director of LUKS Dental since 2009. Uma has been a doctor for 22 years and has practised in Toowoomba since 2007, currently working for People First Health Group. She serves the community by conducting wellbeing sessions through the Toowoomba Regional Council initiative of The Change Project. She is the Chair of Peace Toowoomba Committee that is a collaboration of community groups doing Peace initiatives. She is also actively involved in creating wellbeing programs Internationally for Women's Health. Coordinator/volunteer for United Nations Celebrations, (QLD), Volunteer recruiting and Environmental projects for Heartfulness Institute.
Jacqui Armstrong Deputy Chair  Appointed 23 <sup>rd</sup> June 2022	December 2018 02/10/2020 to 01/10/2025	Jacqui Armstrong is a successful businesswoman and together with her husband, they have owned and operated their motor vehicle dealership for more than 30 years. Jacqui has worked in many roles within the business and is the Financial Controller and Director for the dealership which employs 60 local staff. Jacqui is passionate about the Toowoomba community and has been involved in many different fundraising events for a number of charities including Base Services who work with people at risk or who are Homeless in Toowoomba. Jacqui is also a proud supporter of our local hospitals.
Julie Stewart Board Member	December 2019 12/12/2019 to 30/09/2022	Julie Stewart is the Director of LJ Hooker Toowoomba and LJ Hooker Commercial, the largest multi-faceted real estate agency in South-West Queensland. Her community engagements also include being a founding member of Life Flight and she is currently on the Life Flight Regional Advisory Board and leads their major fund-raising committee, The Life Flight Gala Ball. She is also actively involved in Lifeline activities in the region.

Harold Shelton serves as Secretary of the Board since the 24<sup>th</sup> February 2016. Harold has a Bachelor of Business (Accounting) and has in excess of 25 years' experience in commercial accounting fields both in the public and private sector and is a Fellow of CPA Australia. He is



currently the Financial Controller for DDHHS, a role that encompasses financial and management accounting including preparation of statutory accounts, budgetary and performance reporting.

## **The Role of the Board**

THF is governed by a voluntary Board drawn from the general, business, medical and university communities.

Membership of the Board is provided for in section 30 of the *Hospital Foundations Act 2018*.

The Board has a primary responsibility to establish strategic direction, pursue established objectives and monitor business performance. The Board recognises the importance of applying best practice corporate governance principles in fulfilling this responsibility and is committed to the highest level of integrity in the conduct of its operations.

The Board recognises its overriding responsibility to act honestly, fairly, diligently and in accordance with the *Hospital Foundations Act 2018*, the *Financial Accountability Act 2009* and *Auditor-General Act 2009*, and the *Public Sector Ethics Act 1994* in serving the interests of the community, as well as the Foundation's employees, volunteers, and supporters.

The Board and management have been entrusted with the responsibility of ensuring that monies provided by donors, sponsors and the general public are effectively and efficiently managed.

The role of the Board includes and is not limited to:

- maintaining high levels of accountability to our stakeholders and external regulators
- monitoring the performance of the Chief Executive Officer
- raising awareness of THF throughout the Toowoomba and Darling Downs community
- reviewing and approving strategic plans, business plans, the annual budget and financial plans
- assessing and approving applications for funding for equipment, education, research and support to DDHHS
- ensuring compliance with statutory, financial, social, and corporate governance requirements
- monitoring risk and ensuring there is effective risk management controls and reporting procedures
- ensuring THF acts legally, ethically, responsibly, and transparently.

Board members attend monthly meetings where applications for funding are tabled and considered, and the financial performance and corporate governance of the Foundation is reviewed. A comprehensive financial report is provided each month to the Finance Committee and then the Board prior to meeting, to review THF's day-to-day business. A budget is prepared for acceptance at the commencement of each financial year. The Finance Committee, the Chief Executive Officer and the Business Manager meet prior to the monthly board meeting to review the annual budget, compare actual figures to the budget and to ensure financial controls are being undertaken as per the THF Financial Management Practice Manual.

The Board assists staff to determine effective internal controls and oversee contractual matters including the management and operation of the Toowoomba Hospital car park, the Clive Berghofer Toowoomba Hospital Accommodation Units and the Wellbean Co TH and BHH cafes.

A sub-committee of representatives from the community, DDHHS, university, and THF oversees the selection process and distribution of funds for research initiatives for the year. Research funding is generously donated every year by the Pure Land Learning College, Toowoomba.

Together with the Chief Executive Officer and Chief Marketing and Fundraising Officer, the Board develops and oversees fundraising projects with an emphasis on raising the awareness of the needs of DDHHS, at the same time ensuring the financial viability of our fundraising, marketing, and community engagement activities.

### **Queensland Public Service ethics and values**

In line with the requirement under the *Public Sector Ethics Act 1994 (PSEA)* for public sector agencies to have an approved code of conduct, THF has adopted the *Queensland Government Code of Conduct for the Queensland Public Service* as the code of conduct for staff and Board members.

A copy of this Code of Conduct has been provided to THF staff and Board members. At induction of new employees, they are provided a copy of the code as well as the link to the website. Training and further information is offered to all employees as required. All employees are expected to uphold the code by committing to and demonstrating the intent and spirit of the ethics principles and values. A Volunteer Policy and Procedures document and Volunteer Agreement which reflects the public sector ethics principles is given to all THF volunteers once they have been approved for work.

The code is based on the new public sector ethics principles as outlined in the PSEA: integrity and impartiality, promoting the public good, commitment to the system of government, and accountability and transparency.

Additionally, THF works towards the Queensland Public Service Values. The following five values guide our behaviour and the way we do business:

**Customers first:** THF prides itself on taking the time to ensure that we know our community, sponsors, donors, partners, supporters, and volunteers as this is integral to the success of our organisation.

**Ideas into action:** THF is active, enthusiastic, and accountable. We make things happen; we take responsibility for our actions and activities, and we take pride in our contribution to the community.

**Unleash potential:** THF expects greatness; we take the lead and set clear expectations and seek, provide and act on feedback. Our team constantly seeks new initiatives and ideas to raise money for DDHHS, keeping in mind the financial viability of the same.

**Be courageous:** THF acts with transparency and is responsible for our actions, successes, and mistakes. Our annual audit to date has been unqualified and an annual report is tabled in Parliament each year.

**Empower people:** THF aspires to be the leader in our field of fundraising for our hospitals and health services. We continue to utilise everyone's strengths and provide opportunities for all of our team members to individually develop their skills. This in turn has established the THF team as a strong trustworthy group and this is reflected in the community by the number of new businesses approaching THF to become involved in our fundraising activities.

## Human Rights

THF's approach to human rights is underpinned by our vision and values of energy, collaboration and empathy. We pride ourselves on embedding fundamental human rights across our operations, businesses, activities, and events, by conducting ourselves and our business with due care and respect in accordance with the *Human Rights Act 2019*.

We respect the rights, interests, and dignity of the communities we service and will always seek to provide an example of good practice through our own business conduct. This includes:

- Our employment and employee policies covering areas such as discrimination, harassment and workplace health and safety.
- Our consumer, customer, community and supplier responsibilities covering areas such as responsible products and services, and accessibility.
- Where we have concerns that our work will be directly linked to human rights violations by a client, supplier or consumer we are prepared to mitigate the impacts and walk away if our engagements call our integrity and values into question.

As an equal opportunity employer, we are committed to ensuring that all people of all ages, genders and cultural backgrounds have equal opportunity for recruitment, promotion, remuneration and responsibilities. We require that all employees undertake Cultural Capabilities training through DDHHS, so employees are appropriately educated on the rights and cultural practices of Aboriginal and Torres Strait Islander cultures.

We aim to ensure, alongside DDHHS, that all patients, families and visitors to the Toowoomba Hospital have access to the timely, equitable and efficient healthcare they need. To this end we provide:

- concessional car parking to ease costs on people attending appointments
- offer accommodation through the Patient Travel Subsidy Scheme in the Clive Berghofer Toowoomba Hospital Accommodation Units for patients who live more than 50km away.

All THF policies and procedures are regularly updated to ensure that they are fair and equitable for all staff, visitors and clients.

During the 2021-2022 period THF received no human rights complaints.

## **Risk management**

THF is mindful that risk is inherent in all activities, functions and the day-to-day operation of the organisation. A risk management policy has been developed and implemented for the organisation. Risk management assessments and the subsequent plans are individually developed for events to ensure that public safety and the safety of our staff and volunteers, is protected and of paramount importance.

Among other things, THF ensures that it maintains adequate insurance cover, reviews and maintains a policy manual for its employees, reviews health and safety measures, and has an operation manual outlining its day-to-day functions and operations.

THF has a robust financial management system and continues to work to the objective of maintaining and improving its good governance standards.

## **Financial reserves**

Financial reserves are funds retained by THF to ensure sustainability and to help meet our future commitments. Holding funds in reserve helps THF operate effectively in times of economic difficulty, cover unforeseen or unplanned future costs that may arise, and facilitate planning for major works or activities in the future.

## **Internal audit and audit committee**

The Board has not deemed it necessary to establish a formal audit committee due to the relatively small size of THF and the unblemished history of never having received a qualified audit since inception.

The Board and management have the responsibility of ensuring that monies provided by donors, sponsors and the general public are effectively and efficiently managed utilising the well-developed financial systems and existing governance structure.

## **External scrutiny**

THF is audited annually by Queensland Audit Office (QAO).

## **Information systems and recordkeeping compliance**

THF has engaged an external company, Evolve Technologies, to provide expertise and support in this area. Evolve Technologies ensures that the security of THF's information is protected and updated if needed and that all information is backed up regularly.

THF is committed to improving recordkeeping practices to comply with the provisions of the Records Governance Policy and the *Public Records Act 2002*.

A Recordkeeping Policy has been developed and is updated regularly to ensure that records are created that document business decisions and activities and that these records are available and appropriately managed by our good recordkeeping systems.

THF communicates roles and responsibilities for recordkeeping and management across the organisation through staff position descriptions and training.

THF works towards continuing to improve recordkeeping systems, practices, policies and procedures to support access, movement, updating, storage, disposal of agency records and information management.

### **Strategic workforce planning and performance**

THF is an equal opportunity employer where people of all ages, genders and cultural backgrounds have equal opportunity for recruitment, promotion, remuneration and responsibilities.

THF has a very committed team that focuses on achieving THF's strategic objectives, aims and mission. Staff are offered and encouraged further study and education opportunities to individually develop their skills. Each year THF staff undertake strategic planning days where they review the performance of the past year and plan for the year ahead.

The Chief Executive Officer applies an open-door policy with staff and meets with each employee on a regular basis to discuss workload, staff development and any issues that have arisen.

As staff vacancies arise at THF, they are advertised online with Seek.com and this provides a basis to attract talented applicants as it is vital to recruit the best possible employees ensuring the ongoing success and growth of THF.

THF offers flexibility in work hours for staff to ensure a work-life-blend. During the COVID-19 pandemic, THF continued to operate by optimising flexible and remote working arrangements for staff.

To assist with flexible work arrangements, THF reviews all reasonable requests from employees regarding flexible work requirements. This often involves changes to start and finish times, returning from parental leave in a part-time capacity and taking time off in lieu of additional hours worked outside of normal working hours.

THF's leave policies are available for all staff to access and are reviewed by the Chief Executive Officer and the Board regularly.

As at the 30 June 2022, THF had 26 full-time equivalent employees across the THF and Wellbean Co teams.

### **Early retirement, redundancy and retrenchment**

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

## Open Data

Information about consultancies, overseas travel and the Queensland language services policy is available at the Queensland Government Open Data website (<https://data.qld.gov.au>). During 2021-2022, THF had no expenditure on consultancy, overseas travel and Queensland language services to report.

## 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	Page 3
Accessibility	<ul style="list-style-type: none"> <li>Table of contents</li> <li>Glossary</li> </ul>	ARRs – section 9.1	Page 4
	<ul style="list-style-type: none"> <li>Public availability</li> </ul>	ARRs – section 9.2	Page 1
	<ul style="list-style-type: none"> <li>Interpreter service statement</li> </ul>	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3	Page 1
	<ul style="list-style-type: none"> <li>Copyright notice</li> </ul>	<i>Copyright Act 1968</i> ARRs – section 9.4	Page 1
	<ul style="list-style-type: none"> <li>Information Licensing</li> </ul>	<i>QGEA – Information Licensing</i> ARRs – section 9.5	Page 1
General information	<ul style="list-style-type: none"> <li>Introductory Information</li> </ul>	ARRs – section 10	Pages 5 - 11
Non-financial performance	<ul style="list-style-type: none"> <li>Government’s objectives for the community and whole-of-government plans/specific initiatives</li> </ul>	ARRs – section 11.1	Pages 12 - 13
	<ul style="list-style-type: none"> <li>Agency objectives and performance indicators</li> </ul>	ARRs – section 11.2	Pages 14 - 17
	<ul style="list-style-type: none"> <li>Agency service areas and service standards</li> </ul>	ARRs – section 11.3	Not applicable
Financial performance	<ul style="list-style-type: none"> <li>Summary of financial performance</li> </ul>	ARRs – section 12.1	Page 18
Governance – management and structure	<ul style="list-style-type: none"> <li>Organisational structure</li> </ul>	ARRs – section 13.1	Page 19
	<ul style="list-style-type: none"> <li>Executive management</li> </ul>	ARRs – section 13.2	Page 20
	<ul style="list-style-type: none"> <li>Government bodies (statutory bodies and other entities)</li> </ul>	ARRs – section 13.3	Pages 21 - 25
	<ul style="list-style-type: none"> <li>Public Sector Ethics</li> </ul>	<i>Public Sector Ethics Act 1994</i> ARRs – section 13.4	Page 25
	<ul style="list-style-type: none"> <li>Human Rights</li> </ul>	<i>Human Rights Act 2019</i> ARRs – section 13.5	Page 26
	<ul style="list-style-type: none"> <li>Queensland public service values</li> </ul>	ARRs – section 13.6	Page 25
Governance – risk management and accountability	<ul style="list-style-type: none"> <li>Risk management</li> </ul>	ARRs – section 14.1	Page 27
	<ul style="list-style-type: none"> <li>Audit committee</li> </ul>	ARRs – section 14.2	Page 27
	<ul style="list-style-type: none"> <li>Internal audit</li> </ul>	ARRs – section 14.3	Page 27
	<ul style="list-style-type: none"> <li>External scrutiny</li> </ul>	ARRs – section 14.4	Page 27
	<ul style="list-style-type: none"> <li>Information systems and recordkeeping</li> </ul>	ARRs – section 14.5	Page 27
	<ul style="list-style-type: none"> <li>Information Security attestation</li> </ul>	ARRs – section 14.6	Not applicable

Summary of requirement		Basis for requirement	Annual report reference
Governance – human resources	<ul style="list-style-type: none"> <li>• <b>Strategic workforce planning and performance</b></li> </ul>	ARRs – section 15.1	Page 28
	<ul style="list-style-type: none"> <li>• <b>Early retirement, redundancy and retrenchment</b></li> </ul>	Directive No.04/18 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 15.2	Page 28
Open Data	<ul style="list-style-type: none"> <li>• <b>Statement advising publication of information</b></li> </ul>	ARRs – section 16	Page 29
	<ul style="list-style-type: none"> <li>• <b>Consultancies</b></li> </ul>	ARRs – section 33.1	<a href="https://data.qld.gov.au">https://data.qld.gov.au</a>
	<ul style="list-style-type: none"> <li>• <b>Overseas travel</b></li> </ul>	ARRs – section 33.2	<a href="https://data.qld.gov.au">https://data.qld.gov.au</a>
	<ul style="list-style-type: none"> <li>• <b>Queensland Language Services Policy</b></li> </ul>	ARRs – section 33.3	<a href="https://data.qld.gov.au">https://data.qld.gov.au</a>
Financial statements	<ul style="list-style-type: none"> <li>• <b>Certification of financial statements</b></li> </ul>	FAA – section 62 FPMS – sections 38, 39 and 46 ARRs – section 17.1	Appendix
	<ul style="list-style-type: none"> <li>• <b>Independent Auditor’s Report</b></li> </ul>	FAA – section 62 FPMS – section 46 ARRs – section 17.2	Appendix



## Appendix

# Toowoomba Hospital Foundation **Annual Financial Statements** 30 June 2022

**TOOWOOMBA HOSPITAL FOUNDATION  
FINANCIAL STATEMENTS**

**For the year ended 30 June 2022**

# TOOWOOMBA HOSPITAL FOUNDATION FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2022

## *Financial Statements*

	Statement of Comprehensive Income	Page 1
	Statement of Changes in Equity	Page 2
	Balance Sheet	Page 3
	Statement of Cash Flows	Page 4
Note 1	Basis of Financial Statement Preparation	Page 5

## *Our Financial Performance*

Note 2	Car Parking Revenue	Page 7
Note 3	Coffee Shop and Cafeteria Revenue	Page 7
Note 4	Bequests and Donations	Page 7
Note 5	Functions, Special Events and Other Fundraising	Page 7
Note 6	Other Revenue	Page 8
Note 7	Employee Expenses	Page 8
Note 8	Supplies and Services	Page 9
Note 9	Grants and Subsidies	Page 10

## *Our Financial Position*

Note 10	Cash and Cash Equivalents	Page 10
Note 11	Receivables	Page 11
Note 12	Other Financial Assets	Page 11
Note 13	Property, Plant and Equipment and Depreciation Expense	Page 12
Note 14	Investment Property	Page 16
Note 15	Payables	Page 16
Note 16	Interest-bearing Liabilities	Page 17
Note 17	Accrued Employee Benefits	Page 17
Note 18	Movement in Asset Revaluation Surplus	Page 18

## *Other Disclosures*

Note 19	Fair Value Measurement	Page 18
Note 20	Financial Instruments	Page 19
Note 21	Key Management Personnel (KMP) Disclosures	Page 20
Note 22	Related Party Transactions	Page 22
Note 23	Commitments for Expenditure	Page 22
Note 24	Contingencies	Page 22
Note 25	Concessionary Lease Arrangements	Page 22
Note 26	Events Occurring after Balance Date	Page 23

## *Certification*

	Management Certificate	Page 24
--	------------------------	---------

**TOOWOOMBA HOSPITAL FOUNDATION  
STATEMENT OF COMPREHENSIVE INCOME**

**FOR THE YEAR ENDED 30 JUNE 2022**

OPERATING RESULT	Notes	2022	2021
		\$	\$
<b>Income from continuing operations</b>			
Car parking revenue	2	2,392,503	2,241,756
Coffee shop and cafeteria income	3	2,369,423	1,994,386
Bequests and donations	4	303,235	303,573
Functions, special events and other fundraising	5	1,683,577	1,136,155
Interest revenue		25,970	49,007
Other revenue	6	246,170	429,326
		<hr/>	<hr/>
<b>Total revenue</b>		<b>7,020,878</b>	<b>6,154,203</b>
		<hr/>	<hr/>
<b>Total income from continuing operations</b>		<b>7,020,878</b>	<b>6,154,203</b>
<b>Expenses from continuing operations</b>			
Employee expenses	7	1,863,555	1,828,903
Supplies and services	8	2,210,173	2,265,431
Loss on disposal of assets		12,629	173,975
Depreciation and impairment expense	13(ii)	84,256	71,989
Finance costs		660	2,439
Loss on revaluation of financial assets		36,980	-
Grants and subsidies	9	986,856	1,518,915
		<hr/>	<hr/>
<b>Total expenses from continuing operations</b>		<b>5,195,109</b>	<b>5,861,652</b>
		<hr/>	<hr/>
<b>Operating result from continuing operations</b>		<b>1,825,769</b>	<b>292,551</b>
		<hr/>	<hr/>
<b>Operating result for the year</b>		<b>1,825,769</b>	<b>292,551</b>
<b>OTHER COMPREHENSIVE INCOME</b>			
<u>Items that will not be reclassified to operating result:</u>			
Increase in asset revaluation surplus	18	64,669	112,970
		<hr/>	<hr/>
		<b>64,669</b>	<b>112,970</b>
		<hr/>	<hr/>
<b>Total other comprehensive income</b>		<b>64,669</b>	<b>112,970</b>
		<hr/>	<hr/>
<b>TOTAL COMPREHENSIVE INCOME</b>		<b>1,890,438</b>	<b>405,521</b>
		<hr/>	<hr/>

*The accompanying notes form part of these statements.*

**TOOWOOMBA HOSPITAL FOUNDATION**  
**STATEMENT OF CHANGES IN EQUITY**

**AS AT 30 JUNE 2022**

	Accumulated Surplus	Asset Revaluation Surplus (Note 18)	TOTAL
	\$	\$	\$
<b>Balance as at 1 July 2020</b>	7,226,096	-	7,226,096
Operating result from continuing operations	292,551	-	292,551
Other comprehensive income	-	112,970	112,970
<b>Total comprehensive income</b>	<u>292,551</u>	<u>112,970</u>	<u>405,521</u>
Transfers	<u>79,044</u>	<u>(79,044)</u>	<u>-</u>
<b>Balance as at 30 June 2021</b>	<u><b>7,597,691</b></u>	<u><b>33,926</b></u>	<u><b>7,631,617</b></u>
<b>Balance as at 1 July 2021</b>	<u>7,597,691</u>	<u>33,926</u>	<u>7,631,617</u>
Operating result from continuing operations	1,825,769	-	1,825,769
Other comprehensive income	-	64,669	64,669
<b>Total comprehensive income</b>	<u>1,825,769</u>	<u>64,669</u>	<u>1,890,438</u>
Transfers	<u>-</u>	<u>-</u>	<u>-</u>
<b>Balance as at 30 June 2022</b>	<u><b>9,423,460</b></u>	<u><b>98,595</b></u>	<u><b>9,522,055</b></u>

*The accompanying notes form part of these statements.*

**TOOWOOMBA HOSPITAL FOUNDATION  
BALANCE SHEET**

**AS AT 30 JUNE 2022**

	Notes	2022 \$	2021 \$
<b>Current assets</b>			
Cash and cash equivalents	10	5,836,791	2,839,281
Receivables	11	219,715	765,207
Inventory		27,017	11,692
Other financial assets	12	2,413,020	3,660,000
Other current assets		9,862	73,410
<b>Total current assets</b>		<b>8,506,405</b>	<b>7,349,590</b>
<b>Non-current assets</b>			
Property, plant and equipment	13	940,457	823,739
Investment property	14	439,555	-
<b>Total non-current assets</b>		<b>1,380,012</b>	<b>823,739</b>
<b>Total assets</b>		<b>9,886,417</b>	<b>8,173,329</b>
<b>Current liabilities</b>			
Payables	15	212,762	425,038
Interest-bearing liabilities	16	-	5,790
Accrued employee benefits	17	106,648	82,817
<b>Total current liabilities</b>		<b>319,410</b>	<b>513,645</b>
<b>Non-current liabilities</b>			
Accrued employee benefits	17	44,952	28,067
<b>Total non-current liabilities</b>		<b>44,952</b>	<b>28,067</b>
<b>Total liabilities</b>		<b>364,362</b>	<b>541,712</b>
<b>Net assets</b>		<b>9,522,055</b>	<b>7,631,617</b>
<b>Equity</b>			
Accumulated surplus		9,423,460	7,597,691
Asset revaluation surplus	18	98,595	33,926
<b>Total equity</b>		<b>9,522,055</b>	<b>7,631,617</b>

*The accompanying notes form part of these statements.*

**TOOWOOMBA HOSPITAL FOUNDATION  
STATEMENT OF CASH FLOWS**

**FOR THE YEAR ENDED 30 JUNE 2022**

	Notes	2022 \$	2021 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<i>Inflows:</i>			
Receipts from customers		6,984,456	6,499,198
Interest received		41,750	72,700
GST input tax credits from ATO		236,108	238,387
GST collected from customers		498,996	498,273
<i>Outflows:</i>			
Supplies and services		(3,372,443)	(3,571,553)
Employee expenses		(1,858,152)	(1,800,682)
Finance costs		(660)	(2,439)
GST remitted to ATO		(491,225)	(646,726)
GST paid to suppliers		(235,912)	(191,142)
		<hr/>	<hr/>
<b>Net cash provided by/(used in) operating activities</b>		<b>1,802,918</b>	<b>1,096,016</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
<i>Inflows:</i>			
Sale of property, plant and equipment		558,918	-
Proceeds from investments		3,745,000	1,935,000
<i>Outflows:</i>			
Payments for investments		(2,535,000)	(1,635,000)
Payment for investment property		(424,555)	-
Payments for property, plant and equipment		(143,981)	(390,732)
		<hr/>	<hr/>
<b>Net cash provided by/(used in) investing activities</b>		<b>1,200,382</b>	<b>(90,732)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
<i>Outflows:</i>			
Repayment of borrowings		(5,790)	(25)
		<hr/>	<hr/>
<b>Net cash provided by/(used in) financing activities</b>		<b>(5,790)</b>	<b>(25)</b>
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>2,997,510</b>	<b>1,005,259</b>
<b>Cash and cash equivalents - beginning of financial year</b>		<b>2,839,281</b>	<b>1,834,022</b>
		<hr/>	<hr/>
<b>Cash and cash equivalents - end of financial year</b>	<b>10</b>	<b>5,836,791</b>	<b>2,839,281</b>

*The accompanying notes form part of these statements.*

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**Note 1 – Basis of financial statement preparation**

**(a) General information about the reporting entity**

These financial statements cover the Toowoomba Hospital Foundation (the foundation). The foundation is a not-for-profit statutory body established under the *Hospital Foundations Act 2018*. The foundation does not control other entities, the financial statements are for the foundation as an individual entity.

The objective of the foundation is to provide funding for equipment, services, and programs for patients as well as staff development, research and scholarships for Darling Downs Health. The head office and principal place of business of the foundation is Toowoomba Hospital Campus, Pechey St Entrance, Toowoomba QLD 4350.

**(b) Authorisation of financial statements for issue**

The financial statements are authorised for issue by the Chief Executive Officer and Chairman 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 2019*.

These general purpose financial statements are prepared in accordance with the disclosure requirements of Australian Accounting Standards – Simplified Disclosures. The financial statements comply with the recognition and measurement requirements of all Australian Accounting Standards and Interpretations applicable to not-for-profit entities, and the presentation requirements in those standards as modified by AASB 1060.

**(d) Underlying measurement basis**

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.

The historical cost convention is used as the measurement basis except for land and buildings which are measured at fair value.

**(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 has been restated in relation to the classification of property, plant and equipment. Classes of property, plant and equipment have been restated to comply with the Queensland Treasury's Non-Current Asset Policies for the Queensland Public Sector. Details of the restatement are disclosed in Note 1 (i). No other changes have been made to comparatives.



**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**Note 1 – Basis of financial statement preparation (continued)**

**(e) Presentation matters (continued)**

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. GST credits receivable from, and GST payable to, the ATO at reporting date are separately recognised in payables within Note 15.

**(g) Key accounting estimates and judgments**

The most significant estimates and assumptions made in the preparation of the financial statements related to the fair value and depreciation of property, plant and equipment. Details are set out in Note 13. The valuation of property, plant and equipment necessarily involves estimation uncertainty with the potential to materially impact on the carrying amount of such assets in the next reporting period.

**(h) New and revised accounting standards**

First time mandatory application of Australian Accounting Standards and Interpretations

One new accounting standard was applied for the first time in 2021-22:

- *AASB 1060 General Purpose Financial Statements – Simplified Disclosures for For-Profit and Not-for-Profit Tier 2 Entities*

AASB 1060 introduces the Simplified Disclosures framework for general purpose financial statements prepared by entities reporting under Tier 2 of the Differential Reporting Framework. This new disclosure framework applies to the foundation. While most of the disclosures remain the same as 2020-21, there have been some changes by way of additional or reduced disclosures reflected in these financial statements.

The new accounting standard does not change any recognition or measurement requirements, and the foundation's financial statements continue to comply with the recognition and measurement requirements of all applicable accounting standards and interpretations.

Early adoption of Australian Accounting Standards and Interpretations

No accounting pronouncements were early adopted in the 2021-22 financial year.

Voluntary changes in accounting policy

No voluntary changes in accounting policies occurred during the 2021-22 financial year.

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**Note 1 – Basis of financial statement preparation (continued)**

**(i) Restatement of comparative results**

In the 2022 financial year, the foundation made changes to the classification of property, plant and equipment to align classes of assets to the Queensland Treasury's Non-Current Asset Policies for the Queensland Public Sector. Changes were made to the comparative information to allow for consistency of presentation. The changes made to comparative information are as follows:

	Originally Stated - 2021	Adjustment	Restated - 2021
<b>Property, plant and equipment</b>			
Improvements: at cost			
Gross	587,509	(587,509)	-
Less: Accumulated depreciation	(193,987)	193,987	-
	393,522	(393,522)	-
Plant and equipment: at cost			
Gross	160,549	587,509	748,058
Less: Accumulated depreciation	(69,913)	(193,987)	(263,900)
	90,636	393,522	484,158

There was no impact on the comparative total value of property, plant and equipment following the restatement.

**Note 2 – Car parking revenue**

Revenue from car parking is recognised on the completed delivery of the car parking service to the customer (which occurs at the point of customer payment upon exiting the car park).

**Note 3 – Coffee shop and cafeteria revenue**

Revenue from coffee shop and cafeteria sales is recognised on the completed delivery of the sale to the customer (which occurs at the point of customer payment for goods).

**Note 4 – Bequests and donations**

Donations 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 at the time of receipt.

Contributions of services are recognised only if the services would have been purchased if they had not been donated and their fair value can be measured reliably. Where this is the case, an equal amount is recognised as revenue and an expense. The value of such services in the 2022 year is \$NIL (2021: \$NIL).

**Note 5 – Functions, special events and other fundraising**

Revenue from functions, special events and other fundraising activities are recognised as income when received. The amount and timing of receipts is dependent on a number of fundraising activities including direct mail donations, personal and corporate donations and special events.

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

	2022 \$	2021 \$
<b>Note 6 – Other revenue</b>		
Rental income	1,942	3,900
Accommodation income	128,830	128,821
Vending machine income	29,203	21,861
Government assistance – JobKeeper and cash flow boost	-	244,500
Grant income	61,712	19,754
Other revenue	24,483	10,490
	<b>246,170</b>	<b>429,326</b>
<b>Total</b>	<b>246,170</b>	<b>429,326</b>

**Accounting policy**

Revenue from other services rendered and sale of goods are recognised as revenue when the performance obligations are satisfied.

Grants, contributions, donations and gifts arise from transactions that are non-reciprocal in nature (i.e. do not require any goods or services to be provided in return). Where the grant agreement is enforceable and contains sufficiently specific performance obligations for the foundation to transfer goods or services to a third-party on the grantor's behalf, the grant is accounted for under AASB 15 *Revenue from Contracts with Customers*. In this case, revenue is initially deferred as unearned revenue (contract liability) and recognised as or when the performance obligations are satisfied.

Otherwise, the grant or donation is accounted for under AASB 1058 *Income of Not-for-Profit Entities*, whereby revenue is recognised upon receipt of the grant funding. The foundation did not receive any specific purpose capital grants in this financial year.

Contributions of assets received from the government and other parties are recognised at fair value on the date of transfer in the Balance Sheet, with a corresponding amount of revenue recognised in the Statement of Comprehensive Income.

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.

	2022 \$	2021 \$
<b>Note 7 – Employee expenses</b>		
<b>Employee benefits</b>		
Wages and salaries	1,629,582	1,605,320
Employer superannuation contributions	184,173	187,982
Annual leave expense	26,063	16,798
Long service leave expense	14,654	9,944
Termination benefits	-	-
<b>Employee related expenses</b>		
WorkCover expenses	9,083	8,859
	<b>1,863,555</b>	<b>1,828,903</b>
<b>Total</b>	<b>1,863,555</b>	<b>1,828,903</b>

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**Note 7 – Employee expenses (continued)**

	<b>2022</b>	<b>2021</b>
Number of employees:	<b>26</b>	<b>28</b>

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 policy**

Employer superannuation contributions

Superannuation benefits are provided through defined contribution (accumulation) plans in accordance with employees' conditions of employment and employee instructions.

*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.

Other employee benefits – sick leave

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.

	<b>2022</b>	<b>2021</b>
	<b>\$</b>	<b>\$</b>
<b>Note 8 – Supplies and services</b>		
Administration and management fees	-	160,856
Advertising and promotion	39,608	23,407
Bank fees and charges	42,031	23,056
Cleaning expenses	10,348	12,448
Computer and software expenses	47,497	30,365
Event, function and fundraising expenses	595,431	580,351
Food and beverage expenses	954,504	934,787
Gas and electricity	7,303	21,292
Insurance	33,995	25,989
Minor equipment purchases	18,289	23,344
Motor vehicle and travel expenses	19,594	26,529
Packaging expenses	66,266	59,218
Printing and stationery expenses	17,126	13,773
Repairs and maintenance	30,059	36,710
Telephone expenses	4,595	7,565
Other expenses	323,527	285,741
<b>Total</b>	<b>2,210,173</b>	<b>2,265,431</b>

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**Note 8 – Supplies and services (continued)**

**Disclosure – Administration and management fees**

Administration and management fees in the 2021 year related to the contracted external management of the foundation car park. In the 2022 year the foundation managed the carpark directly.

**Disclosure - Auditor remuneration**

Total audit fees paid relating to the 2021-22 financial statements are estimated to be \$14,500 (2021: \$13,000). There are no non-audit related services included in this amount.

	<b>2022</b>	<b>2021</b>
	\$	\$
<b>Note 9 – Grants and subsidies</b>		
Grants paid – education and training	22,758	41,833
Grants paid – equipment	790,004	999,206
Grants paid – scholarship	70,906	69,001
Grants paid – special funding and programs	994	1,479
Grants paid – medical research	26,970	36,848
Grants returned – medical research	-	(104,507)
Donations – Toowoomba Hospital	27,161	427,300
Funding – HREC co-ordinator	48,063	47,755
	<b>986,856</b>	<b>1,518,915</b>
<b>Total</b>	<b>986,856</b>	<b>1,518,915</b>

**Accounting policy**

Grants paid includes applications for funding approved by the Board to provide equipment and resources, education, training and professional development, health and medical research and scholarships to support the operations and staff of Toowoomba Hospital. In the 2021 year Donations - Toowoomba Hospital included equipment donated of \$417,173. Donations of equipment are classified as Grants paid – equipment in the 2022 year.

Grants recognised as commitments at the end of the financial year are disclosed at Note 23.

	<b>2022</b>	<b>2021</b>
	\$	\$
<b>Note 10 – Cash and cash equivalents</b>		
Cash on hand	8,631	10,740
At call deposits	5,828,160	2,828,541
	<b>5,836,791</b>	<b>2,839,281</b>
<b>Total</b>	<b>5,836,791</b>	<b>2,839,281</b>

**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.

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

	2022 \$	2021 \$
<b>Note 11 – Receivables</b>		
Trade and other debtors	232,098	198,247
Less: Loss allowance	(12,383)	(2,443)
	<b>219,715</b>	<b>195,804</b>
Amounts receivable from property sale	-	569,403
<b>Total</b>	<b>219,715</b>	<b>765,207</b>

**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 a loss allowance being made for lifetime expected credit losses. The allowance has been estimated as follows:

- A loss rate of between 0% and 10% is applied to receivables from government health services, events and fundraising activities (representing 96.7% of trade debtors by dollar value) outstanding for a period of less than 365 days.
- A loss rate of between 5% and 100% is applied to the remaining trade debtor balance.

All known bad debts were written-off as at 30 June.

	2022 \$	2021 \$
<b>Note 12 – Other financial assets</b>		
Fixed term deposits – at amortised cost	950,000	3,660,000
Managed investment funds – at fair value through profit and loss	1,463,020	-
	<b>2,413,020</b>	<b>3,660,000</b>

**Accounting policy**

The foundation classifies its financial assets at amortised cost only if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cash flows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost comprises fixed term deposits with original maturity dates of between 3 and 12 months.

Financial assets at fair value through profit and loss includes an investment in the QIC short-term income fund, valued at the unit price advised by the investment manager.

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

	2022 \$	2021 * \$
<b>Note 13 – Property, plant and equipment and depreciation expense</b>		
<b>(i) Property, plant and equipment</b>		
Land: at fair value		
Gross	220,000	170,000
	220,000	170,000
Buildings: at fair value		
Gross	180,000	170,000
Less: Accumulated depreciation	-	(419)
	180,000	169,581
Plant and equipment: at cost		
Gross	691,839	748,058
Less: Accumulated depreciation	(235,391)	(263,900)
	456,448	484,158
Work in progress: at cost		
Gross	84,009	-
	84,009	-
<b>Total</b>	<b>940,457</b>	<b>823,739</b>

\* As disclosed in Note 1(i) a restatement was made for comparative information in relation to asset classes. There was no change to the total value of property, plant and equipment for the 2020-21 year.

**(ii) Property, plant and equipment reconciliation**

	Land Fair Value \$	Buildings Fair Value \$	Plant & Equipment Cost \$	Work in Progress Cost \$	Total \$
<b>Carrying amount at 1 July 2021</b>	170,000	169,581	484,158	-	823,739
Acquisitions	-	-	59,972	84,009	143,981
Disposals	-	-	(7,676)	-	(7,676)
Net revaluation increments/(decrements)	50,000	14,669	-	-	64,669
Depreciation expense	-	(4,250)	(80,006)	-	(84,256)
<b>Carrying amount at 30 June 2022</b>	<b>220,000</b>	<b>180,000</b>	<b>456,448</b>	<b>84,009</b>	<b>940,457</b>

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**Note 13 – Property, plant and equipment and depreciation expense (continued)**

**(iii) Accounting policy – recognition and measurement**

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, including architects' fees and engineering design fees. However, any training costs are expensed as incurred.

Where assets are received free of charge from another Queensland public sector entity (usually via an involuntary transfer), the acquisition cost is recognised as the gross carrying amount in the books of the transferor immediately prior to the transfer together with any accumulated depreciation.

Assets acquired at no cost or for nominal consideration, other than from an involuntary transfer from another Queensland government agency, are recognised at their fair value at date of acquisition in accordance with AASB 116 *Property, Plant and Equipment*.

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 property, 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:

Land	\$1
Buildings	\$10,000
Plant and Equipment	\$5,000

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 property, plant and equipment 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.



**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**Note 13 – Property, plant and equipment and depreciation expense (continued)**

**(iii) Accounting policy (continued)**

*Revaluations of property, plant and equipment*

Land and buildings measured at fair value are revalued on an annual basis either by appraisals undertaken by an independent professional valuer or internal expert, or by the use of appropriate and relevant indices.

Revaluations using independent professional valuer or internal expert appraisals are undertaken at least once every five years. However, if a particular asset class experiences significant and volatile changes in fair value, that class is subject to specific appraisal in the reporting period, where practicable, regardless of the timing of the last specific appraisal.

Where assets have not been specifically appraised in the reporting period, indices are applied to their previous valuations to ensure their fair values are materially up to date. The State Valuation Service (SVS) supplies the indices, which are either publicly available, or are derived from market information available to SVS. The indices used are tested for reasonableness by applying the indices to a sample of assets, comparing the results to similar assets that have been valued by an independent professional valuer or internal expert, and analysing the trend of changes in values over time.

Any revaluation increment arising on the revaluation of an asset is credited to the asset revaluation surplus of the appropriate class, except to the extent it reverses a revaluation decrement for the class previously recognised as an expense. A decrease in the carrying amount on revaluation is charged as an expense, to the extent it exceeds the balance, if any, in the revaluation surplus relating to that asset class.

On revaluation, for assets revalued using a cost valuation approach (e.g. current replacement cost) - accumulated depreciation is adjusted to equal the difference between the gross amount and carrying amount, after taking into account accumulated impairment losses. This is generally referred to as the 'gross method'. For assets revalued using a market or income-based valuation approach - accumulated depreciation and accumulated impairment losses are eliminated against the gross amount of the asset prior to restating for the revaluation. This is generally referred to as the 'net method'.

The cost of land and buildings acquired during the financial year has been judged by management to materially represent their fair value at the end of the reporting period.

*Impairment*

As a not-for-profit entity, certain property, plant and equipment of the foundation are held for the continuing use of its service capacity and not for the generation of cash flows. Such assets are typically specialised in nature. In accordance with AASB 136, where such assets measured at fair value under AASB 13, that fair value (with no adjustment for disposal costs) is effectively deemed to be the recoverable amount. Consequently, impairment does not apply to such assets unless they are measured at cost.

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**Note 13 – Property, plant and equipment and depreciation expense (continued)**

**(iii) Accounting policy (continued)**

*Impairment (continued)*

For all property, plant and equipment and intangible assets to which impairment applies, the foundation assesses for indicators of impairment annually. Where indicators exist, impairment is accounted for differently depending on the type of asset, as follows.

- Plant and equipment and intangible assets, which are measured at cost, are reduced to the asset's recoverable amount, being the higher of the asset's fair value less costs of disposal and its value in use. The adjustment is recorded as an impairment loss.
- For non-specialised property measured at fair value, the only difference between the asset's fair value and its recoverable amount is the costs of disposal. Consequently, the fair value of the asset will materially approximate its recoverable amount where the disposal costs are negligible. Where disposal costs are not negligible, the asset is reduced to its recoverable amount via a revaluation decrement.

*Depreciation*

Land is not depreciated as it has an unlimited useful life.

Buildings and plant and equipment are depreciated on a straight-line basis over their useful lives. 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.

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

<b>Class</b>	<b>Rate %</b>
Buildings	2.5
Plant and equipment	10 - 20

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.

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

	2022 \$	2021 \$
<b>Note 14 – Investment Property</b>		
Investment property – at fair value	439,555	-
<b>Total</b>	<b>439,555</b>	<b>-</b>

**(i) Investment property reconciliation**

	Investment Property \$
Balance at 1 July 2021	-
Acquisitions	439,555
<b>Balance at 30 June 2022</b>	<b>439,555</b>

**(ii) Accounting policy**

Investment property, which is property held to earn rentals and/or for capital appreciation, is initially recognised at cost including transaction costs. Where investment property is acquired at no or nominal cost it is recognised at fair value. Investment property is subsequently carried at fair value, being revalued as at each reporting date.

Fair value is based on selling prices in an active property market adjusted, if necessary, to reflect the nature, location or condition of the specific investment property. If there is no active property market, alternative valuation methods are used, such as recent selling prices in less active markets, or discounted cash flow projections.

Gains or losses arising from changes in the fair value of investment property are included in the operating result for the period in which they arise. As the foundation's investment property is carried at fair value, it is not depreciated and is not tested for impairment.

	2022 \$	2021 \$
<b>Note 15 – Payables</b>		
Trade and other creditors	74,093	231,736
GST liability	78,693	74,752
PAYG withholding payable	18,138	14,470
Accrued expenses	41,838	104,080
<b>Total</b>	<b>212,762</b>	<b>425,038</b>

**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.

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

	2022 \$	2021 \$
<b>Note 16 – Interest-bearing liabilities</b>		
Credit card	-	5,790
<b>Total</b>	<b>-</b>	<b>5,790</b>

	2022 \$	2021 \$
<b>Note 17 – Accrued employee benefits</b>		
<b>Current</b>		
Annual leave	102,923	76,861
Long service leave	3,725	5,956
<b>Total</b>	<b>106,648</b>	<b>82,817</b>
<b>Non-current</b>		
Long service leave	44,952	28,067
<b>Total</b>	<b>44,952</b>	<b>28,067</b>

**Accounting Policy**

*Other long-term employee benefits – annual and long service leave*

Annual leave and long service leave liabilities are classified and measured as other long-term employee benefits as the foundation does not expect to wholly settle all such liabilities within the 12 months following reporting date.

Other long-term employee benefits are presented as current liabilities where the foundation does not have an unconditional right to defer payment for at least 12 months after the end of the reporting period.

Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments take into account anticipated future wage/salary levels, expected employee departures and periods of ineligible service. These are discounted using market yields on Australian Government bond rates at the end of the reporting period that coincide with the expected timing of estimated future payments.

All directly associated on-costs (e.g. employer superannuation contributions, payroll tax and workers' compensation insurance) are also recognised as liabilities, where these on-costs are material.

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**Note 18 – Movement in asset revaluation surplus**

	Land \$	Buildings \$	Total \$
<b>Balance at 1 July 2020</b>	-	-	-
Revaluation increments	104,617	8,353	112,970
Transfer to retained earnings on asset disposal	(79,044)	-	(79,044)
<b>Balance at 30 June 2021</b>	<b>25,573</b>	<b>8,353</b>	<b>33,926</b>
<b>Balance at 1 July 2021</b>	<b>25,573</b>	<b>8,353</b>	<b>33,926</b>
Revaluation increments	50,000	14,669	64,669
<b>Balance at 30 June 2022</b>	<b>75,573</b>	<b>23,022</b>	<b>98,595</b>

**Note 19 – Fair value measurement**

What is fair value?

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date under current market conditions (i.e. an exit price) regardless of whether that price is directly derived from observable inputs or estimated using another valuation technique.

Financial assets and liabilities

The carrying amounts of trade receivables, fixed term deposits at cost and payables approximate their fair value.

The foundation holds an investment with the QIC short-term income fund which is classified at fair value through profit and loss. This investment is valued based on the unit price advised by the investment manager.

Non-financial assets – land and buildings

The foundation's land and buildings are measured at fair value. The fair value measurements take into account a market participant's ability to generate economic benefits by using the asset in its highest and best use.

The valuations maximise the use of relevant observable inputs, and unobservable inputs are used to the extent that sufficient relevant and reliable observable inputs are not available for similar assets.

- Observable inputs used by the foundation include, but are not limited to, published sales data for land and general office buildings.
- Significant unobservable inputs used by the foundation include subjective adjustments made to observable data to take account of the characteristics of the foundation's assets/liabilities, internal record of recent construction costs (and/or estimates of such costs) for assets' characteristics/functionality, and assessments of physical condition and remaining useful life.

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**Note 19 – Fair value measurement (continued)**

Specific appraisals of the foundation's land and buildings were most recently performed as at 30 June 2022 by the foundation Board using fair value principles. The fair value of land was based on valuation reports and publicly available data on sales of similar properties in nearby localities in the seven months prior to the date of the revaluation. In determining the values, adjustments were made to the sales data to take into account the location of the land, its size, street/road frontage and access, and any significant restrictions.

*Non-financial assets – investment property*

The foundation's investment property is measured at fair value. The fair value measurements take into account a market participant's ability to generate economic benefits by using the asset in its highest and best use.

The foundation has assessed that the cost of the investment property materially represents fair value based upon the proximity of the date of acquisition of the property to the end of the financial year, as well as the rate of return for the investment with the Darling Downs Hospital and Health Service. The foundation has entered into a licence to occupy with the Darling Downs Hospital and Health Service for a period of 10 years (with an additional 10 year option) where the Darling Downs Health Service will pay to the foundation an annual access fee of 7% of the purchase price of the investment property plus additional compliance works.

**Note 20 – Financial instruments**

**Categories of financial assets and financial liabilities**

	Note	2022 \$	2021 \$
<b>Financial Assets</b>			
<i>Cash and Cash Equivalents</i>	10	<u>5,836,791</u>	<u>2,839,281</u>
<i>Financial assets at amortised cost</i>			
Receivables	11	219,715	765,207
Term deposits	12	950,000	3,660,000
		<u>1,169,715</u>	<u>4,425,207</u>
<i>Financial assets at fair value through profit and loss</i>			
Investment in managed investment funds	12	1,463,020	-
<b>Total</b>		<u><b>8,469,526</b></u>	<u><b>7,264,488</b></u>
<i>Financial liabilities at amortised cost</i>			
Interest-bearing liabilities	16	-	5,790
Trade and other payables	15	170,924	320,958
<b>Total</b>		<u><b>170,924</b></u>	<u><b>326,748</b></u>

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**Note 20 – Financial instruments (continued)**

**Items of income, expenses, gains and losses**

	Note	2022 \$	2021 \$
Impairment losses on receivables	11	9,940	(3,170)
Loss on revaluation of financial assets at fair value through profit and loss	12	36,980	-

**Note 21 – Key management personnel (KMP) disclosures**

**Details of key management personnel**

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 2021-22 and 2020-21. 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 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 a vehicle together with fringe benefits tax applicable to the benefit.
- 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; and

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 JUNE 2022**

**Note 21 – Key management personnel (KMP) disclosures (continued)**

**KMP remuneration policies (continued)**

- *Termination benefits* - include payments in lieu of notice on termination and other lump sum separation entitlements (excluding annual and long service leave entitlements) payable on termination of employment or acceptance of an offer of termination of employment.

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**

**1 July 2021 – 30 June 2022**

Position	Short-term employee expenses		Long-term employee expenses	Post-employment expenses	Termination benefits	Total expenses
	Monetary expenses \$'000	Non-monetary benefits \$'000	\$'000	\$'000	\$'000	\$'000
Chief Executive Officer	180	2	-	23	-	205

**1 July 2020 – 30 June 2021**

Position	Short-term employee expenses		Long-term employee expenses	Post-employment expenses	Termination benefits	Total expenses
	Monetary expenses \$'000	Non-monetary benefits \$'000	\$'000	\$'000	\$'000	\$'000
Chief Executive Officer	162	5	-	20	-	187

**Performance payments**

KMP remuneration packages do not provide for performance or bonus payments.



**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**Note 22 – Related party transactions**

**Transactions with people/entities related to KMP**

- The foundation acquired a motor vehicle in 2021-22 from a company related to a member of the Board of Directors. The purchase was made on commercial terms and the amount paid was \$44,131.
- The foundation paid for legal services from a firm related to a member of the Board of Directors. Fees paid were on commercial terms and during 2021-22 totalled \$14,449.

**Note 23 – Commitments for expenditure**

*Grants Approved*

The Toowoomba Hospital Foundation commit to expenditure for projects at Board Meetings. The projects are recognised as a liability on receipt of an approved invoice for the project. The grants approved by the Board which remain unpaid at balance date are recorded as commitments. At balance date of 30 June 2022 the outstanding grants commitment was \$1,571,587 (2021: \$1,336,743).

**Note 24 – Contingencies**

There were no contingent liabilities of any significance at balance date (2021: \$NIL).

**Note 25 – Concessionary lease arrangements**

The foundation has elected to apply the temporary option available under AASB 2018-8 *Amendments to Australian Accounting Standards - Right-of-Use Assets of Not-for-Profit Entities* in relation to any existing concessionary lease arrangements. The foundation has the following existing concessionary lease arrangements, on which it is economically dependent:

*Car Park Lease*

The Car Park located at the Toowoomba Hospital is leased from the Darling Downs Hospital and Health Service. The current lease is a 15 year term commencing on 1 January 2016 to 31 December 2030. The rent payable is \$1.00 (GST-inclusive) per annum.

The foundation has an access license for the management of on-site staff car parking at Toowoomba Hospital with the Darling Downs Hospital and Health Service. The access license is for a 10 year term commencing on 1 January 2020 to 31 December 2030. The access fee is \$1.00 (GST-inclusive) per annum.

*Office, Administration and Family Support Accommodation*

The foundation has a licence to occupy an office building and family support accommodation facilities from the Darling Downs Hospital and Health Service. The current lease is a 5 year term commencing on 2 October 2018 to 1 October 2023, with a 5 year option to renew. The rent payable is \$1.00 (GST-inclusive) per annum (if requested).

*Toowoomba Hospital Café*

The foundation has a licence to occupy the Toowoomba Hospital Café from the Darling Downs Hospital and Health Service to operate WellBean Co. The lease is a 3 year term commencing on 1 July 2019 to 30 June 2022, with two 3 year options to renew. An option to renew for 3 years to 30 June 2025 was exercised on 23 June 2022. The rent payable is \$1.00 (GST-inclusive) per annum (if requested).

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**Note 25 – Concessionary lease arrangements (continued)**

*Baillie Henderson Hospital Café*

The foundation has a licence to occupy the Baillie Henderson Hospital Cafe from the Darling Downs Hospital and Health Service to operate WellBean Co. The current lease is a 3 year term commencing on 16 January 2020 to 31 December 2022, with two 3 year options to renew. The rent payable is \$1.00 (GST-inclusive) per annum (if requested).

**Note 26 – Events occurring after balance date**

There were no events occurring after balance date which require disclosure in the financial report.

# TOOWOOMBA HOSPITAL FOUNDATION

## MANAGEMENT CERTIFICATE OF TOOWOOMBA 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.39 of the *Financial and Performance Management Standard 2019* 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 complied 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 Toowoomba Hospital Foundation for the financial year ended 30 June 2022, and of the financial position of the foundation as at the end of that year; and

We acknowledge responsibility under s.7 and s.11 of the *Financial and Performance Management Standard 2019* for the establishment and maintenance, in all material respects, of an appropriate and effective system of internal controls and risk management processes with respect to financial reporting throughout the reporting period.



**ALISON KENNEDY**  
Chief Executive Officer



**JOHN DEBENHAM**  
Chairman

Dated this 29<sup>th</sup> day of AUGUST 2022

## INDEPENDENT AUDITOR'S REPORT

To the Board of Toowoomba Hospital Foundation

### Report on the audit of the financial report

#### Opinion

I have audited the financial report of Toowoomba Hospital Foundation.

In my opinion, the financial report:

- a) gives a true and fair view of the entity's financial position as at 30 June 2022, and its financial performance and cash flows for the year then ended
- b) complies with the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2019, the *Australian Charities and Not-for-profits Commission Act 2012*, the Australian Charities and Not-for-profits Commission Regulation 2013 and Australian Accounting Standards – Simplified Disclosures.

The financial report comprises the balance sheet as at 30 June 2022, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including summaries of significant accounting policies and other explanatory information, and the management certificate.

#### Basis for opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial report* section of my report.

I am independent of the entity in accordance with the auditor independence requirements of the *Australian Charities and Not-for-profits Commission Act 2012* and 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 my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### Other information

Other information comprises financial and non-financial information (other than the audited financial report) in the Toowoomba Hospital Foundation's annual report.

Those charged with governance are responsible for the other information.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

### **Responsibilities of the entity 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 the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2019, the *Australian Charities and Not-for-profits Commission Act 2012*, the Australian Charities and Not-for-profits Commission Regulation 2013 and Australian Accounting Standards – Simplified Disclosures, and for such internal control as the Board determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The Board is also responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the entity or to otherwise cease operations.

### **Auditor's responsibilities for the audit of the financial report**

My 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 my 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 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, I exercise professional judgement and maintain professional scepticism throughout the audit. I 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 my 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. This is not done for the purpose of expressing an opinion on the effectiveness of the entity's internal controls, but allows me to express an opinion on compliance with prescribed requirements.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the entity.

- Conclude on the appropriateness of the entity'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 entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the 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

I 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 I identify during my audit.

## **Report on other legal and regulatory requirements**

### **Statement**

In accordance with s.40 of the *Auditor-General Act 2009*, for the year ended 30 June 2022:

- a) I received all the information and explanations I required.
- b) I consider that, the prescribed requirements in relation to the establishment and keeping of accounts were complied with in all material respects.

### **Prescribed requirements scope**

The prescribed requirements for the establishment and keeping of accounts are contained in the *Financial Accountability Act 2009*, any other Act and the Financial and Performance Management Standard 2019. The applicable requirements include those for keeping financial records that correctly record and explain the entity's transactions and account balances to enable the preparation of a true and fair financial report.



D J Toma  
as delegate of the Auditor-General

30 August 2022

Queensland Audit Office  
Brisbane



#### **TOOWOOMBA HOSPITAL FOUNDATION**

**Phone:** (07) 4616 6166

**Email:** [admin@toowoombahospitalfoundation.org.au](mailto:admin@toowoombahospitalfoundation.org.au)

**Reception:** Toowoomba Hospital Campus, Pechey St Entrance

**Post:** PO Box 7646 Toowoomba South Qld 4350

**Website:** [www.toowoombahospitalfoundation.org.au](http://www.toowoombahospitalfoundation.org.au)