

TOOWOOMBA HOSPITAL FOUNDATION  
**ANNUAL REPORT**  
2022-2023



## Accessibility

### Open data

Information about consultancies, overseas travel, and the Queensland Language Services policy is available at the Queensland Government Open Data website (<https://www.data.qld.gov.au>). Toowoomba Hospital Foundation has no Open Data to report.

### Public availability

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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)

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## **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.

4<sup>th</sup> September 2023

The Honourable Shannon Fentiman MP  
Minister for Health, Mental Health and Ambulance Services and Minister for Women  
GPO Box 48  
Brisbane QLD 4001

Dear Minister

I am pleased to submit for presentation to the Parliament the Annual Report 2022–2023 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 33 of this Annual Report.

Yours sincerely

A handwritten signature in black ink, appearing to read 'John Debenham', with a stylized flourish at the end.

John Debenham  
Chairperson  
Toowoomba Hospital Foundation



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## Message from our Chairperson

### John Debenham | Chairperson

I have been incredibly honoured to have been a part of the work of Toowoomba Hospital Foundation (THF) for many years, and in my second year as Chairperson it has been a real privilege to experience this work from a different view in my role on the Board.

This financial year has been one of change and focus on growth as the THF team implemented our new *Toowoomba Hospital Foundation Strategic Plan 2022-2026* which was developed through considerable input from Board Members and operational staff.

To complement the new strategic direction, changes were also made to the functions of the Board with three new sub-committees created to assist the Board in fulfilling our duties as well as provide support to the THF team in achieving their strategic priorities. These sub-committees ensure that we continue to meet the increased governance standards required of modern Boards and enables THF to better utilise the skills and experiences of our members.

This year we also welcomed three new Board Members, Chief Executive of Darling Downs Hospital and Health Service Annette Scott, Principal Director of Enterprise Legal Peta Gray, and Managing Director of Newlands Group Barry O'Sullivan. We're very fortunate to have their expertise as we build on the legacy of our previous members and continue to guide THF in achieving bigger and better outcomes for patients, families and staff of DDH.

In 2022-2023, we approved \$2,166,255.48 in grants for DDH, our second largest contribution in the THF's history and a 65.8 per cent increase on funds gifted in 2021-2022. The amazing work being achieved by THF attracts an equally amazing group of supporters and this year your support via our events, hosting your own fundraisers, and donations equalled \$1,586,565.00.

Our social enterprises and commercial revenue streams are also helping us deliver on key projects that enhance and improve patient experiences across the health service. This financial year, Wellbean Co experienced a growth of 23.2 per cent over last year, and our humble vending machines helped contribute \$28,107 back into supporting DDH.

This growth across our fundraising activities provides THF with the resources to support current and future patients, families, and staff, and make an ongoing difference to our community not only in Toowoomba but across the 29 hospitals and health service facilities in our region.

It also means we are well-positioned to support those needing care and treatment, especially during challenging times, through the provision of services like our Clive Berghofer Toowoomba Hospital Accommodation units. This year, we had an incredible group of local trades, businesses and contractors help us achieve the biggest transformation our units have ever had thanks to the Order of St John's Home Away from Home Refurbishment Project. This project resulted in the largest-ever in-kind donation in the history of THF, totalling \$375,000 in goods, services, materials, and labour. A big thank you to the Order of St John's and Hutchinson Builders who didn't hesitate to jump on board and rally together our community so that we can continue to provide welcoming and updated accommodation for rural patients.

It has been a big year for embracing new opportunities and I would like to thank Annette Scott and DDH Board Chair Mike Horan for their continued support. We're excited for the new Toowoomba Hospital and look forward to contributing to discussions around how and where THF can maximise experiences for patients, visitors, and staff in the new build.

I would also like to acknowledge my wonderful colleagues on the Toowoomba Hospital Foundation Board (the Board), all of whom are dedicated volunteers championing our cause.

Most importantly, we wouldn't be able to have the impact we do without the incredible work of our Chief Executive Officer Alison and her team. The Board joins me in thanking you for another great year in raising funds to provide much-needed support to DDH.

## Message from our Chief Executive Officer

### Alison Kennedy | Chief Executive Officer

I am incredibly proud of all that Toowoomba Hospital Foundation has achieved in the past year. I continue to be inspired by our supporters, donors, partners, volunteers, and staff who always rise to meet the challenges and opportunities of supporting the many individuals and families who access our health service.

Despite the ongoing pressures of the current economic climate and the cost-of-living crisis, in the last 12 months I have seen an outpouring of support towards helping those who are sick, injured, or in need of care.

Whether it was financial or through other means such as gifting time or resources, our community continued to give however they could even during a time when they themselves were facing challenges. Unfortunately, even during times of global hardship, people will still get sick, receive life-changing diagnoses, need emergency care, or undergo life-saving interventions.

The impact of your support in 2022-2023 has meant that we've been able to approve \$2,166,255.48 in grants to fund medical equipment, resources, facility enhancements, patient programs, staff development and training, and research scholarships for DDH.

These contributions have led to some truly wonderful results for our health service this year, such as the implementation of a new Electrophysiology Service for cardiology patients, state-of-the-art equipment for the Emergency Department expansion, and the refurbishment of the Neonatal Unit at Toowoomba Hospital.

2022-2023 also saw us complete the first year of our new *Toowoomba Hospital Foundation Strategic Plan 2022-2026*, with THF taking a deliberate and considered approach to starting the journey of re-positioning our brand and the way in which we fundraise for our health service. These first steps have included ingraining a regional focus into our vision, purpose, and strategic priorities so that our fundraising activities are aligned with the needs of all 29 DDH facilities in the region. As well as strategically diversifying and growing our commercial revenue streams and social enterprises to ensure they continue to provide the greatest benefit across our organisation and our impact within DDH.

With the announcement of the new Toowoomba Hospital, we're also excited to start planning for the future of THF as part of this new build as we take a seat at the table with DDH during these important development stages. We have already considered the new Toowoomba Hospital into the planning of our new Museum project (which is also under development at Baillie Henderson Hospital campus) and there are plenty of opportunities within the new hospital masterplan that ensures THF is situated to make the greatest benefit and to contribute the greatest level of impact for all patients, visitors, and staff. One of these opportunities is the potential for our community to help in funding a new regional cancer centre devoted to the multidisciplinary care and treatment of patients battling cancer across the region.

This past year has been a big year for the THF team as they embraced many changes and passionately jumped into delivering on a new strategic plan. Thank you to the team for their energy and compassion in helping to bring our vision to life each and every day.

Also, to our Board, for giving your time so freely as you guide and support us in our purpose to meet the needs and enrich the environments of our hospitals, staff, and patients.

And most importantly, thank you to our community and everyone who helped us achieve so much in 2022-2023. Thank you for joining us on this year's journey and we look forward to achieving so much more in 2023-2024.

## Highlights

With the support of our community, volunteers, DDH, our sponsors, and donors, we've accomplished some truly remarkable outcomes for our health service and THF in 2022-2023. These include:

- Approving \$2,166,255.48 in THF grants, our second highest annual contribution towards life-saving equipment, medical resources, facility enhancements and staff development in the Foundation's 32-year history.
- Contributed \$174,735 raised from our 2022 Tax Appeal towards purchasing five new medical pendants for the new Toowoomba Hospital Emergency Department expansion.
- Recorded our highest ever Toowoomba Hospital Christmas Appeal in 2022, with our community raising \$399,081.74 in aid of refurbishing the Toowoomba Hospital Neonatal Unit.
- Completed the refurbishment of the Toowoomba Hospital Neonatal Unit utilising funds raised from the 2022 Toowoomba Hospital Christmas Appeal, to reconfigure the current unit and create a more modern, welcoming, and calm environment for families.
- The renovation of the Millmerran Primary Health Clinic was completed and THF handed the building over to our new tenants Darling Downs Health who started seeing their first patients in October 2022, returning a vital service back to Millmerran and surrounding communities.
- In August 2022 we officially launched our fourth Wellbean Co location at the brand-new Kingaroy Hospital after a successful tender application for the café space.
- Also in August 2022, over 20 local trades, businesses and contractors delivered our largest ever in-kind donation, renovating our 25-year-old Toowoomba Hospital patient accommodation units for the Order of St John's Home Away from Home Refurbishment Project. Gifting over \$375,000 in goods, services, materials, and labour to update the six units and create a modern and comfortable home away from home for rural patients needing treatment and care at Toowoomba Hospital.
- Hosted our largest ever Suncorp Women of Strength Luncheon featuring keynote speaker Gai Waterhouse, with 750 attendees raising \$195,879.53 in support of the Toowoomba Hospital Neonatal Unit.

This financial year we were also able to complete funding for a number of state-of-the-art equipment for the health service. Including the purchase of an Electrophysiology Haemodynamic System, Ablation Machine, Ablation Modules, 3D Mapping, and Electrophysiology Lab Pendant. These vital medical resources were funded through community donations from our 2020-2021 Tax Appeal and means that for the very first time an Electrophysiology Service will be offered by DDH for public patients needing lifechanging cardiac procedures. This service will provide services closer to home, reduce wait times, and enhance the current pacing services allowing for the implementation of state-of-the-art physiologic pacing.

THF also continued our commitment to helping vulnerable persons in our community, hosting our annual Neighbourhood Christmas Luncheon on Christmas Day. With the ongoing cost-of-living crisis, this free service was needed more than ever in 2022 by those within our community struggling financially, spending Christmas alone or in vulnerable situations. This year we received incredible support from local businesses, individuals, and community organisations who donated hundreds of toys, non-perishable food items, craft activities, and plenty of festive cheer to over 300 guests.

## About us

THF is a non-profit, charitable organisation that provides fundraising support to DDH 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 DDH.

THF is a statutory body corporate 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 DDH through our *Toowoomba Hospital Foundation Strategic Plan 2022-2026*, which outlines our vision and key priorities.

### Our vision:

We connect with our communities to support and enhance the life-saving and life-changing work of Darling Downs Health.

### Our purpose:

To create genuine connections that unit our communities, the health service, and the Foundation to meet the needs and enrich the environments of our hospitals, staff, and patients.

### Our priorities:

- **Diversify** – Diversify and grow our commercial revenue streams.
- **Create** – Create an environment that encourages collaboration and sharing of ideas with other Hospital Foundations.
- **Ensure** – Ensure our digital communications and brand continues to meet donor and community expectations.
- **Enhance** – Enhance our funding procedures.
- **Increase** – Increase our giving and donor pathways.

### 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 Darling Downs Health.
- **Empathy** - We are compassionate, and we inspire compassion in others through the stories of the people in our community and the accomplishments of Darling Downs Health.

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

## **Associated Hospital and Health Service**

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

DDH 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. DDH'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, DDH 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.

## **Support programs and services**

The Foundation provides life-changing and life-saving impact to patients, families, and staff of DDH through our commitment to funding and delivering medical equipment, resources, patient support programs and services, staff training and development, and research scholarships.

### **Equipment, resources, and facility enhancements**

A large focus of the Foundation is how we work with DDH and our supporters to identify and fund equipment, resources, and facility enhancements that have a meaningful impact on the lives of patients and their loved ones across the 29 hospitals and health service facilities. The applications and requests we receive can vary from state-of-the-art equipment, waiting room upgrades, new technology, colouring books, privacy curtains, distraction activities, and training equipment (just to name a few).

### **Professional Development and Scholarships**

Our grants program supports DDH staff in education, training, professional development and conference attendance. In addition, we have a Scholarships grant program for staff undertaking postgraduate studies at a recognised training organisation including universities and TAFE. All applications are considered and awarded to those whose further professional development and study will provide the best benefit to the health service and patients and family care.

### **Research**

The Foundation's research grants are funded each year with thanks to our longstanding partnership with Pure Land Learning College. In collaboration with DDH and the Research Grants Committee, grants are awarded to employees of the health service for Novice and Experienced research projects whose research directly affects a health issue of major significance to the Darling Downs community.



### **Clive Berghofer Toowoomba Hospital Patient Accommodation**

Emergency, short-term, and extended stay accommodation options are available to patients and loved ones who need to travel more than 50 kilometres for treatment and care at the Toowoomba Hospital. Located on the hospital campus our six fully-equipped units are offered at low-cost and subsidies are available to eligible patients through the Patient Travel Subsidy Scheme.

### **Patient Buggy Service**

The Foundation offers a volunteer-operated Buggy Transport Service on the Toowoomba Hospital campus for patients needing to access services and appointments throughout the campus. This service is operated Monday to Friday.

### **Wellness**

The Foundation funds a Staff Wellness Program that is delivered once a month at Toowoomba Hospital and Baillie Henderson Hospital for employees of DDH. Partnering with local businesses who provide self-care services, creative workshops, relaxation and massages, the program is designed to give staff an opportunity to take some time out of their day and away from their wards and units. We also provide a community Sunscreen Trailer that is free to hire for local community organisations, businesses, schools, not-for-profits, and groups to use at their outdoor events.

### **Social enterprises**

Enhancing our fundraising initiatives, the Foundation owns and operates Wellbean Co which has four locations in Toowoomba Hospital, Baillie Henderson Hospital and Kingaroy Hospital as well as a gift shop whereby all profits go back into funding equipment, projects and initiatives for DDH.

### **Volunteer services**

THF manages the volunteer program across the Toowoomba Hospital and other clinics and hospitals in the DDH. Our volunteer program also includes assisting at events, Wellbean Co, fundraising activities, office support, Clive Berghofer accommodation units, and the Museum project.

### **Vending Machines**

The Foundation coordinates and manages the placement of a range of food and beverage vending services, including a gift, toiletries, and essentials vending machine, throughout DDH hospitals and health service facilities. We currently have 29 vending machines in operation with profits going towards funding resources for DDH.

### **Toowoomba Hospital car park**

Since 1996 the Foundation has had the operational rights to manage the visitor car park and on-campus parking at Toowoomba Hospital. The car park provides a crucial service to hospital staff, patients, and visitors, as well as allowing the Foundation to raise funds in aid of supporting the vital work of DDH.

## Queensland Government objectives for the community

The objectives for the community reflect the Queensland Government's vision for Queensland and outline their plan to build future prosperity and growth across the state.

THF contributes to these objectives through our 2022-2026 Strategic Plan in the following areas:

- **Good jobs**
  - Supporting jobs
  - Backing small business
  - Investing in skills

We contribute to this objective by:

- Embracing opportunities to sustain and grow our social enterprises, such as our Wellbean Co café through which we've expanded to a new location at Kingaroy Hospital creating two Full Time Equivalent (FTE) positions.
  - Investing in and supporting job creation through new ventures such as the Museum Project, employing a full-time Museum Director to steer the project.
  - Successful grant application to the Skilling Queenslanders for Work First Start Grant and the creation of two new Tourism Trainee positions.
  - 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 invest in the skills of our healthcare professionals, THF staff, and volunteers, through funding staff development courses, training and higher education scholarships.
- **Better services**
    - Backing our frontline services
    - Keeping Queenslanders safe
    - Connecting Queensland

We contribute to this objective by:

- Supporting DDH'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 DDH services, and through the provision of concessional parking, Dignity Packs, clothing, and resources to patients across the health service.
  - Continuing to invest in worldclass healthcare and state-of-the-art resources for all public hospitals and health services in the Darling Downs region.
  - Continuing to invest in digital technology and upgrades to our digital communications for our THF operations and connecting with our donors, patients, and DDH staff, such as implementing a new CRM system and upgrading our website.
- **Great Lifestyle**
    - Protecting the environment

- Growing our regions
- Honouring and embracing our rich and ancient cultural history

We contribute to this objective by:

- Raising awareness and adopting the DDH 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 167,865 plastic bottles from landfill, and increase of 63.94 per cent on last year. Our café Wellbean Co, use recyclable and compostable packaging and in 2022-2023 reviewed their entire range of packaging in use and significantly reduced this range by half to reduce waste. THF also offers a number of reusable merchandise products such as keep cups, steel water bottles and tote bags to reduce single-use waste.
- Expanding our regional reach across the Darling Downs through grants and fundraising events. In 2022-2023, THF held two regional events, the third annual Great Western Road Trip, raising \$62,962.84 for Rural Health Services and Talwood Pink Ladies Day raising \$68,132.05 for Rural Women's Health Services.
- In 2022-2023 rugby league legend Greg Inglis partnered with THF to deliver his Goanna Academy MindEd Program in Queensland for the first time. Touring Murgon State High, Warwick State High, Stanthorpe State High schools and finished with a footy workshop and mental health clinic at Kingaroy.
- As custodians of the Toowoomba Hospital and Baillie Henderson Hospital historical collections, progress has begun on the cleaning, safe storage, and restoration of all items in the collection. Concepts to digitise the collection and historic patient admission records are currently in the design phase.

## Strategic direction

The table below sets out THF's strategic priorities as outlined in our *2022-2026 Strategic Plan*, which can be found at:

<http://www.toowoombahospitalfoundation.org.au>.

<b>Our Vision</b>				
We connect with our communities to support and enhance the life-saving and life-changing work of Darling Downs Health				
<b>Our Purpose</b>				
To create genuine connections that unite our communities, the health service, and the Foundation to meet the needs and enrich the environments of our hospitals, staff, and patients				
<b>Strategic Priorities</b>				
<u>Diversify:</u> Diversify and grow our commercial revenue streams	<u>Create:</u> Create an environment that encourages collaboration and sharing of ideas with other Hospital Foundations	<u>Ensure:</u> Ensure our digital communications and brand continues to meet donor and community expectations	<u>Enhance:</u> Enhance our funding procedures	<u>Increase:</u> Increase our giving and donor pathways
<b>Short-Term Priorities</b>				
<p>Deliver on key projects that enhance and improve patient experiences across Darling Downs Health.</p> <p>Work alongside Darling Downs Health to identify projects, programs, and social enterprise opportunities needed in the future.</p> <p>Darling Downs Health Museum Project Stage 1 practical build completed by 31<sup>st</sup> December 2023 under the Australian Government Building Better Regions Fund Agreement.</p>	<p>Work alongside other Queensland Hospital Foundations to develop strategies and share ideas to make a deeper impact at both a local and State level.</p>	<p>Undertake a website redevelopment project that clarifies our vision and purpose, connects with our audiences, and aligns with our brand and fundraising initiatives.</p>	<p>Develop a refreshed grants funding framework and process that meets the changing needs of our health service.</p> <p>Develop a transparent process that effectively measures and communicates our impact across Foundation grant streams.</p>	<p>Focus on enhancing our connections, growth and acquisition of corporate partnerships and philanthropy across the Darling Downs.</p> <p>Develop new acquisition activities to increase regular giving.</p>

## Opportunities and challenges

Our new 2022-2026 Strategic Plan and the development of the new Toowoomba Hospital at Baillie Henderson Hospital has seen us continue our focus on identifying opportunities for growth as well as ensuring our operations remain sustainable. This also means recognising both external and internal challenges that comes with change and growth and the shift in community expectations, need, and support.

The opportunities we have identified include:

- Fundraising – introduce new giving pathways and donor recognition programs, as well as re-position and relaunch existing gifts in wills, workplace giving, and regular giving programs.
- Philanthropy and major gifts – develop a philanthropy and major gifts program and incorporate Private Ancillary Funds into annual grant funding writing program.
- Innovation – update current Customer Relationship Management system to a more robust program that allows for advanced integration and donor engagement.
- Commercial revenue – identify growth areas for expansion of existing commercial revenue streams and work alongside DDH for new opportunities for the benefit of patients, visitors, and staff.
- Investment – utilise our funds held in reserve ethically to ensure the sustainability of our operations and giving into the long-term.
- Identity and brand – redesign and relaunch our identity and brand to continue to meet the needs of our community and expectations of our key stakeholders
- New projects – planning for the future of the Foundation within the new Toowoomba Hospital.

The challenges we have identified include:

- Economic, social, environmental, and global factors (such as the cost-of-living-crisis) impacting on fundraising, philanthropy, and commercial revenues.
- Adjusting to community pressures and expectations, especially as our focus grows towards supporting regional and rural health service areas.
- Retaining, engaging, and recognising resources to continue to drive our vision, mission, and strategic priorities.
- Keeping the balance between growth, capacity, and capability and ensuring all decisions, programs, projects, and innovative ideas are aligned with our strategic plan and organisational values.
- Changes to or increases in regulatory frameworks, reporting, and legislation.
- Increased local and national charity organisation engaging with the community.
- Plans for the new Toowoomba Hospital and possibility of managing teams across multiple campuses and locations.

## 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 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.

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 Priorities on page 29 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 35 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	John Debenham	7	N/A	N/A	N/A
Deputy Chairperson	Jacqui Armstrong	9	N/A	N/A	N/A
Ex-officio	Mike Horan AM	6	N/A	N/A	N/A
Member	Karen Gordon	8	N/A	N/A	N/A

Member	Dr Uma Kumar	8	N/A	N/A	N/A
Member	Peter Sedl	8	N/A	N/A	N/A
Observer / Member	Harold Shelton	4 (Observer) 4 (Member)	N/A	N/A	N/A
Member	Brenda Tait	2	N/A	N/A	N/A
Member	Julie Stewart	8	N/A	N/A	N/A
Observer / Member	Annette Scott	4 (Observer) 4 (Member)	N/A	N/A	N/A
Observer / Member	Peta Gray	6 (Observer) 1 (Member)	N/A	N/A	N/A
Observer / Member	Barry O'Sullivan	7 (Observer) 0 (Member)	N/A	N/A	N/A
No. scheduled meetings/sessions	The Board held 10 meetings during the 2022-2023 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>
John Debenham Chairperson	December 2021  09/12/2021 to 01/10/2025	John Debenham joined the Board as Chairperson 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 four adult children.
Jacqui Armstrong Deputy Chairperson	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.
Mike Horan AM	May 2012  Ex-officio	Mike Horan AM has been the Chair of the DDH Board since its establishment in May 2012 and represents DDH on the THF Board.

Peter Sedl Board Member	June 2008  02/10/2020 to 01/10/2025	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 Practising 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 32 years' nursing experience in DDHHS in the areas of clinical management and leadership, medical, patient flow, critical care nursing and organ donation.
Brenda Tait Board Member  Resigned 28/09/2022	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.
Dr Uma Kumar Board Member	December 2019  08/12/2022 to 30/09/2026	Dr Uma Kumar has served as a Director on the Heartfulness Institute Board of Australia for the last six years. In addition, she is a Director of LUKS Dental since 2009. Uma has been a doctor for 23 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 delivering wellbeing programs Internationally for Women's Health. Director on the Board for Heartfulness Institute Australia and trainer/volunteer for the organisation in South East Queensland for 7 years.
Peta Gray Board Member	June 2023  15/06/2023 to 30/09/2027	Peta is co-founder and owner of Enterprise Legal. As Managing Director, Peta is responsible for EL's business, property and disputes teams and has worked exclusively as a business and property lawyer for the duration of her legal career. Peta has over a decade of experience working with businesses of all sizes, ranging from 'Mum and Dad' operations, through to ASX-listed corporates and Government, as well as non-profit organisations. In addition to her work as a legal practitioner, Peta has extensive experience as a Board Member, including her current position on the Board of the Toowoomba Turf Club, as well as a three-year stint on the Toowoomba Chamber of Commerce Board. She also holds a number of roles on selection panels responsible for selecting skills-based directors for other Boards. Peta is a casual lecturer and contract researcher in the USQ Law School, providing expertise in the business of regional law.
Barry O'Sullivan Board Member	June 2023  15/06/2023 to 30/09/2027	Barry is the Managing Director of family-owned business Newlands Group and is responsible for leading the privately owned Newlands Group of Companies with over 20 years of industry experience. Widely recognised for his significant contributions to the construction industry, Barry serves on many local charities and organisations to give back to the local community who've supported and helped build his business. On top of his recent appointment on the Board of THF, Barry is also a member of LifeFlight's Darling Downs Regional Advisory Committee and is Chairperson of the Toowoomba Grammar School board.
Julie Stewart Board Member	December 2019	Julie Stewart is the Director of LJ Hooker Toowoomba and LJ Hooker Commercial, the largest multi-faceted real estate agency in South-



	08/12/2022 to 30/09/2026	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.
Annette Scott Board Member	December 2022  08/12/2022 to 30/09/2026	Annette Scott is the Chief Executive of Darling Downs Health and has an extensive history across the health system in both private and public. Annette is an Executive Leader and Board Director recognised for progressing innovative models of allied health practice within the region. She is a strong advocate for the allied health professions and was a key contributor to the design and implementation of Southern Queensland Rural Health. In addition to being Chief Executive, Annette also holds the roles of Darling Downs Health senior representative on the Advisory Board of Southern Queensland Rural Health, and state representative for allied health on the Executive Committee of the Queensland Clinical Senate. In June 2021, she received a Public Service Medal for her services to health and a Queens Birthday Honours award for her lead role in the COVID response across the Darling Downs and South Burnett region.
Harold Shelton	December 2022  08/12/2022 to 30/09/2026	Harold Shelton served as Secretary of the THF Board from the 24 <sup>th</sup> February 2016 to 8 <sup>th</sup> December 2022 when he was appointed as a Board Member. 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 DDH, a role that encompasses financial and management accounting including preparation of statutory accounts, budgetary and performance reporting.

## Committees and sub-committees

Through committees and sub-committees established by the Board, THF can draw on the skills and expertise of Board members, staff, and those from the business, university, and health service community to ensure that additional guidance and direction is provided in areas that the Board considers appropriate.

### Applications for Funding Sub-Committee

Purpose: the role of the Applications for Funding Sub-Committee is to assist the Board in fulfilling its duties in relation to overseeing grant applications received from Darling Downs Health.

#### Members:

Annette Scott  
Dr Uma Kumar  
Erin Kehoe-O'Shea  
John Debenham  
Karen Gordon

### Marketing Fundraising and Events Sub-Committee

Purpose: the role of the Marketing Fundraising and Events Sub-Committee is to assist the Board in fulfilling its duties in relation to marketing, fundraising and events reporting and internal

control structure. Additionally, the Sub-Committee will monitor the marketing, fundraising, and events performance of the Foundation and controlled entities.

Members:

Barry O'Sullivan  
Jacqui Armstrong  
Julie Stewart

**Finance, Audit and Risk Sub-Committee**

Purpose: the role of the Finance, Audit and Risk Sub-Committee is to assist the Board in fulfilling its duties in relation to the Foundation's financial performance and reporting, internal control structure, external audit, as well as review and make recommendations on risk, associated controls, and monitoring.

Members:

Peter Sedl  
Harold Shelton  
Peta Gray  
Anna-Louise Sauverain

**Research Grants Committee**

Purpose: the role of the Research Grants Committee is to evaluate research grant applications on the basis of significance, approach, feasibility, track record, and risk, and provide fair and equitable recommendations to THF for the awarding of these grants.

Members:

Megan O'Hara-Sullivan (Chair)  
Stephanie Flemming  
Prof. Michael Reade  
Dr Ans Van Erp  
Dr Hwee Sin Chong  
Prof. Cath Rogers  
Jaclyn Oughtred  
Angela O'Shea

## **Executive Management**

CEO, 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 CEO is a dedicated team of staff (as at 30 June 2023):

Anna-Louise Sauverain - Business Manager  
Erin Kehoe-O'Shea – Chief Fundraising and Marketing Officer  
Laura Conroy - Media and Communications Officer  
Grantley Smith – Visual Communications Officer  
Kisa Levale – Administrative Officer  
Emma McKay - Public Relations Officer  
Kanista Onnok - Cleaner/General Team Member  
Judy Andrews – Volunteer Manager  
Rachael Synott – Events Manager  
Peta Sorensen – Administrative Officer  
Scott Sowerby – Facilities Officer  
Kerry Williams – Fundraising Project Officer  
Suesann Vos – Museum Director  
Debbie Matthews – Café Manager  
Kahlen Day – Trainee  
Savannah Karydis – Trainee

### **Chief Executive Officer Alison Kennedy**

Alison joined THF as Chief Executive Officer in January 2016, bringing a wealth of experience from the sales, tourism, and not-for-profits industries. She is also an experienced Board Director, having Graduated from the Australian Institute of Company Directors and currently holds a position on the Toowoomba Anglican School Board, and previously on the TASC Toowoomba and St Joseph's College Toowoomba Boards.

Alison is responsible for leading and driving THF and is accountable for overseeing and guiding operational budgets and strategic planning, performance, continuous improvement, and governance of THF.

Directly reporting to the CEO is the Chief Fundraising and Marketing Officer, Business Manager, Museum Director, Events Manager, Wellbean Co Café Manager, and Volunteer Manager.

### **Chief Fundraising and Marketing Officer Erin Kehoe-O'Shea**

Erin joined THF as Chief Fundraising and Marketing Officer in January 2022 after previously holding the position of Marketing and Events Manager from March 2019 – April 2021. She also holds a non-executive director role on the Ability Enterprises Board and is a committee member of Toowoomba's Christmas Wonderland.

Erin is responsible for leading the growth and sustainability of THF's fundraising through the development and implementation of the fundraising and marketing strategy.

Directly reporting to the Chief Fundraising and Marketing Officer is the Media and Communications Officer, Visual Communications Officer, Public Relations Officer, and Fundraising Projects Officer.

**Business Manager**  
**Anna-Louise Sauverain**

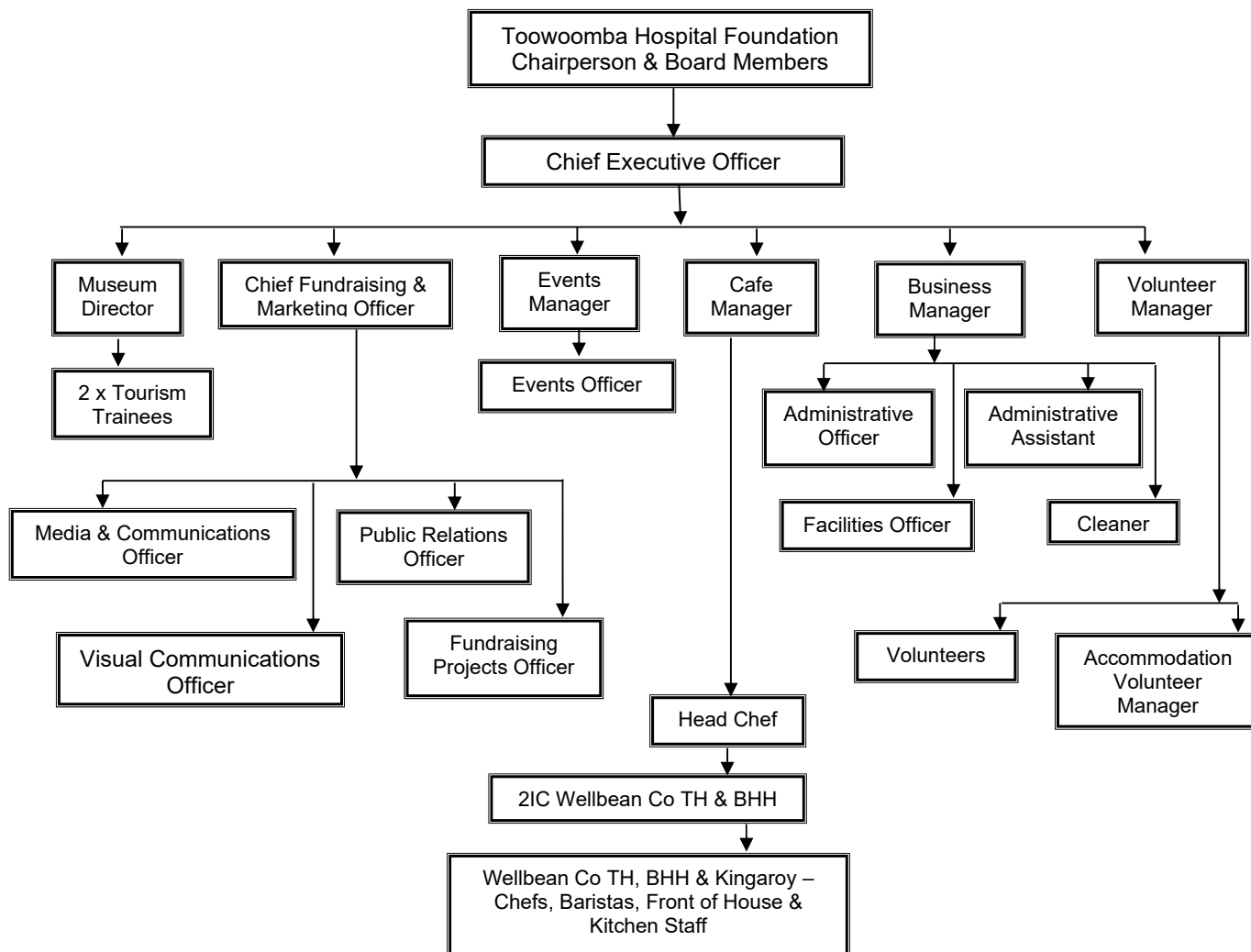
Anna-Louise joined THF in 1996 as a business trainee and following her traineeship was recruited to the position of Executive Support Officer and more recently in 2016 accepted the role of Business Manager.

Anna-Louise is responsible for the management and monitoring of the financial wellbeing of THF, including our social enterprises and commercial revenue streams. As well as the management and oversight of day-to-day business and administrative operations of THF.

Directly reporting to the Business Manager is the Administrative Officer, Administrative Assistant, Facilities Officer, and Cleaner.

## Organisational structure

The structure of THF (as at 30 June 2023) is depicted here:



## **Strategic workforce planning and performance**

At THF we prioritise creating a supportive and inclusive work environment that fosters continuous growth and employee well-being

As at the 30 June 2023, THF had 27 full-time equivalent employees across the THF and Wellbean Co teams.

84.8 per cent of THF employees are female, with 100 per cent of the senior leadership team including our CEO, female. Of our team, 51.5 per cent work part-time.

THF has a continuing commitment to support and foster an environment that embraces a healthy work and life balance. All staff are supported through flexible work options, this includes providing access to flexible working hours, various leave types, and work from home arrangements (where appropriate). THF also supports our staff through paid parental leave and return to work options for those returning to the workforce.

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. With professional development programs, workshops and industry conferences budgeted each year for all staff. Staff are also able to access higher-learning scholarships through the THF grants program. In 2022-2023, three staff applied to do further professional development and training through the THF grants program and five staff attended industry conferences.

Further, THF supports staff through a variety of face to face and online learning modules including cultural capability, mental health first aid, and time management.

THF strives to employ a diverse and talented workforce, with recruitment based on merit. THF continued to recruit using a range of platforms, including LinkedIn, Seek, and industry job boards to attract talented applicants that are the best culture fit for the organisation.

## **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 2022-2023, THF had no expenditure on consultancy, overseas travel and Queensland language services to report.

## **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.

The Board also has a Finance, Audit and Risk Sub-Committee to review and make any recommendations on risk.

## **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 Finance, Audit and Risk Sub-Committee was established in 2022-2023 to provide formal recommendations and assistance to the Board and CEO on risk, associated controls and monitoring.

As well as ensure accountability under the *Financial Accountability Act 2009, Auditor-General Act 2009, Financial Accountability Regulation 2019, Financial and Performance Management Standard 2019*, the *Australian Charities and Not-for-profits Commission Act 2012* and *Regulation 2013*.

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). An unqualified audit opinion was issued on the 2022-2023 financial statements.

## **Information systems and recordkeeping**

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*.

THF is working towards transitioning our paper-based records to digital records, including the implementation of a digital roster sign-on for all our volunteers via Better Impact, utilising Deputy for shift sign-on for our Wellbean Co café staff, and investigating a digital timesheet for all staff to use for payroll. Staff are now using the MYOB Capture App to log receipts and invoices for business purchases.

Museum Director is leading a project to digitise the Toowoomba and Baillie Henderson Hospital museum collections.

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.

## **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. 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 DDH, 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 capability training through DDH, so employees are appropriately educated on the rights and cultural practices of Aboriginal and Torres Strait Islander cultures.

We aim to ensure, alongside DDH, 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 2022-2023 period THF received no human rights complaints.

## **Achieving our Strategic Priorities**

In 2022-2023 THF, our volunteers, and supporters helped achieve so much for patients, visitors, and staff of DDH.

This includes:

- Approving \$2,166,255.48 in grants in support of assisting DDH with their healthcare priorities – well above our anticipated budget
  - Education, training, and professional development - \$81,513.41
  - Equipment, resources, and facility enhancements - \$841,927.68
  - Scholarships - \$35,848.05
  - Research - \$186,869.51
  - Awards and special funding - \$6,115.32
  - Funds held in trust - \$1,013,981.51.
- The Clive Berghofer Toowoomba Hospital Accommodation Units provided a place stay for 252 rural patients who travelled to Toowoomba Hospital for care, totalling 1,325 nights across six units. This number is down on the previous year, due to the units being closed in August and September 2022 for refurbishment, and we welcomed a larger number of long-term stays.
- Approximately 389 volunteers committed over 11,841 hours of support to areas of DDH, THF, and the Museum. The hours reported this year are lower than 2021-2022 due to inconsistency in recording of volunteer hours.
- Distributed 1,946 handcrafted items, including burb bibs, beanies, blankets and kids craft packs to inpatient and outpatient clinics, this is a 15.6 per cent increase on last year.
- Distributed 250 Dignity Packs to vulnerable patients, 46 packs more than last year.
- Distributed 331 early education Baby Book Bags to new mothers who gave birth at DDH maternity wards.
- 909 handcrafted toys were gifted to sick children in hospital, 52 more toys than the previous year.
- Hosted 24 Staff Wellness Sessions attended by approximately 200 staff per month, across two facilities for DDH staff.
- Approved 141 THF grants for distribution to DDH, including, 50 grants for equipment and resources, 11 grants for scholarships, 36 grants for professional development, 7 grants for research, 4 grants for special projects and 35 grants utilising funds held in trust.
- Achieved a number of successful grant applications through the Skilling Queenslanders for Work, Commonwealth Bank Staff Foundation Grant, Disaster Assistance Recovery Grant, and Rebuilding Futures FRRR East Coast Disaster Recovery Grant.
- Wellbean Co Toowoomba became a pilot site for A Better Choice 'Pick Me' Campaign.

During the year we also achieved the following against our strategic priorities as outlined in our *2022-2026 Strategic Plan*.

**Strategic Priority:** Diversify and grow our commercial revenue streams.

**Outcomes:**

- Experienced growth in several of our commercial revenue streams including:
  - Funds received through the Patient Water Bottle Recycling Program increased by 63.94 per cent, totalling \$16,786.50 in donations and we now auspice funds for Karingal Nursing Home in Dalby, The Oaks Residential Aged Care in Warwick and the Dr EAF McDonald Residential Aged Care in Oakey.
  - The Clive Berghofer Toowoomba Hospital Accommodation Units achieved a profit of \$44,182.61, despite a temporary closure for refurbishment.
  - Our first food and beverage vending machine was installed at Kingaroy Hospital, a new 24/7 gift and personal items vending machine was installed at Toowoomba Hospital, and we introduced our first two commercial vending machines outside of the health service. In 2022-2023 our vending machines made a profit of \$28,107.
  - Expanded our Wellbean Co cafe to include a new location at Kingaroy Hospital, bringing our current operations to three cafes, a coffee cart, and a gift shop. In 2022-2023, Wellbean Co made a profit of \$1,485,408.64 an increase of 23.2 per cent on last year.
- Welcomed our first tenant (DDH) into the refurbished Millmerran Primary Health Clinic restoring vital GP services to the town and surrounding communities.
- Funded the refurbishment of the Toowoomba Hospital Neonatal Unit to enhance and improve the space for families in the care of the unit.
- Working alongside DDH identified opportunities to expand Wellbean Co services at Baillie Henderson Hospital, Toowoomba Hospital, and Goondiwindi Hospital.
- Capital building project for Stage 1 of the Museum went to tender

**Strategic Priority:** Create an environment that encourages collaboration and sharing of ideas with other Hospital Foundations.

**Outcomes:**

- Conceptualisation of a Queensland Hospital Foundations conference. Further planning and scope to be developed in 2023-2024 with the aim to present to all Queensland Hospital Foundations at the annual OHSA meeting of Foundations.

**Strategic Priority:** Ensure our digital communications and brand continues to meet donor and community expectations.

**Outcomes:**

- Developed a business case to engage an external marketing agency to carry out community engagement and assist in creating a new brand narrative and visual identity for THF. The business case was approved by our Board, with the project set to get underway in 2023-2024.
- Alongside our website provider, developed a new framework and project timeline to update our existing site to better align with our vision, purpose, and create a seamless user experience.
- Started onboarding and transitioning to Hubspot a new Customer Relationship Management system, which will improve:
  - Efficiencies in reporting, donor management and data integrity
  - Recording of all interactions with donors, supporters, and prospects to provide better experiences with the Foundation
  - Customisation of donor, supporter, and prospect communications as well as journeys
  - And provide scope for future growth
- Integrated ChatGPT into our marketing activities
- Streamlined and created great efficiency and time-savings in our social media strategy with Hootsuite

**Strategic Priority:** Enhance our funding procedures.

**Outcomes:**

- A number of changes were made to streamline the process of applying for funding including:
  - An Applications for Funding Sub-Committee was created to assess, approve, and process Applications.
  - Approval limits were amended allowing the Foundation CEO to approve applications up to the value of \$5,000, and the sub-committee to approve applications between \$5,001 - \$20,000, this allows applications to be approved faster and without the need to go to a formal board meeting.
- Increased our for-purpose-fundraising to fund priority projects, facility enhancements, and state-of-the-art equipment.

**Strategic Priority:** Increase our giving and donor pathways.

**Outcomes:**

- In 2022-2023 across our fundraising initiatives, we achieved an income of:
  - \$989,402.25 through Foundation events, campaigns, and appeals.
  - \$336,866.28 through beneficiary events.
  - \$103,200.25 through fundraising activities.
  - \$157,095.56 through donations from individual giving.
- Achieved our highest ever fundraising tally for our annual 2022 Toowoomba Hospital Christmas Appeal, raising \$399,081.74.
- The development of a policy between DDH and THF is underway to outline and oversee the formal recognition of donors in DDH hospitals and facilities.
- Raffle fundraising is a growth area for THF, we continued our partnership with Play for Purpose with four raffles completed over 2022-2023.
- Launched a buy a paver campaign for our community to donate towards our Museum project and have their name recognised along the landscaped pathways on the new site.

**Toowoomba Hospital Foundation  
Summary of Financial Performance**

	2023 \$	2022 \$	Commentary
<b>Income</b>			
Car parking revenue	2,674,134	2,392,503	<p><b>Car Parking:</b> Due to the increase in demand on our health service we have more consumers accessing the Toowoomba Hospital, therefore an increase has been seen in the use of patients and visitors accessing the carpark.</p> <p><b>Coffee Shop and Cafeteria:</b> This year saw us open a new Café at the Kingaroy Hospital and focus on efficiencies across our sites.</p> <p><b>Fundraising Income:</b> Due to cost of living pressures this has impacted on people's ability to give therefore during this year we didn't hold one of our signature major events.</p> <p><b>Employment:</b> Employment within the Foundation grew with the opening of the Kingaroy Wellbean Co café and the commencement of our museum project with our Museum Director.</p>
Coffee shop and cafeteria income	2,888,714	2,369,423	
Functions, special events and other fundraising income	1,429,469	1,683,577	
Bequests and donations	157,096	303,235	
Gain on disposal or re-measurement of assets	75,191	0	
Other income	444,356	272,140	
<b>Total Income</b>	<b>7,668,960</b>	<b>7,020,878</b>	
Less Employee expenses	(2,186,703)	(1,863,555)	
Less Supplies and services	(2,973,990)	(2,210,173)	
Less Loss on disposal or re-measurement of assets	(74,726)	(49,609)	
Less Depreciation and impairment expenses	(90,118)	(84,256)	
Less Finance costs	0	(660)	
<b>Operating result before Grants and Donations</b>	<b>2,343,423</b>	<b>2,812,625</b>	
Grant distribution	(2,165,467)	(911,632)	
Funding - HREC co-ordinator	0	(48,063)	
Donations to Toowoomba Hospital	(68,964)	(27,161)	
<b>Operating result for the year</b>	<b>108,992</b>	<b>1,825,769</b>	

**Grant Distribution Summary**

	2023 \$	2022 \$	Commentary
Special funding and programs	1,133	994	<p><b>Grant Distribution:</b> The Toowoomba Hospital Foundation Board have continued to support Darling Downs Health with the approval and expenditure of our second highest number of applications for funding and grants.</p>
Education and training	66,708	22,758	
Equipment	2,064,955	790,004	
Scholarship	33,148	70,906	
Medical research	31,185	26,970	
Medical research - grants returned	(31,662)	0	
	<b>2,165,467</b>	<b>911,632</b>	



## Compliance Checklist

Summary of requirement	Basis for requirement	Annual report reference
<b>Letter of compliance</b>	<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
<b>Accessibility</b>	<ul style="list-style-type: none"> <li>Table of contents</li> <li>Glossary</li> </ul>	ARRs – section 9.1 Page 4 Page 34
	<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
<b>General information</b>	<ul style="list-style-type: none"> <li>Introductory Information</li> </ul>	ARRs – section 10 Pages 5 - 11
<b>Non-financial performance</b>	<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 13 - 14
	<ul style="list-style-type: none"> <li>Agency objectives and performance indicators</li> </ul>	ARRs – section 11.2 Page 15
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<b>Financial performance</b>	<ul style="list-style-type: none"> <li>Summary of financial performance</li> </ul>	ARRs – section 12.1 Page 32
<b>Governance – management and structure</b>	<ul style="list-style-type: none"> <li>Organisational structure</li> </ul>	ARRs – section 13.1 Page 24
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	<ul style="list-style-type: none"> <li>Government bodies (statutory bodies and other entities)</li> </ul>	ARRs – section 13.3 Pages 17 - 21
	<ul style="list-style-type: none"> <li>Public Sector Ethics</li> </ul>	<i>Public Sector Ethics Act 1994</i> ARRs – section 13.4 Page 27
	<ul style="list-style-type: none"> <li>Human Rights</li> </ul>	<i>Human Rights Act 2019</i> ARRs – section 13.5 Page 28
	<ul style="list-style-type: none"> <li>Queensland public service values</li> </ul>	ARRs – section 13.6 Page 27
<b>Governance – risk management and accountability</b>	<ul style="list-style-type: none"> <li>Risk management</li> </ul>	ARRs – section 14.1 Page 25
	<ul style="list-style-type: none"> <li>Audit committee</li> </ul>	ARRs – section 14.2 Page 21
	<ul style="list-style-type: none"> <li>Internal audit</li> </ul>	ARRs – section 14.3 Page 26
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	<ul style="list-style-type: none"> <li>Information systems and recordkeeping</li> </ul>	ARRs – section 14.5 Pages 26
	<ul style="list-style-type: none"> <li>Information Security attestation</li> </ul>	ARRs – section 14.6 Not applicable
<b>Governance –</b>	<ul style="list-style-type: none"> <li>Strategic workforce planning and performance</li> </ul>	ARRs – section 15.1 Page 25

Summary of requirement		Basis for requirement	Annual report reference
human resources	<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 25
Open Data	<ul style="list-style-type: none"> <li>• <b>Statement advising publication of information</b></li> </ul>	ARRs – section 16	Page 25
	<ul style="list-style-type: none"> <li>• <b>Consultancies</b></li> </ul>	ARRs – section 31.1	<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 31.2	<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 31.3	<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

## 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

DDH Darling Downs Health

FAA Financial Accountability Act 2009

FPMS Financial and Performance Management Standard 2019

FTE Full Time Equivalent

TH Toowoomba Hospital

THF Toowoomba Hospital Foundation



Toowoomba Hospital Foundation  
**Annual Financial Statements**  
30 June 2023

**TOOWOOMBA HOSPITAL FOUNDATION  
FINANCIAL STATEMENTS**

**For the year ended 30 June 2023**

**TOOWOOMBA HOSPITAL FOUNDATION  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 JUNE 2023**

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**TOOWOOMBA HOSPITAL FOUNDATION  
STATEMENT OF COMPREHENSIVE INCOME**

**FOR THE YEAR ENDED 30 JUNE 2023**

OPERATING RESULT	Notes	2023	2022
		\$	\$
<b>Income from continuing operations</b>			
Car parking revenue	2	2,674,134	2,392,503
Coffee shop and cafeteria income	3	2,888,714	2,369,423
Bequests and donations	4	157,096	303,235
Functions, special events and other fundraising	5	1,429,469	1,683,577
Interest revenue		156,466	25,970
Other revenue	6	287,890	246,170
<b>Total revenue</b>		<b>7,593,769</b>	<b>7,020,878</b>
Gain on disposal/re-measurement of assets	7	75,191	-
<b>Total income from continuing operations</b>		<b>7,668,960</b>	<b>7,020,878</b>
<b>Expenses from continuing operations</b>			
Employee expenses	8	2,186,703	1,863,555
Supplies and services	9	2,973,990	2,210,173
Grants and subsidies	10	2,234,431	986,856
Depreciation and impairment expense	15(ii)	90,118	84,256
Finance costs		-	660
Loss on disposal/re-measurement of assets	11	74,726	49,609
<b>Total expenses from continuing operations</b>		<b>7,559,968</b>	<b>5,195,109</b>
<b>Operating result from continuing operations</b>		<b>108,992</b>	<b>1,825,769</b>
<b>Operating result for the year</b>		<b>108,992</b>	<b>1,825,769</b>
<b>OTHER COMPREHENSIVE INCOME</b>			
<u>Items that will not be reclassified to operating result:</u>			
Increase in asset revaluation surplus	19	4,500	64,669
		<b>4,500</b>	<b>64,669</b>
<b>Total other comprehensive income</b>		<b>4,500</b>	<b>64,669</b>
<b>TOTAL COMPREHENSIVE INCOME</b>		<b>113,492</b>	<b>1,890,438</b>

*The accompanying notes form part of these statements.*

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

**AS AT 30 JUNE 2023**

	Accumulated Surplus	Asset Revaluation Surplus (Note 19)	TOTAL
	\$	\$	\$
<b>Balance as at 1 July 2021</b>	7,597,691	33,926	7,631,617
Operating result from continuing operations	1,825,769	-	1,825,769
Other comprehensive income	-	64,669	64,669
<b>Total comprehensive income</b>	1,825,769	64,669	1,890,438
<b>Balance as at 30 June 2022</b>	<b>9,423,460</b>	<b>98,595</b>	<b>9,522,055</b>
<b>Balance as at 1 July 2022</b>	9,423,460	98,595	9,522,055
Operating result from continuing operations	108,992	-	108,992
Other comprehensive income	-	4,500	4,500
<b>Total comprehensive income</b>	108,992	4,500	113,492
<b>Balance as at 30 June 2023</b>	<b>9,532,452</b>	<b>103,095</b>	<b>9,635,547</b>

*The accompanying notes form part of these statements.*

**TOOWOOMBA HOSPITAL FOUNDATION  
BALANCE SHEET**

**AS AT 30 JUNE 2023**

	Notes	2023	2022
		\$	\$
<b>Current assets</b>			
Cash and cash equivalents	12	4,600,308	5,836,791
Receivables	13	36,269	219,715
Inventory		27,428	27,017
Other financial assets	14	3,519,778	2,413,020
Other current assets		107,821	9,862
<b>Total current assets</b>		<b>8,291,604</b>	<b>8,506,405</b>
<b>Non-current assets</b>			
Property, plant and equipment	15	939,543	940,457
Investment property	16	875,000	439,555
<b>Total non-current assets</b>		<b>1,814,543</b>	<b>1,380,012</b>
<b>Total assets</b>		<b>10,106,147</b>	<b>9,886,417</b>
<b>Current liabilities</b>			
Payables	17	301,957	212,762
Accrued employee benefits	18	108,994	106,648
<b>Total current liabilities</b>		<b>410,951</b>	<b>319,410</b>
<b>Non-current liabilities</b>			
Accrued employee benefits	18	59,649	44,952
<b>Total non-current liabilities</b>		<b>59,649</b>	<b>44,952</b>
<b>Total liabilities</b>		<b>470,600</b>	<b>364,362</b>
<b>Net assets</b>		<b>9,635,547</b>	<b>9,522,055</b>
<b>Equity</b>			
Accumulated surplus		9,532,452	9,423,460
Asset revaluation surplus	19	103,095	98,595
<b>Total equity</b>		<b>9,635,547</b>	<b>9,522,055</b>

*The accompanying notes form part of these statements.*

**TOOWOOMBA HOSPITAL FOUNDATION  
STATEMENT OF CASH FLOWS**

**FOR THE YEAR ENDED 30 JUNE 2023**

	Notes	2023	2022
		\$	\$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<i>Inflows:</i>			
Receipts from customers		7,651,868	6,984,456
Interest received		120,079	41,750
GST input tax credits from ATO		264,187	236,108
GST collected from customers		571,180	498,996
<i>Outflows:</i>			
Supplies and services		(5,111,589)	(3,372,443)
Employee expenses		(2,163,034)	(1,858,152)
Finance costs		-	(660)
GST remitted to ATO		(545,549)	(491,225)
GST paid to suppliers		(264,037)	(235,912)
<b>Net cash provided by/(used in) operating activities</b>		<b>523,105</b>	<b>1,802,918</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
<i>Inflows:</i>			
Sale of property, plant and equipment		25,909	558,918
Investments redeemed		500,000	3,745,000
<i>Outflows:</i>			
Payments for investments		(1,550,000)	(2,535,000)
Payment for investment property		(510,171)	(424,555)
Payments for property, plant and equipment		(225,326)	(143,981)
<b>Net cash provided by/(used in) investing activities</b>		<b>(1,759,588)</b>	<b>1,200,382</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
<i>Outflows:</i>			
Repayment of borrowings		-	(5,790)
<b>Net cash provided by/(used in) financing activities</b>		<b>-</b>	<b>(5,790)</b>
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>(1,236,483)</b>	<b>2,997,510</b>
<b>Cash and cash equivalents - beginning of financial year</b>		<b>5,836,791</b>	<b>2,839,281</b>
<b>Cash and cash equivalents - end of financial year</b>	<b>12</b>	<b>4,600,308</b>	<b>5,836,791</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 2023**

**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, 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*, the *Financial and Performance Management Standard 2019* and the *Australian Charities and Not-for-profits Commission Act 2012*.

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, buildings, investment property and managed investment funds 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 reflects the audited 2021-22 financial statements.

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



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

**FOR THE YEAR ENDED 30 JUNE 2023**

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

**(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 17.

**(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 and the valuation of investment property. Details are set out in Notes 15 and 16. The valuation of property, plant and equipment and investment property 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*

No accounting pronouncements were adopted for the first time in the 2022-23 financial year.

*Early adoption of Australian Accounting Standards and Interpretations*

No accounting pronouncements were early adopted in the 2022-23 financial year.

*Voluntary changes in accounting policy*

No voluntary changes in accounting policies occurred during the 2022-23 financial year.

**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 2023 year is \$NIL (2022: \$NIL).

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

**FOR THE YEAR ENDED 30 JUNE 2023**

**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.

	<b>2023</b>	<b>2022</b>
	\$	\$
<b>Note 6 – Other revenue</b>		
Rental income	69,835	1,942
Accommodation income	111,100	128,830
Vending machine income	28,107	29,203
Grant income	74,573	61,712
Other revenue	4,275	24,483
	287,890	246,170
<b>Total</b>	<b>287,890</b>	<b>246,170</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.

	<b>2023</b>	<b>2022</b>
	\$	\$
<b>Note 7 – Gain on disposal/re-measurement of assets</b>		
Net gain from property, plant and equipment disposal	18,433	-
Gain on revaluation of financial assets	56,758	-
	75,191	-
<b>Total</b>	<b>75,191</b>	<b>-</b>

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

**FOR THE YEAR ENDED 30 JUNE 2023**

	2023	2022
	\$	\$
<b>Note 8 – Employee expenses</b>		
<b>Employee benefits</b>		
Wages and salaries	1,957,766	1,629,582
Employer superannuation contributions	200,729	184,173
Annual leave expense	3,476	26,063
Long service leave expense	13,567	14,654
<b>Employee related expenses</b>		
Workers' compensation premium	11,165	9,083
<b>Total</b>	<b>2,186,703</b>	<b>1,863,555</b>
	<b>2023</b>	<b>2022</b>
Number of employees:	<b>27</b>	<b>26</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**

Wages and salaries

Wages and salaries due but unpaid at reporting date are recognised in the statement of financial position at the current salary rates. As the department expects such liabilities to be wholly settled within 12 months of reporting date, the liabilities are recognised at undiscounted amounts.

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.

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

**FOR THE YEAR ENDED 30 JUNE 2023**

	<b>2023</b>	<b>2022</b>
	<b>\$</b>	<b>\$</b>
<b>Note 9 – Supplies and services</b>		
Advertising and promotion	32,739	39,608
Bank fees and charges	47,414	42,031
Cleaning expenses	15,335	10,348
Computer and software expenses	67,975	47,497
Event, function and fundraising expenses	599,122	595,431
Food and beverage expenses	1,178,413	954,504
Gas and electricity	1,011	7,303
Insurance	42,363	33,995
Minor equipment purchases	56,326	18,289
Motor vehicle and travel expenses	27,761	19,594
Museum development costs expensed	170,443	-
Packaging expenses	87,738	66,266
Printing and stationery expenses	27,881	17,126
Repairs and maintenance	39,342	30,059
Telephone expenses	4,350	4,595
Other expenses	575,777	323,527
	<b>2,973,990</b>	<b>2,210,173</b>
<b>Total</b>	<b>2,973,990</b>	<b>2,210,173</b>

**Disclosure - Auditor remuneration**

Total audit fees paid relating to the 2022-23 financial statements are estimated to be \$16,500 (2022: \$14,500). There are no non-audit related services included in this amount.

	<b>2023</b>	<b>2022</b>
	<b>\$</b>	<b>\$</b>
<b>Note 10 – Grants and subsidies</b>		
Grants paid – education and training	66,708	22,758
Grants paid – equipment	2,064,955	790,004
Grants paid – scholarship	33,148	70,906
Grants paid – special funding and programs/other	1,133	994
Grants paid – medical research	31,185	26,970
Grants returned – medical research	(31,662)	-
Donations – Toowoomba Hospital	68,964	27,161
Funding – HREC co-ordinator	-	48,063
	<b>2,234,431</b>	<b>986,856</b>
<b>Total</b>	<b>2,234,431</b>	<b>986,856</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.

Grants recognised as commitments at the end of the financial year are disclosed at Note 24.

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

**FOR THE YEAR ENDED 30 JUNE 2023**

	2023 \$	2022 \$
<b>Note 11 – Loss on disposal/re-measurement of assets</b>		
Net loss from property, plant and equipment disposal	-	12,629
Loss on revaluation of investment property	74,726	-
Loss on revaluation of financial assets	-	36,980
	74,726	49,609
<b>Total</b>	<b>74,726</b>	<b>49,609</b>

	2023 \$	2022 \$
<b>Note 12 – Cash and cash equivalents</b>		
Cash on hand	9,628	8,631
Deposits at call	4,590,680	5,828,160
	4,600,308	5,836,791
<b>Total</b>	<b>4,600,308</b>	<b>5,836,791</b>

**Accounting policy**

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

	2023 \$	2022 \$
<b>Note 13 – Receivables</b>		
Trade and other debtors	42,544	232,098
Less: Loss allowance	(6,275)	(12,383)
	36,269	219,715
<b>Total</b>	<b>36,269</b>	<b>219,715</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 86.7% of trade debtors by dollar value) outstanding for a period of less than 365 days.
- A loss rate of 100% is applied to the remaining trade debtor balance.

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

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

**FOR THE YEAR ENDED 30 JUNE 2023**

<b>Note 14 – Other financial assets</b>	<b>2023</b> \$	<b>2022</b> \$
Fixed term deposits – at amortised cost	2,000,000	950,000
Managed investment funds – at fair value through profit and loss	1,519,778	1,463,020
	<b>3,519,778</b>	<b>2,413,020</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.

<b>Note 15 – Property, plant and equipment and depreciation expense</b>	<b>2023</b> \$	<b>2022</b> \$
<b>(i) Property, plant and equipment</b>		
Land: at fair value		
Gross	230,300	220,000
	230,300	220,000
Buildings: at fair value		
Gross	169,700	180,000
Less: Accumulated depreciation	-	-
	169,700	180,000
Plant and equipment: at cost		
Gross	738,689	691,839
Less: Accumulated depreciation	(290,484)	(235,391)
	448,205	456,448
Work in progress: at cost		
Gross	91,338	84,009
	91,338	84,009
<b>Total</b>	<b>939,543</b>	<b>940,457</b>

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2023**

**Note 15 – Property, plant and equipment and depreciation expense (continued)**

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

	Land \$	Buildings \$	Plant & Equipment \$	Work in Progress \$	Total \$
<b>Carrying amount at 1 July 2022</b>	220,000	180,000	456,448	84,009	940,457
Acquisitions (including upgrades)	-	-	84,852	80,200	165,052
Disposals	-	-	(7,477)	(72,871)	(80,348)
Net revaluation increments/(decrements)	10,300	(5,800)	-	-	4,500
Depreciation expense	-	(4,500)	(85,618)	-	(90,118)
<b>Carrying amount at 30 June 2023</b>	<b>230,300</b>	<b>169,700</b>	<b>448,205</b>	<b>91,338</b>	<b>939,543</b>

**(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.

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

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2023**

**Note 15 – Property, plant and equipment and depreciation expense (continued)**

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

Recognition of property, plant and equipment (continued)

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 Queensland Treasury's Non-Current Asset Policies. The carrying amounts for plant and equipment at cost approximate their fair value.

Measurement of property, plant and equipment at fair value

Land and buildings are measured at fair value in accordance with AASB 116 *Property, Plant and Equipment*, AASB 13 *Fair Value Measurement* and Queensland Treasury's Non-Current Asset Policies for the Queensland Public Sector. These assets are reported at their revalued amounts, being the fair value at the date of valuation, less any subsequent accumulated depreciation and accumulated impairment losses where applicable.

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.



**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2023**

**Note 15 – Property, plant and equipment and depreciation expense (continued)**

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

*Revaluations of property, plant and equipment (continued)*

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.

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.

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

**FOR THE YEAR ENDED 30 JUNE 2023**

**Note 15 – Property, plant and equipment and depreciation expense (continued)**

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

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:

Class	Rate %
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.

	2023	2022
	\$	\$
<b>Note 16 – Investment Property</b>		
Investment property – at fair value	875,000	439,555
<b>Total</b>	<b>875,000</b>	<b>439,555</b>

**(i) Investment property reconciliation**

	Investment Property \$
Balance at 1 July 2022	439,555
Acquisitions	510,171
Net revaluation increments/(decrements)	(74,726)
<b>Balance at 30 June 2023</b>	<b>875,000</b>

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

**FOR THE YEAR ENDED 30 JUNE 2023**

**Note 16 – Investment Property (continued)**

**(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.

	<b>2023</b>	<b>2022</b>
	\$	\$
<b>Note 17 – Payables</b>		
Trade and other creditors	115,120	74,093
GST liability	103,491	78,693
PAYG withholding payable	24,764	18,138
Accrued expenses	58,582	41,838
	<b>301,957</b>	<b>212,762</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.

	<b>2023</b>	<b>2022</b>
	\$	\$
<b>Note 18 – Accrued employee benefits</b>		
<b>Current</b>		
Annual leave	85,122	78,946
Long service leave	2,290	3,287
Employee related expenses – on-costs	21,582	24,415
	<b>108,994</b>	<b>106,648</b>
<b>Non-current</b>		
Long service leave	52,689	39,770
Employee related expenses – on-costs	6,960	5,182
	<b>59,649</b>	<b>44,952</b>

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

**FOR THE YEAR ENDED 30 JUNE 2023**

**Note 18 – Accrued employee benefits (continued)**

**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.

**Note 19 – Movement in asset revaluation surplus**

	Land \$	Buildings \$	Total \$
<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
Transfer to retained earnings on asset disposal	-	-	-
<b>Balance at 30 June 2022</b>	<b>75,573</b>	<b>23,022</b>	<b>98,595</b>
<b>Balance at 1 July 2022</b>	<b>75,573</b>	<b>23,022</b>	<b>98,595</b>
Revaluation increments	10,300	-	10,300
Revaluation decrements	-	(5,800)	(5,800)
<b>Balance at 30 June 2023</b>	<b>85,873</b>	<b>17,222</b>	<b>103,095</b>

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

**FOR THE YEAR ENDED 30 JUNE 2023**

**Note 20 – 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 amortised 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 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.

A Director's appraisal of the foundation's land and buildings were performed as at 30 June 2023 by the foundation Board. The Director's valuation was informed by valuation reports provided by registered property valuers issued during the 2023 year.

**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2023**

**Note 20 – Fair value measurement (continued)**

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.

A Director's appraisal of the foundation's investment property was performed as at 30 June 2023 by the foundation Board. The Director's valuation was informed by valuation reports provided by registered property valuers issued during the 2023 year.

**Note 21 – Financial instruments**

**Categories of financial assets and financial liabilities**

	Note	2023 \$	2022 \$
<b>Financial Assets</b>			
<u>Cash and Cash Equivalents</u>	12	4,600,308	5,836,791
<u>Financial assets at amortised cost</u>			
Receivables	13	36,269	219,715
Term deposits	14	2,000,000	950,000
		<b>2,036,269</b>	<b>1,169,715</b>
<u>Financial assets at fair value through profit and loss</u>			
Investment in managed investment funds	14	1,519,778	1,463,020
<b>Total</b>		<b>8,156,355</b>	<b>8,469,526</b>
<u>Financial liabilities at amortised cost</u>			
Trade and other payables	17	243,375	170,924
<b>Total</b>		<b>243,375</b>	<b>170,924</b>

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

	Note	2023 \$	2022 \$
Impairment losses/(gains) on receivables	13	(6,108)	9,940
Loss/(gain) on revaluation of financial assets at fair value through profit and loss	7, 11	(56,758)	36,980

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

**FOR THE YEAR ENDED 30 JUNE 2023**

**Note 22 – 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 2022-23 and 2021-22. 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
- 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.

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

**FOR THE YEAR ENDED 30 JUNE 2023**

**Note 22 – Key management personnel (KMP) disclosures (continued)**

**KMP remuneration policies (continued)**

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

**Remuneration expenses**

**2022-23**

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	209	6	4	27	-	246

**2021-22**

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	18	23	-	223

**Performance payments**

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

**Note 23 – Related party transactions**

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

- The foundation paid for property management services from a firm related to a member of the Board of Directors. Fees paid were on commercial terms and during 2022-23 totalled \$1,450.



**TOOWOOMBA HOSPITAL FOUNDATION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2023**

**Note 24 – 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 2023 the outstanding grants commitment was \$1,407,840 (2022: \$1,571,587).

**Note 25 – Contingencies**

There were no contingent liabilities of any significance at balance date (2022: \$NIL).

**Note 26 – 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 Cafe 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 2023**

**Note 26 – 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 lease is a 3 year term commencing on 16 January 2020 to 31 December 2022, with two 3 year options to renew. An option to renew for 3 years to 31 December 2025 was exercised on 19 October 2022. The rent payable is \$1.00 (GST-inclusive) per annum (if requested).

**Note 27 – Events occurring after balance date**

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

**Note 28 – Climate related risk disclosure**

The State of Queensland, as the ultimate parent of the foundation, has published a wide range of information and resources on climate change risks, strategies and actions (<https://www.qld.gov.au/environment/climate/climate-change>) including the following key whole-of-Government publications:

- Climate Action Plan 2020-2030 (<https://www.des.qld.gov.au/climateaction>)
- Queensland Energy and Jobs Plan (<https://www.epw.qld.gov.au/energyandjobsplan>)
- Climate Adaptation Strategy (<https://www.qld.gov.au/environment/climate/climatechange/adapting/strategy>)
- Queensland Sustainability Report (<https://www.treasury.qld.gov.au/programs-andpolicies/esg/>)

No adjustments to the carrying value of assets were recognised during the financial year as a result of climate-related risks impacting current accounting estimates and judgements. No other transactions have been recognised during the financial year specifically due to climate-related risks impacting the foundation.

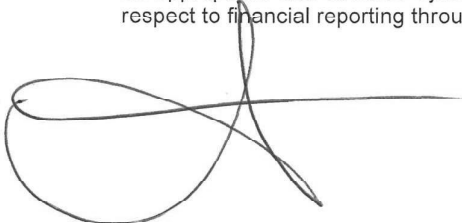
# TOOWOOMBA HOSPITAL FOUNDATION

## 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*, the *Australian Charities and Not-for-profits Commission Act 2012* and other prescribed requirements. In accordance with s.62(1)(b) of the Act and subsection 60.15(2) of the *Australian Charities and Not-for-profits Commission Regulations 2022* 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 2023, and of the financial position of the foundation as at the end of that year; and
- (c) there are reasonable grounds to believe that the Toowoomba Hospital Foundation is able to pay all of its debts, as and when they become due and payable; 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 23<sup>RD</sup> day of August 2023

## INDEPENDENT AUDITOR'S REPORT

To the Board of Toowoomba Hospital Foundation

### Report on the audit of the financial report

#### Opinion

I have audited the accompanying 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 2023, 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 Regulations 2022 and Australian Accounting Standards.

The financial report comprises the balance sheet as at 30 June 2023, 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.

#### 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 Regulations 2022 and Australian Accounting Standards, 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 material accounting policy information 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 2023:

- 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

28 August 2023

Queensland Audit Office  
Brisbane



#### **TOOWOOMBA HOSPITAL FOUNDATION**

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