

LAID UPON THE TABLE OF THE HOUSE
No.: 5412T 1178
28 SEP 2012
MP: Hon L Springborg
Clerk's Signature: 

2012 Annual Report

Toowoomba Hospital Foundation

Connecting with our Community...

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ABOUT THE TOOWOOMBA HOSPITAL FOUNDATION

The Foundation is a statutory body incorporated under the Hospital Foundations Act 1982 (Qld). Originally formed as the Darling Downs Health Services Foundation, a name change under the provisions of the Act saw the emergence of the Toowoomba Hospital Foundation. The role of the Foundation is to provide support to the region's health services, primarily Toowoomba Hospital, Baillie Henderson Hospital & Mt Lofty Nursing Home.

As a statutory body the Hospital Foundation is subject to the provisions of the Financial Accountability Act 2009 and the Financial and Performance Management Standard 2009 and is audited annually by the Queensland Audit Office and the Auditor General. The Foundation is endorsed by ATO as a DGR and an Income Tax Exempt Charity under the Income Tax Assessment Act 1997. It is also endorsed for GST concessions under a New Tax System (Goods and Services Tax) Act 1999 and it is exempted under the Fringe Benefits Tax Assessment Act 1986.

OUR MISSION & VALUES

The Toowoomba Hospital Foundation exists to:-

Support and promote the service of the Toowoomba Hospital, Baillie Henderson Hospital and Mt Lofty Heights Nursing Home; and promote the integration of the three facilities into the Toowoomba urban community;

Support the pursuit of excellence in service and people's health outcomes by improving facilities, equipment, research and development, education and training in regional & remote health services in Queensland & Australia.

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BOARD OF DIRECTORS



RAYMOND TAYLOR, CHAIRMAN

Raymond Taylor is a founding member of the Toowoomba Hospital Foundation which was established in 1989. Firstly appointed to the Board on 29th June 1991 as Deputy Chairman and then later as Chairman. Ray's current term on the Board commenced on the 2nd December 2011 and will expire on 2nd December 2013. Currently Ray is the Managing Director of Taylors Removals and Chairman of Directors of National Moving Group, Chess Moving Australia. Ray served 17 years as Director of the Qld Road Transport Association including 3 years as President. He has been a Member of Toowoomba Rotary Club since 1980, serving as President in 1992 & 1993. Ray was also Deputy Chair on the Board of Fatima Home for Children and sat on the Committee of the Local Ambulance Committee.



ANDREW WIELANDT, DEPUTY CHAIRMAN

Andrew Wielandt is Deputy Chair of the Toowoomba Hospital Foundation and Chair of the Toowoomba Hospital Foundation Scholarship Committee. He has served on the Board since the 1st February 2006 with his current term commencing on the 2nd December 2011 and expiring on the 2nd December 2015. He is the Managing Director of Dornbusch Partners, a local wealth management & protection firm. Previously he was an Associate Director at Macquarie Bank.

Mr Wielandt's other community engagement includes President of the Toowoomba Chamber of Commerce & Industry, an Advisory Member of USQ Board Faculty of Business & Law Faculty and Director of Empire Theatres.



SHAYNE STENHOUSE, SECRETARY

Shayne Stenhouse was appointed as Secretary of the Toowoomba Hospital Foundation Board in 2004, whilst employed as the Business Manager District Support Services and Community & Allied Health within Toowoomba Health Service District. Shane was then appointed to the role of Telehealth Facilitator.

After resigning from his position with the Health Service, Mr Stenhouse resigned as Secretary of the Toowoomba Hospital Foundation on the 24th February 2012 to commence a role with LifeLine Darling Downs & South West Queensland Ltd.



BRENDA TAIT

Brenda has served as a Board Director of the Toowoomba Hospital Foundation since October 1999 with her current term from 2nd December 2011 through to the 2nd December 2013. She is a Fellow of the Australian Institute of Company Directors. She has been the CEO of RHealth Limited from 1999 to 2012 and has been the rural and remote representative on the National Rural Health Alliance Council from 2003. She has a wealth of 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.



HORST BROSI

Horst was appointed to the Board of the Foundation in October 1999, his current term commenced on the 2nd December 2011 and will expire on 2nd December 2013.

Born in Toowoomba, Mr Brosi, was a Partner & Director of his own engineering business, Vettiger, Vidler & Co Pty Ltd . Horst, now retired, is the Chairman of Downs Group Training, a board he has served on for the past 14 years. Horst is a past President of the Old Toowoomba Club, the Toowoomba Golf Club and a founding member on the Police Citizens Youth Club Board.



DR ROSLYN REILLY

Roslyn is a Registered Nurse, recently retired from the Department of Nursing and Midwifery at USQ. Among positions held include Senior Nurse Educator, Head of Department, Clinical Coordinator and Director of Post Graduate Studies and Acting Chair of Academic Board.

Dr Reilly was a member of the Garden Settlement Committee for several years. She is a founding and current member of the Sister Elizabeth Kenny Memorial Foundation and has been a Director of the Toowoomba Hospital Foundation since November 1996, Ros's current term of membership commenced on the 2nd December 2011 and will expire on the 2nd December 2013. She holds the position of Adjunct Associate Professor at USQ.



LEWIS ROWLING

Mr Rowling has been a lawyer for the past 30 years and he is the Senior Partner of Wonderley & Hall, a firm he has been with since 1976. Lew brings a wealth of legal knowledge and advice to the Toowoomba Hospital Foundation Board.

Lew was appointed to the Toowoomba Hospital Foundation Board in July 2002 and his current term of appointment commenced on the 2nd December 2011 and will expire on 2nd December 2013.



DR PETER BRISTOW

Dr Peter Bristow is currently Chief Executive, Darling Downs Hospital and Health Service. Peter was appointed to the Toowoomba Hospital Foundation Board on the 17th February 2005 as Executive Director Medical Services. He originally trained as an intensive care specialist.

Dr Bristow's current term on the Foundation Board commenced on the 2nd December 2011 and is due to expire on the 2nd December 2015.



PETER SEDL

A Certified Practicing Accountant, Peter is currently a Proprietor/Director of Sedl Agencies, a Toowoomba family business that was started in 1986. He is also a Director of the Freight Terminal's Trust Company and the National Distributor Alliance.

Mr Sedl was appointed to the Foundation Board on 27th June 2008. Peter's current term commenced on the 2nd December 2011 and is due to expire on the 2nd December 2015.



MEGAN O'HARA SULLIVAN

Megan is an Optometrist with her own practice in Pittsworth. She has served as a councillor on the Clifton Shire Council and Secretary of Regional Development Australia Board.

Ms O'Hara Sullivan is a current Director of Clifton Co-operative Hospital Board. She is married with five sons.

Appointed to the Foundation Board on the 2nd December 2011, Megan's current term of membership commenced on the 2nd December 2011 and will expire on 2nd December 2015.



JAMIE SPENCER

Jamie has been an employee of Queensland Health for approximately 18 years and is employed as the Director of Nursing & Midwifery Services, Toowoomba Hospital and has been in this role since April 2010.

He became a Registered Nurse in 1993. Mr Spencer's nursing career has involved many different aspects including that of management, education and project work.

Mr Spencer has attained a Master of Health Science majoring in Health Service Management and member of the Association of Queensland Nurse Leaders and of the QUT Alumni and was appointed to the Toowoomba Hospital Foundation Board in 2011, where his current term commenced on the 2nd December 2012 and will expire on 2nd December 2015.

FOUNDATION STAFF



Peter Rookas
CHIEF EXECUTIVE OFFICER



Pamela Hammond
EXECUTIVE SUPPORT OFFICER



Anna Sauverain
BUSINESS MANAGER



Rosemary Davis
BUSINESS MANAGER

CHAIRMAN'S REPORT

It is with a great deal of pride & pleasure that I present the annual Chairman's report for the 2011/2012 financial year. While tough economic times continued to test our local community, the Toowoomba Hospital Foundation forged ahead with a stellar year of supporting our local hospital and health services.

Once again we have enjoyed enormous success with our fundraising programme which keeps the Foundation well connected to our local community and with our business base of Car Parking and the Toowoomba Hospital Coffee Shop/Cafeteria, which has grown markedly to provide a very healthy income for the Foundation. Our partners Compass/Eurest & Metro Parking continue to provide first-class quality management and service and this, in turn, provides profitable returns. When you add the two together, it augers well for the community with major donations to the hospital & health services and sustains the operation of the Foundation

The Board of Directors continued to provide valuable leadership, knowledge and experience to ensure that informed decisions were made as to where the funds raised were directed. I'm extremely pleased to report that more than \$974,000 has been injected into the Toowoomba Hospital & local health services in the past financial year; a record year of giving from the Foundation since its inception in 1989.

All this could not happen if it wasn't for the unstinting support of a very generous community. Community groups, service clubs, corporate and business sponsors and donors all combine to ensure our success. Once again I would like to pay special tribute to our Buddhist friends from the Pure Land Learning College who provide a significant contribution annually towards research and education at the hospital.

As Chairman, I feel very humble and privileged to be afforded the honour of leading such an astute and dedicated team and I am truly indebted to each and every one of my fellow Board Directors. Their loyalty as a voluntary group speaks volumes of the spirit that exists to ensure that the community is well served.

The most valuable assets of any successful business are its staff and the Toowoomba Hospital Foundation is very well served in that regard. CEO Peter with his team of Anna, Pam & Rosemary provide the drive that is needed for the Foundation to enjoy yet another successful and fruitful year. I'm sure I speak for all Board Directors when I say "thank you and well done."

We are now on the cusp of a new era in health service delivery in our region, with the announcement of a Hospital & Health Board to be led by former Member for Toowoomba South & former Health Minister, Mike Horan. The Foundation is buoyed by this move and looks forward to supporting Mike and his Board for the betterment of health services in the region

In closing, I reaffirm my commitment to the community as Chairman of the Foundation, and I look forward to fulfilling this role into the future.

Raymond F Taylor
Chairman



THE YEAR AT A GLANCE...

The first half of the year 2011/2012 saw outstanding support from some of our more traditional events such as a Myer Toowoomba donation of \$11,000 for children's health; the Fitzy's on Church 'Colour of Change' luncheon which raised \$17,000 for the Breast Screen Clinic; USQ Toowoomba Biggest Loser; 'A Christmas Wish' from the Toowoomba School of Dance exceeded \$13,000 & Toowoomba Christmas Wonderland was an enormous success, with all three charities including the Foundation receiving \$25,000 each. The connection with Woolworths at a local level proved a huge windfall for the Foundation with \$70,000 being donated for local children's health.

From January 2012 through to June 30 was again fruitful with another \$120,000 from our generous Buddhist friends at the Pure Land Learning College; the Renal Race Day reaped \$13,000 for our Toowoomba Hospital Renal Unit; the Rotary Club of Toowoomba East golf day generated an \$11,000 donation; our 'mates' at Harvey Norman Toowoomba celebrated their 14th Birthday & handed over \$12,600 for children's health taking their total donations to the Foundation over the years to \$175,000 and then to cap it off, we raised over \$70,000 in June through the 4GR Give Me Five for Kids campaign.

While our fundraising increased, the financial & administrative support given by the Foundation to a number of events also increased. We hosted a Diabetes conference; supported NAIDOC Week celebrations; Child Protection Week; a Rural Critical Care conference titled 'Disaster Medicine'; a Queensland-wide Child Health Nursing conference titled 'Breast to Brain' which attracted 180 participants; the Special Care Nursery 30th Anniversary Dinner; provided funds for the USQ Nursing Bursaries and contributed to countless other activities within the hospital & health services.

Financially, the Toowoomba Hospital Foundation enjoyed another profitable year. Fundraising & Donations amounted to \$554,095 while Car Parking showed a nett return of \$710,000 and the Coffee Shop/Cafeteria \$102,279. The Foundation invested in an upgrade of automated car parking equipment to the amount of \$352,757 and our investments grew to a total of \$4.85 million. Overall, the THF continues to grow and provide outstanding support for the hospitals and health services of the region.

The Chronicle



QUEENSLAND'S FUTURE

The Toowoomba Hospital Foundation (the Foundation) is very mindful of the LNP Queensland Government's Statement of Objectives for the Community and we now look forward to working together to achieve that common goal. In addition, the Foundation actively supports the six values that the Government has listed as the drivers to ensure that the health system meets the needs of all Queenslanders in the following ways.

Better services for patients

In conjunction with management of the Darling Downs Health Services District (DDHSD), the Foundation will encourage and support initiatives aimed at improving better services for our community such as reducing waiting times in emergency departments and elective surgery, especially for those in rural areas.

Better healthcare in the community

The Foundation will support programs aimed at improving healthcare within the community, particularly in the area of planning future health services based on population growth, demographics and health needs.

Valuing our employees and empowering frontline staff

Employees of our hospitals in the region are our most valuable assets. The Foundation will continue to fund staff development programs, ensuring that staff is afforded the most up to date training and opportunities to learn, thus ensuring that the community is provided with the best in health care.

Empowering local communities with a greater say over their hospital and local health services

The Foundation will work very closely with the new Darling Downs Hospital & Health Board to ensure the best health outcomes for our community are achieved and will provide financial support to the Board from fund raising conducted in our region.

Value for money for taxpayers

The generosity of our local community is well documented with Toowoomba & the Darling Downs region being recognised as one of Australia's most generous and giving communities. The Foundation will ensure that funds raised will best serve the hospital and health services & the community.

Openness

The Foundation has always prided itself on being open and accountable. Our Annual Report, which is audited by QAO, is an open book available to the public. The success of our accountability is reflected in the continuing support that is given to the Foundation with our fund raising endeavours to support our hospitals and health services.

TOOWOOMBA HOSPITAL CHILDREN'S APPEAL

The Toowoomba Hospital Children's Appeal continues to receive generous support from our community. The Foundation acknowledges and thanks our major sponsors, Clifford Gardens Shopping Centre, Radio 4GR, WIN TV and The Chronicle, who have all been involved over many years since the launch THCA in 1998. During that time more than \$1 Million has been raised for Children's Health at the Toowoomba Hospital & in the region. This also includes the many donations that are received from community groups and business houses that stage events for the benefit of the THCA. The past year's events are listed below.



Events held to raise funds for Toowoomba Hospital Children's Appeal

| | |
|---|-------------|
| The Clive Berghofer Group A Christmas Wish 2011 | \$15,820.75 |
| USQ Student Guild Ride Run Walk | \$3,500.00 |
| City Golf Club Bridal Expo 2011 | \$2,000.00 |
| City Golf Club Bridal Expo 2012 | \$2,500.00 |
| Meringandan Bull n Bronc 2011 | \$800.00 |
| Holy Name Primary School Charity Race Day 2011 | \$1,000.00 |
| Highfields Pioneer Village Easter Festival 2012 | \$4,463.65 |
| Aeromodellers Charity Air Show | \$2,500.00 |
| Terry O'Keefe Southern Hotel Luncheon | \$2,885.50 |
| Pittsworth & District Camp Draft | \$3,000.00 |
| 8 Ball World Record | \$2,980.85 |
| USQ Student Guild Toowoomba Biggest Loser | \$4,116.60 |
| Tropical Shirt Friday | \$1,604.50 |
| Arthur Christmas - Movie Night | \$216.00 |
| Christmas in July Charity Race Day | \$900.00 |

Donations to Toowoomba Hospital Children's Appeal

Donations \$0 - \$500

Toowoomba Wolves
Mr Dick Dangerfield
QCWA Kingsthorpe Branch
Eagle Boys Pizza
Coffee Cruiser
South Street News
Bull Masters Ltd
Ms Anne Burgess
Smoke & Mirrors
Harristown Primary School
Indoor Bowls Club
Scout Association of Australia
L & L Andrews
Harvey Norman Flooring

Donations \$501 - \$1,000

Clifford Gardens Shopping Centre
Quota International
Mr Wayne Bradshaw
Toowoomba West Lions Club Toy
Run Sausage Sizzle Donations
Rotary Club of Toowoomba East

Donations \$1,001 - \$10,000

St Mary's College
Infinity Solar Pty Ltd
Mr Brian White
Toowoomba Chronicle – On the
Punt
C & M Economus
Clifford Gardens Shopping Centre –
Collection Cans
Harvey Norman Furniture
Harvey Norman AV/IT Superstore
Harvey Norman Bedding

FUNDRAISING EVENTS FACILITATED BY THE FOUNDATION

| | |
|---|-------------|
| Renal Unit Charity Race Day 2012 | \$15,147.96 |
| Fossil Downs Bush Rodeo | \$1,000.00 |
| Leon Treadwell Charity Golf Day 2012 | \$3,324.43 |
| Toowoomba Furies Charity Golf Day 2012 | \$3,510.47 |
| BreastScreen Unit - Colour of Change Luncheon | \$17,700.00 |
| Toowoomba Christmas Wonderland of Lights | \$25,000.00 |
| The Heritage Bank – 4GR Give Me 5 For Kids | \$71,450.00 |
| Chinese New Year Charity Dinner | \$1,165.00 |
| 2011 Hospital Goods Auction | \$2,576.72 |
| BreastScreen Unit Movie Charity Night | \$2,254.00 |
| 2012 Hospital Goods Auction | \$2,854.00 |

TOOWOOMBA HOSPITAL FOUNDATION GRANTS

The Toowoomba Hospital Foundation is committed to supporting the Toowoomba Hospital, Mt Lofty Heights Nursing Home and Baillie Henderson Hospital with funding for the purchase of essential equipment, staff development, scholarships and research.

These funds are mainly provided from the profits of the business base of the Foundation however partnerships developed with the Foundation for fundraising events also contribute significantly for equipment, staff development and programs conducted by the Toowoomba Hospital. In 2011/2012, the total amount of support through these initiatives amounted to just over \$974,000.00.

The following listings record how the funds were distributed and for what purpose.

GRANTS – EDUCATION, TRAINING & PROFESSIONAL DEVELOPMENT

| Recipient | Description | Amount |
|---|---|---------|
| Corey Pendlebury, Physiotherapy Department, TH | Neurodynamics & Neuromatrix 2012 Conference | \$1,500 |
| Gabriella Berger, Medical Education Unit, TH | AMEE On-Line Conference | \$190 |
| Deborah Petzler, Medical Unit 2, TH | Passionate about Practice Conference | \$712 |
| Jenny-Lee Rollinson, Medical Unit 2, TH | Passionate about Practice Conference | \$300 |
| Sharon Polomka, Emergency Department, TH | College of Emergency Nursing Australasia 9 th International Conference | \$1,500 |
| Ruth McGuire, Community Health, TH | Diabetes & Pain Specialised Self Management Program | \$1,500 |
| Wendy White, Community Health, TH | Diabetes & Pain Specialised Self Management Program | \$1,500 |
| Clare Linton, Acute Mental Health Unit, TH | Mental Health Service Conference | \$1,400 |
| Daniel Hay, Child Youth Mental Health, Community Health, TH | PRAXIS CBT On-Line Evaluation Project | \$440 |
| Kevin Tan, Building Engineering & Maintenance Services, DDHSD | Healthcare Facilities Management Conference 2011 | \$1,500 |
| Alex Mair, Building Engineering & Maintenance Services, DDHSD | Healthcare Facilities Management Conference 2011 | \$1,500 |
| Heather Hoey, Critical Care Unit, TH | Joanna Briggs Institute Comprehensive Systematic Review Training | \$1,000 |

GRANTS – EDUCATION, TRAINING & PROFESSIONAL DEVELOPMENT CONTINUED

| Recipient | Description | Amount |
|--|--|---------|
| Liz Hill Critical Care Unit, TH | Advanced Life Support In Obstetrics | \$1,500 |
| Rosina Smith, Breast Screen Unit, TH | Breast Screen Australia Conference 2011 | \$1,315 |
| Susan Hazelwood, Child Youth & Family Health, TH | Audiometry Nursing Course | \$1,375 |
| Lynette Weh, Emergency Department, TH | Postgraduate Certificate in Advanced Practice Rural & Remote Nursing | \$544 |
| Patrick O'Connor, Medical Education Unit, TH | 16 th Prevocational Medical Education Forum | \$1,500 |
| Amy Caruara, Transition Care, TH | Women's Health Training | \$1,307 |
| Sue McLevie, Senior Cancer Care, TH | Lymphedema Management | \$972 |
| Emily Bogue, Allied Health Department, TH | Women's Health Department | \$518 |
| D. Thamm, Medical Imaging, TH | Dealing with Challenging Situations | \$643 |
| Katie Williams, Allied Health, TH | 37 th AUSPEN Annual Scientific Meeting | \$1,490 |
| Jane Hawkless, Allied Health, TH | Conducting a Functional Electrical Stimulation Workshop | \$1,950 |
| Michael Conroy, Physiotherapy Department, TH | Australian Physiotherapy Association National Conference | \$990 |
| Andrew Pearman, Physiotherapy Department, TH | Australian Physiotherapy Association National Conference | \$1,360 |
| Roger Hawcroft, Library Services, TH | Certificate IV in Training | \$699 |
| Jennifer James, Ante Natal Clinic, TH | Lactation Services Training | \$1,143 |
| Jean Cowling, Public Medicine, TH | 13 th National Immunisation Conference | \$1,440 |
| Elisa Weightman, Physiotherapy Dept, TH | Clinical Pilates Level 1 & 2 | \$1,500 |
| Terry Flanagan, Nurse Educator, TH | Pastoral Care Workshop Mindfulness | \$1,000 |
| Jane Hawkless, Occupational Therapist, TH | Smart Strokes Australasian Nursing & Allied Health Stroke Conference | \$1,000 |
| Margaret O'Brien, Paediatric Unit, TH | 2012 Lactation Consultant Examination Preparation Course | \$1,210 |
| Rebecca Keating, Cancer Care Coordinator, TH | 2012 Cancer Care Co-ordination Conference | \$834 |
| Doug Murtagh, Physiotherapy Dept, TH | 2012 Stroke Conference | \$1,500 |
| Gabriella Berger, Medical Education Unit, TH | Facilitation of Teaching on the Run Workshops | \$5,500 |
| Terri Cox, Social Worker, TH | Grief & Loss Workshops | \$1,000 |
| Jenny Minchell, ATODS, TH | Nicotine Addiction & Smoking Cessation Training | \$1,500 |
| Sam Hunter, Social Work, ATODS, TH | Nicotine Addiction & Smoking Cessation Training | \$1,500 |
| Misty-Rae York, Pharmacy Dept, TH | Cert. in Hospital/Health Services Pharmacy Support | \$1,500 |
| Vicki Lucht, Pharmacy Dept, TH | Cert. in Hospital/Health Services Pharmacy Support | \$1,500 |
| Kristine Lawless, Medical Imaging, TH | 8 th Annual Special Interest Group Seminar of the Australian Sonographers Association | \$1,355 |
| Marguerite Bennetts, Allied Health Dept, TH | SARRAH National Conference – 2012 | \$770 |
| Wilma Jouberts, Allied Health Dept, TH | 16 th International Congress of Dietetics | \$690 |
| Kate Jurd, Medical Education Unit TH | 16 th National Prevocational Medical Education Form | \$1,500 |
| Michael Burge, Toowoomba Mental Health Service, TH | Mental Health Service Conference | \$420 |

GRANTS – SUPPLIES, EQUIPMENT AND FACILITIES ENHANCEMENT

| Area | Description | Amount |
|--|--|----------|
| Dr Mel Malan, Anaesthetic Department, TH | Videolarynoscope | \$10,803 |
| J Richardson, Aged Care & Rehabilitation Unit, TH | Assorted craft and activity items | \$1,328 |
| Maria Webb, Occupational Therapy, TH | Bike rack for staff of Cossart House | \$568 |
| Dr Sheree Conroy, Medical Educational Unit, TH | 3 Anatomical Models | \$4,083 |
| Jackie Wright, Living Skills Library, Baillie Henderson Hospital | Humidifier | \$399 |
| Bernie Mullins, Auxillary Services, Baillie Henderson Hospital | TV & DVD Player for staff training | \$849 |
| Brendan Lunney, Catering Services, TH | 2 Gazebos, 2 BBQ and gas bottles | \$2,863 |
| Jamie Spencer, TH | 2 Compaq PC's & installation for staff Dining Room, TH | \$5,803 |
| Debra McKenzie, Dental Clinic, TH | Frasaco Head | \$9,436 |
| Palliative Care Outreach Service | Lightweight Wheelchair | \$350 |
| ATODS, Toowoomba Hospital | Microwave | \$90 |
| Sharlee Bennett, DSSU, Toowoomba Hospital | Foetal Doppler | \$730 |
| Brett Mendezona, Surgical Dept, Toowoomba Hospital | Furnishings for waiting rooms Orthopaedic Ward, Toowoomba Hospital | \$3,078 |
| Judy March, Executive Director Nursing & Midwifery Services | Global Centre for Nursing Executives | \$24,900 |

GRANTS – SCHOLARSHIPS

| Recipient | Description | Amount |
|--|---|---------|
| Lynette Weh, Emergency Department, TH | Postgraduate Certificate in Advanced Practice, Rural & Remote Nursing | \$2,662 |
| Jamie Wann, Acute Mental Health Unit, TH | Master of Nursing | \$5,000 |
| Janine Russell-Allston, Emergency Department, TH | Masters of Nursing Science | \$3,650 |
| Alice Kupara, Public Health, TH | Masters of Health Practice in Sexual Health | \$5,000 |
| Irene Scott, Critical Care Unit, TH | Post Graduate Certificate in Intensive Care Nursing | \$3,744 |
| Sondra Ford, Emergency Department, TH | Post Graduate Studies Masters of Clinical Leadership | \$5,000 |
| Julie Westaway, HACC, TH | Post Graduate Studies Masters Nurse Practitioner | \$2,260 |
| Nina Stockwell, Critical Care Unit, TH | Graduate Certificate in Critical Care Nursing | \$5,000 |
| Karen Gordon, Critical Care Unit, TH | Graduate Certificate in Clinical Management | \$5,000 |

GRANTS – HEALTH & MEDICAL RESEARCH

Funded by Pureland Learning College Annual Donation



Ms Kimberley Curr - \$7,506.32

"The Effectiveness of a Foster Group Parenting Program".

Master Chin Kung and the Venerables of the Pure Land Learning College generously donate \$120,000 each year to the Foundation for health education and medical research. Applications are called for from the Toowoomba District Health Service staff and once approved by the Hospital Research & Ethics Committee (HREC), a sub-committee of representatives from the Community, Health Service, University and Foundation oversee the selection process & make recommendations to the THF Board of Directors for distribution of funds for the research projects. The recipients of the past years funding and the titles of their research are listed below.

Ms Rachel Tosh - \$49,846.00

"Comparative Analysis of Parent Perceptions of the Efficacy of Group, Individual & Home Based Speech Pathology Interventions for 3 & 4 Year Olds.."

Ms Linda Furness - \$5,000.00

"Use of Videoconferencing for Student Tutorials."

Dr John Hooper - \$49,140.00

"HIV in SW Queensland Amongst Men who have Sex with Men."

SPECIAL DONATIONS/FUNDING OF PROJECTS & PROGRAMS

Special Care Nursery 30th Anniversary Reunion - \$1,500

Providing funds for a reunion of Special Care Nursery staff.



Incentive Scheme for Private Patients to attend Toowoomba Hospital - \$2,000.00

The Foundation committed \$2,000 to this project by way of providing complimentary parking and coffee vouchers to attract private patients to undertake their treatment at the Toowoomba Hospital.

University of Southern Queensland Rural Nurses Clinical Placement Bursary - \$50,000

The Rural Nurses Clinical Placement program conducted by the USQ places nurses in various rural & remote hospitals throughout Queensland and the Bursary allows eligible student nurses to apply for funds to offset costs with their clinical training.

TULIP Project - \$100,000

TULIP is a new joint project between USQ and Toowoomba Hospital to increase the quality and quantity of nursing student clinical placements by changes to the clinical learning environment. Nurse Unit Managers and Staff at the Toowoomba Hospital are encouraged to become involved in enhancing the learning environment within their unit and also to become preceptors.



Child Protection Week - \$1,165.00

Providing badges and brochures for the Child Protection Unit, TH to promote Child Protection Week in the Community.

Health Week, Darling Downs Health Service District - \$1,150

Providing support for a number of activities promoting Queensland Health Week to the health service staff across the District.

Josh Arnold CD – Fundraiser for Toowoomba Hospital Children's Appeal - \$2,000

Recording of a CD involving local schools/schoolchildren – funds from the sale of the CD will go towards the Toowoomba Hospital Children's Appeal.

Toowoomba Hospital Campus – Parking space for 20 cars - \$12,000

The establishment of a new 20 space car park on campus.



Toowoomba Hospital Regional Cancer Centre Refurbishment - \$111,500

Contribution towards the \$9.55 million redevelopment of the Toowoomba Regional Cancer Centre.

(National Association for the Prevention of Child Abuse and Neglect) NAPCAN Love Bites Program 2012 - \$5,000

The Love Bites Program runs within the local school community – it is an award winning early intervention program that focuses on educating young people about domestic and family violence and sexual assault.

Refurbishment of BHHS staff Training Rooms - \$150,000.00

Contribution towards the refurbishment of staff training rooms at Baillie Henderson Hospital.

THANK YOU

A heart felt **THANK YOU** to the generous community of Toowoomba & the Darling Downs, who make it possible for the Foundation to achieve our Aims & Mission. The Foundation continues to receive outstanding support, bequests and donations, which enable us to provide equipment, staff development and resources for the Toowoomba Hospital & health services of the region.

DONORS 2011 – 2012

A. Carrie
A.J & A Lines
Anne Smith
B & J Deane – Deane's Roses
B. Hill
Bramptons
Buffalo Lodge Australia Tmba
C. Pratt
City Golf Club
City Golf Club - Ladies
Centrelink
Cessna 200 Series Association
Clubs Queensland
Commonwealth Bank Australia
David Mander
Debra & Craig Ballard
Dr Craig Russell
Ergon Energy
F. Frakes
F & T Gierke
Focal Point Photos
G. Cummings
G. J Buhse
Garry Franklin
Grand Ideas
H & A Machinery
Hair with Soul
Highfields Spinners & Craft Group

J. Brown
J. McGovern
J. M. Pearce Architects
J. Williams
Jandowae Golf Club
K. Malonley
L. Colley
Laidley Charity Golf Day
Lockyer Race Club Inc
Loretta Male
Lynne Goodwin
M. Mallett
Max Employment
Magar Pty Ltd
Maui Thai Events
Melissa Kelly
Middle Ridge School
Millmerran Golf Club
Mr & Mrs Bell
Mulgowie Cricket Club Inc
Oakey Golf Club - Ladies
Oil Patch Charity Golf Day
Outlook Eye Centre
P. Penfold
Pam Hammond
Pat Murphy
Patsy Quinn
Peter O'Callaghan

Peter Oldman
Pureland Learning College
QHA Hotel Care
R. Davis
R. McDonald
R. Murray
The Count Charitable Foundation
Rotary Club of Toowoomba East
Roy Dickinson
St Thomas More's School
S. Peitree
S. White
Salvation Army Toowoomba Corps
Southern Suburbs Junior Rugby
League Club
South West Qld Dealer Association
Susan Kennedy
Thompson Longhorn
Tim Whitbread
Toowoomba Mail Centre
Toowoomba Road Runners
V. Buchanan
V. Guy
W. Blacka
W & R Bradshaw
Woolworths

A special thank you to all other supporters of the Foundation many of who, by request, have not been listed.



WOOLWORTHS DO REALLY CARE FOR LOCAL KIDS

Woolworths has always supported the Children's Foundation (formerly Royal Children's Hospital Foundation) for many years. However, with a bit of convincing, Woolworths management focused on local hospitals around Christmas of 2011, with the 10 local stores in our region fundraising for the Toowoomba Hospital & children's health. A major raffle of a bright, red trailer full of groceries in each store realised a total of \$50,000 and when this was added to a pledged \$20,000 from the state-wide fund raising, Toowoomba Hospital benefited to the tune of \$70,000. It was such a huge success, that Woolworths have committed to doing the same promotion again for Christmas 2012.



4GR GIVE ME 5 FOR KIDS!



Now in its 6th year, this campaign was simply amazing in June 2012. 4GR's Breakfast hosts, Lee & Lizzie, set the bar at \$50,000 this year and in tough economic times, it was always going to be tough but the team & the community set an unprecedented record of raising over \$70,000 for Children's Health. Radio 4GR has been a major supporter and partner of the Toowoomba Hospital Foundation since our inception and we are totally indebted to their loyalty and support for our cause.





Renal Unit staff participating in Tropical Shirt Friday.



Donation to Children's Health from Infinity Solar delivered by Easter Bunny!



Presentation of donation from Highfields Pioneer Village Easter Festival.



Natalie Cook's visit to the Children's Ward.



Donation of Easter eggs to the Children's Ward from Anytime Fitness.



Donation received from Pittsworth & District Campdraft.



Donation from East Toowoomba Rotary Club Charity Golf Day.

Toowoomba Hospital Foundation
ANNUAL FINANCIAL STATEMENTS

Connecting with our Community...

**TOOWOOMBA HOSPITAL FOUNDATION
STATEMENT OF COMPREHENSIVE INCOME**

FOR THE YEAR ENDED 30 JUNE 2012

| | Notes | 2012 \$ | 2011 \$ |
|--|-------|------------------|------------------|
| INCOME FROM CONTINUING OPERATIONS | | | |
| REVENUE | | | |
| Bequests and donations | 2 | 310,976 | 350,657 |
| Functions, special events and other fundraising | 3 | 243,119 | 345,497 |
| Interest revenue | | 280,646 | 261,030 |
| Car parking | | 1,059,471 | 1,038,010 |
| Trust and other grants | | 7,708 | 10,000 |
| Other revenue | 4 | 188,151 | 138,333 |
| Total Revenue | | 2,090,071 | 2,143,527 |
| Total Income from Continuing Operations | | 2,090,071 | 2,143,527 |
| EXPENSES FROM CONTINUING OPERATIONS | | | |
| Employee expense | 5 | 310,422 | 268,873 |
| Fundraising expenses | | 135,481 | 138,533 |
| Car parking expenses | | 349,457 | 405,725 |
| Depreciation | | 36,810 | 12,130 |
| Grants paid | | 551,407 | 281,817 |
| Donations | | 246,611 | 299,898 |
| Other expenses | 6 | 164,208 | 83,037 |
| Total Expenses from Continuing Operations | | 1,794,396 | 1,490,013 |
| Operating Result from Continuing Operations | | 295,675 | 653,514 |
| Total Comprehensive Income | | 295,675 | 653,514 |

The accompanying notes form part of these statements.

TOOWOOMBA HOSPITAL FOUNDATION
STATEMENT OF FINANCIAL POSITION

AS AT 30 JUNE 2012

| | Notes | 2012 \$ | 2011 \$ |
|--------------------------------------|-------|------------------|------------------|
| CURRENT ASSETS | | | |
| Cash and cash equivalents | 7 | 4,891,778 | 4,880,998 |
| Receivables | 8 | 51,283 | 12,888 |
| Other current assets | 9 | 118,208 | 105,201 |
| Total Current Assets | | 5,061,269 | 4,999,087 |
| NON CURRENT ASSETS | | | |
| Plant and equipment | 10 | 477,101 | 141,365 |
| Total Non Current Assets | | 477,101 | 141,365 |
| TOTAL ASSETS | | 5,538,370 | 5,140,452 |
| CURRENT LIABILITIES | | | |
| Payables | 11 | 228,649 | 137,503 |
| Accrued employee benefits | 12 | 51,586 | 22,050 |
| Total Current Liabilities | | 280,235 | 159,553 |
| NON CURRENT LIABILITIES | | | |
| Accrued employee benefits | 12 | 9,160 | 27,599 |
| Total Non Current Liabilities | | 9,160 | 27,599 |
| TOTAL LIABILITIES | | 289,395 | 187,152 |
| NET ASSETS | | 5,248,975 | 4,953,300 |
| EQUITY | | | |
| Accumulated surplus | | 5,248,975 | 4,941,560 |
| Asset revaluation surplus | | - | 11,740 |
| TOTAL EQUITY | | 5,248,975 | 4,953,300 |

The accompanying notes form part of these statements.

TOOWOOMBA HOSPITAL FOUNDATION
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2012

| | Accumulated Surplus | Asset Revaluation Surplus | Total |
|--|------------------------|---------------------------------|------------------|
| | \$ | \$ | \$ |
| Balance as at 1 July 2010 | 4,288,046 | 11,740 | 4,299,786 |
| Operating result from continuing operations | 653,514 | - | 653,514 |
| | <hr/> | | |
| Balance as at 30 June 2011 | 4,941,560 | 11,740 | 4,953,300 |
| | <hr/> | | |
| Balance as at 1 July 2011 | 4,941,560 | 11,740 | 4,953,300 |
| Operating result from continuing operations | 295,675 | - | 295,675 |
| Increase/(decrease) in asset revaluation surplus | 11,740 | (11,740) | - |
| | <hr/> | | |
| Balance as at 30 June 2012 | 5,248,975 | - | 5,248,975 |

The accompanying notes form part of these statements.

TOOWOOMBA HOSPITAL FOUNDATION
STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 JUNE 2012

| | Notes | 2012 | 2011 |
|--|-----------|------------------|------------------|
| | | \$ | \$ |
| Cash flows from operating activities | | | |
| <i>Inflows:</i> | | | |
| Receipts from customers | | 1,784,629 | 2,001,754 |
| Interest received | | 287,893 | 214,061 |
| GST input tax credits from ATO | | 83,050 | 44,281 |
| GST collected from customers | | 118,983 | 119,497 |
| <i>Outflows:</i> | | | |
| Supplies and services | | (1,359,577) | (1,317,244) |
| Employee expenses | | (302,190) | (258,676) |
| GST remitted to ATO | | (116,457) | (119,738) |
| GST paid to suppliers | | (111,450) | (46,304) |
| Net Cash Provided by/(used in) Operating Activities | 14 | 384,881 | 637,631 |
| Sales of property, plant and equipment | | 12,728 | - |
| Payments for property, plant and equipment | | (386,829) | (5,308) |
| Net Cash Provided by/(used in) Investing Activities | | (374,101) | (5,308) |
| Net increase/(decrease) in cash held | | 10,780 | 632,323 |
| Cash and cash equivalents at beginning of financial year | | 4,880,998 | 4,248,675 |
| Cash and cash equivalents at end of financial year | 7 | 4,891,778 | 4,880,998 |

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 2012

| | |
|----------|---|
| Note 1: | Summary of Significant Accounting Policies |
| Note 2: | Bequests and Donations |
| Note 3: | Functions, Special Events and Other Fundraising |
| Note 4: | Other Revenue |
| Note 5: | Employee Expenses |
| Note 6: | Other Expenses |
| Note 7: | Cash and Cash Equivalents |
| Note 8: | Receivables |
| Note 9: | Other Current Assets |
| Note 10: | Plant and Equipment |
| Note 11: | Payables |
| Note 12: | Accrued Employee Benefits |
| Note 13: | Key Executive Management Personnel and Remuneration |
| Note 14: | Reconciliation of Operating Surplus to Net Cash from Operating Activities |
| Note 15: | Contingencies |
| Note 16: | Commitments for Expenditure |
| Note 17: | Financial Instruments |

TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

OBJECTIVES AND PRINCIPAL ACTIVITIES OF THE FOUNDATION

The objective of the Toowoomba Hospital Foundation is to support and promote the services of the Toowoomba Hospital and other hospitals and health services in the Darling Downs Health Service District.

The principal activity of the Foundation during the financial year was providing funding and resources for the support of the Toowoomba and Darling Downs Health Service District.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(a) Statement of Compliance and Basis of Preparation

The Toowoomba Hospital Foundation has prepared these financial statements in compliance with section 43 of the *Financial and Performance Management Standard 2009*.

These financial statements are general purpose financial statements, and have been prepared on an accrual basis in accordance with Australian Accounting Standards and Interpretations. In addition, the financial statements comply with Treasury's Minimum Reporting Requirements for the year ending 30 June 2011, and other authoritative pronouncements.

With respect to compliance with Australian Accounting Standards and Interpretations, the Toowoomba Hospital Foundation has applied those requirements applicable to not-for-profit entities, as the Toowoomba Hospital Foundation is a not-for-profit statutory body within the meaning given in the *Financial Accountability Act 2009*.

Except where stated, the historical cost convention is used.

(b) Leases

The Car Park located at the Toowoomba Hospital is leased from Queensland Health. The current lease is a 15 year term commencing on 1 January 2001 to 31 December 2015. The rent payable is \$1.00 (GST-inclusive) per annum. The Foundation has the option to renew the lease for 15 years after the expiration of the current lease.

(c) Revenue

Revenue from fundraising activities, special events and functions 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.

Revenue from services rendered is recognised and sale of goods are recognised as other revenue when the revenue has been earned. Interest revenue is recognised on an accruals basis at the interest rate applicable to the financial assets.

Amounts donated can be recognised as revenue only when the Foundation gains control, economic benefits are probable and the amounts can be measured, therefore donations are recognised as revenue when they are recorded in the books and accounts of the entity.

TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

(d) Cash and Cash Equivalents

For the purposes of the Statement of Financial Position and the Statement of Cash Flows, cash assets include all cash and cheques receipted but not banked at 30 June as well as deposits at call with financial institutions. It also includes term deposits with short periods to maturity (three months or less from date of acquisition) that are readily convertible to cash on hand at the Toowoomba Hospital Foundation's or issuer's option and that are subject to an insignificant risk of changes in value.

(e) Receivables

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

The collectability of receivables is assessed periodically with provision being made for impairment. No provision has been made and no bad debts were written-off as at 30 June.

(f) Plant & Equipment

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.

Plant and equipment is measured at cost in accordance with Treasury's *Non-Current Asset Policies*.

Items of plant and equipment with a cost or other value equal to or in excess of \$5,000 are recognised for financial reporting purposes in the year of acquisition.

Items with a lesser value are expensed in the year of acquisition.

Depreciation of Plant and Equipment

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

The depreciable amount of improvements to or on leasehold land is allocated progressively over the estimated useful lives of the improvements or the unexpired period of the lease, whichever is the shorter. The unexpired period of a lease includes any option period where exercise of the option is probable.

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

| Class | Rate % |
|------------------------|---------------|
| Plant and equipment: | |
| Motor vehicles | 25 - 33.3 |
| Leasehold improvements | 2 - 20 |
| Other equipment | 10 - 20 |

TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

(f) Plant & Equipment (cont'd)

Impairment of Non-Current Assets

All non-current physical assets are assessed for indicators of impairment on an annual basis. If an indicator of possible impairment exists, the Foundation determines the asset's recoverable amount. Any amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss. An impairment loss is recognised immediately in the Statement of Comprehensive Income.

(g) Services Received Free of Charge or for Nominal Value

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.

(h) Payables

Trade creditors 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.

(i) Employee Benefits

Salaries, wages, employer superannuation contributions, annual leave levies and long service leave levies are regarded as employee benefits.

Payroll tax and workers' compensation insurance are a consequence of employing employees, but are not counted in an employee's total remuneration package. They are not employee benefits and are recognised separately as employee related expenses.

Wages, Salaries and Sick Leave

Wages and salaries due but unpaid at reporting date are recognised in the Statement of Financial Position at the current salary rates.

For unpaid entitlements expected to be paid within 12 months, the liabilities are recognised at their undiscounted values.

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.

Annual Leave and Long Service Leave

Provision is made for the Foundation's liability for annual and long service leave arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled.

TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

(i) Employee Benefits (cont'd)

Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. Those cashflows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cashflows.

Superannuation

Employer superannuation contributions due but unpaid at reporting date are recognised in the Statement of Financial Position at the current superannuation rate.

Key executive management personnel and remuneration

Key executive management personnel and remuneration disclosures are made in accordance with section 5 of the *Financial Reporting Requirements for Queensland Government Agencies* issued by Queensland Treasury.

The Key executive management personnel and remuneration are disclosed in Note 13.

Remuneration of Board Members

No Board Member received or was entitled to receive any fees or other benefits during the year.

(j) Taxation

The Foundation is a charitable institution exempt from Income Tax.

The Foundation has been endorsed by the Commissioner of Taxation as an income tax exempt charity pursuant under Subdivision 50-B of the Income Tax Assessment Act 1997. The Foundation is exempted from Fringe Benefits Tax under section 123D of the Fringe Benefits Tax Assessment Act 1986.

(k) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax 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. Receivables and payables in the statement of financial position are shown inclusive of GST.

TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

(l) Accounting Estimates and Judgements

The preparation of financial statements necessarily requires the determination and use of certain critical accounting estimates, assumptions, and management judgements that have that potential to cause a material adjustment to the carrying amounts of assets and liabilities within the next financial year. Such estimates, judgements and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in future periods as relevant.

Estimates and assumptions that have a potential significant effect are outlined in the following financial statement note:

Plant & equipment – note 10
Accrued employee benefits – note 12

(m) Rounding and Comparatives

Amounts included in the financial statements are in Australian dollars and have been rounded to the nearest \$1 unless disclosure of the full amount is specifically required.

Comparative information has been restated where necessary to be consistent with disclosures in the current reporting period.

(n) Issuance of Financial Statements

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

(o) Financial Instruments

Recognition

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

Classification

Financial instruments are classified and measured as follows:

- Cash and cash equivalents - held at fair value through profit or loss
- Receivables - held at amortised cost
- Payables - held at amortised cost

The Foundation does not enter into transactions for speculative purposes, or for hedging. Apart from cash and cash equivalents, the Foundation holds no financial assets classified at fair value through profit or loss.

All other disclosures relating to the measurement and financial risk management of financial instruments held by the Foundation are included in Note 15.

TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

(p) New and Revised Accounting Standards

The Foundation did not voluntarily change any of its accounting policies during 2011-12. Australian accounting standard changes applicable for the first time for 2011-12 have had minimal effect on the Foundation's financial statements, as explained below.

- *AASB 1054 Australian Additional Disclosures* became effective from reporting periods beginning on or after 1 July 2011. Given the Foundation's previous disclosure practices, AASB 1054 had minimal impact on the Foundation. One of the footnotes to note 6 other expenses, regarding audit fees, has been slightly amended to identify the Foundation's auditor and clarify the nature of the work performed by the auditor.

The Foundation is not permitted to early adopt a new or amended accounting standard ahead of the specified commencement date unless approval is obtained from the Treasury Department. Consequently, the Foundation has not applied any Australian accounting standards and interpretations that have been issued but are not yet effective. The Foundation applies standards and interpretations in accordance with their respective commencement dates.

At the date of authorisation of the financial report, the expected impacts of new or amended Australian accounting standards with future commencement dates are as set out below.

- *AASB 9: Financial Instruments* and *AASB 2010-7: Amendments to Australian Accounting Standards arising from AASB 9* [AASB 1, 3, 4, 5, 7, 101, 102, 108, 112, 118, 120, 121, 127, 128, 131, 132, 136, 137, 139, 1023 & 1038 and Interpretations 2, 5, 10, 12, 19 & 127] (applicable for annual reporting periods commencing on or after 1 January 2013).

The main impacts of these standards for the Foundation are that they will change the requirements for the classification, measurement and disclosures associated with financial assets. Under the new requirements, financial assets will be more simply classified according to whether they are measured at amortised cost or fair value. Pursuant to AASB 9, financial assets can only be measured at amortised cost if two conditions are met. One of these conditions is that the asset must be held within a business model whose objective is to hold assets in order to collect contractual cash flows. The other condition is that the contractual terms of the asset give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

All the Foundation's financial assets are held at fair value.

- *AASB 119 Employee Benefits*: A revised version of AASB 119 Employee Benefits applies from reporting periods beginning on or after 1 January 2013. The revised AASB 119 is generally to be applied retrospectively. The only implications for the Foundation are that the revised standard clarifies the concept of "termination benefits", and the recognition criteria for liabilities for termination benefits will be different. If termination benefits meet the timeframe criterion for "short-term employee benefits", they will be measured according to the AASB 119 requirements for "short-term employee benefits". Otherwise, termination benefits will need to be measured according to the AASB 119 requirements for "other long-term employee benefits". Under the revised standard, the recognition and measurement of employer obligations for "other long-term employee benefits" will need to be accounted for according to most of the requirements for defined benefit plans.

TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

(p) New and Revised Accounting Standards (cont'd)

- AASB 1053 Application of Tiers of Australian Accounting Standards apply to reporting periods beginning on or after 1 July 2013.

AASB 1053 establishes a differential reporting framework for those entities that prepare general purpose financial statements, consisting of two tiers of reporting requirements – Australian Accounting Standards (commonly referred to as "tier 1"), and Australian Accounting Standards – Reduced Disclosure Requirements (commonly referred to as "tier 2").

Tier 1 requirements comprise the full range of AASB recognition, measurement, presentation and disclosure requirements that are currently applicable to reporting entities in Australia. The only difference between the tier 1 and tier 2 requirements is that tier 2 requires fewer disclosures than tier 1.

The Foundation will continue to apply tier 1 reporting requirements.

Pursuant to AASB 1053, public sector entities like the Toowoomba Hospital Foundation may adopt tier 2 requirements for their general purpose financial statements. However, AASB 1053 acknowledges the power of a regulator to require application of the tier 1 requirements.

All other Australian accounting standards and interpretations with future commencement dates are either not applicable to the Foundation's activities, or have no material impact on the Foundation.

| | 2012 \$ | 2011 \$ |
|---|----------------|----------------|
| 2. BEQUESTS AND DONATIONS | | |
| Donations | 310,976 | 169,767 |
| Bequests | - | 180,890 |
| Total | 310,976 | 350,657 |
| 3. FUNCTIONS, SPECIAL EVENTS AND OTHER FUNDRAISING | | |
| Functions and fundraising | 243,119 | 345,497 |
| Total | 243,119 | 345,497 |

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

FOR THE YEAR ENDED 30 JUNE 2012

| | 2012 \$ | 2011 \$ |
|---|----------------|----------------|
| 4. OTHER REVENUE | | |
| Cafeteria lease income | 45,833 | 50,000 |
| Cafeteria commission income | 61,446 | 67,089 |
| Conference registration income | 43,985 | - |
| Vending machine income | 13,987 | 17,698 |
| Sponsorship | 18,641 | - |
| Other revenue | 4,259 | 3,546 |
| Total | 188,151 | 138,333 |
| 5. EMPLOYEE EXPENSES | | |
| Salaries and wages | 275,359 | 238,328 |
| Superannuation expense | 33,063 | 28,995 |
| WorkCover expenses | 2,000 | 1,550 |
| Total | 310,422 | 268,873 |
| 6. OTHER EXPENSES | | |
| Conference and workshop expenses | 39,221 | 20,180 |
| Minor equipment purchases | 15,097 | - |
| Expenses in relation to grants received | 20,746 | 20,203 |
| Loss on disposal of plant and equipment | 1,555 | - |
| Promotional items | 9,461 | 5,534 |
| Other expenses | 78,138 | 37,120 |
| Total | 164,208 | 83,037 |

Auditor Remuneration

Total audit fees paid to the Queensland Audit Office relating to the 2011-12 financial statements are estimated to be \$4,900 (2011: \$4,900). There are no non-audit related services included in this amount.

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

FOR THE YEAR ENDED 30 JUNE 2012

| | 2012 \$ | 2011 \$ |
|-------------------------------------|------------------|------------------|
| 7. CASH AND CASH EQUIVALENTS | | |
| Cash on hand | 6,240 | 950 |
| At call deposits | 35,538 | 80,048 |
| Fixed term deposits | 4,850,000 | 4,800,000 |
| Total | 4,891,778 | 4,880,998 |

| | | |
|-------------------------|---------------|---------------|
| 8. RECEIVABLES | | |
| Trade and other debtors | 32,195 | 12,888 |
| GST receivable | 19,088 | - |
| Total | 51,283 | 12,888 |

| | | |
|--------------------------------|----------------|----------------|
| 9. OTHER CURRENT ASSETS | | |
| Prepayments | 1,899 | 1,048 |
| Accrued other revenue | 19,403 | - |
| Accrued interest | 96,906 | 104,153 |
| Total | 118,208 | 105,201 |

| | | |
|----------------------------------|----------------|----------------|
| 10. PLANT & EQUIPMENT | | |
| At Cost | 537,725 | 207,274 |
| Less: Depreciation | (60,624) | (65,909) |
| Total | 477,101 | 141,365 |

| | Plant & Equipment | | Total | |
|---------------------------|------------------------------|----------------|----------------|----------------|
| | 2012 \$ | 2011 \$ | 2012 \$ | 2011 \$ |
| Carrying amount at 1 July | 141,365 | 148,187 | 141,365 | 148,187 |
| Acquisitions | 386,829 | 5,308 | 386,829 | 5,308 |
| Depreciation | (36,810) | (12,130) | (36,810) | (12,130) |
| Disposals | (14,283) | - | (14,283) | - |
| Total | 477,101 | 141,365 | 477,101 | 141,365 |

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

FOR THE YEAR ENDED 30 JUNE 2012

| | 2012 \$ | 2011 \$ |
|--------------------------------------|----------------|----------------|
| 11. PAYABLES | | |
| Trade and other creditors | 225,681 | 117,797 |
| GST liability | - | 16,832 |
| PAYG withholding payable | 2,658 | 2,874 |
| Accrued expenses | 310 | - |
| Total | 228,649 | 137,503 |
| 12. ACCRUED EMPLOYEE BENEFITS | | |
| Current | | |
| Annual leave | 39,225 | 22,050 |
| Long service leave | 12,361 | - |
| Total | 51,586 | 22,050 |
| Non Current | | |
| Long service leave | 9,160 | 27,599 |
| Total | 9,160 | 27,599 |
| Number of employees at year end | 4 | 4 |

13. KEY EXECUTIVE MANAGEMENT PERSONNEL AND REMUNERATION

a) Key Executive Management Personnel

The following details for key executive management personnel include those positions that had authority and responsibility for planning, directing and controlling the activities of the Toowoomba Hospital Foundation during 2011-12.

| Position | Responsibilities | Current Incumbents | |
|-------------------------|---|---|--|
| | | Contract classification and appointment authority | Date appointed to position (Date resigned from position) |
| Chief Executive Officer | <ul style="list-style-type: none"> strategic planning operational planning human resource management business development | CEO Public Services Act 2008 | 26-Jan-91 |

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

FOR THE YEAR ENDED 30 JUNE 2012

b) Remuneration

Remuneration for all employees of the Toowoomba Hospital Foundation is by individual agreement. The remuneration and other terms of employment for the key executive management personnel are specified in employment contracts.

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

- Short term employee benefits which include:
 - Base - consisting of base salary, allowances and leave entitlements paid and provided for the entire year or for that part of the year during which the employee occupied the specified position. Amounts disclosed equal the amount expensed in the Statement of Comprehensive Income.
 - Non-monetary benefits – consisting of fringe benefits tax applicable to the benefit.
- Long term employee benefits include long service leave accrued.
- Post employment benefits include superannuation contributions.
- Redundancy payments are not provided for within individual contracts of employment. Contracts of employment provide only for notice periods or payment in lieu of notice on termination, regardless of the reason for termination.
- No performance bonuses are currently part of any employment agreements.

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

1 July 2011 – 30 June 2012

| Position (date resigned if applicable) | Short Term Employee Benefits | | Long Term Employee Benefits | Post Employment Benefits | Termination Benefits | Total Remuneration |
|---|------------------------------|------------------------------|-----------------------------|--------------------------|----------------------|--------------------|
| | Base \$'000 | Non-Monetary Benefits \$'000 | \$'000 | \$'000 | \$'000 | \$'000 |
| Chief Executive Officer | 104 | 12 | 3 | 13 | - | 132 |

1 July 2010 – 30 June 2011

| Position (date resigned if applicable) | Short Term Employee Benefits | | Long Term Employee Benefits | Post Employment Benefits | Termination Benefits | Total Remuneration |
|---|------------------------------|------------------------------|-----------------------------|--------------------------|----------------------|--------------------|
| | Base \$'000 | Non-Monetary Benefits \$'000 | \$'000 | \$'000 | \$'000 | \$'000 |
| Chief Executive Officer | 97 | 6 | 3 | 12 | - | 118 |

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

FOR THE YEAR ENDED 30 JUNE 2012

**14. RECONCILIATION OF OPERATING SURPLUS TO
NET CASH FROM OPERATING ACTIVITIES**

| | 2012 \$ | 2011 \$ |
|---|----------------|----------------|
| Operating surplus/(deficit) | 295,675 | 653,514 |
| <i>Non Cash Flows in Surplus/(Deficit) from Operations</i> | | |
| Depreciation expense | 36,810 | 12,130 |
| Loss on sale of plant and equipment | 1,555 | - |
| <i>Changes in Assets and Liabilities</i> | | |
| Decrease/(Increase) in receivables | (38,394) | (48,739) |
| Decrease/(Increase) in other current assets | (13,007) | (90) |
| Increase/(Decrease) in payables | 91,144 | 12,689 |
| Increase/(Decrease) in employee benefits | 11,098 | 8,127 |
| Net Cash Provided from Operating Activities | 384,881 | 637,631 |

15. CONTINGENCIES

There were no contingent liabilities of any significance at balance date (2011:\$NIL).

16. COMMITMENTS FOR EXPENDITURE

There were no commitments of any significance at balance date (2011:\$NIL).

TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

17. FINANCIAL INSTRUMENTS

(a) Categorisation of financial instruments

The Foundation has the following categories of financial assets and financial liabilities:

| Category | Note | 2012 \$ | 2011 \$ |
|------------------------------|------|------------------|------------------|
| Financial Assets | | | |
| Cash and cash equivalents | 7 | 4,891,778 | 4,880,998 |
| Receivables | 8 | 51,283 | 12,888 |
| Total | | 4,943,061 | 4,893,886 |
| Financial Liabilities | | | |
| Payables | 11 | 228,649 | 137,503 |
| Total | | 228,649 | 137,503 |

(b) Financial risk management

The Toowoomba Hospital Foundation's activities expose it to a variety of financial risks - credit risk, liquidity risk, market risk and interest rate risk.

Financial risk management is implemented pursuant to the Toowoomba Hospital Foundation's policy. These policies focus on the unpredictability of financial markets and seek to minimise potential adverse effects on the financial performance of the Foundation.

All financial risk is managed by the Finance and Risk Committee under policies approved by the Board.

The Toowoomba Hospital Foundation measures risk exposure using a variety of methods as follows;

| Risk Exposure | Measurement method |
|----------------|------------------------------------|
| Credit risk | Ageing analysis |
| Liquidity risk | Sensitivity analysis |
| Market risk | Interest rate sensitivity analysis |

(c) Credit risk exposure

Credit risk exposure refers to the situation where the Foundation may incur financial loss as a result of another party to a financial instrument failing to discharge their obligation.

The maximum exposure to credit risk at balance date in relation to each class of recognised financial assets is the gross carrying amount of those assets inclusive of any allowance for impairment.

TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

17. FINANCIAL INSTRUMENTS (CONTINUED)

Financial Assets

The carrying amount of receivables represents the maximum exposure to credit risk.

No collateral is held as security and no credit enhancements relate to financial assets held by the Foundation.

The Foundation manages credit risk through the use of a credit management strategy.

No financial assets and financial liabilities have been offset and presented net in the Statement of Financial Position.

The method for calculating any provision for impairment is based on past experience and current and expected changes in economic conditions.

No provision has been made in the current financial year.

No financial assets have had their terms renegotiated so as to prevent them from being past due or impaired, and are stated at the carrying amounts as indicated.

No receivables are past due, but not impaired.

(d) Liquidity risk

Liquidity risk refers to the situation where the Foundation may encounter difficulty in meeting obligations associated with financial liabilities that are settled by delivering cash or another financial asset.

The Foundation is exposed to liquidity risk in respect of its payables. The Foundation manages liquidity risk through the use of a liquidity management strategy. This strategy aims to reduce the exposure to liquidity risk by ensuring the Foundation has sufficient funds available to meet employee and supplier obligations as they fall due.

This is achieved by ensuring that minimum levels of cash are held within the various bank accounts so as to match the expected duration of the various employee and supplier liabilities.

The following table sets out the liquidity risk of financial liabilities held by the Foundation. It represents the contractual maturity of financial liabilities, calculated based on undiscounted cash flows relating to the liabilities at reporting date.

| Category | Note | 2012 Payable in | | | Total |
|------------------------------|------|-----------------|-----------|-----------|----------------|
| | | < 1 year | 1-5 years | > 5 years | |
| | | \$ | \$ | \$ | \$ |
| Financial Liabilities | | | | | |
| Payables | 11 | 228,649 | - | - | 228,649 |
| | | <u>228,649</u> | <u>-</u> | <u>-</u> | <u>228,649</u> |

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

FOR THE YEAR ENDED 30 JUNE 2012

17. FINANCIAL INSTRUMENTS (CONTINUED)

(d) Liquidity risk (cont)

| Category | Note | 2011 Payable in | | | Total |
|------------------------------|------|-----------------|-----------|-----------|----------------|
| | | < 1 year | 1-5 years | > 5 years | |
| | | \$ | \$ | \$ | |
| Financial Liabilities | | | | | |
| Payables | 11 | 137,503 | - | - | 137,503 |
| | | <u>137,503</u> | <u>-</u> | <u>-</u> | <u>137,503</u> |

(e) Market risk

The Foundation does not trade in foreign currency and is not materially exposed to commodity price changes.

The Foundation is exposed to interest rate risk through cash deposited in interest bearing accounts.

The Foundation does not undertake any hedging in relation to interest risk and manages its risk as per the liquidity risk management strategy.

(f) Interest rate sensitivity analysis

The following interest rate sensitivity analysis depicts the outcome on profit or loss if interest rates would change by +/- 1% from the year-end rates applicable to the Foundation's financial assets.

| Financial Instruments | Carrying Amount | 2012 Interest rate risk | | | |
|---|-----------------|-------------------------|----------|--------|--------|
| | | - 1% | | + 1% | |
| | | Profit | Equity | Profit | Equity |
| Fixed Term Deposits and Cash at Call Deposits | 4,891,778 | (48,918) | (48,918) | 48,918 | 48,918 |
| Potential Impact | | (48,918) | (48,918) | 48,918 | 48,918 |

| Financial Instruments | Carrying Amount | 2011 Interest rate risk | | | |
|---|-----------------|-------------------------|----------|--------|--------|
| | | - 1% | | + 1% | |
| | | Profit | Equity | Profit | Equity |
| Fixed Term Deposits and Cash at Call Deposits | 4,880,998 | (48,810) | (48,810) | 48,810 | 48,810 |
| Potential Impact | | (48,810) | (48,810) | 48,810 | 48,810 |

(g) Fair Value

With the exception of cash and cash equivalents, the Toowoomba Hospital Foundation does not recognise any financial assets or financial liabilities at fair value.

The fair value of trade receivables and payables is assumed to approximate the value of the original transactions, less allowance for impairment.

TOOWOOMBA HOSPITAL FOUNDATION

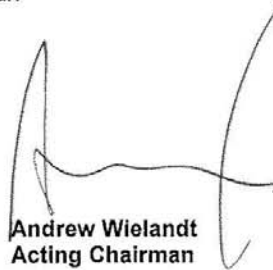
CERTIFICATE OF THE TOOWOOMBA HOSPITAL FOUNDATION

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

- (a) the prescribed requirements for establishing and keeping the accounts have been complied with in all material respects; and
- (b) the statements have been drawn up to present a true and fair view, in accordance with prescribed accounting standards, of the transactions of the Toowoomba Hospital Foundation for the financial year ended 30 June 2012, and of the financial position of the Toowoomba Hospital Foundation at the end of that year.



Peter Rookas
Chief Executive Officer



Andrew Wielandt
Acting Chairman

Dated this 29th day of August 2012

INDEPENDENT AUDITOR'S REPORT

To the Board of the Toowoomba Hospital Foundation

Report on the Financial Report

I have audited the accompanying financial report of the Toowoomba Hospital Foundation, which comprises the statement of financial position as at 30 June 2012, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and certificates given by the Acting Chairman and the Chief Executive Officer.

The Board's Responsibility 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 prescribed accounting requirements identified in the *Financial Accountability Act 2009* and the *Financial and Performance Management Standard 2009*, including compliance with Australian Accounting Standards. The Board's responsibility also includes 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.

Auditor's Responsibility

My responsibility is to express an opinion on the financial report based on the audit. The audit was conducted in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. Those standards require compliance with relevant ethical requirements relating to audit engagements and that the audit is planned and performed to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial report that gives a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control, other than in expressing an opinion on compliance with prescribed requirements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Board, as well as evaluating the overall presentation of the financial report including any mandatory financial reporting requirements approved by the Treasurer for application in Queensland.

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

Independence

The *Auditor-General Act 2009* promotes the independence of the Auditor-General and all authorised auditors. The Auditor-General is the auditor of all Queensland public sector entities and can be removed only by Parliament.

The Auditor-General may conduct an audit in any way considered appropriate and is not subject to direction by any person about the way in which audit powers are to be exercised. The Auditor-General has for the purposes of conducting an audit, access to all documents and property and can report to Parliament matters which in the Auditor-General's opinion are significant.

Opinion

In accordance with s.40 of the *Auditor-General Act 2009* –

- (a) I have received all the information and explanations which I have required; and
- (b) in my opinion –
 - (i) the prescribed requirements in relation to the establishment and keeping of accounts have been complied with in all material respects; and
 - (ii) the financial report presents a true and fair view, in accordance with the prescribed accounting standards, of the transactions of the Toowoomba Hospital Foundation for the financial year 1 July 2011 to 30 June 2012 and of the financial position as at the end of that year.

Other Matters - Electronic Presentation of the Audited Financial Report

This auditor's report relates to the financial report of the Toowoomba Hospital Foundation for the year ended 30 June 2012. Where the financial report is included on the Toowoomba Hospital Foundation's website the Board is responsible for the integrity of the Toowoomba Hospital Foundation's website and I have not been engaged to report on the integrity of the Toowoomba Hospital Foundation's website. The auditor's report refers only to the subject matter described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these statements or otherwise included with the financial report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.

These matters also relate to the presentation of the audited financial report in other electronic media including CD Rom.



P BRAHMAN CPA
(as Delegate of the Auditor-General of Queensland)



Queensland Audit Office
Brisbane

Toowoomba Hospital Foundation
CORPORATE GOVERNANCE

Connecting with our Community...

GLOSSARY

THCA (Toowoomba Hospital Children's Appeal)
THF (Toowoomba Hospital Foundation)
TH (Toowoomba Hospital)
THSD (Toowoomba Health Service District)

DDWMHSD (Darling Downs - West Moreton Health Service District)
USQ (University of Southern Queensland)
RDAF (Regional Development Australia Fund)

PUBLIC AVAILABILITY

An online version of this report and additional information is available on our website www.toowoombahospitalfoundation.org.au. This and previous reports can be found at the same website. For further information on this document or about Toowoomba Hospital Foundation contact:

Peter Rookas, Chief Executive Officer, Toowoomba Hospital Foundation, PO Box 7646, Toowoomba South Qld 4350.
Ph: 46166166 Fax: 46166177 Email: TBH-Foundation@health.qld.gov.au

The Queensland Government is committed to providing accessible services to Queenslanders from all culturally and linguistically diverse backgrounds. If you have difficulty in understanding the annual report, you can contact us on (07) 46166166 and we will arrange an interpreter to effectively communicate the report to you.

The Toowoomba Hospital Foundation thanks all our supporters and donors of the hospitals and health services in our region. Your privacy is important to us and as such, many individual donors have not been listed in our annual report.

©Toowoomba Hospital Foundation (State of Queensland) 2012

MANAGEMENT, STRUCTURE AND RISK MANAGEMENT

The Role of the Board

The Toowoomba Hospital Foundation is governed by a voluntary Board of Directors, appointed by the Governor in Council and drawn from the General, Business, Medical and University communities. The Board Directors give of their time & expertise freely and without remuneration. They are responsible for the overall strategic direction of the Foundation, overseeing the operation and establishment of policies and procedures.

The Board and management have the responsibility of ensuring that monies provided by donors, sponsors and the general public are effectively and efficiently managed. The Role of the Board includes and is not limited to:

- Maintaining high levels of accountability to stakeholders and external regulators
- Raising awareness of the Foundation to the community
- Providing assistance with strategic direction and developing policies, plans and budgets
- Assessing and approving applications for funding for equipment, education, research and support to the hospitals and health services
- Monitoring risk and ensuring there is effective risk management controls and reporting procedures
- Ensuring the Foundation acts legally, ethically, responsibly and transparently.

Board Directors attend monthly meetings and oversee the financial performance and corporate governance of the Foundation. A budget is prepared for acceptance at the commencement of each financial year. A comprehensive financial report is provided each month prior to meeting, for Directors to review the day to day business.

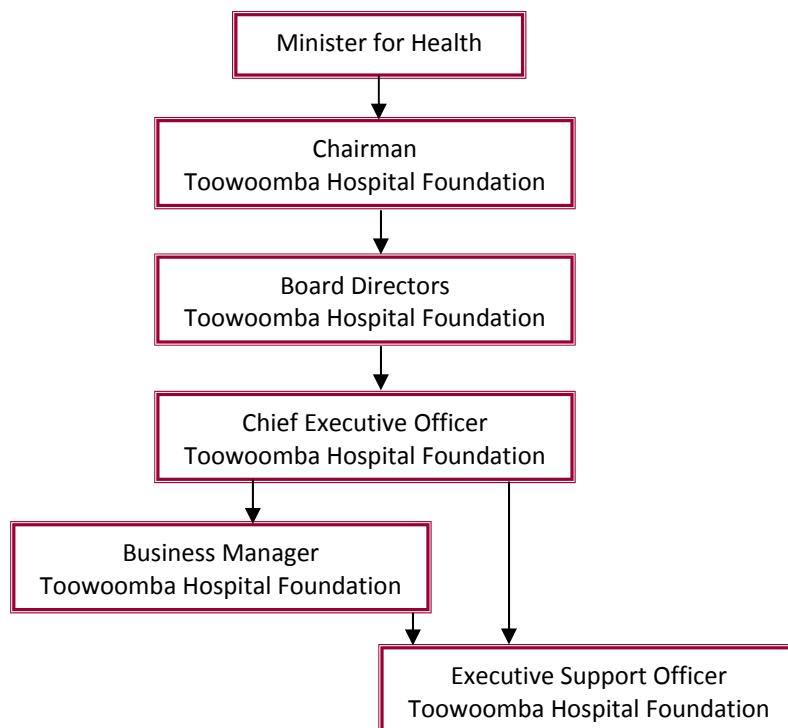
Directors assist staff in determining effective internal controls and oversee all contractual matters including the management and operation of the Toowoomba Hospital Car Park and Coffee Shop Cafeteria.

Applications for Funding are considered by the Directors at each monthly board meeting. A sub-committee of representatives from the community, health service, university and Foundation, oversee the selection process & distribution of funds for research initiatives for the year and with the CEO, the Board develops and oversees fundraising projects with an emphasis on raising the awareness of the needs of the hospital and health services programs.

To the best of the knowledge of the Board, during the course of the last financial year there have been no breaches of the Hospital Foundations Act 1982 or other legislation.

Organisational Structure

The structure of the Toowoomba Hospital Foundation is depicted as shown:



Executive Management

The day to day management of the Foundation is undertaken by the Chief Executive Officer & staff who ensure the effective implementation of strategies as approved by the Board of Directors. The Chief Executive Officer is responsible for providing a written report to the Board at each of the monthly meetings.

The Toowoomba Hospital Foundation held 11 Board Meetings during the 2011/12 financial year.

| Name | No. Attended | Name | No. Attended |
|------------------------|--------------|--------------------|--------------|
| Raymond Taylor - Chair | 9 | Brenda Tait | 8 |
| Andrew Wielandt | 10 | Dr Peter Bristow | 6 |
| Dr Ros Reilly | 11 | Lewis Rowling | 9 |
| Horst Brosi | 8 | Shayne Stenhouse | 6 |
| Jamie Spencer | 10 | Peter Sedl | 10 |
| Megan O'Hara Sullivan | 4 | Peter Rookas – CEO | 10 |

OPERATIONS

Information Systems and Record Keeping

The Toowoomba Hospital Foundation ensures that, under the Public Records Act 2002, all public records that have enduring value created by the Foundation are captured and maintained by our record keeping systems.

HUMAN RESOURCES

Workforce Planning, Attraction and Retention

The Toowoomba Hospital Foundation is an equal opportunity employer with people of all ages, genders and cultural backgrounds have equal opportunity for recruitment, promotion, remuneration and responsibilities.

The attraction of talented applicants to the Foundation is vital to ensuring to ongoing success and growth of the Foundation and to ensure that the aims and mission of the Foundation are achieved. Further studies/education opportunities are offered to Foundation staff on an annual basis.

The Foundation offers flexibility in work hours for staff to ensure a balance in work and family commitments. The Foundation's current staff are all long serving employees.

COMPLIANCE CHECKLIST – ANNUAL REPORT

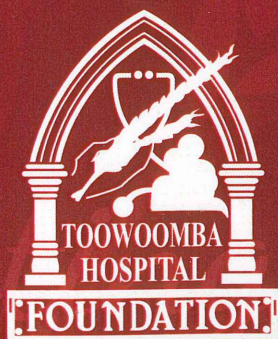
FA ACT *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2009*

ARRs *Annual Report Requirements for Queensland Government Agencies*

| Summary of requirement | | Basis for requirement | Annual report reference |
|---------------------------|---|---|----------------------------------|
| Accessibility | • Table of contents | ARRs – section 8.1 | 1 |
| | • Glossary | | 41 |
| | • Public availability | ARRs – section 8.2 | 41 |
| | • Interpreter service statement | <i>Queensland Government Language Services Policy</i> ARRs – section 8.3 | 41 |
| | • Copyright notice | <i>Copyright Act 1968</i> ARRs – section 8.4 | 41 |
| Letter of compliance | • A letter of compliance from the accountable officer or statutory body to the relevant Minister(s) | ARRs – section 9 | Sent independently |
| General Information | • Introductory Information | ARRs – section 10.1 | 1, 41 |
| | • Agency role and main functions | ARRs – section 10.2 | 41 |
| | • Operating environment | ARRs – section 10.3 | 41 |
| | • External scrutiny | ARRs – section 10.4 | 41 |
| | • Review of proposed forward operations | ARRs – section 10.6 | As per Strategic Plan on Website |
| Non-financial performance | • Government objectives for the community | ARRs – section 11.1 | 7 |

| Summary of requirement | | Basis for requirement | Annual report reference |
|---|--|---|----------------------------------|
| | • Other whole-of-government plans/specific initiatives | ARR's – section 11.2 | 7 |
| | • Agency objectives and performance indicators | ARRs – section 11.4 | As per Strategic Plan on Website |
| | • Agency service areas, service standards and other measures | ARRs – section 11.5 | As per Operational Plan |
| Financial performance | • Summary of financial performance | ARRs – section 12.1 | 6 |
| Governance – management and structure | • Organisational structure | ARRs – section 13.1 | 42 |
| | • Executive management | ARRs – section 13.2 | 42 |
| | • Boards and committees | ARRs – section 13.5 | 2 -4, 41 |
| Governance – risk management and accountability | • Risk management | ARRs – section 14.1 | 41 |
| | • Audit committee | ARRs – section 14.2 | 41 |
| | • Internal Audit | ARRs – section 14.3 | 41 |
| Governance – human resources | • Workforce planning, attraction and retention | ARRs – section 15.1 | 43 |
| Financial statements | • Certification of financial statements | FAA – section 62 FPMS – section 42, 43 and 50 ARRs – section 16.1 | 16-37 |
| | • Independent Auditors Report | FAA – section 62 FPMS – section 50 ARRs – section 16.2 | 38-39 |
| | • Remuneration disclosures | <i>Financial Reporting Requirements for Queensland Government Agencies</i> ARRs – section 16.3 | 31-32 |
| Disclosure of additional information | • Additional information to be reported online | ARRs – section 17 | N/A |



Toowoomba Hospital Foundation

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