

WISHLIST  
Sunshine Coast Health Foundation

2019-2020

ANNUAL  
REPORT



wishlist

SUNSHINE COAST HEALTH FOUNDATION

*There for you*



31<sup>st</sup> August 2020

The Honourable Steven Miles MP  
Deputy Premier, Minister for Health and Minister for Ambulance Services  
GPO Box 48  
BRISBANE QLD 4001

Dear Deputy Premier


I am pleased to submit for presentation to the Parliament the Annual Report 2019-20 and financial statements for the Sunshine Coast Health 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 can be found at Appendix 3 of this annual report.

Yours sincerely

  
Peter Boyce  
Chairman

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### Public availability

This report is available in paper form and online. To obtain a paper copy or copies, please forward your request to our office, details provided below. The online version of this report and previous years' annual reports can be found at <http://www.wishlist.org.au/AboutUs/AnnualReportStrategicPlan-143/>

### Information systems and recordkeeping compliance

Information systems, privacy policy and recordkeeping compliance are in accordance with Wishlist's Financial Management Practice Manual that references guidelines of the State of Queensland. Wishlist complies with the Queensland State Archives *General Retention and Disposal Schedule for Public Records*.

Further information on Wishlist's record keeping and storage of personal information is available at <http://www.wishlist.org.au/ContactUs/PrivacyPolicy-123/>.

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## About Wishlist

The Sunshine Coast Health Foundation (Wishlist) was established in 1998 as a statutory body operating under *the Hospital Foundations Act 1982*, now *the Hospital Foundations Act 2018*. Located at the Sunshine Coast University Hospital, the role of Wishlist is to provide fundraising support to Sunshine Coast Hospital and Health Service (SCHHS) encompassing Nambour, Caloundra, Maleny, Gympie and the Sunshine Coast University Hospital along with local ancillary health services. Wishlist owns and manages accommodation facilities for hospital patients and their families and promotes healthy lifestyle initiatives in our community.

The mission of our charity is to work in partnership with the SCHHS and the communities it serves to keep Queenslanders healthy and provide exceptional care through the provision of medical equipment, emergency hospital accommodation, service support, education and research.

Our foundation is also responsive to the needs of our community through strategic partnerships with local business. We work to create jobs in a strong economy through social enterprise opportunities at Nambour and Gympie Hospitals, and our \$12 million Community Hospital and Health Program grant will provide many jobs through the construction of the accommodation facility to support patients and families of SCUH, Wishlist Solace Centre.

As a statutory body Wishlist is subject to the provisions of the *Financial Accountability Act 2009* and subordinate legislation. Wishlist is audited annually by external auditors. This year our auditors are the Queensland Audit Office.

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

This annual report outlines the progress Wishlist made in the first half of the 2019-20 financial year to strengthen our agenda to keep Queenslanders healthy and improve outcomes for patients and their families. Our focus in the second half of the financial year shifted to the COVID-19 pandemic response and recovery with work across the Sunshine Coast focusing on supporting health staff and patients who were vulnerable.

## Operating Environment

Wishlist's aim is to direct more \$1 million to the needs of the local health service each year, through quarterly grants for equipment, support services, research and staff education.

Wishlist spent \$568,327 this year on medical equipment, services such as the local Clown Doctor service, staff education and research. \$788,427 in outstanding commitments remain current for outstanding equipment orders, the funding of additional therapy services and ongoing education and research projects.

Total income from donations and grants showed improvement for the financial year with several one-off bequests totalling \$469,690, several sizable donations totalling \$113,359 including Share the Love Campaign and Camp Diabetes, the \$110,000 (inc GST) initial grant from Community Health and Hospital Program (Federal Department of Health), the 2019 Mix FM Give Me 5 for Kids donation of \$460,038 and the Woolworths Wall token grant of \$36,082.

In the 2019-20 financial year, Wishlist partnered with the Study, Education and Research Trust Fund (SERTF) to award 13 grant recipients a total of \$363,354. The final report for these projects is due 31 December 2021.

Wishlist is also focused on providing family accommodation close to Sunshine Coast University Hospital on land owned by Wishlist, through the six-bedroom Wishlist House (known as The House the Coast Built) facility which opened its doors on the 25<sup>th</sup> May 2020.

The use of a two bedroom apartment in Oceanside, opposite the hospital, was donated to Wishlist by Michael and Cherie Allwood of Capricorn Roofing, from January 2020 for a short term use of 6 months to accommodate patients and visitors to the hospital who found difficulty affording a hotel room during their time of treatment.

Wishlist was awarded a \$12 million grant from the Community Health and Hospital Program (Federal Department of Health) towards a project (Wishlist Solace Centre) to provide subsidised accommodation for patients and families needing to be close to the Sunshine Coast University Hospital. \$110,000 (inc GST) of the grant was advanced in the 2020 financial year with the balance of these funds to be received over the 2020-23 financial years.

Total Operational net income for the financial year showed an increase on the 2019 Financial year in Carpark net profit (14 per cent), Alliance Partnerships (8 per cent), SCHI Events (88 per cent).

The impact of COVID-19 has seen Wishlist's fundraising income decrease to last year by 37 per cent in April enabling the charity to qualify for the JobKeeper allowance from March.

The revenue generated by the carpark decreased over the period April to June to last year by 19 per cent. WishlistConnect revenue was reduced by 100 per cent over the same period last year due to a decision to offer a free service to businesses over this difficult time and there were zero events held at the Sunshine Coast Hospital Institute (SCHI) resulting in no revenue being raised by this initiative during this period.

As the full impact of COVID-19 emerged, it became apparent that all projected fundraising activity would be greatly impacted. The 2020 Wishlist Fun Run traditionally held in March was pushed back to October, and 92.7 Mix FM's Give Me 5 for Kids was scaled back significantly for June. Income from events from April to June was non-existent compared to last year.

The challenges and risks faced by our foundation at present include:

- The impact of COVID-19 affecting fundraising activity due to restrictions on fundraising events. In the current COVID-19 environment, the dollar amount people are donating has decreased.
- Maintaining our unique point of difference as a charity that sees operational costs covered by enterprise other than fundraising activity and donations the aim is to work to grow alternative revenue streams to ensure sustainability of the model.
- A highly competitive charity environment, including charitable events, on the Sunshine Coast and the potential for donor and charity event fatigue.
- Developing a strategy to ensure Wishlist's work achieves the maximum public benefit.
- Ensuring the sustainability of Reed House, the accommodation centre supporting Nambour Hospital and SCUH, and Wishlist House.
- Securing resources to advance Wishlist Solace Centre including workforce requirements, securing partnerships and additional capital funding to ensure we realise the full potential offered by this facility.

- With Wishlist taking on three new commercial ventures including Wishlist Coffee House Nambour, Wishlist Gift Shop and Wishlist House – the need for volunteers is increasing. Finding regular volunteers who can commit without payment is difficult.

Wishlist’s plans and priorities for the next reporting period include:

- Embarking on our first Wishlist Giving Day on August 20 which is largely a digital and peer-to-peer fundraising appeal.
- Increase our Regular Giving program which will include call centre fundraising.
- Extend our fundraising raffles which will add to fundraising revenue, bolster database numbers and convert ticket buyers into regular givers.
- Increase the support of local businesses who would have otherwise donated through event sponsorship.

**Non-Financial Performance – Government Objectives for the community.**

Wishlist has satisfied its vision of being the community’s charity of choice to support the SCHHS to provide exceptional care and continues to work in partnership with the SCHHS to keep our community healthy.

The Wishlist Strategic Plan positively contributes to the Queensland Government Objectives – *Our Future State: Advancing Queensland’s Priorities* by keeping Queenslanders healthy, giving all our children a great start and creating jobs and a diverse economy.

<b>Queensland Government Objective - Keep Queenslanders Healthy</b>	
<b>Our Charity</b> To engage positively with the community to keep Queenslanders healthy and enhance exceptional care.	<b>Our Cause</b> To enhance healthy lifestyles and wellbeing of our community.
<p><u>Key Strategies</u></p> <p><b>1. Work to actively contribute funds raised through to the cause with transparency through quarterly reporting to the board.</b></p> <p>Donations and fundraising activity dedicated to a cause is held as tied funds and directed to the area of local health intended by the donor. The balance sheet features 33 holding accounts for gifts directed to areas of the SCHHS from paediatrics to palliative care. The Project and Funding Management committee oversees the process from approval of the funding application through to funding, either with funds held or sourcing funds.</p>	<p><b>1. Become a prominent driver of research through active collaboration with partners of the SCHHS and SCHI to create a Centre of Excellence in research.</b></p> <p>In collaboration with the Study, Education and Research Trust Fund (SERTF) Wishlist directed \$363,354 to 13 local research projects this year.</p> <p>Wishlist has worked with the Sunshine Coast Health Institute (SCHI) to host workshops and conferences at the facility, and showcase the Institute as a Centre of Excellence in research and technology.</p>

**2. Engage with donors to direct their donations to their chosen cause through the donation process.**

Wishlist’s fundraising strategy works to engage donors and supporters to achieve fundraising targets through event activity, appeals and regular giving. When a donation is received for specific area of local health the Wishlist team works with the area of the SCHHS and Executive team to determine the priority item needed to enhance patient care.

All items funded by Wishlist adhere to a rigorous funding approval process that sees the SCHHS endorse the item for Wishlist funding, and adherence to a rigorous procurement process.

**2. Actively engage with the community in healthy lifestyle choices and invest in both mental and physical prevention strategies through Health4Life initiatives within the SCHHS.**

Wishlist attends the Health4Life committee meeting and actively participates in health prevention initiatives including playing a prominent role in the Staff Wellness Days held across four campuses.

**3. Wishlist empowers SCHHS frontline staff to identify the additional equipment, services, education and research required to enhance exceptional health care for the communities we serve.**

A rigorous funding round process and communication strategy is aimed at empowering Health staff to nominate the enhancements necessary to improve patient care across the SCHHS. Staff apply in quarterly funding rounds for project, equipment and education support that is signed off by their line managers and Executive leadership team for consideration by Wishlist.

A similar review process occurs for research funding once each year.

**4. Provide affordable accommodation to support families needing the services of a local hospital.**

Wishlist operates the twenty-room accommodation facility adjacent Nambour Hospital, thanks to a dedicated team of volunteers, who also conduct a daily shuttle service between Nambour Hospital and SCUH.

Wishlist also operates the six-bedroom, six-bathroom Wishlist House (The House the Coast Built) for families needing to be close to SCUH.

For a six month period Wishlist also managed hospital accommodation bookings for a two-bedroom apartment at Oceanside, opposite SCUH, donated by a generous support for use by patients and families in need.

	<p>Wishlist charges a minimal fee, largely determined by the Patient Travel Subsidy Scheme rate paid to eligible patients travelling for treatment beyond a 50km radius of the administering hospital. Wishlist also offers free of charge accommodation to families and patients who meet the criteria established by the SCHHS Social Work team, thanks to Rotary Clubs of Nambour and Caloundra and the Crosby Foundation.</p> <p>A \$12 million Community Hospital and Health Program (Commonwealth) grant will enable Wishlist to provide affordable accommodation to support families needing to be close to SCUH for treatment and to be near a loved one in hospital.</p>
<p><u>Performance Measures</u></p> <p><b>1. Work to ensure that operational costs are covered by our commercial ventures, event budgets are reported accurately to the board and evidence is shown of attempts to secure additional revenue streams on a yearly basis.</b></p> <p>Net profit from carpark enterprise was 12.4 per cent above budget for the year despite a significant downturn in traffic due to COVID-19 in April and May.</p> <p>Other aspects of the operational budget including WishlistConnect, SCHI event management, accommodation and business partnership income declined during this time also.</p> <p>Event budgets were approved in March 2019 and reviewed as variances beyond 10 per cent were identified. Wishlist Spring Carnival income and expenditure grew due to an increase in numbers accommodated by the venue. Net result was an increase of 54 per cent against budget for Wishlist Spring Carnival. Wishlist Jazz and Wine Festival reflected an increase to budget of 165 per cent due to a better than expected fundraising response.</p>	<p><b>1. Communication strategy to reflect Wishlist’s research investment and how it directly benefits local families.</b></p> <p>In 2019-20 Wishlist spent \$79,165 in research with outstanding commitments of \$384,244 towards projects to help prevent disease, promote early intervention, improve diagnosis techniques and support innovative trials and pilot programs.</p> <p>The communication strategy to promote research includes engaging with partners to promote the importance of local research projects, and harness fundraising support for projects funded by Wishlist. Business networking nights provided an opportunity to showcase local research projects funded by Wishlist. The Wishlist-funded Sepsis project titled” Early Resuscitation in Paediatric Sepsis Using Inotropes and Metabolic Support” was featured at the Wishlist Spring Carnival fundraising event, educating 800 guests on the symptoms and the impact of the disease and the importance of donating to research projects to find better treatment options. The event raised \$208,503 for research.</p>



During the peak of COVID-19 lockdown the foundation took on the enterprise that is Wishlist Coffee House Nambour Hospital, redeploying office staff and other resources to opening the café.

Wishlist House opened to guests in late May providing an affordable accommodation option for patients and families of SCUH, and a commercial revenue opportunity for Wishlist.

The accommodation facility to be provided by the Community Health and Hospital Programme \$12 million grant will provide a commercial revenue opportunity for Wishlist, through commercial leasing arrangements being negotiated within the facility.

Net operating loss for the year was \$65,034, variance to budget of \$46,291

**2. Communication strategy to accurately reflect Wishlist donation process.**

The Communication strategy details items funded from the wish list which is communicated through social media channels, internal SCHHS monthly newsletter 'Scoop', quarterly Daisy Chain newsletter, and monthly all database emails.

It also highlights key events to keep Queenslanders Healthy, including the annual Wishlist Fun Run, which was postponed this year due to COVID-19.

The strategy demonstrated ways in which people can donate, through the Wishlist website, as a regular giver, through social media and other channels.

**2. Demonstrate 8 examples of healthy lifestyle funding or promotion each year.**

Through our provision of affordable and comfortable accommodation close to the Sunshine Coast University Hospital and Nambour Hospital we assist families to stay together in a time of crisis and assist both the treatment and the healing journey. Volunteers at Reed House further alleviate the stress of guests by providing a free shuttle service between SCUH and Nambour, to accommodate hospital appointments.

Wishlist also ensures health promotion is a large focus to keep our community and 7500 health staff well and out of the hospital system.

In the first part of 2019/20 financial year, Wishlist hosted four Wellness Days at SCUH, Caloundra, Nambour and Gympie hospitals which included mindfulness sessions, yoga, mental health sessions, free health checks, financial advice support, free healthy food and live music.

Wishlist is also an organiser of the Nambour Hospital 'All Staff Sports Club', SCUH Running Club, and the annual Wishlist Fun Run to promote an active lifestyle.

**3. Develop new ways to promote Wishlist and our funding process to staff of the SCHHS.**

At Wishlist a rigorous quarterly funding round process sees applications submitted by frontline health staff for support needed to enhance patient care in their areas.

Throughout all Coast hospitals Wishlist works to promote the availability of funding opportunities to hospital staff and visitors, with the aim to empower our frontline health teams and hospitals patients to identify enhancements to patient care. A

	<p>new mural in the Child Development Service at Caloundra Hospital, posters on columns, walls and in lifts, and promotion on the electronic billboard at the front of SCUH all serve to make the health community aware of the funding on offer through Wishlist.</p> <p>This year we worked with the Sunshine Coast Local Medical Associate to further promote the work of Wishlist via their newsletter to local general practitioners.</p>
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**Queensland Government Objective - Be A Responsive Government**

Key Strategies

- 1. Increase our impact across our diverse communities by engaging with external stakeholders to ensure maximum public benefit from Wishlist activities and assets.**

Wishlist has undertaken extensive external stakeholder review to ensure maximum public benefit from the CHHP funded Wishlist Solace Centre project, to provide accommodation for families and patients near SCUH.

The staged \$12 million project enables Wishlist to provide accommodation and services that support patients and families through the hospital experience.

A needs and gap analysis undertaken by Health Operations and Johnstaff, and significant stakeholder engagement activity, determined the primary need lies in transitional care accommodation to support patients transitioning into or out of hospital for treatment, or requiring care adjacent the hospital for ongoing treatment.

Not for profit and commercial stakeholders have expressed interest in leasing space within the facility to manage patients and clients requiring various levels of care, and to provide services that support guests of the facility and the wider Health precinct.

- 2. Strengthen current relationships, build new relationships and expand new revenue streams by 2021**

Wishlist continues to explore opportunities to establish new revenue streams, most recently through Wishlist Solace Centre.

Performance Measures

- 1. Evidence shown of activity where new business partnerships work to reduce operational costs – 4 per annum.**

Wishlist House, opened in May 2020, is a six-bedroom, six-bathroom ‘home away from home’ for families needing to travel for medical care at SCUH. To date, we have hosted several regional and

remote families, many were paediatric patients needing surgery, or parents of children who were admitted to ICU or the Emergency Department for care. The total cost to Wishlist for Wishlist House was \$64,575, with the House being built by generous local builder and Wishlist corporate partner, Ausmar Homes, and their contractors. The house was valued at 30 June at \$470,000.

Wishlist's partnerships with other local businesses has resulted in a decrease to operational costs of \$47,500, as a result to the partnership agreements with Push Productions, Telstra, Mercure Lake Kawana, Get Wines Direct, The Branding Office and FTA Accountants.

The probono support of Aitken Legal, Butler McDermott Lawyers, Kook Multimedia, April Ford and Sound Images has also saved our organisation a significant amount of legal, website and digital marketing and film production costs.

The probono support of media partners 92.7Mix FM and the Sunshine Coast Daily has saved significant advertising costs.

## **2. Committees develop a strategy to determine viability of initiatives presented through current or potential partnerships.**

The Wishlist Project and Funding Management Committee managed projects such as The House the Coast Built and renovation work on Reed House, again with the support of Ausmar Homes, while managing the distribution of grants totalling \$568,327 of a budgeted \$1.144 million. Part of this was a commitment of \$20,000 to provide care packs to vulnerable patients on discharge during COVID-19. Through a strategy to harness business support only \$8,570 was spent to provide 700 packs.

The Finance, Audit and Risk Management Committee assessed and monitored the progress of The House the Coast Built, built by Wishlist partner, Ausmar Homes. This committee also reviewed the terms of contracts with Alliance and Corporate partners, that outline how the partnership will work to support operational costs. A partnership proposal was recently declined by the Committee on the basis that the foundation did not have the resources sufficient to ensure the success of the model.

The Fundraising and Marketing Committee reviewed marketing and fundraising opportunities presented by business partnerships, and in the case of The House the Coast Built worked closely with the Wishlist team to leverage all opportunities presented by media partners and the marketing strategy.

The newly established Wishlist Solace Centre board sub-committee's role is to provide strategic advice and recommendations on the delivery of the Wishlist Solace Centre, which includes collaborating with the Marketing and Fundraising Committee on stakeholder engagement activities in relation to partnerships within the facility.

## **3. Communication strategy to showcase partnership programme and its benefits to Coast families.**

The communication strategy showcases Wishlist's unique partnership program through social media channels, and highlights in the quarterly Daisy Chain newsletter, as well as monthly blog

posts.

Where ever possible new partners and those re-signing partnership agreements are promoted in local media channels.

Staff Scholarships have been awarded in acknowledgment of the partnership programme and partners sometimes attend equipment and service support presentations and staff education opportunities to promote the benefits of the partnership programme to staff and the wider community.

Wellness Days across Health Service campuses were sponsored by the Wishlist Partnership Programme and a number of partners were in attendance.

### **Queensland Government Objective - Create jobs in a strong economy.**

#### **Our People**

Commitment to the delivery of the Vision and Mission of Wishlist by staff, volunteers and board.

#### **Key Strategies**

##### **1. Develop a positive workplace culture through annual performance appraisals to identify opportunities for growth and development of all Wishlist staff.**

A positive workplace culture is maintained through annual performance appraisals to identify opportunities for growth and development of the Wishlist team. This resulted with the majority of the team attending the Fundraising Institute of Australia's Fundraising Conference in Brisbane in February, due to its close proximity.

By promoting a healthy work-life blend and offering flexible work arrangements for employees, Wishlist have been able to achieve a 17 per cent separation rate for all positions this year.

##### **2. Actively engage with and promote the good work of the Wishlist volunteers through select communication channels.**

Wishlist's volunteer army is regularly engaged to assemble colouring packs and care packs for our hospitals, perform reception and data entry in the Wishlist office and assist at Wishlist fundraising events. We also host three internships throughout the year.

##### **3. Attract a voluntary board to bring a diverse skills base and expand our charity through a conscious selection of successors.**

A skills matrix identified the skills required for the nomination of three new volunteer board members. The current board is comprised of a diverse skills base required for our business as usual but also the new development project we are undertaking to provide an accommodation facility near SCUH.

## Performance Measures

**1. Learning and development opportunities are identified annually through a skills/needs analysis.**

Performance plans are conducted annually for all Wishlist employees and part of the process includes an assessment of education requirements and support. The CEO conducts an assessment of the skills required to achieve strategic targets which this year resulted in \$9,967.08 being directed to staff training including the attendance of – staff at the Fundraising Institute of Australia Conference in Brisbane in February, and the CEO undertaking a Diploma of Business (Governance) with Community Directors.

**2. Wishlist’s internship programme to reflect engagement of at least 3 interns per annum, which is reviewed by FARM Committee annually.**

Only two interns were recruited this year, Kendyll Hart and Phoebe Broad, through the normal recruitment methods were followed.

**3. Monthly newsletter to volunteers and at least one opportunity for volunteers to engage in person with Wishlist staff and the Wishlist cause.**

Daily engagement with Reed House volunteers occurs but only one team meeting since COVID-19, which would normally be a monthly occurrence.

Also engaging with Wishlist House volunteers daily as we onboard and train new volunteers for this accommodation facility.

One team member attends the Wishlist Coffee House Nambour once a week to engage with volunteers, and monthly visits to Wishlist Coffee House Gympie by the Wishlist CEO.

Volunteers attend the Wishlist office at least once a month to pack colouring kits or care packs, and there are volunteers who provide data entry and reception support on a weekly basis.

Volunteers also sign up regularly to support annual events such as the Wishlist Spring Carnival and Wishlist Jazz and Wine Festival.

**4. Advisors to be invited to board sub-committee meetings for input/advice on relevant issues and to support succession plan for Board.**

Andrew Leggate, Director Assets & Infrastructure, SCHHS is invited to Project and Funding Management Committee meetings when a funding round is being decided, to respond to questions posed by the Board.

In August a presentation by Dr Priestley and Megan Giles on the importance of Wishlist supporting the Choosing Wisely initiative, a quality improvement initiative across the SCHHS. This resulted in Wishlist directing \$25,000 to this initiative in partnership with the SCHHS.

In October Deb Butler, Principal Business Analyst, Strategy and Architecture advised the committee on the rigour necessary to review funding applications against the information technology impact, and why delays are necessary.

### **Other Achievements in 2019-2020**

Wishlist has received a \$12 million federal government grant from the Department of Health, Community and Hospital Health Program (CHHP). Wishlist will invest the grant into the Wishlist Solace Centre, a multi-storey accommodation development to be situated opposite the Sunshine Coast University Hospital. Wishlist Solace Centre is expected to deliver hundreds of jobs and offer a range of new and expanded services for the community. Health Operations and Johnstaff were engaged to develop a Needs and Gap analysis as part of the planning stage for the facility. The appointment of a Project Manager and design team have been crucial to Wishlist achieving the requirements of the CHHP's Milestone 2 in August 2020. The project also aims to create sustainable operational efficiencies for Wishlist, the Sunshine Coast Hospital and Health Service and stakeholders through the not for profit collaboration and commercial leasing arrangements to be incorporated as part of the operational model for the facility.

Wishlist directly funds the maintenance of the 20-unit accommodation facility Reed House in Nambour as well as the newly appointed Wishlist House in Birtinya. Wishlist has also been successful in obtaining grants to upgrade Reed House which opened in 2009 supporting local businesses through painting, flooring, bedding, telephone system, pump and garden maintenance. At total of \$34,300 was spent in this upgrade.

Wishlist Coffee House at Gympie Hospital celebrated seven years in operation this year. Every dollar raised through the enterprise is directed towards essential equipment and services to enhance the service at Gympie Hospital and towards helping patients to stay close to home for treatment. This year gross revenue from Wishlist Coffee House increased from \$251,809 to \$274,416 an increase of 8.8 per cent.

In April 2020, Wishlist undertook the management of the Nambour Hospital kiosk and gift shop, now named Wishlist Coffee House Nambour and Wishlist Gift Shop. The gift shop will commence operation in July 2020. The Wishlist Coffee House opened its doors for trading in April 2020 and reported \$40,133 in gross revenue for the financial year.

Through the height of the COVID-19 pandemic, Wishlist supported the local hospitality industry by selling restaurant-prepared meals at the Wishlist Coffee House Nambour.

### **Queensland Government Objective – Give All Our Children A Great Start**

Wishlist directed a total of \$568,327 to the funding of medical equipment, research, education and service support initiatives this year. This included funding equipment for inter-hospital paediatric critical care transport, medical equipment for juvenile diabetics, supporting the paediatric out-reach service in Gympie and purchasing the latest equipment to aid in the diagnosis and treatment of cancer patients, just to name a few.

By year's end we had ordered \$6,080 worth of resources for the Aboriginal and Torres Strait Islander team to provide promotional items to support family education and health screenings, thanks to the Woolworths Wall Token appeal and Children's Hospital Foundation and had placed an order for \$9,964 additional resources.

Another priority of our foundation is service support including the continuation of the local Clown Doctor service, music therapy for palliative care patients, weekly visits from the Calm Fairy (yoga therapy), pet therapy, and various infrastructure upgrades to enhance patient care including sensory garden projects.

Wishlist also funded \$4,812 a trial to enable 50 women with gestational diabetes to manage their condition remotely, alleviating the stress and challenges relating to getting to hospital to do so.

Wishlist also continues to support the Coast and Gympie's public juvenile diabetes clinic through the

\$11,990 purchase of paediatrics diabetes equipment and supports diversional therapy through the funding of Clown Doctors bringing laughter therapy (\$83,721), a dedicated mindfulness therapist (\$15,510 Inc GST) for the SCUH Children's Ward as well as toys across all paediatric areas across the SCHHS. A total of over \$200,000 allocated to children's services over the financial year.

Much of our education commitment this year was directed to paediatric projects including \$3,800 in scholarships continuing our significant investment in staff attending the Lactation Consultant Examination Preparation Course and Child Protection courses.

12 midwives attended the Nursing Midwifery Leadership Team workshop funded by Wishlist for \$4,800.

\$123,616 was directed to Wishlist's research commitment aimed at enhancing the hospital experience of our youngest patients including a pilot study aimed at trialling an alternative treatment method for paediatric sepsis cases and "Buckled", a trial of bedside ultrasound on children with distal upper limb fractures in emergency rather than x-ray imaging.

### **COVID-19 impact**

The variance between the 2019-20 revenue projections and the 2019-20 actual revenue result can be attributed to the impact of COVID-19 and the response and recovery including event restrictions, loss of operational revenue from commercial enterprise including Wishlist's accommodation facilities and a decrease in Nambour Hospital car parking due to the delay in construction of the Nambour Hospital redevelopment.

Nambour Hospital Carpark revenue decreased 19 per cent (April to June) to last year due to the projected redevelopment works being delayed for reasons including COVID-19. Lendlease workers have been working offsite from the end of March until the present time.

The local business community has been severely impacted by COVID-19. Partnership income decreased April to June to budget with some partners requesting a hold on renewal discussions.

The end of March saw the start of a significant number of cancellations of WishlistConnect users and a decision was made to offer three months free of charge to past and current WishlistConnect users, as a sign of goodwill during challenging times.

Occupancy rates at Reed House also decreased with the of decreased activity at Nambour Hospital and SCUH.

Wishlist used this unprecedented time as an opportunity to grow our database and digital fundraising capabilities through the launch of a unique community engagement and fundraising appeal – Wishlist Share the Love campaign. This appeal started in late March to encourage the community to send 'messages of support' to healthcare workers. Wishlist followed up in May with an appeal asking for donations to help give Wishlist Care Packs to vulnerable patients impacted by COVID-19. This type of service delivery was out of the usual scope of Wishlist but was identified by health executives.

\$3,395 was directed to provide 15 televisions for residents in lock down at Glenbrook House, the Health Service's aged care facility.

A temporary freeze was placed on major grant commitments late March 2020 due to the uncertainty around fundraising activities and the loss of income. The grants program resumed with the opening of Round 1 2021 on July 1.

The impact of this pandemic will be reviewed in subsequent years in order to take into consideration the longer-term effects of the COVID-19 response and recovery.

## Summary of Financial Performance.

	Budget	This Year	Last Year	Notes
	2019/20	2019/20	2018/2019	
<b>Operating Income</b>	\$	\$	\$	
Car Park Revenue	537,300	532,842	524,145	Under budget due to Covid-19 Decrease in April
Less: Car Park Expenses	136,497	82,354	127,527	Under budget mostly due reversal of cleaning accrual with SCHHS
<b>Net Profit from Car Park</b>	400,803	450,488	396,618	
WishlistConnect Revenue	100,000	72,395	90,022	Under budget due to COVID-19 Free fees during COVID-19
Less: WishlistConnect Expenses	47,712	12,354	21,302	Under budget due to exclusion of wages and decrease in fees paid
<b>Net Profit from WishlistConnect</b>	52,288	60,041	68,720	
SCHI Event Management Revenue	80,200	61,142	36,959	Under budget due to less activity than anticipated-COVID-19
Less: SCHI Event Management Expenses	62,090	38,595	24,983	Under budget due to less activity than anticipated
<b>Net Profit from SCHI Event Management</b>	18,110	22,547	11,976	
Reed House Revenue	94,632	77,071	74,175	Under budget due to lower occupancy than anticipated
Less: Reed House Expenses	92,321	97,252	81,478	Over budget due to Reed House R&M
<b>Net Profit from Reed House</b>	2,311	20,181	7,303	
Wishlist House Revenue	59,729	4,700		Wishlist House opened later than budgeted
Less: Wishlist House Expenses	37,235	1,997		Wishlist House opened later than budgeted
<b>Net Profit from Wishlist House</b>	22,494	2,703	-	
Sponsorships/Alliances	235,000	205,574	189,301	Under budget due to ambitious projections
Less Sponsor/Alliance Event Attendance	5,500	5,500		
<b>Net Profit from Sponsorships/Alliances</b>	229,500	200,074	189,301	
Other Income	17,800	56,379	13,474	Over budget due Recycling Revenue not anticipated
JobKeeper Subsidy	-	84,000		Government Subsidy-COVID-19
Corona Virus Economic Response Package	-	62,500		Government Subsidy- COVID-19
Interest	43,275	37,793	15,455	
<b>Total Operating Income</b>	786,581	956,344	684,241	



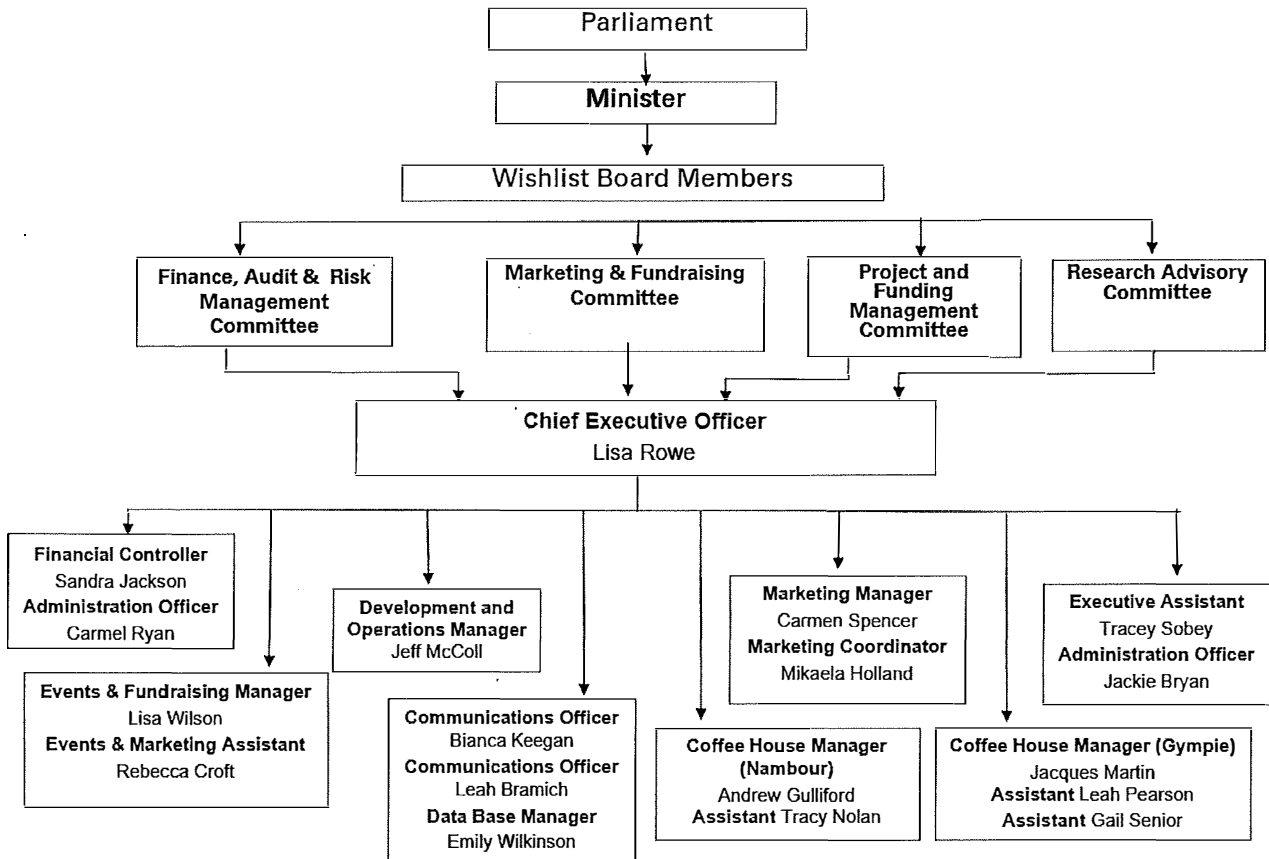
Less:Employment Expenses	700,199	901,130	751,563	Over budget due acquiring an extra coffee House, decrease in Volunteers due COVID-19 and staff changeovers
Less:Other Operating Exp	197,707	142,020	126,913	Under budget due to a decrease in variable expenses
Less:Dep'n & Amort		113,155	104,607	
Add:Gains on disposal of assets				
Add:Gains on revaluation of Assets		134,927	60,000	Revaluation on Reed house/Wishlist House
<b>Total Operating Exp</b>	<b>897,906</b>	<b>1,021,378</b>	<b>919,083</b>	
<b>Net Operating Profit/(Loss)</b>	<b>111,325</b>	<b>65,034</b>	<b>234,842</b>	
<b>Fundraising Income</b>	<b>1,883,649</b>	<b>2,930,329</b>	<b>1,916,009</b>	Over Budget due to Give Me 5 for Kids Campaign 2019, Spring Carnival 2019, Bequests and Grants
Less: Fundraising Expenses	555,567	677,230	605,620	Over budget due to change in Budget revenue projections
<b>Net Fundraising Profit/(Loss)</b>	<b>1,328,082</b>	<b>2,253,099</b>	<b>1,310,389</b>	
<b>Total Profit/(Loss)</b>	<b>1,216,757</b>	<b>2,188,065</b>	<b>1,075,547</b>	
<b>Grant Distribution</b>	<b>1,124,440</b>	<b>568,327</b>	<b>587,027</b>	Grant distribution figure was low to budget due to commitments not yet realised
<b>Increase in revaluation surplus</b>		<b>54,888</b>		
<b>Surplus/(Deficit)</b>	<b>92,317</b>	<b>1,674,626</b>	<b>488,520</b>	

Summary of Financial Performance (continued)

<b>Income from Continuing Operations 2019 2020</b>		
	<b>Amount</b>	<b>Per centage of Revenue Total</b>
Events	\$1,155,302	28%
Donations and Grants	\$903,483	22%
Carpark	\$532,842	13%
Donation - Building	\$411,295	10%
Gympie Coffee House	\$274,416	7%
Alliance Partners	\$205,574	5%
Government subsidy	\$146,500	4%
Staff fundraising	\$113,161	3%
Reed and Wishlist Houses	\$81,771	2%
Wishlist Connect	\$72,395	2%
SCHI	\$61,142	1%
Nambour Coffee House	\$40,134	1%
Interest	\$37,793	1%
Other-Operational	\$56,379	1%
Other -Fundraising	\$32,538	1%
<b>Total</b>	<b>\$4,124,725</b>	<b>100%</b>

	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>Budget 2021</b>
<b>Grant Distribution</b>	\$1,713,114	\$1,484,987	\$743,012	\$587,027	\$568,327	\$1,749,279
<b>Net Profit Before Distribution of Grants</b>	\$1,741,491	\$1,147,373	\$1,354,494	\$1,075,547	\$2,188,065	\$914,641

## Organisational Structure



Wishlist Board	
<b>Functions:</b>	The Board and management have been entrusted with the responsibility of ensuring that monies provided by donors, sponsors and the general public are efficiently managed. The role of the Board includes maintaining high levels of accountability to our stakeholders and external regulators, monitoring the performance of the CEO, raising awareness of the organisation within the community and ensuring compliance with statutory, financial, social and corporate governance responsibilities. Providing strategic direction and developing, assessing and approving strategies, policies, plans and budgets. Assessing and approving applications for equipment, education, research and service support as part of our \$1 million annual funding commitment to local Queensland Health services. Monitoring risk and ensuring the presence of adequate risk management controls and reporting procedures. Ensuring Wishlist acts legally, ethically, responsibly and openly.
<b>Achievements:</b>	Land secured for Wishlist Solace Centre, design and incremental grant funding received. 2019 Wishlist Spring Carnival, Melbourne Cup, Jazz & Wine event sponsorship.
<b>Remuneration:</b>	Wishlist is governed by a voluntary Board which is responsible for the overall strategic direction of the organisation, overseeing its operations and establishing policies and procedures. Board members serve voluntarily and without remuneration. Directors are appointed by the Governor in Council.
<b>Number of scheduled meetings:</b>	8 including 2 Wishlist Solace Centre Extraordinary Board Meetings

## BOARD MEMBERS

Position	Name	Profile	Meetings attended
<b>Chair</b>	Peter Boyce	Peter Boyce OAM is renowned in the Sunshine Coast community for his tireless dedication to support local causes. With more than 40 years' experience as a solicitor, Peter has practised in all areas of litigation and has special interests in criminal law, civil and commercial litigation, retirement village matters, sports law, resumption of land and compensation claims. Peter provides invaluable advice to the Board as a determined advocate for the needs of the Sunshine Coast Hospital and Health Service & pro bono lawyer for Wishlist for more than 15 years.	8
<b>Board Member</b>	Lorraine Ferguson	Dr Lorraine Ferguson AM is a registered nurse, a respected educator, an experienced executive and the Chair of the Sunshine Coast Hospital and Health Service Board. She is an author of a number of published works on healthcare reform, clinical management and nursing.	8
<b>Board Member</b>	Cosmo Schuh	Having worked as a public accountant in the Gympie and South East Queensland area for more than 35 years, Cosmo brings audit, accounting and financial expertise to the team. Cosmo has been involved extensively in property development and syndication, financial management, estate planning and strategic management for small to medium business and his strong business presence and knowledge of the Gympie region is helping Wishlist establish a greater presence and network of corporate supporters in Gympie. Cos is a member of the Finance, Audit & Risk Management Committee & major sponsor of Wishlist Jazz and Wine Festival.	8
<b>Board Member</b>	Graham Wilkinson	As the Facility Manager, Nambour Hospital, Graham has over 40 years' experience working with Queensland Health and brings his high level of knowledge and experience with Nursing and Midwifery Services and Health Management. He has a diverse résumé of appointments in numerous clinical and management positions. Graham's experience as Adjunct Professor of University of the Sunshine Coast and previous Adjunct Associate Professor appointments at the Faculty of Nursing and Health at Griffith University and University of Queensland has helped Wishlist progress its support for education, training and research. Graham is a member of the Project and Funding Management Committee and will be nominated for another term as member.	8
<b>Deputy Chairman</b>	John Williams	John is the General Manager at Sunshine Coast Broadcasters Pty Ltd and is responsible for all facets of the broadcasting unit, including content, sales, technical, creative, digital and marketing. Engaging with a large number of community groups across the Sunshine Coast, John is a wealth of knowledge to assist in boosting the profile of Wishlist as a charitable organisation. John is a board member of Wishlist and a member of the Wishlist Marketing Committee, and a pivotal supporter in his role with 92.7 Mix FM's Give Me Five for Kids fundraising campaign of 20 years.	8
<b>Board Member</b>	Trudy Fitzgerald	Trudy is an accomplished sales and marketing executive with over 23 years of diverse experience in the medical industry. Having started as a registered nurse her drive and tenaciousness escalated her career to become a very successful and respected business leader today within the medical industry. Drawing from her expertise and industry knowledge, Trudy's is well placed to provide regular advice to Wishlist's Board and CEO.	3
<b>Board Member</b>	Sue Sara	Sue Sara offers extensive board and executive experience, particularly in the not-for-profit sector. Her skills in corporate social responsibility, corporate governance, strategic communications, brand reputation and crisis management are beneficial to the Board.	7
<b>Board</b>	Anthony Long	Anthony Long is passionate about health services on the Coast and	8

<b>Member</b>		particularly passionate about affordable accommodation options locally. Anthony has been working closely with the CEO on a project to see Wishlist provide carers accommodation close to SCUH. He is an urban planner and his experience with council and building and regional development will be of benefit to our organisation moving forward.	
<b>Board Member</b>	Jenny Madden <b>Resigned 30 September 2019</b>	Jenny has more than 20 years' experience in the government and community sectors in the areas of education, health promotion and research. In addition to her community development experience, Jenny has undertaken major research projects in the areas of drug prevention and addictive behaviours and is well placed to provide regular informal advice to Wishlist's Board and CEO, particularly in the areas of research. Jenny is a member of the Project & Funding Management Committee.	1

### Risk Management – Wishlist Committees

<b>Finance, Audit &amp; Risk Management Committee</b>	
<b>Role:</b>	The purpose of the Finance, Audit and Risk Management Committee is to oversee the financial aspects of Wishlist's operations, ensure compliance with all legislative, legal and audit requirements and manage risk associated with Wishlist's operations. Meetings are held monthly from February to December each year.
<b>Functions:</b>	The committee adheres to the <i>Hospitals Foundation Act 2018</i> , the <i>Financial Accountability Act 2009</i> , the <i>Income Tax Assessment Act 1997</i> and observe Queensland Treasury's <i>Audit Committee Guidelines</i> .
<b>Responsibilities:</b>	To contribute to the management and delivery of Wishlist's operations and ensure compliance with all legislative, legal and audit requirements the Finance, Audit and Risk Management Committee undertakes the following: <ul style="list-style-type: none"> <li>• Develop Wishlist's strategic plan in accordance with legislative requirements</li> <li>• Ensure Wishlist's operations are monitored and measured against targets outlined in Wishlist's strategic plan</li> <li>• Establish annual budget and operational plan</li> <li>• Risk assessment and management</li> <li>• Identify succession plan for board and team</li> <li>• Annually review all committees "Terms of Reference" for endorsement by the appropriate Chair and ensuring board operations continuously improve by monitoring the effective operation of the identified committees.</li> </ul>
<b>Achievements:</b>	Successfully managed the QAO audit process including the treatment of assets and adherence to recommendations, reviewed and updated Delegation Register, Parking Policy, Conflict of Interest Policy and Register, establishment of Wishlist Solace Centre Board sub-committee, review of Board Sub-committee Terms of Reference, Strategic Plan review. Overall Budget comparison outcome was a 1732 per cent above budget (Operational Revenue variance 13.8 per cent over budget and operational expenses down 14.7 per cent) for (Fundraising/Event and Grant Revenue variance over budget 55.3 per cent and Expenses down 21.4 per cent)
<b>Members:</b>	Membership is determined by the Wishlist Board and consists of Chair Cos Schuh (Director), Peter Boyce (Board Chairman), Tony Long (Director), Sandra Jackson (Financial Controller) and Lisa Rowe (CEO).

<b>Project and Funding Management Committee</b>	
<b>Role:</b>	The purpose of the Project and Funding Management Committee is to provide strategic advice and recommendations to Wishlist on the allocation of Wishlist's annual funding commitment to the Sunshine Coast Hospital and Health Service (SCHHS). The Project and Funding Management Committee also monitors and guides major projects undertaken by Wishlist. The committee adheres to the strategic and operational plans of Wishlist, and the funding round process which takes into account the priority needs of the Sunshine Coast Hospital and Health Service. Meetings are held monthly from February to December each year.
<b>Responsibilities:</b>	To contribute to the management and delivery of Wishlist's annual funding commitment the Project and Funding Management Committee undertakes the following: <ul style="list-style-type: none"> <li>• Establish criteria with the SCHHS in relation to Wishlist's scope of funding</li> <li>• Determine Wishlist's funding commitment through quarterly funding rounds.</li> <li>• Provide support with grant identification and stakeholder relationships, for example, University of the Sunshine Coast (USC) and research</li> <li>• Manage funding process through to the applicant's final report stage.</li> <li>• Manage Wishlist's major projects</li> <li>• Make recommendation to Board on Staff Scholarship and Research Funding Rounds.</li> </ul>
<b>Achievements:</b>	The Committee worked with the SCHHS to review the process and governance for our funding round approval process. Opportunities were explored that served to create efficiencies in the SCHHS by utilising Wishlist resources for example Reed House. The committee managed projects such as The House the Coast Built and renovation work on Reed House, while managing the distribution of grants totalling \$568,327 of a budgeted \$1.144 million. A further \$788,427 in commitments spanning up to two years ahead is also overseen by this team. The Committee reviewed the process of managing the wish list, which sees approved equipment/projects appointed to the wish list until a funding source is identified. The committee established a maintenance committee for Reed House that reports to this team.
<b>Members:</b>	Membership is determined by the Wishlist Board and consists of Chair Graham Wilkinson (Director), Jenny Madden (Retired Director), Trudy Fitzgerald (Director), Dr Lorraine Ferguson (Sunshine Coast Hospital and Health Service Board Chair) and Lisa Rowe (CEO).

<b>Marketing and Fundraising Committee</b>	
<b>Role:</b>	The purpose of the Marketing and Fundraising Committee is to provide strategic advice and recommendations that serve to increase the profile of Wishlist's activities and develop collaborative partnerships with key stakeholders. The committee adheres to the strategic and operational plan of Wishlist. Meetings are held monthly from February to December each year.
<b>Responsibilities:</b>	To contribute to the management and delivery of Wishlist's fundraising and marketing strategy the Marketing and Fundraising Committee undertakes the following: <ul style="list-style-type: none"> <li>• Developing and overseeing the fundraising strategy of Wishlist</li> <li>• Developing and overseeing the marketing strategy of Wishlist which includes promotion of events and Wishlist's annual funding commitment</li> <li>• Develop and increase the profile of the Wishlist brand</li> <li>• Marketing of Wishlist's projects</li> </ul>
<b>Achievements:</b>	The Committee reviewed Wishlist's partnership programme, messaging and brand - developing the new tagline "Making the local hospital experience better for you and

	your family". Wishlist Solace Centre stakeholder engagement strategy and branding was also overseen by the Committee. Building our database through the provision of patient contact details and increasing awareness of Wishlist's work within the SCHHS hospitals has been a major focus of the committee resulting in a mural on the walls of Child Development Service at Caloundra Hospital and posters throughout hospitals including SCUH.
<b>Members:</b>	Membership is determined by the Wishlist Board and consists of Chair John Williams, Sue Sara (Director), Jeff McColl (Development and Operations Manager), Lisa Wilson (Fundraising and Events Manager), Carmen Spencer/Emily Wilkinson (Marketing Manager), Jasmine Hodges/Bianca Keegan (Communications Officer) and Lisa Rowe (Wishlist CEO).

<b>Independent Research Advisory Committee</b>	
<b>Role:</b>	<p>The purpose of the Research Advisory Committee is to provide strategic advice and recommendations to the Wishlist Board on the allocation of Wishlist's annual research funding.</p> <p>The Research Advisory Committee will evaluate applications for funding against the eligibility criteria set out in the Wishlist/SERTF Principles and Criteria and consider the recommendations made by the Sunshine Coast Hospital and Health Service's Research Clinical Council. The Research Advisory Committee will assess other research proposals as requested and provide advice on the feasibility and scientific validity of the proposal.</p>
<b>Responsibilities:</b>	<p>To contribute to the management and delivery of Wishlist's annual funding commitment the Research Advisory Committee undertakes the following:</p> <ul style="list-style-type: none"> <li>• Establish criteria and policy in relation to the effective management of Wishlist's research funding</li> <li>• Guide Wishlist's research strategy and help establish suitable evaluation procedure</li> <li>• Make recommendation to the Board on the worthiest research projects, based on Wishlist's available funding and future philanthropic/fundraising opportunities.</li> <li>• Provide support with grant identification and stakeholder relationships, for example, USC, Griffith University</li> <li>• Manage funding process through to the applicant's final report stage.</li> <li>• Assist and mentor researchers with advice on the submission process, and the project in general</li> </ul>
<b>Achievements:</b>	Committee effectively reviewed and determined the recipients of \$363,354 grants for 2019 Wishlist/SERTF Collaborative Research Round and worked to lift the profile of research across the SCHHS by attending internal and community networking events and fundraising activities.
<b>Members:</b>	Membership is determined by the Wishlist Board. Wishlist's Independent Research Advisory Committee is comprised of Chair Claudia Guirgiuman PhD (Head of Wesley Institute of Research), Professor Emeritus Alan Mackay-Sim (Advisor and Professor, Griffith University), Graham Wilkinson, (Director) (DON/Facility Manager Nambour), Dr Lorraine Ferguson (Chair Sunshine Coast Hospital and Health Board), Lisa Rowe (CEO).

<b>Wishlist Solace Centre Management Committee</b>	
<b>Role:</b>	The purpose of the Wishlist Solace Centre Committee is to provide strategic advice and recommendations on the delivery of the Wishlist Solace Centre project to the Wishlist Board, from funding management and capital raising activities to design and consultancy support and the construction project
<b>Responsibilities:</b>	<p>To contribute to the project management and delivery of Wishlist Solace Centre the Committee undertakes the following:</p> <ul style="list-style-type: none"> <li>▪ Establish a reporting schedule for the Wishlist Board and Health Departments (State and Commonwealth) to comply with the requirements of the Community Health and Hospital Programme (CHHP) grant and all other legislative requirements of our charity</li> </ul> <p>Oversee the process to ensure the timely provision of information to the Board to enable due scrutiny prior to decisions being made and reports being provided to the CHHP.</p> <ul style="list-style-type: none"> <li>▪ Utilise Board sub-committee expertise for the Wishlist Solace Centre Management Committee decision-making process; <ul style="list-style-type: none"> <li>- In conjunction with Wishlist’s Marketing and Fundraising Committee oversee the stakeholder engagement activities related to the Wishlist Solace Centre project, and capital fundraising activities to ensure we achieve targets and maintain the business as usual needs of Wishlist as agreed by the Board</li> <li>- In conjunction with the Project and Funding Management Committee manage the operational and construction aspect of the project</li> <li>- Working with the Finance Audit and Risk Management Committee ensure the management of financial, risk and compliance matters related to the project, and develop a transparent financial management and procurement process in line with the policies and procedures of Wishlist</li> </ul> </li> <li>▪ Manage funding process through to the completion of the project and work to ensure sustainability of the Wishlist Solace Centre which includes consideration of potential funding sources for the project</li> </ul>
<b>Achievements:</b>	Committee has managed stakeholder engagement activities to a point where potential key partners of Stage One have been identified, land purchased, Milestone 2 requirements have been met and the first \$1.9 million funding grant payment received.
<b>Members:</b>	Membership is determined by the Wishlist Board. Wishlist’s Solace Centre Management Committee is comprised of Tony Long (Chair), John Williams (Director), Graham Wilkinson (Director) and Lisa Rowe (CEO).



## **Public Sector Ethics Act 1994– Code of Conduct**

Wishlist's Directors, Volunteers and Employees Code of Conduct was endorsed by the Minister for Health on 20 October 2014 and reviewed and approved by the Wishlist Board of Directors at the February 2019 Board Meeting. In accordance with Section 20 of the *Public Sector Ethics Act 1994*, all staff, volunteers and directors will be given a copy of the Code and advised of current Wishlist procedures that align with the Protection from Sexual Exploitation and Abuse and Code of Conduct for the Queensland Public Service. Employment contracts and performance agreements will be congruent with the ethics priorities outlined in the Protection from Sexual Exploitation and Abuse and Code of Conduct for the Queensland Public Service.

## **Human Rights**

The Sunshine Coast Health Foundation's approach to human rights is underpinned by our vision and values of integrity, compassion and respect. We pride ourselves on encouraging fundamental human rights across our operations, businesses, activities, and events, by conducting ourselves and our business with due care and respect in accordance with relevant laws and regulations.

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, child safety practices 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 aim to ensure, in partnership with Sunshine Coast Hospital and Health Service, that all patients, families and visitors to the Sunshine Coast University Hospital, Nambour, Caloundra, Maleny Hospital and ancillary services have access to the timely, equitable and efficient healthcare they need. To this end we provide:

- Concessional car parking at Nambour Hospital to ease costs on people attending appointments;
- Free of charge car parking for volunteers contracted to Wishlist who support patients and staff at local hospitals;
- Accommodation at a no out of pocket gap payment through the Patient Travel Subsidy; Scheme at Reed House and Wishlist House for patients who live further than 50kms away.
- Accommodation at no charge at Reed House and Wishlist House to those who meet the criteria established by the Social Work Department of the SCHHS
- Free transport to and from Reed House and the Sunshine Coast University Hospital to facilitate daily hospital appointments and treatment for guests of Reed House

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

During the 2019/2020 period the Sunshine Coast Health Foundation received no Human Rights complaints.

## **Strategic Workforce Planning and Performance**

### **Our Team – Workforce Profile**

Wishlist is an equal opportunity employer offering a workplace free from harassment and discrimination.

Strategic workforce planning is undertaken annually as the budget for the ensuing financial year is generated. Wishlist is committed to ensuring that fair and effective procedures and processes are implemented and adhered to for selection and employment of people to meet organisational needs. This includes defining in advance the roles and work required. A written position description and relevant KPI's (if applicable) are prepared prior to advertising, interviewing and the selection process.

By promoting a healthy work-life blend and offering flexible work arrangements for employees, Wishlist have been able to achieve a 17 per cent separation rate for all positions this year.

Wishlist's full-time equivalent (FTE) staffing as at 30 June 2020 was 11.29 FTE.

Assisting the CEO is a team of dedicated staff, including the following members of the leadership team:

- a part-time Financial Controller, Sandra Jackson
- a full-time Development and Operations Manager, Jeff McColl
- a part-time Fundraising & Events Manager, Lisa Wilson

### **Impact of COVID-19 on our team**

During the COVID-19 pandemic, Wishlist continued its work by optimising flexible and remote working arrangements. The majority of Wishlist staff commenced working remotely from home on March 25 until June 22, however two staff made the choice to work in the office to keep doors open and accept donations to health staff.

Wishlist Coffee House Gympie and Reed House volunteers were stood down and Wishlist staff managed both enterprises, with Wishlist Coffee House operating at a limited menu. This required the onsite attendance of a number of staff as required throughout the period of remote working arrangements.

As business partnerships, WishlistConnect advertisers, and fundraising events were all immediately impacted (e.g. events were cancelled), the roles of Wishlist's Development and Operations Manager, the Fundraising and Events Manager and the Communications and Marketing team were reviewed.

At the same time an opportunity to manage the Kiosk at Nambour Hospital became available and under JobKeeper, our Operations Manager and Events and Fundraising Manager were deployed to open the Wishlist Coffee House Nambour, recruit volunteers and eventually find a manager and support staff. This enterprise has been profitable over the past 30 years and the opportunity to manage the Wishlist Coffee House Nambour was deemed an opportunity.

Our Events and Fundraising Manager was also managing changing arrangements with fundraising activities and mitigating risk associated with loss of venue deposits, and sponsorship and ticket money received. Due to the cancellation of events, the Marketing and Communications team redirected their focus to COVID-19 fundraising appeals.

Wishlist Solace Centre also required a great deal of the CEOs time as land negotiations continued, along with that of the Financial Controller, and the marketing and communications team built a website and marketing collateral for the project to support stakeholder engagement activity.

Staffing levels grew to 12.93 to accommodate Wishlist Coffee House Nambour.

### **Early Retirement, Redundancy and Retrenchment**

There were no redundancy, early retirement or retrenchment packages paid during the period.

## Internal Audit

Internal audit functions are undertaken by the Finance Audit and Risk Management Committee.

## External Scrutiny

There have been no external agency reviews or audits conducted on Wishlist during the reporting period, apart from the financial audit which is disclosed in the attached statutory accounts for 2019-2020.

## 16. Open Data

### Consultancies

Wishlist paid \$9,900 (incGST) to Johnstaff for a Needs and Gap Analysis to be completed in relation to Wishlist Solace Centre. Health Operations have been paid \$35,200 (incGST) for the Planning Stage of Wishlist Solace Centre. Both payments were funded by the \$110,000 (incGST) advance from the Community Hospital and Health Program grant.

No expenditure on overseas travel and implementation of the Queensland Language Services Policy was incurred during 2019-2020. Expenditure on consultancies, overseas travel and government bodies will be published on the Queensland Government Open Data website, available via: [www.data.qld.gov.au](http://www.data.qld.gov.au).

## Glossary

CEO	Chief Executive Officer
CHHP	Community Health and Hospital Program
Cth	Commonwealth
FARM	Finance, Audit & Risk Management Committee
FTE	Full time equivalent
GST	Goods and Services Tax
iRAC	Independent Research Advisory Committee
KPI	Key Performance Indicator
M&F	Marketing and Fundraising Committee
P&FM	Project & Funding Management Committee
PSEA	<i>Public Service Ethics Act 1994</i>
SCHHS	Sunshine Coast Hospital & Health Service
SCHI	Sunshine Coast Health Institute
SCUH	Sunshine Coast University Hospital
SERTF	Study Education Research Trust Fund
USC	University of the Sunshine Coast

## Appendix 1 – Financial Statements

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# **Sunshine Coast Health Foundation**

Known as

**WISHLIST**

**Annual Financial Statements  
for the year ended 30 June 2020**

# Sunshine Coast Health Foundation

Annual Financial Statements for the year ended 30 June 2020

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# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Statement of Profit or Loss and Other Comprehensive Income

	Notes	2020 \$	2019 \$
<b>Income from continuing operations</b>			
Operational revenue	2	1,156,603	928,076
Fundraising activities and events	3	2,930,329	1,916,009
Interest income		37,793	15,455
<b>Total income from continuing operations</b>		<b>4,124,725</b>	<b>2,859,540</b>
Gains on revaluation of assets		134,927	60,000
<b>Total income</b>		<b>4,259,652</b>	<b>2,919,540</b>
<b>Expenses from continuing operations</b>			
Operational expenses	4	238,052	255,290
Fundraising activities and events expenses	5	677,230	605,620
Depreciation	13	113,155	104,607
Employee expenses	6	901,130	751,563
Other expenses	7	142,020	126,913
Distribution of grants and fundraising disbursements	8	568,327	587,027
<b>Total expenses from continuing operations</b>		<b>2,639,914</b>	<b>2,431,020</b>
<b>Operating results from continuing operations</b>		<b>1,619,738</b>	<b>488,520</b>
<b>OTHER COMPREHENSIVE INCOME</b>			
<u>Items not recyclable to operating results:</u>			
Increase in revaluation surplus		54,888	-
<b>Total other comprehensive income</b>		<b>54,888</b>	<b>-</b>
<b>TOTAL COMPREHENSIVE INCOME</b>		<b>1,674,626</b>	<b>488,520</b>

The accompanying notes form part of these statements.

# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Statement of Financial Position

As at 30 June 2020

	Notes	2020 \$	2019 \$
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	9	1,705,776	1,830,845
Trade and other receivables	10	155,733	80,235
Other current assets	11	75,843	56,515
Inventories	12	20,700	10,752
<b>Total current assets</b>		<b>1,958,052</b>	<b>1,978,347</b>
<b>Non-current assets</b>			
Property, plant and equipment	13	3,254,809	2,691,293
Right of use assets	14	5,981	-
Investments	15	1,100,000	-
Other non-current assets	11	41,532	-
<b>Total non-current assets</b>		<b>4,402,322</b>	<b>2,691,293</b>
<b>Total assets</b>		<b>6,360,374</b>	<b>4,669,640</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	16	105,443	253,930
Lease liabilities	14	6,018	-
Accrued employee benefits	17	123,091	75,673
Other current liabilities	18	229,775	123,359
<b>Total current liabilities</b>		<b>464,327</b>	<b>452,962</b>
<b>Non-current liabilities</b>			
Accrued employee benefits	17	11,078	16,835
Other non-current liabilities	18	10,500	-
<b>Total non-current liabilities</b>		<b>21,578</b>	<b>16,835</b>
<b>Total liabilities</b>		<b>485,905</b>	<b>469,797</b>
<b>Net assets</b>		<b>5,874,469</b>	<b>4,199,843</b>
<b>Equity</b>			
Accumulated surplus		5,819,581	4,199,843
Asset revaluation surplus	19	54,888	-
<b>Total equity</b>		<b>5,874,469</b>	<b>4,199,843</b>

The accompanying notes form part of these statements.



## Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

### Statement of Changes in Equity

	Accumulated surplus \$	Asset revaluation surplus \$	Total \$
Balance at 1 July 2018	3,711,323	-	3,711,323
Operating results from continuing operations	488,520	-	488,520
Total comprehensive income	488,520	-	488,520
Balance at 30 June 2019	<u>4,199,843</u>	-	<u>4,199,843</u>
Balance at 1 July 2019	4,199,843	-	4,199,843
<i>Operating result</i>			
Operating results from continuing operations	1,619,738	-	1,619,738
<i>Other comprehensive income</i>			
Increase in asset revaluation surplus	-	54,888	54,888
Total comprehensive income	<u>1,619,738</u>	<u>54,888</u>	<u>1,674,626</u>
Balance at 30 June 2020	<u>5,819,581</u>	<u>54,888</u>	<u>5,874,469</u>

The accompanying notes form part of these statements.

# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Statement of Cash Flows

	Notes	2020 \$	2019 \$
<b>Cash flows from operating activities</b>			
<b>Inflows:</b>			
Receipts from operational supplies and services		1,081,105	964,466
Receipts from grants and other contributions		903,483	239,223
Receipts from fundraising activities		1,554,691	1,701,063
GST collected from customers		151,695	118,091
Interest received		37,793	15,455
<b>Outflows:</b>			
Employee expenses		(859,469)	(726,300)
Operational expenses		(378,923)	(390,084)
Fundraising expenses		(560,314)	(405,312)
Distribution of grants and fundraising disbursements		(568,327)	(587,027)
Finance costs		(156)	-
GST paid to suppliers		(75,323)	(50,240)
GST remitted to ATO		(93,780)	(60,510)
All other expenses		(142,020)	(111,572)
<b>Net cash flows provided by/(used in) operations</b>		<b><u>1,050,455</u></b>	<b><u>707,253</u></b>
<b>Cash flows used in investing activities</b>			
Purchase of property, plant and equipment		(69,580)	(444,282)
Payments for investments		(1,100,000)	-
<b>Cash flows used in investing activities</b>		<b><u>(1,169,580)</u></b>	<b><u>(444,282)</u></b>
<b>Cash flows used in financing activities</b>			
Payment of leases		(5,944)	-
<b>Cash flows used in financing activities</b>		<b><u>(5,944)</u></b>	<b><u>-</u></b>
<b>Net increase / (decrease) in cash and cash equivalents</b>		<b>(125,069)</b>	<b>262,971</b>
Cash and cash equivalents at beginning of the year		1,830,845	1,567,874
Cash and cash equivalents at end of the year	9	<b><u>1,705,776</u></b>	<b><u>1,830,845</u></b>

*The accompanying notes form part of these statements.*

# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Notes to the Financial Statements

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### 1 Basis of financial statement preparation

#### 1.1 General information

These financial statements cover the Sunshine Coast Health Foundation known as Wishlist. The financial statements include all income, expenses, assets, liabilities and equity of Wishlist. There are no controlled entities.

The Sunshine Coast Health Foundation was established on 23 January 1998 under the former Hospitals Foundations Act (1982), now Hospitals Foundations Act (2018), and is a statutory body. Wishlist is a community based not for profit charity committed to providing equipment, accommodation, training, support programs and research funding to the Sunshine Coast Hospital and Health Service (SCHHS) which incorporates Nambour, Caloundra, Maleny, Gympie public hospitals and the Sunshine Coast University Hospital (SCUH).

The office and principal place of business is Sunshine Coast University Hospital, Doherty Street, Birtinya, QLD, 4575.

The postal address is PO Box 5340, Sunshine Coast Mc, QLD, 4560.

#### 1.2 Compliance with prescribed requirements

The financial statements of Wishlist have been prepared in compliance with the Financial Accountability Act 2009; the Financial and Performance Management Standard 2019; the Australian Charities and Not-for-profits Commission Act 2012; and Australian Accounting Standards and Interpretations of the Australian Accounting Standards Board.

Wishlist is a not-for-profit entity and these general purpose financial statements are prepared in compliance with the requirements of Australian Accounting Standards - Reduced Disclosure Requirements and Interpretations applicable to not-for-profit entities. These financial statements are prepared on an accrual basis (with the exception of the Statement of Cash Flows, which is prepared on a cash basis).

#### 1.3 Presentation

The principal accounting policies applied in the preparation of these financial statements are set out within each relevant note. These policies have been consistently applied to all the years presented, unless otherwise stated.

##### Currency and rounding

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

##### 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 Wishlist 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.

##### Comparatives

Comparative information reflects the audited 2018-19 financial statements.

# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Notes to the Financial Statements

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### 1.4 Authorisation of financial statements for issue

The financial statements are authorised for issue by the Chair and Member of the Finance Audit and Risk Management Committee at the date of signing the Management Certificate.

### 1.5 Basis of measurement

The financial statements have been prepared under the historical cost convention, except for the following:

- Land and buildings which are measured at fair value;
- Provisions expected to be settled more than 12 months after reporting date which are measured at their present value; and
- Inventories which are measured at the lower of cost and net realisable value.

### 1.6 Taxation

Wishlist is endorsed by the Australian Taxation Office (ATO) as a Deductible Gift Recipient (a Health Promotion Charity) and is exempt from income tax under the Income Tax Assessment Act 1997. It is endorsed for GST (Goods and Services Tax) concessions under a New Tax System (Goods and Services Tax) Act 1999 and is exempted (subject to the thresholds) under the Fringe Benefits Tax Assessment Act 1986.

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. Trade receivables and payables are presented inclusive of GST.

### 1.7 Key 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 the 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.

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. The valuation of property, plant and equipment necessarily involves estimation uncertainty with the potential to materially impact on the carrying amount of such assets in the next reporting period. Details are set out in note 13.

### 1.8 New and Revised Accounting Standards

New and revised standards applied for the first time as they became effective for financial years commencing on or after 1 July 2019:

#### AASB 15 Revenue from Contracts with Customers & AASB 1058 Income of Not-for-Profit Entities

AASB 15 establishes a new five-step model for determining how much and when revenue from contracts with customers is recognised.

Wishlist applied the modified retrospective transition method and has not restated comparative information for 2018-19, which continues to be reported under AASB 1004 Contributions. Wishlist, further, elected to apply the standard retrospectively to all contracts, including completed contracts, at 1 July 2019. Completed contracts include contracts where the department had recognised all of the revenue in prior periods under AASB 1004 Contributions.

AASB 15 additionally includes new disclosure requirements which have been included in note 3 incorporating segregation of revenue for contracts with customers as well as an alignment with new terminology for unearned income being renamed as contract liabilities.

AASB 1058 applies to transactions where Wishlist acquires an asset for significantly less than fair value principally to enable Wishlist to further its objectives, and to the receipt of volunteer services.

# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Notes to the Financial Statements

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For specific-purpose capital grants, the funding received is initially deferred as a contract liability and subsequently recognised as revenue as or when Wishlist satisfies the obligations under the agreement.

Wishlist has considered the impact of applying the AASB 1058 requirements for revenue recognition and assessed that it will not result in any significant difference from the previous method for determining revenue recognition other than the impact described above relating to the first-time adoption of AASB 15. There are therefore no adjustments made to opening balances on 1 July 2019 as a result of the first-time adoption of AASB15 and AASB 1058.

Additionally, under AASB 1058 Wishlist is required to recognise the value of volunteer services when the services would have been purchased if they had not been donated, and the fair value of these services can be measured reliably. While Wishlist receives significant services from volunteers, the estimated value of volunteer labour contributed to Wishlist which would have been purchase if it had not been donated, is not material for financial reporting purposes and will not be recorded in the financial statements for the year ending 30 June 2020.

### AASB 16 Leases

AASB 16 requires all leases to be accounted for on balance sheet as right-of-use assets and lease liabilities, except for short-term leases and leases of low value assets. Wishlist has one lease for motor vehicles which was recognised on transition as a right-of-use asset and a lease liability of \$2 991. Wishlist subsequently depreciates the right-of-use asset and recognises interest expense on the lease liability.

Wishlist applied the modified retrospective transition method and has not restated comparatives for 2018-19, which continue to be reported under AASB 117 Leases and related interpretations. The reclassifications and the adjustments arising from the new leasing rules are therefore recognised in the opening balance sheet on 1 July 2019.

On adoption of AASB 16, Wishlist recognised lease liabilities in relation to leases which had previously been classified as 'operating leases' under the principles of AASB 117 Leases. These liabilities were measured at the present value of the remaining lease payments, discounted using the lessee's incremental borrowing rate as of 1 July 2019.

The weighted average lessee's incremental borrowing rate applied to the lease liabilities on 1 July 2019 was 2.5 per cent. Wishlist did not have any leases previously classified as 'finance leases' under the principles of AASB 117 Leases.

### **Early adoption of Australian Accounting Standards and Interpretations**

No accounting pronouncements were early adopted in the 2019-20 financial year.

### **Voluntary changes in accounting policy**

No voluntary changes in accounting policies occurred during the 2019-20 financial year.

# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Notes to the Financial Statements

	2020	2019
	\$	\$
<b>2 Operational revenue</b>		
Carpark revenue	532,842	524,145
Wishlist Connect	72,395	90,022
Sunshine Coast Health Institute	61,142	36,959
Alliance partners sponsorships	205,574	189,301
Reed Charity House	77,071	74,175
Wishlist House Income	4,700	-
Jobkeeper subsidy	84,000	-
Corona Virus Economic Response Package	62,500	-
Other operational revenue	56,379	13,474
	<u>1,156,603</u>	<u>928,076</u>

### Accounting policy

Carpark revenue is recognised as prepaid top-up payments and on the completed delivery of the car parking service to the customer (which occurs at the point of the customer payment upon existing the car park).

Revenue from partnerships are recognised according to the Partnership agreement due dates. Payments received in advance are initially recorded as unearned revenue.

Accommodation revenue from Reed Charity House and Wishlist House are recognised on date of occupation of the premises. Payment received in advance is initially recorded as unearned revenue.

Government subsidies and economic response packages are recognised as revenue on receipt. All other revenue is recognised on receipt of delivery of service.

### 3 Grants and fundraising activities and events

Donations and grants	903,483	239,223
Donations - buildings	411,295	-
Wishlist Coffee House at Nambour Hospital	40,134	-
Wishlist Coffee House at Gympie Hospital	274,416	251,908
<i>Fundraising events:</i>		
Spring Carnival Gala	463,416	361,592
Melbourne Cup charity event	144,321	174,967
Gympie Jazz festival	50,876	50,496
Fun Run	-	40,557
Give Me 5 for Kids	460,039	644,127
Staff fundraising	113,161	73,344
SCLMA Gala	36,650	-
Other fundraising and events	25,670	70,477
Commission	6,868	9,318
	<u>2,930,329</u>	<u>1,916,009</u>

### Accounting policy

Revenue from fundraising activities and events is recognised on the day of the event or when the funds have been received, where Wishlist does not have further obligations to the contributor.

Grants, contributions and donations 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 Wishlist 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.

# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Notes to the Financial Statements

	2020	2019
	\$	\$
<p>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. Wishlist did not receive any specific purpose capital grants in this financial year.</p> <p>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.</p> <p>Wishlist House, situated at 11 Affinity Place, Birtinya, was donated during 2019-20 financial year. Refer to note 13 for the detail on this transaction.</p>		
<b>4 Operational expenses</b>		
Carpark expenses	82,354	127,527
Wishlist Connect	12,354	21,302
SCHI	44,095	24,983
Reed Charity House	97,252	81,478
Wishlist House	1,997	-
	<u>238,052</u>	<u>255,290</u>
<p>The Nambour Hospital carpark is leased to the Foundation until 31 December 2020 (with options to extend) and is managed by Point Parking.</p>		
<b>5 Grants and fundraising activities and events expenses</b>		
Wishlist Coffee House at Nambour Hospital	25,892	-
Wishlist Coffee House at Gympie Hospital	111,882	107,800
Wishlist Solace Centre	49,166	-
<i>Fundraising events:</i>		
Spring Carnival Gala	254,913	265,804
Melbourne Cup charity event	115,594	142,753
Gympie Jazz festival	25,600	22,207
SCLMA Gala	25,146	-
Fun Run	1,550	12,824
Other fundraising and events	67,487	54,232
	<u>677,230</u>	<u>605,620</u>
<b>6 Employee expenses</b>		
Employee benefits		
Wages and salaries	736,262	616,456
Annual leave expense	66,769	49,699
Long service leave expense	11,440	17,241
Employer superannuation contributions	71,959	62,033
Other employee benefits	10,157	2,247
Employee related expenses		
Workers' compensation premium	4,543	3,887
	<u>901,130</u>	<u>751,563</u>
Number of employees	11.29	9.65

The number of employees as at 30 June, including both full-time and part-time employees, are measured on a full-time equivalent basis.

# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Notes to the Financial Statements

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### Accounting policy

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

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

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

A liability has been recognised for employee annual leave arising from services performed to Statement of Financial Position date at the current salary rates.

#### Long-term employee benefits - long service leave

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

Long service leave liabilities are presented as current liabilities where Wishlist does not have an unconditional right to defer payment for at least 12 months after the end of the reporting period.

Long service leave liabilities 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 worker's compensation insurance) are also recognised as liabilities, where these on-costs are material.

#### Superannuation

Employer superannuation contributions are paid to superannuation funds as nominated by employees. Contributions are expensed in the period in which they are paid or payable.

#### Workers' Compensation Premiums

Wishlist pays premiums to WorkCover Queensland in respect of its obligations for employee compensation. Workers' compensation insurance is a consequence of employing employees, but is not counted in an employee's total remuneration package. It is not employee benefits and is recognised separately as employee related expenses.

### 6.1 Key executive management personnel (KMP) disclosures

The following details for key executive management personnel include those positions that had authority and responsibility for planning, directing and controlling the activities of Wishlist during the 2019-20 year.

Wishlist is governed by a voluntary Board which is responsible for the overall strategic direction of the organisation, overseeing its operations and establishing policies and procedures. Directors are appointed by the Governor in Council.

No Board members received or were entitled to receive any fees or disbursements during the year.

Transactions with people/entities related to the Board or key management personnel is disclosed in the related party note.



# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Notes to the Financial Statements

2020                      2019  
\$                                      \$

### Remuneration

The remuneration policy for Wishlist's key executive management personnel is set by the Board. The remuneration and other terms of employment for the key executive management personnel are specified in employment contracts. No KMP remuneration packages provide for performance or bonus payments.

Wishlist does not bear any cost of remuneration of the Minister.

The Chief Executive Officer (CEO) is responsible for the efficient, effective and economic administration of Wishlist. The role and remuneration package is in accordance with an employment contract. The current CEO was appointed on 12 March 2002 by the Board.

The remuneration package includes base salary, allowances and leave entitlements earned and expensed for together with provision of a motor vehicle and an employee expense benefits card (EBC) up to the exempt amount of fringe benefits tax applicable to the benefit. Long term benefits include long service leave accrued.

Position	Short term employee expenses		Long term employee expenses	Post-employment expenses	Termination benefits	Total
	Monetary expenses	Non-monetary expenses				
	\$	\$	\$	\$	\$	\$
2019-20 CEO	150,000	7,800	2,769	14,250		174,819
2018-19 CEO	121,146	2,720	8,716	10,800	-	143,382

Long term employee expenses include adjustments to annual leave and long service leave provisions from salary increase.

### 7 Other expenses

Accounting fees	6,000	6,000
Advertising	35,649	30,341
Auditors remuneration - fees	10,000	7,062
Bank charges	5,874	6,095
Computer expenses	24,876	7,565
Entertainment	13,527	14,002
Gifts	2,811	1,717
Insurance	603	2,906
Legal expense	-	256
Motor vehicle expense	5,941	13,047
Other expenses	1,174	1,120
Plant and equipment less than \$2000	841	15,583
Printing and stationery	1,615	2,062
Promotional Representation	11,295	5,800
Subscriptions	3,711	5,050
Telephone and internet	4,887	2,940
Training	9,967	2,050
Travel	3,249	3,317
	<u>142,020</u>	<u>126,913</u>

### Accounting policy

Total external audit fees payable to the Queensland Audit Office Interim Report for the financial year 2019-20 was \$11,000 (inclusive of GST).

# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Notes to the Financial Statements

	2020	2019
	\$	\$
<b>8 Distribution of grants and fundraising disbursements</b>		
Equipment	193,151	206,227
Service support	296,011	313,652
Education	45,622	44,962
Research	33,543	22,186
	<u>568,327</u>	<u>587,027</u>

### Accounting policy

Grants and fundraising disbursements are measured at the amount paid for the goods or services received. Grants and fundraising disbursements are expensed in the period in which they are paid or payable.

The Wishlist Board approve the funding of medical equipment, services, education and research via a rigorous funding round approval process, that begins with the Chief Operating Officer of the SCHHS first endorsing the application.

Wishlist pays on receipt of goods and the issuing of an invoice from the SCHHS.

There are some exceptions to this process, such as the Clown Doctor invoice payed quarterly to the Humour Foundation, and the yoga therapist who we also pay directly, and some education costs payed directly to the vendor or to the recipient, on production of a receipt of payment.

### 9 Cash and cash equivalents

Cash on hand	5,360	7,963
Cash at bank	600,416	539,541
Cash on deposit	1,100,000	1,283,341
	<u>1,705,776</u>	<u>1,830,845</u>

### Accounting policy

Cash and cash equivalents include all cash and cheques receipted but not banked at 30 June as well as deposits at call with financial institutions.

### 10 Trade and other receivables

Trade receivables	155,733	80,235
	<u>155,733</u>	<u>80,235</u>

### Accounting policy

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

The collectability of receivables is assessed periodically with provision being made for expected credit losses. The loss allowance is estimated based on the probability and timing of potential defaults, and takes into account forecasts of future economic conditions as well as past events. All known bad debts were written-off as at 30 June.

# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Notes to the Financial Statements

	2020	2019
	\$	\$
<b>11 Other assets</b>		
<i>Other current assets</i>		
Prepaid expenses	50,843	56,361
Deposits	25,000	154
	<u>75,843</u>	<u>56,515</u>
<i>Other non-current assets</i>		
Prepaid expenses	41,532	-
	<u>41,532</u>	<u>-</u>
<b>Total other assets</b>	<u>117,375</u>	<u>56,515</u>

### Accounting policy

Prepayments consist of various payments that have been made in advance for goods and services to be received in future.

Prepayments are measured at amortised cost, and are derecognised when the goods and services to which the prepayment relate have been received.

## 12 Inventories

Wishlist Coffee House - Stock	4,402	5,117
Wishlist Coffee House - Consumables and supplies	4,805	566
Wishlist events - Consumables and supplies	11,493	5,069
	<u>20,700</u>	<u>10,752</u>

### Accounting policy

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs necessary to make the sale. The cost of inventories is assigned on a weighted average basis and comprises all costs of purchases, cost of conversion and other costs incurred in bringing the inventories to their present location and condition.

## 13 Property, plant and equipment

Balances at year end and movements for the year

	Land	Buildings	Plant and equipment	Total
	\$	\$	\$	\$
<b>Carrying Value</b>				
Balance at 1 July 2019				
At cost or fair value	881,846	1,560,000	663,786	3,105,632
Accumulated depreciation	-	(60,000)	(354,339)	(414,339)
Net book value	<u>881,846</u>	<u>1,500,000</u>	<u>309,447</u>	<u>2,691,293</u>
<b>Reconciliation for the year ended 30 June 2020</b>				
Balance at 1 July 2019	881,846	1,500,000	309,447	2,691,293
Additions	-	470,000	10,875	480,875
Depreciation	-	(41,661)	(65,513)	(107,174)
Revaluation increase (decrease)	148,154	41,661	-	189,815
Closing balance at 30 June 2020	<u>1,030,000</u>	<u>1,970,000</u>	<u>254,809</u>	<u>3,254,809</u>

# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Notes to the Financial Statements

	Land	Buildings	Plant and equipment	Total
	\$	\$	\$	\$
<b>Carrying Value</b>				
<b>Closing balance at 30 June 2020</b>				
At cost or fair value	1,030,000	2,095,080	674,660	3,799,740
Accumulated depreciation	-	(125,080)	(419,851)	(544,931)
<b>Net book value</b>	<b>1,030,000</b>	<b>1,970,000</b>	<b>254,809</b>	<b>3,254,809</b>
<b>Carrying Value</b>				
<b>Balance at 1 July 2018</b>				
At cost or fair value	450,000	1,500,000	677,355	2,627,355
Accumulated depreciation	-	-	(320,395)	(320,395)
<b>Net book value</b>	<b>450,000</b>	<b>1,500,000</b>	<b>356,960</b>	<b>2,306,960</b>
<b>Reconciliation for the year ended 30 June 2019</b>				
Balance at 1 July 2019	450,000	1,500,000	356,960	2,306,960
Additions	431,846	-	12,436	444,282
Depreciation	-	(60,000)	(44,607)	(104,607)
Revaluation increase (decrease)	-	60,000	-	60,000
Disposals	-	-	(15,342)	(15,342)
<b>Closing balance at 30 June 2019</b>	<b>881,846</b>	<b>1,500,000</b>	<b>309,447</b>	<b>2,691,293</b>
<b>Carrying Value</b>				
<b>Closing balance at 30 June 2019</b>				
At cost or fair value	881,846	1,560,000	663,786	3,105,632
Accumulated depreciation	-	(60,000)	(354,339)	(414,339)
<b>Net book value</b>	<b>881,846</b>	<b>1,500,000</b>	<b>309,447</b>	<b>2,691,293</b>

### 13.2 Revaluation

Reed Charity House, situated at 31 Hospital Road, Nambour, was valued as at 30 June 2020 by Heron Todd White. The date of the valuation report is 14 July 2020 and represents a total market value of \$2 050 000 (\$550 000 for Land and \$1 500 000 for the building).

### 13.3 Asset Donated

Wishlist House, situated at 11 Affinity Place, Birtinya, was donated and completed in May 2020, with \$411 295 recognised in revenue in the Statement of Profit and Loss and Other Comprehensive Income. The total market value has been estimated at \$950 000 (\$480 000 for Land and \$470 000 for the building) on 14 July 2020. The valuation was performed by Heron Todd White.

# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Notes to the Financial Statements

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### 13.4 Accounting policies

#### 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. Assets acquired at no cost or for nominal consideration, are recognised at their fair value at the date of acquisition in accordance with AASB 116 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	\$2 000

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

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.

#### Measurement

Plant and equipment is measured at cost.

Land and buildings are measured at fair value as required by Queensland Treasury's Non-Current Asset Policies of 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.

The fair value of freehold land and buildings are comprehensively revalued at least every 3 years by an independent valuer. At the end of each intervening reporting period, the Board review the independent valuation and, where appropriate, update the fair value measurement to reflect the current market conditions utilising an appropriate Index.

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.

For assets revalued using a market 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'.

#### Depreciation expense

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

Buildings and plant and equipment are depreciated on a straight-line method so as to allocate the revalued amount or net cost of each asset, less its estimated residual value, progressively over its estimated useful life to Wishlist.

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 Wishlist.

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

Buildings	4% - 14.3%
Plant and equipment	6.66% - 25%

# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Notes to the Financial Statements

	2020	2019
	\$	\$
<b>14 Leases</b>		
<b>Right of use assets - Motor Vehicles</b>		
Balance at 1 July	-	-
Additions	11,962	-
Depreciation	(5,981)	-
Closing balance 30 June	<u>5,981</u>	<u>-</u>
<b>Lease liabilities</b>		
Current	6,018	-
Non-current	-	-
	<u>6,018</u>	<u>-</u>
<b>Amounts recognised in profit and loss</b>		
Interest expense on lease liabilities	156	-
<b>Total cash outflow for leases</b>	<b>6,100</b>	<b>-</b>

### Accounting policies

Right-of-use assets are initially measured at cost comprising the amount of the initial measurement of the lease liability, any lease payments made at or before the commencement date (less any lease incentives received), initial direct costs incurred and the initial estimate of restoration costs (where applicable). Subsequent to initial recognition, right-of-use assets are measured at cost.

Lease liabilities are initially recognised at the present value of lease payments over the lease term that are not yet paid. The lease term includes any extension or renewal options that the department is reasonably certain to exercise. The future lease payments included in the calculation of the lease liability comprise:

- fixed payments (less any lease incentives receivable),
- variable lease payments that depend on an index or rate (initially measured using the index or rate as at the commencement date),
- the amount of residual value guarantees,
- the exercise price of a purchase option (where the Foundation is reasonably certain to exercise the option); and
- payments for termination penalties (if the lease term reflects the early termination).

Wishlist's incremental borrowing rate is used when measuring the lease liability for the lease of motor vehicles as the interest rate implicit in the lease cannot be readily determined. The incremental borrowing rate used is the fixed rate loan rate published by the Queensland Treasury Corporation that correspond to the lease's commencement date and lease term.

### 15 Investments

Deposits	<u>1,100,000</u>	<u>-</u>
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### Accounting policies

Investments represents fixed term cash deposits with banks exceeding a maturity period of 3 months.

# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Notes to the Financial Statements

	2020	2019
	\$	\$
<b>16 Trade and other payables</b>		
Trade creditors	29,869	74,898
Accrued expenses	47,506	124,732
Sundry creditors	-	5,661
Superannuation payable	17,467	14,185
GST Payable	10,601	34,454
	<u>105,443</u>	<u>253,930</u>

### Accounting policies

Accounts payable represent trade creditors that are recognised upon receipts 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.

### 17 Accrued employee benefits

#### Current liabilities

Wages outstanding	21,275	8,978
Annual leave accrual	56,643	36,763
Long service leave accrual	42,029	24,831
Time in Lieu accrual	3,144	5,101
	<u>123,091</u>	<u>75,673</u>

#### Non-current liabilities

Long service leave accrual	11,078	16,835
	<u>11,078</u>	<u>16,835</u>
	<u>134,169</u>	<u>92,508</u>

Accounting policy - refer note 6.

Long service leave accrual has been allocated to current liabilities for all employees included in the calculation representing more than 10 years of service. All other employees with less than 10 years service have been included as non-current liabilities.

### 18 Other current liabilities

#### Other current liabilities

Contract liabilities	229,775	123,359
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#### Other non-current liabilities

Contract liabilities	10,500	-
	<u>240,275</u>	<u>123,359</u>

### 19 Asset revaluation surplus

Balance at the beginning of the year	-	-
Revaluation increments	54,888	-
Balance at the closing of the year	<u>54,888</u>	<u>-</u>

# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Notes to the Financial Statements

	2020	2019
	\$	\$
<b>20 Trust transactions and balances</b>		
Cash and cash equivalents	89,215	266,656
Trade and other receivables	31,040	103,590
	<u>120,255</u>	<u>370,246</u>

GM54K is a campaign run jointly with Southern Cross Austereo (SCA) with funds being received by both Wishlist and SCA. Once the campaign is closed off, Wishlist will transfer the net proceeds to SCA who will then include the net amounts they received and transfer it back to Wishlist as a donation. The funds received prior to the close off of the GM54K campaign is therefore treated as funds held for third party and are not recognized in the financial statements but are disclosed in this note for information for users. The GM54K campaign has been severely impacted by COVID-19.

### 21 Related party transactions

The following Board members held office during the year:

	Date appointed	Tenure complete
Peter Boyce (Chair)	23/02/2017	
John Williams (Current Deputy Chair)	19/08/2016	
Cosmo Schuh	13/12/2018	
Trudy Fitzgerald	19/08/2016	
Sue Sara	13/12/2018	
Anthony Long	13/12/2018	
Graham Wilkinson	7/04/2006	
Dr Lorraine Ferguson (Chair of Sunshine Coast Hospital and Health Board)	13/12/2018	
Lisa Aitken (term ended)	10/06/2010	30/09/2019
Jenny Madden	23/11/2012	30/09/2019

Peter Boyce's firm, Butler McDermott Lawyers, has provided probono legal services to Wishlist for more than ten years.

The firm also acted for Wishlist in the matters of a bequest and a number of general matters. No accounts were rendered for these matters.

The Health Service provides office space for Wishlist on an ongoing basis, on the ground floor of the Sunshine Coast University Hospital. Wishlist also has a lease in place with the Health Service to 1st July 2020, with a five year option, on the management rights of the car park at Nambour Hospital. All funds generated by this enterprise since 2000 have been directed by Wishlist to the foundation's operational costs, and surplus directed to our \$17million spend on supporting the Health Service. No charges are incurred by Wishlist for the office rental nor for the Nambour carpark rental.

Wishlist also received significant probono services from an entity controlled by a past Board member in relation to the preparation of workplace employment contracts and general workplace law matters. Aitken Legal did not render any accounts for these matters.



# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Notes to the Financial Statements

	2020	2019
	\$	\$
<b>22 Financial Instruments - Classification and presentation</b>		
Financial instruments are classified under Accounting Standard AASB 9 as follows:		
<i>Financial assets</i>		
Cash and cash equivalents	1,705,776	1,830,845
Receivables at amortised cost	155,733	80,235
	<u>1,861,509</u>	<u>1,911,080</u>
<i>Financial liabilities</i>		
Payables at amortised cost	105,443	253,930
	<u>105,443</u>	<u>253,930</u>

### 22.1 Financial risk management

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

Whilst there is no legislative requirement for Wishlist to undergo an internal audit, Wishlist's Finance, Audit & Risk Management Committee ensures it minimises the risk of an inadequate internal control framework that may result in possible fraud, irregularities or regulatory non-compliance by way of internal checklists and the review of specific finance related source documentation. Wishlist's Finance, Audit & Risk Management Committee has updated their internal audit related risk management procedures. The update is in line with the Financial Management Practice Manual.

### 22.2 Credit risk exposure

Credit risk exposure refers to the situation where Wishlist 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 provisions for impairment.

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

Management has a credit policy in place and the exposure to credit risk is monitored on an ongoing basis. Wishlist minimises concentrations of credit risk in so far as its transactions are undertaken with a large number of customers predominantly on cash terms.

At the reporting date, there were no significant concentrations of credit risk.

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.

### 22.3 Liquidity risk

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

Wishlist is exposed to liquidity risk in respect of its payables.

Wishlist manages liquidity risks through the use of cash and deposits. This aims to reduce the exposure to liquidity risk by ensuring Wishlist has sufficient funds available to meet employee and supplier obligations as they fall due. This is achieved by ensuring minimum levels of cash are held within the accounts so as to match the expected duration of the various employee and supplier liabilities.

# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Notes to the Financial Statements

	2020	2019
	\$	\$

The above financial liabilities held by Wishlist are generally payable in less than 12 months. This represents the contractual maturity of the financial liabilities, calculated based on cash flows relating to the repayment of outstanding amounts at balance date.

### 22.4 Market risk

Wishlist does not trade in foreign currency and is not exposed to commodity price changes. Its cash deposits are in interest bearing accounts. Wishlist does not undertake any hedging in relation to interest rate risk.

### 22.5 Interest rate sensitivity analysis

The following interest rate sensitivity analysis depicts the outcome to profit and loss if interest rates were to change by +/- 1% from the year-end rates applicable to Wishlist's financial assets and liabilities. With all other variables held constant, Wishlist would have a surplus/(deficit) and equity increase/(decrease) as indicated below. This is predominantly attributable to Wishlist's exposure to interest rates on its cash deposits.

Cash and cash equivalents	1,705,776	1,830,845
Surplus/Equity (+ / - 1%)	17,058	18,308

### 23 Significant financial impacts from COVID-19 pandemic

The following significant transactions were recognised by Wishlist during the 2019-20 financial year in response to the COVID-19 pandemic.

#### Statement of profit and loss

##### *Significant revenue items arising from COVID-19*

Additional revenue received to fund COVID-19 Initiatives	146,500
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#### Fundraising income

As the full impact of COVID-19 emerged in late March it became apparent that all projected fundraising activity would be greatly impacted. The strategy quickly changed to direct the focus of the Wishlist team towards ramping up our regular giving programme, payroll giving from SCHHS staff and holding a Giving Day in August.

#### Operational income

At the end of March we saw the start of a significant number of cancellations of WishlistConnect users and we made the decision to offer three months free of charge to past and current WishlistConnect users, as a sign of goodwill during challenging times.

Time otherwise directed by the Wishlist team to Mix FM's Give Me 5 for Kids and fundraising events like Wishlist Jazz and Wine Festival, Wishlist Spring Carnival and the Fun Run was immediately redirected to COVID-19 fundraising activity, acknowledging donations and supporters, and supporting the SCHHS in the best possible way.

Time otherwise directed by the Wishlist team to Mix FM's Give Me 5 for Kids and fundraising events like Wishlist Jazz and Wine Festival, Wishlist Spring Carnival and the Fun Run was immediately redirected to COVID-19 fundraising activity, opening the Wishlist Coffee House Nambour, managing our accommodation centres when volunteers were stood down, acknowledging donations and supporters, and supporting the SCHHS in the best possible way.

Wishlist's financial statements are expected to be impacted by the COVID-19 programs beyond 30 June 2020, although the actual impacts cannot be reliably estimated at the reporting date.

# Sunshine Coast Health Foundation

Financial Statements for the year ended 30 June 2020

## Notes to the Financial Statements

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### 24 Commitments and contingencies

In March 2019 Wishlist became the beneficiary of a \$12 million grant from the Community Health and Hospital Program (CHHP) received from Andrew Wallace MP through the Federal Health Minister, the Honourable Greg Hunt MP. On the 25 February 2020, the Wishlist board approved, subject to Development Approval, an offer to execute the purchase of land from Stockland Developments within the Oceanside Health Hub. The land is situated at Lots 904 and 905 Bright Place, Birtinya.

There were no other known commitments nor contingencies as at 30 June 2020.

### 25 Events after the reporting date

The Board are not aware of any significant events since the end of the reporting period that requires disclosure or adjustment to the financial results presented.

# Sunshine Coast Health Foundation

Annual Financial Statements for the year ended 30 June 2020

## Management certification and declaration

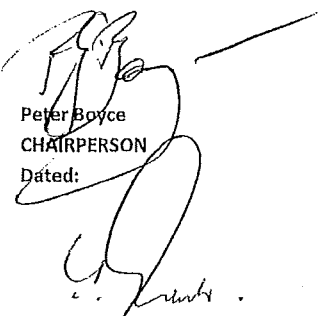
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These general purpose financial statements have been prepared pursuant to s.62(1)(a) of the Financial Accountability Act 2009 (the Act), section 43 of the Financial and Performance Management Standard 2019, the Australian Charities and Not-for-profits Commission Act 2012 and other prescribed requirements. In accordance with s.62(1)(b) of the Act and s60.15(2) of the Australian Charities and Not-for-profits Commission Regulation 2013, 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 and the Australian Charities and Not-for-profits Commission Act 2012, of the transactions of Sunshine Coast Health Foundation for the financial year ended 30 June 2020 and of the financial position at the end of that year; and

(c) we acknowledge responsibility under Section 7 and Section 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.



Peter Boyce

CHAIRPERSON

Dated:

Cos Schun

FINANCE, AUDIT AND RISK  
MANAGEMENT COMMITTEE

MEMBER

Dated: 25.8.20

## Appendix 2 – Independent Auditors Report

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## INDEPENDENT AUDITOR'S REPORT

To the Board of Sunshine Coast Health Foundation

### Report on the audit of the financial report

#### Opinion

I have audited the accompanying financial report of Sunshine Coast Health Foundation .

In my opinion, the financial report:

- a) gives a true and fair view of the entity's financial position as at 30 June 2020, and its financial performance and cash flows for the year then ended
- b) complies with the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2019, the *Australian Charities and Not-for-profits Commission Act 2012*, the Australian Charities and Not-for-profits Commission Regulation 2013 and Australian Accounting Standards.

The financial report comprises the statement of financial position as at 30 June 2020, 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 Regulation 2013 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 accounting policies used and the reasonableness of accounting estimates and related disclosures made by the entity.
- Conclude on the appropriateness of the entity's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

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

## Report on other legal and regulatory requirements

### Statement

In accordance with s.40 of the *Auditor-General Act 2009*, for the year ended 30 June 2020:

- 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.



28 August 2020

Charles Strickland  
as delegate of the Auditor-General

Queensland Audit Office  
Brisbane



## Appendix 3 – Compliance Checklist

Summary of requirement		Basis for requirement	Annual report reference
Letter of compliance	<ul style="list-style-type: none"> <li>A letter of compliance from the accountable officer or statutory body to the relevant Minister/s</li> </ul>	ARRs – section 7	2
Accessibility	<ul style="list-style-type: none"> <li>Table of contents</li> <li>Glossary</li> </ul>	ARRs – section 9.1	3 & 27
	<ul style="list-style-type: none"> <li>Public availability</li> </ul>	ARRs – section 9.2	3
	<ul style="list-style-type: none"> <li>Interpreter service statement</li> </ul>	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3	3
	<ul style="list-style-type: none"> <li>Copyright notice</li> </ul>	<i>Copyright Act 1968</i> ARRs – section 9.4	3
	<ul style="list-style-type: none"> <li>Information Licensing</li> </ul>	<i>QGEA – Information Licensing</i> ARRs – section 9.5	3
General information	<ul style="list-style-type: none"> <li>Introductory Information</li> </ul>	ARRs – section 10.1	4
	<ul style="list-style-type: none"> <li>Machinery of Government changes</li> </ul>	ARRs – section 10.2, 31 and 32	NA
	<ul style="list-style-type: none"> <li>Agency role and main functions</li> </ul>	ARRs – section 10.2	4-6
	<ul style="list-style-type: none"> <li>Operating environment</li> </ul>	ARRs – section 10.3	4-6
Non-financial performance	<ul style="list-style-type: none"> <li>Government's objectives for the community</li> </ul>	ARRs – section 11.1	6-15
	<ul style="list-style-type: none"> <li>Other whole-of-government plans / specific initiatives</li> </ul>	ARRs – section 11.2	6-15
	<ul style="list-style-type: none"> <li>Agency objectives and performance indicators</li> </ul>	ARRs – section 11.3	6-15
	<ul style="list-style-type: none"> <li>Agency service areas and service standards</li> </ul>	ARRs – section 11.4	6-15
Financial performance	<ul style="list-style-type: none"> <li>Summary of financial performance</li> </ul>	ARRs – section 12.1	16-18
Governance – management and structure	<ul style="list-style-type: none"> <li>Organisational structure</li> </ul>	ARRs – section 13.1	19
	<ul style="list-style-type: none"> <li>Executive management</li> </ul>	ARRs – section 13.2	20-21
	<ul style="list-style-type: none"> <li>Government bodies (statutory bodies and other entities)</li> </ul>	ARRs – section 13.3	19
	<ul style="list-style-type: none"> <li>Public Sector Ethics</li> </ul>	<i>Public Sector Ethics Act 1994</i> ARRs – section 13.4	25
	<ul style="list-style-type: none"> <li>Human Rights</li> </ul>	<i>Human Rights Act 2019</i> ARRs – section 13.5	25
	<ul style="list-style-type: none"> <li>Queensland public service values</li> </ul>	ARRs – section 13.6	6
Governance – risk management and accountability	<ul style="list-style-type: none"> <li>Risk management</li> </ul>	ARRs – section 14.1	21-24
	<ul style="list-style-type: none"> <li>Audit committee</li> </ul>	ARRs – section 14.2	21
	<ul style="list-style-type: none"> <li>Internal audit</li> </ul>	ARRs – section 14.3	27

Summary of requirement	Basis for requirement	Annual report reference
<ul style="list-style-type: none"> <li>External scrutiny</li> <li>Information systems and recordkeeping</li> </ul>	ARRs – section 14.4	27
	ARRs – section 14.5	3
Governance – human resources	ARRs – section 15.1	26
	<ul style="list-style-type: none"> <li>Strategic workforce planning and performance</li> <li>Early retirement, redundancy and retrenchment</li> </ul> Directive No.04/18 <i>Early Retirement, Redundancy and Retrenchment</i> ARR – section 15.2	26
Open Data	ARRs – section 16	3
	ARRs – section 33.1	<a href="https://data.qld.gov.au">https://data.qld.gov.au</a>
	ARRs – section 33.2	<a href="https://data.qld.gov.au">https://data.qld.gov.au</a>
	ARRs – section 33.3	<a href="https://data.qld.gov.au">https://data.qld.gov.au</a>
Financial statements	FAA – section 62 FPMS – sections 38, 39 and 46 ARR – section 17.1	Appendix1
	<ul style="list-style-type: none"> <li>Independent Auditor's Report</li> </ul> FAA – section 62 FPMS – section 46 ARR – section 17.2	Appendix2

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2019*

ARRs *Annual report requirements for Queensland Government agencies*