

# ANNUAL REPORT

2017

WAIKATO / BAY OF PLENTY DIVISION CANCER SOCIETY NEW ZEALAND INC

# ANNUAL REPORT 2017

NOTICE IS HEREBY GIVEN THAT THE 54TH ANNUAL GENERAL MEETING OF THE WAIKATO/BAY OF PLENTY DIVISION OF THE CANCER SOCIETY OF NEW ZEALAND INCORPORATED WILL BE HELD AT 12.30PM ON TUESDAY 19TH SEPTEMBER AT THE CANCER SOCIETY'S LIONS LODGE, CORNER OF LAKE ROAD AND TAINUI STREET, HAMILTON.

## BUSINESS

1. Notice calling the meeting
2. Apologies
3. Confirmation of the minutes of the 53rd Annual General Meeting of the division held on Tuesday 20th September 2016
4. Matters Arising
5. Presentation of Annual Report and audited Statement of Accounts for the year ended 31 March 2017
6. Election of Officers - nominations must be lodged with the Chief Executive before Friday 1st September 2017 and must be signed by the proposer, seconder and nominee.
7. General Business



**Judy Gould**  
Chief Executive

## CONTENTS

PRESIDENT'S REPORT	2
CHIEF EXECUTIVE'S REPORT	3
COMMUNITY SERVICES REPORT	4
HEALTH PROMOTION REPORT	6
FUNDRAISING REPORT	8
VOLUNTEER DEVELOPMENT REPORT	10
CANCER SOCIETY'S LIONS LODGE REPORT	14
WAIKATO BREAST CANCER REGISTER REPORT	16
WAIKATO REGIONAL CANCER CENTRE REPORT	18
INCOME AND EXPENDITURE PERCENTAGES	19
STATEMENT OF COMPREHENSIVE REVENUE AND EXPENDITURE	20
STATEMENT OF FINANCIAL POSITION	21
STATEMENT OF CHANGES IN NET ASSETS	22
STATEMENT OF CASHFLOWS	23
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS	24
INDEPENDENT AUDITOR'S REPORT	32
NATIONAL STANDARD ALLOCATION FIGURES	33
RESOURCE ALLOCATION AND GRANTS	34
COMMITTEE MEMBERS AND STAFF	35
HOW YOU CAN HELP	36
SPONSORS AND SUPPORTERS	37
DIRECTORY	

## VISION

To be the leading organisation dedicated to reducing the incidence of cancer and ensuring the best cancer care for everyone in New Zealand.

## MISSION

The Waikato/Bay of Plenty Division of the Cancer Society of New Zealand Incorporated is committed to minimising the impact of cancer in the community through the provision of support services, health promotion, research, advocacy and information services.

## OBJECTIVES

- We seek to achieve this through:
- Providing quality support services to people affected by cancer
  - Conducting educational and health programmes that promote early detection and how to reduce the risk of cancer
  - Supporting research into the causes, prevention, detection and treatment of cancer
  - Providing an accessible and authoritative source of information on cancer
  - Advocating for the best services for people affected by cancer and influencing policy that reduces cancer risks

The Cancer Society of New Zealand is a non-governmental, not-for-profit organisation funded by caring New Zealanders.

# ANNUAL REPORT 2017

## PRESIDENT'S REPORT

I AM PLEASED TO INTRODUCE THE WAIKATO/BAY OF PLENTY CANCER SOCIETY'S ANNUAL REPORT FOR 2016/2017. DURING THE PAST 12 MONTHS, WE HAVE CONTINUED TO GROW AND ADAPT TO MEET THE NEEDS OF THOSE WHOM WE EXIST TO SUPPORT. FROM THE CHANGES TO OUR FUNDRAISING CALENDAR AND THE EXTENSION OF OUR SUNSMART SCHOOL'S ACCREDITATION PROGRAMME TO THE FUTURE LAUNCH OF OUR NEW OFFICE IN TAUPO; IT GIVES ME GREAT PLEASURE TO PRESENT OUR MOST RECENT ACHIEVEMENTS.

SINCE THE ANNOUNCEMENT of Chief Executive Judy Gould's retirement, I have spent considerable time reflecting on her tenure with admiration. Her long-term vision has always been at the forefront of her leadership and this foresight shines through in the legacy she will leave behind.

It is astonishing to reflect on how far the organisation has come in the 17 years Judy has been at the helm and the 26 years she has been involved with the organisation. Initially employed to organise the Waikato/Bay of Plenty's first Daffodil Day fundraiser, Judy has grown the division from a Hamilton-based team of five to 42 permanent staff across three main centres.

Under Judy's leadership, the community services function has expanded significantly. In 2000, the society invested just \$104,560 into the community services function compared to the \$1,115,123 spent helping people in 2016/2017. This increase reflects the development of pivotal services that were not available in those early days including the liaison nursing service, frozen meal service, counselling grants, our state of the art accommodation facility and the various education and support programmes now available to people with cancer.

Reducing the incidence of cancer has also been a priority and Judy's commitment to ensuring the society is there to provide a 'top of the cliff' solution is well-documented. From the successful SunSmart Schools accreditation programme to the annual beach promotions and men's health campaigns, the growth in education programmes across nearly two decades has been significant.

The society will certainly feel the impact of Judy's departure. Her experience has been of real value, not only in this region but also nationally, and I would like to thank Judy for her contribution to the National Executive Committee and the many other national working groups which have benefited from her input.

As I look ahead to 2017 and beyond, I look forward to working with the organisation on its commitment to ensuring access to services for those that need them. With construction planned on our new office in Taupo, the Society is thrilled about the improved level of support it will be able to provide to the Taupo community.

Thank you to our Executive Committee for your hard work and support of the Cancer Society this year. Following their resignations, we farewelled Nell Dawson and former president Jan Wright this year. Both have committed many years of service, with Jan being a member for 19 years, and we would like to thank each of them for their time and support. With farewells, however, comes the opportunity for new introductions. This year we formally appointed former Cancer Society Communications Manager Rachael Mounsey to the Executive Committee. We will be making further additions in an attempt to balance the skills and geographic balance of the Executive in 2017.

I would also like to thank our staff, donors, sponsors, volunteers, community fundraisers, and the many organisations that enable us to provide free support, services and programmes to people in our communities. Special mention must be made of Lion's Clubs in Districts

202L and 202K who, in addition to their unwavering support, have raised more than \$2m for the Cancer Society's Lions Lodge.

Once again it has been a privilege to fulfil the role of president of the Waikato/Bay of Plenty Cancer Society Executive Committee.



Murray Loewenthal

We were thrilled to see Murray Loewenthal named in the 2017 New Year Honours List for his services to health and the community. Murray has been a member of the Waikato/Bay of Plenty Cancer Society's Executive Committee for more than 15 years and has served as president since 2011.

During that time, he has been instrumental in many key projects and initiatives, including the Cancer Society's Lions Lodge. His dedication to the society, as well as various other community organisations, has earned him a Queen's Service Medal in this year's honours list. Congratulations to Murray for this well-deserved accolade.

## CHIEF EXECUTIVE'S REPORT

WE HAVE GAINED REAL MOMENTUM THIS YEAR BY EXPANDING OUR SERVICES AND ENSURING WE ARE HELPING MORE PEOPLE THAN EVER BEFORE. WITH A DEDICATED TEAM OF PROFESSIONALS, VOLUNTEERS AND THE GENEROSITY OF OUR DONORS, WE HAVE CONTINUED TO DELIVER ON OUR MISSION TO MINIMISE THE IMPACT AND INCIDENCE OF CANCER IN OUR REGION.

HERE IS A SNAPSHOT of what we have achieved this year with your help:

- Fostered local research by developing a new Clinical Research Fellowship worth \$80,000 to provide medical professionals with the opportunity to undertake cancer research full or part time within the Waikato or Bay of Plenty.
- Awarded \$26,740 for a lung cancer research project to improve lung cancer outcomes for Māori.
- Granted \$53,350 towards the running of the Waikato Breast Cancer Register which collects data on all breast cancer in the Waikato. This key resource is used to help understand and improve breast cancer outcomes and treatment for Waikato patients.
- Launched two new education programmes to address the needs of clients at different stages of their cancer journey.
- Met the needs of more people in rural communities with a pilot massage therapy programme and the appointment of an additional liaison nurse.
- Educated the public about the risks of smoking and encouraged smokers to consider quitting.
- Led the way nationally in SunSmart education with 70% of primary and intermediate schools in our region becoming SunSmart accredited.

- Delivered five Men's Health programmes and assisted the 62 participants to make beneficial lifestyle changes.
- Added three new and exciting events to our fundraising calendar: Jump For Cancer, Recycle Runway and Raising Hope.
- Supported our volunteers in contributing an impressive 9,928 hours to our organisation, an increase of 32% on last year.
- Provided accommodation for 731 guests at the Cancer Society's Lions Lodge, 224 more than last year.

After 26 years with the Cancer Society, I am proud of the work we have all achieved together. Our sponsors, supporters, donors, volunteers, staff and fundraisers all play a vital role in reducing the impact and incidence of cancer every day, and I would like to thank them all for their significant input. I am also grateful for the guidance and governance our executive committee has provided me over the years.

I have thoroughly enjoyed my time with the Cancer Society, and although it is with a touch of sadness that I pen my last report as chief executive, I look forward to seeing the meaningful work of this fantastic organisation continue with new leadership in 2017 and beyond.



Judy Gould



Thank you to Fairview Motors for supplying us with three new sponsored cars this year. For more than 25 years, Fairview has powered us as far north as the Coromandel, as far South as Taupo and everywhere in between to ensure we can reach those who need our support. Our branded cars do an excellent job of keeping the Cancer Society top of mind in our communities, and we are grateful for the unwavering support that Fairview provides.



# ANNUAL REPORT 2017

## COMMUNITY SERVICES REPORT



THIS YEAR WE FOCUSED ON DELIVERING QUALITY SUPPORT AND INFORMATION SERVICES TO REACH AS MANY PEOPLE AS POSSIBLE THROUGHOUT OUR COMMUNITY.

NEW INITIATIVES SAW our services expand in the region and these will continue next year. Success came via the implementation of outreach (rural) massage services, the appointment of two additional liaison nurses and an ongoing commitment to education programmes for Māori.

### LIAISON NURSE CONSULTATIONS

The community services team has this year connected with 4,672 people via face-to-face visits and phone calls. In the coming year, the community services team will be investing time in keeping our health professional partners and volunteer groups informed about our organisation. This sound strategy will educate key personnel about what we can offer clients and their families while enabling us to reach more people who could benefit from our services. A recent client's story highlights the importance of this type of referral and supports this strategy: "I've been on a journey and I've made it out the other side. If you know someone, like me, who you think could use support from the Cancer Society, go and see them or pick up the phone and tell them about it today. It will change their life," says Huntly client, Kees Huisman.

### EDUCATION PROGRAMMES

An important aspect of our support services is the delivery of education programmes led by our liaison nurses with support from health experts and local volunteers. These programmes continue to receive high praise and positive feedback from clients, families and local health providers. Run in 12 different locations across our division, these education sessions act as a gateway for people with cancer and their carers to experience expert support in a group setting. A recent client's feedback: "The education programmes are brilliant and I cannot think of how the programme can be improved. The use of time and content of topics was great and the nurses were also brilliant because they provided me with the necessary support to better understand my cancer."

This year we also developed two new education programmes to meet the needs of people at different stages of their cancer journey. In August we launched 'Living Your Life' to support clients and their family post-treatment. The programme considers the life-changing impact of a cancer diagnosis and helps participants look to the future after treatment. Our other new education programme, 'Living Mindfully', was launched in April. This programme teaches people with cancer, and their family, behavioural techniques that help with complications of cancer (e.g. stress, anxiety, pain, and sleeplessness). This programme is available to people at various stages of their cancer journey. In 2016, 90 people participated in these new programmes.

We continue to support the Kia Ora e Te iwi programme through funding for local Māori health providers and the provision of information resources and expert speakers. In the past year we supported six programmes in our region.

### SUPPORT GROUPS

The support group programmes continue to operate successfully with 167 meetings held in 16 locations across the region, last year. The importance of this service reflects in the feedback from those who attend these programmes. Not only do support groups provide a crucial connection between people with cancer in the community, but they also act as a gateway to further Cancer Society support services. Our liaison nurses continue to be humbled and appreciative of the support from local communities and, in particular, the volunteers who coordinate and attend these support groups in collaboration with them.

### RURAL MASSAGE

A pilot programme by our lead massage therapist has this year enabled us to meet the needs of 182 people in rural communities – 60 more than last year. The new programme, launched in October, saw qualified massage therapists provide massage therapy in outlying communities across the Thames Valley, Eastern Bay of Plenty, Eastern Waikato and Coromandel. The reason for this initiative was to provide cancer clients from rural areas, and their caregivers, a similar level of access to an affordable massage service as is available in main centres. Not only is massage highly beneficial for reducing stress, pain and lymphoedema, the massage service also encourages participation in other Cancer Society services, allowing us to support more people. During 2017 we will continue to roll out this service across the division.

### PSYCHOSOCIAL ONCOLOGY NEW ZEALAND CONFERENCE

This year, two of our liaison nurses presented at the annual Psychosocial Oncology New Zealand Conference. The presentation was entitled 'Once Upon a Time in a Community Far Far Away from

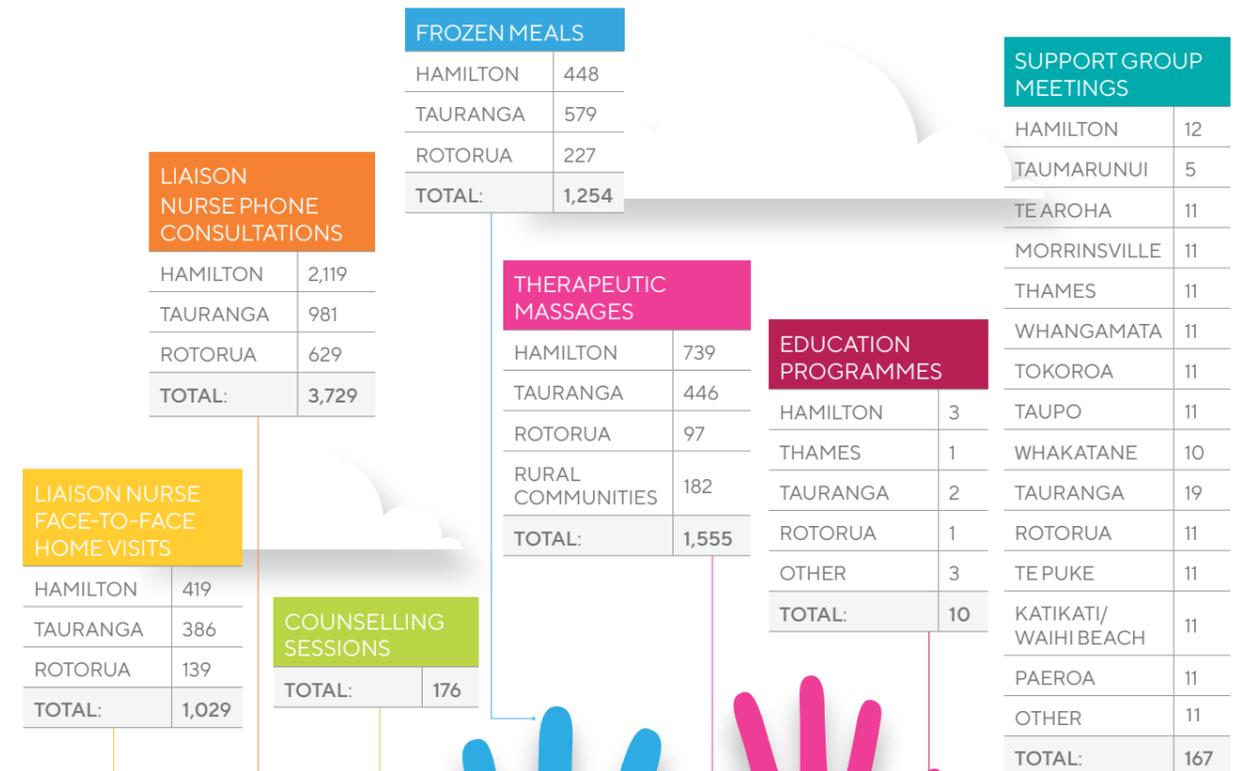
the Regional Cancer Centre.' Snapshots of our liaison nurse practice helped to illustrate some of the issues faced by men and women residing in the silent spaces of rural New Zealand and highlighted the services provided by the Cancer Society. The presentation engaged with other

health professionals and served as a reminder of the role of the Cancer Society outside of the secondary and tertiary healthcare environment.

The team remains determined to reduce the impact of cancer in our communities

and we recognise the need to continue to create every opportunity to be there for those people that need us.

Finally, we want to thank our clients and their families for sharing their experiences with us and allowing us into their lives.



# ANNUAL REPORT 2017

## HEALTH PROMOTION REPORT



THE DELIVERY OF OUR SUNSMART SCHOOLS PROGRAMME THIS YEAR HAS RESULTED IN 70% OF SCHOOLS IN THE REGION BECOMING SUNSMART ACCREDITED - THE HIGHEST RATE OF SCHOOL ACCREDITATION IN THE COUNTRY. AN UNPRECEDENTED 102 EVENTS WERE ATTENDED ACROSS THE AREA BY OUR TRAINED SUNSMART AMBASSADORS OVER THE SUMMER SEASON (UP A THIRD ON LAST YEAR). IN ADDITION TO THIS, WE VISITED 128 SCHOOLS AND EARLY CHILDHOOD EDUCATION (ECE) CENTRES DURING THE UNDERCOVER CODY ROADSHOW.

FACILITATING THE Stand-up/Tane Takitu Ake cancer prevention workshops for men, in partnership with Korowai Aroha in Rotorua, was a focus for our health promoters during the past 12 months. These ten-week health programmes have resulted in significant health improvements for the participants and their whanau, with a total of five workshops delivered and positively evaluated since January 2016.

This year has seen many new health promotion initiatives successfully undertaken, as well as good momentum with our existing work.

### THE COLOSSAL COLON

The Colossal Colon made another popular appearance at the Papamoa Plaza shopping mall in June 2016 for both Bowel Cancer Awareness Month and Men's Health Month. This event, in partnership with the University of Waikato, was a student-led initiative supported by a team of volunteers. All of those involved trained as 'Colon Crusader' ambassadors to ensure they positively represented our organisation. Four hundred people visited the colon, including Deputy Mayor Kelvin Clout.

### NEW ZEALAND AGRICULTURAL FIELDDAYS

The New Zealand Agricultural Fielddays once again provided us with an opportunity to connect with rural men aged 40+ and to encourage them to take positive steps towards a healthy lifestyle. This year the focus was on reducing the risk of cancer through exercise and nutrition and was brought to life with the crowd-pleasing 'cycle blenders'. These two stationary bikes powered an attached blender and allowed Fielddays attendees to blitz their own fresh and nutritious smoothies. The activity was well received by participants and provided our nurses and health promotion team with the opportunity to educate the public about healthy choices and early screening. Thank you to Zespri for providing us with more than 30 trays of green and gold kiwifruit.

### SMOKEFREE

The tobacco control sector has undergone a great deal of change in the past ten years, and we are proud of the positive impact that the Cancer Society has had on moving our country towards a Smokefree Aotearoa, where less than 5% of the population smoke. This year we were pleased that the Government accepted the plain packaging legislation. We are currently investigating how to work with retailers to encourage them to stop selling tobacco and replace cigarettes with other more profitable products that do not risk their safety or the health of those who consume them.

In addition to our work on policy and with retailers, the health promotion team worked to educate the public about the risks of smoking and encouraged smokers to consider quitting. World Smokefree Day and Stoptober provided platforms for engaging Smokefree education.



### SUNSMART

Our team of trained SunSmart ambassadors increased their event attendance by a third this year, promoting the SunSmart message at 102 events across the region. From the Association of Intermediate and Middle School games, high school rowing to beach promotions and teddy bears' picnics, the various events allowed the team to connect with a range of key audiences. Our two-week beach promotion campaign was also a success with ambassadors attending 15 events and handing out over 26 litres of free sunscreen to beach and event goers at popular Coromandel and Bay of Plenty beaches. In addition, our trained ambassadors provided 128 educational Undercover Cody shows to schools and ECE centres during a 5-week roadshow in

November. The positive feedback from this successful roadshow included:

- "They were great with the children and the safety message was delivered in a fun interactive way," - St Mary's Family Centre (Bay of Plenty)
- "The roadshow was excellent, and the girls kept the tamariki focused and happy and enjoyed answering the questions. They were awesome, well thought of, very presentable and performed with excellence," - Te Kōhanga Reo o Horohoro (Bay of Plenty)
- "A worthwhile, important, education message for children," - Peachgrove Kindergarten (Waikato)
- "Thank you for your commitment in [sic] ensuring babies and tamariki are taught about keeping safe in the sun. Although we do play our part, it's great to have Cody join us from time to time to re-emphasise the message and stimulate their interest and excitement," - Te Kōhanga Reo o Koutu (Bay of Plenty).
- "The show is engaging - the tamariki love it, and so do the adults," - Te Matai School (Bay of Plenty).

We now lead the way nationally with 70% of the 399 primary and intermediate schools in our region SunSmart accredited. This achievement has not only exceeded our divisional target for the year but is the highest rate of school accreditation in the country.

Our focus is now on extending this programme into ECE centres following our successful pilot programme. In less than 12 months, 66 centres have already been accredited, and we have set a target of achieving a minimum of 30% accreditation for ECE centres next year. The sustained SunSmart education of children in their early, primary and intermediate years via our programme encourages long-term sun-safe behaviours, thus lowering the risk of skin cancer.

TOTAL NUMBER OF SCHOOLS ACCREDITED SINCE 2006

278

TOTAL NUMBER OF STUDENTS WHO ATTEND SUNSMART SCHOOLS

54,035

NUMBER OF STUDENTS WHO BECAME SUNSMART THIS YEAR (SCHOOLS)

2,632

HATS DISTRIBUTED DURING 2016/2017 (SCHOOLS)

876

TOTAL NUMBER OF ECE CENTRES ACCREDITED SINCE 2015

66

TOTAL NUMBER OF STUDENTS WHO ATTEND SUNSMART ECE CENTRES

3,112

NUMBER OF STUDENTS WHO BECAME SUNSMART THIS YEAR (ECE CENTRES)

880

HATS DISTRIBUTED DURING 2016/2017 (ECE CENTRES)

1,000



Thank you to the Rotorua Energy Charitable Trust who contributed financially to our new men's health van. It is not only an asset for transporting large items to and from our promotions, but it also does a great job of raising awareness of men's health.

### MEN'S HEALTH

Our partnership with Korowai Aroha and Lakes District Health Board (DHB) continued to flourish; with the Stand-up/Tane Takitu Ake programme delivering excellent results for Māori men aged 40+. Our men's health facilitators offered five Men's Health programmes in a twelve-month period with 62 men successfully completing the course and achieving improved health and well-being as a direct result. Post-evaluation tools show that the participants made lifestyle changes to improve nutrition, increase physical activity and quit smoking, which benefited not only them but their family/whanau too.

The success of these programmes was showcased to hundreds of delegates in 2016 at the inaugural World Indigenous Cancer Conference in Brisbane. Feedback from conference delegates was positive, with the majority of people signalling that they felt it would be easy to implement the five components of the programme under their cultural umbrella.

# ANNUAL REPORT 2017

## FUNDRAISING REPORT



THIS YEAR, OUR FUNDRAISING CALENDAR HAS UNDERGONE A MAJOR CHANGE WITH THE ADVENT OF THREE NEW AND EXCITING EVENTS AND CAMPAIGNS TO GENERATE MORE SUSTAINABLE INCOME. THESE EVENTS HAVE ENABLED US TO APPEAL TO A GREATER RANGE OF EXISTING AND POTENTIAL SUPPORTERS AND SPONSORS.

WE ARE PLEASED to report that these new initiatives have been hugely successful in their first year and only stand to grow in popularity in future. Jump For Cancer was a thrill seeker's dream, Recycle Runway provided a unique opportunity to get friends and family together over the love of fashion and Raising Hope enabled us to showcase our Lodge facilities and services while raising awareness and funds.

These new initiatives, combined with a successful Daffodil Day campaign, quarterly direct mail appeals, community fundraising, and trust and foundation applications, have resulted in a comprehensive array of sustainable income generation streams. Fundraising is ever-evolving, and we need to ensure that our approach reflects the changing trends in technology and streamlines proven fundraising techniques.

### JUMP FOR CANCER

This event took place on a cold but sunny day in August at Skydive Taupo. It was the first time our division has organised a fundraising event of this kind, and we were astounded by the positive response from the community. We teamed up with Skydive Taupo to offer a free 12,000ft tandem skydive for people who raised a minimum of \$800 or a free 15,000ft skydive for those who raised over \$1,000. The event used the Everyday Hero fundraising platform which enabled participants to promote their involvement via their networks, resulting in a popular event that far exceeded expectations. Twenty-one people jumped on the day, and some fantastic footage of participants was captured to create a promotional video for future campaigns. This event marked the beginning of a mutually beneficial relationship with Skydive Taupo, with a date set in October 2017 for the next event. Jump For Cancer raised an impressive \$27,845 in its inaugural year.

### COMMUNITY FUNDRAISING

Community fundraising initiatives continue to be a popular way to engage with a range of supporters of all ages from all over our region. It has been encouraging to see so many youths involved in various fundraising activities such as bake sales, school enterprise projects and head shaves. The skills and behaviours these children develop now will hopefully lead to lifelong socially responsible actions, which bodes well for the future of not-for-profit organisations. Junk Free June, and Round the Bridges were popular with our supporters, who used nutritional and physical based challenges to

raise funds. Lions Clubs from District 202K and 202L continue to be hugely supportive of the Cancer Society; we could not achieve what we do without their continued passion for fundraising in the community. Community fundraising income totalled \$165,330 (inclusive of Jump For Cancer), a significant increase on the \$125,308 raised in the previous financial year.

### DAFFODIL DAY

Volunteers and supporters played a crucial role in the success of the 26th annual Daffodil Day on Friday 26 August. Hamilton experienced its highest ever street collection income, raising more than \$50,000. This record income not only reinforces the need to be strategic about the placement of collection sites, but also highlights that Saturday collections have now become vital for the additional revenue generated through this event. Dealing with an ever increasing cashless society is a challenge; therefore the use of EFTPOS terminals and having online donation portals is also essential.

Racing New Zealand came on board as a national sponsor for Daffodil Day and provided a high tea event at the Waikato Racing Club in August to thank our volunteers. The feedback was overwhelmingly positive from volunteers, who appreciated our formal recognition of their support. The celebration combined with an opportunity to take collections on-course. Midas stores around the country also displayed Daffodil Day collection boxes as a result of a national sponsorship. This partnership enabled us to trial engagement with cash sponsors at lower levels and informed our approach for 2017.

We had the support of the New Zealand Management Academy students to call businesses throughout the region selling daffodils before the day. Clandon Daffodils supplied over 165,000 fresh daffodils, with Fastway Couriers continuing their support in the delivery of these daffodils in Hamilton and Rotorua at a reduced rate. The Tauranga and Taupo Vintage Car Clubs and other volunteers successfully delivered flowers in the



Tauranga and Taupo areas. Our division sold a total of 3,839 bunches, and we are continually improving our processes for this pre-sell campaign. More than 300 counter boxes were also distributed to businesses, and 129 schools and early childhood centres received Daffodil Day resources; this required a relatively small effort for a high return income stream.

With the closure of many ANZ branches around the country, the staff fundraising component of the ANZ principal sponsorship is not as lucrative as it once was. This reduction is a concern moving forward and measures are being put in place to support ANZ staff to achieve greater results. Divisional Daffodil Day income for 2016 was \$625,960.

### RECYCLE RUNWAY

The second new event to enter our fundraising calendar, Recycle Runway, was held in February at the Cancer Society's Lions Lodge. The concept involved over 1,300 pieces of donated near-new, stylish clothing and a pop-up shop. The event also featured a live fashion show (displaying garments available for purchase), a casual breakfast sponsored by Mavis & Co. and a raffle. Tickets were sold for \$20 each through Eventfinda, with 199 paying guests in attendance. Again, our volunteers were crucial to the success of this event and contributed in a number of ways on event day. Recycle Runway was an excellent opportunity to showcase the lodge while appealing to a new target audience. In the future, this event has the potential to be rolled out around the region and become an entirely volunteer-led event. Recycle Runway raised just over \$10,000.



### RAISING HOPE

This breakfast auction was the third and final new initiative this year, hosted in March, once again at the Cancer Society's Lions Lodge. Set during the annual Balloons over Waikato Festival, guests enjoyed a 'borrowed view' of the hot air balloons at Innes Common. A gourmet breakfast, sponsored by popular eatery and caterer Hazel Hayes, was followed by the chance to bid at a live auction with exclusive items including a cruise for up to 20 guests on private yacht 'Sapphire' around Auckland harbour. BLACKCAPS coach Mike Hesson spoke at the event and provided an interesting question and answer session. Raising Hope raised an impressive \$24,885.

### DIRECT MAIL APPEALS

We are focused on continually improving our technology and increasing efficiencies for our direct mail appeals. Switching our production to a large mail house has enabled us to achieve greater economies of scale. Nationally there is an overall downward trend in return from this type of fundraising. Therefore, it is vital that we continue to invest in our database technology to segment our data in the most accurate way possible, to ensure that our communication reflects the donors' mailing preferences. Having the ability to make donations online is also essential. Our direct mail income for the year was \$236,478.

### TRUST AND FOUNDATION APPLICATIONS

A more competitive environment for trust and foundation grants has resulted in a lower total income from this type of funding for us this year. It has, however,

been beneficial for us to formalise this revenue stream, with processes now in place for identifying and applying to appropriate funds for planned projects. For the first time, we were awarded an ongoing contribution towards operating expenses for the Tauranga and Rotorua offices, along with the Cancer Society's Lions Lodge. Trusts and foundations income was \$102,397.

We strive to remain competitive within the fundraising sector by offering fun and unique ways to engage with the community. Developing new fundraising events and campaigns, along with fine-tuning our proven techniques, will generate sustainable income opportunities. There is an excitement for what the future holds. We want to remain the charity of choice for New Zealanders and will continue to provide quality ways to engage with a broad range of supporters in a meaningful way.

### REMEMBERING BOB POLLOCK JUNE 1937- JANUARY 2016

Local member of the Lions and dedicated supporter of the Cancer Society, Bob Pollock, sadly passed early last year. He is remembered fondly for the massive region-wide telephone appeal he organised in 1974 which raised funds, for an extension to the Cancer Hostel, then in the grounds of the Waikato Hospital. Raising more than double the amount required, \$102,512 was spent on the new wing, and \$100,000 was donated to the Cancer Society.

Chief Executive Judy Gould says "We were so fortunate in having Bob 'adopt' the Cancer Society as one of his favourite charities. His contribution to the society over many many years was appreciated by us all. He was an amazing fundraiser and I'm sure that his efforts in raising funds for our accommodation facilities, both in the hospital grounds and then at the Cancer Society's Lions Lodge, will be remembered and appreciated by people affected by cancer for many years to come. The staff and I will miss his visits to our office."

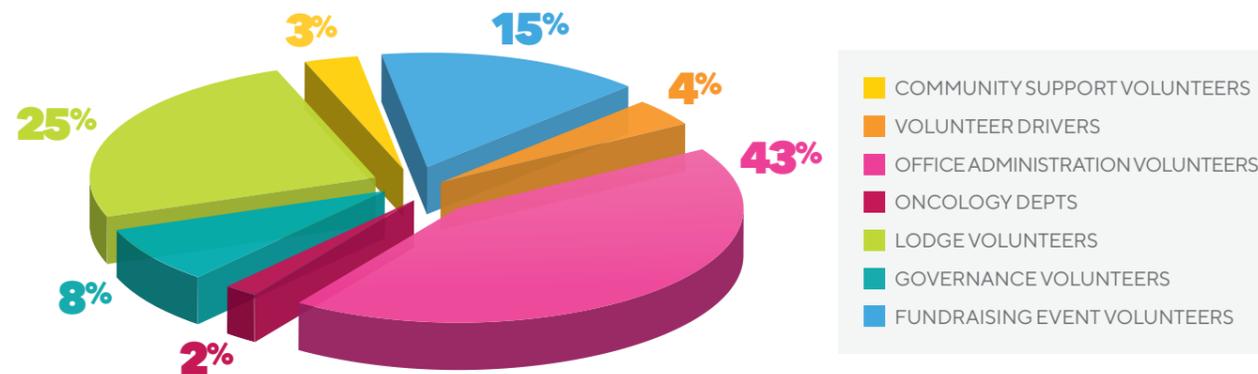
# ANNUAL REPORT

## VOLUNTEER DEVELOPMENT REPORT

VOLUNTEERS CONTINUE TO PLAY A CRUCIAL ROLE IN HELPING THE CANCER SOCIETY ACHIEVE ITS MISSION OF REDUCING THE IMPACT OF CANCER IN OUR COMMUNITIES. WE CONTINUE TO SPEND CONSIDERABLE TIME AND EFFORT ENSURING WE HAVE A SATISFIED AND ENGAGED VOLUNTEER WORKFORCE TO ASSIST US WITH HELPING THOSE IN NEED.

THIS YEAR THE VOLUNTEER services team has worked hard to build volunteer capacity and increase volunteer retention. This was achieved through a reviewed recruitment process, which not only focuses on attracting volunteers with the right skills and values but also works to assign tasks according to the skills of each volunteer to keep them engaged. We are also developing new ways to recognise their valuable contribution.

### VOLUNTEER CONTRIBUTION



FULL-TIME EMPLOYEE BASED ON 37.5 HOURS PER WEEK \*48 WEEKS PER YEAR \_\_\_\_\_  
 OUR VOLUNTEER EFFORT THIS YEAR (INCLUDING DAFFODIL DAY) \_\_\_\_\_  
 THIS VOLUNTEER EFFORT EQUATES TO \_\_\_\_\_  
 BASED ON MINIMUM WAGE THIS EQUATES TO \_\_\_\_\_

**1,800** HOURS  
**9,928** HOURS  
**5.51** FULL-TIME STAFF  
**\$156,318**

### VOLUNTEER RECRUITMENT

It is essential that volunteer placements are a positive experience for both the volunteer and the Cancer Society. Our targeted recruitment drives assist us with placing volunteers in roles that meet their skills and expectations. As the feedback from our volunteers has been positive, we will continue to use this successful strategy in future. In addition to the four orientation events held in Hamilton, we also held events in Tauranga, Paeroa and Thames to meet demand, with more than 100 volunteers in attendance.

ORIENTATION DAY IN PAEROA IN JUNE 2016 >



MEMBERS OF OUR VOLUNTEER TEAM AT THE LODGE

### VOLUNTEER RECOGNITION AND NETWORKS

Ensuring tailored, appropriate recognition of our diverse pool of volunteers has been a focus this year. The introduction of 'volunteer of the month' has been popular with our volunteers. Below are the worthy recipients of our 'volunteer of the month' award during the past year.

OLE EGESTAD	HAMILTON
PHILLIPPA AUBREY	HAMILTON
BRIGITTE MCMILLAN	PAEROA
IAN J DAVISON	TAURANGA
CLIFFORD NORTON	HAMILTON
EUGENE VAN DER MERWE	TAURANGA
JANINE MONK	PIRONGIA
IAN STUART	ROTORUA
HAZEL PRIDAY	ROTORUA
JANICE FRANKS	HAMILTON
BARBARA HIGSON	TAURANGA
MARGARET HUGHES	HAMILTON
LINDA SMITH	TAUMARUNUI
JULIE PICKERILL	HAMILTON
SUE COUSINS	HAMILTON
LUCY LAYNE	ROTORUA

To assist with building a strong volunteer community we have issued quarterly newsletters, held networking meetings and offered training opportunities for our volunteer groups. Volunteers in rural areas have also been a priority, and we have focused on spending time with these people to support the important work they do locally.

LODGE VOLUNTEER DIANE HINTON >



# ANNUAL REPORT 2017

## VOLUNTEER DEVELOPMENT REPORT

### VOLUNTEER DRIVING SERVICE

The introduction of a new driver evaluation programme has resulted in significant changes for our drivers. This new programme, designed to ensure our service is of the highest possible quality, works to protect the health and safety of both clients and drivers. We met with our drivers to communicate these changes and we received only positive and constructive feedback from this dedicated and professional team.

Clients, their families and hospital staff alike, regularly provide excellent feedback on the service.

"I had to come and tell you how impressed I was with a volunteer driver recently, at how kind and helpful Rita was towards a patient that she has transported to Waikato Hospital from Huntly. This gentleman had bought a mobile phone to help with the need for contact regarding his treatment appointments and transport to and from the hospital and could not work out how to use it. Rita sat with him and talked him through it and the next day when she brought him in again she had downloaded the manual and highlighted all the important things for him to know in using his phone," - Tracey, Hamilton oncology nurse.

This example proves once again that our volunteers - literally and figuratively - go the extra mile and provide much more than just a driving service.

TOTAL PATIENTS THAT USED OUR DRIVING SERVICE IN HAMILTON AND TAURANGA **250**

TOTAL APPOINTMENTS VOLUNTEERS TRANSPORTED CLIENTS TO THIS YEAR **3,100**

TOTAL DISTANCE TRAVELLED BY VOLUNTEER DRIVERS **77,631** KM



### LODGE VOLUNTEERS

The Cancer Society's Lions Lodge operates with a small team of paid staff and relies heavily on our network of trained volunteers to function. Services provided to guests by volunteers include welcome tours, lunch preparation and service, shuttle drives for clients to and from their hospital appointments and housekeeping. Volunteers are also fundamental in providing general support to guests to not only ensure their stay is as comfortable as possible, but also to connect visitors to other Cancer Society services e.g. liaison nurse services, massage therapy and more. Guests appreciate the kindness of the volunteers who seem to understand what they are going through. "Thank you so much for making my stay so stress-free. Home was never as good as this! You all certainly made everyone feel welcome, and you are all so friendly. I am almost sorry my treatment has finished," - Lodge guest.

### ONCOLOGY SUPPORT VOLUNTEERS

Our volunteer teams in Hamilton, Rotorua, Thames, Taupo and Tauranga continue to make patients feel welcome when they arrive at the hospital for treatment. Always with a smile, they offer an opportunity for a chat and a hot drink. We receive frequent feedback about how these friendly faces make all the difference at a stressful time, and we are proud of the help our volunteers

provide. However, not only do the patients benefit from this; our volunteers also gain from the experience. "I did not know the sense of fulfilment I would get from this role in oncology when I decided to volunteer. I think if people knew how wonderful it can be we'd be inundated with applications," says Hamilton volunteer, Carole. "I love my role in the chemotherapy rooms in Thames Hospital, we have some wonderful days and lots of laughter," says Thames volunteer, Brigitte.

### COMMUNITY SUPPORT VOLUNTEERS

It has been a rewarding experience visiting our community support volunteers around the region over the past year. With volunteer area coordinators at the helm, these groups are providing support and assistance to people in their communities who have received a cancer diagnosis. From help with transport and running support groups to facilitating referrals to our liaison nurse service and providing information about services, these coordinators have been indispensable. Most importantly, these volunteers offer a listening ear and a helping hand to those in need in their area. Te Aroha volunteer Diane says: "It is so satisfying helping my community; it is a privilege to be able to help people."

These visits have enabled us to identify new ways to support each volunteer.

2017



### FUNDRAISING AND EVENT VOLUNTEERS

Fundraising and events provide excellent volunteering opportunities for the increasing number of people who wish to fit volunteering into already busy lives, without the requirement for a regular volunteer commitment.

In 2016, 750 volunteers provided more than 1,500 hours of support for Daffodil Day. From street collections to coordinating entire community efforts, the impact of volunteers for events like this is significant, and we simply could not do it without them.

Every volunteer role contributes to the quality of our services. Although the impact of front-line volunteer roles is easily evident (e.g. drivers, Lodge and oncology volunteers), there are many other vital volunteer positions upon which we rely. Our Executive Committee, Medical Advisory Subcommittee, and Finance and Emergency Subcommittee volunteers provide their expertise, skills, and advice ensuring the overall direction, effectiveness, supervision, and accountability of our organisation. Clerical and administration support increases our efficiency and allows paid staff more time to focus on achieving organisational goals. Health promoting advocacy volunteers give our organisation a voice and enable us to reach more people with our key messaging.

SINCERE THANKS TO ALL OF OUR VOLUNTEERS.

< LODGE VOLUNTEER SUE COUSINS

# ANNUAL REPORT 2017

## CANCER SOCIETY'S LIONS LODGE REPORT

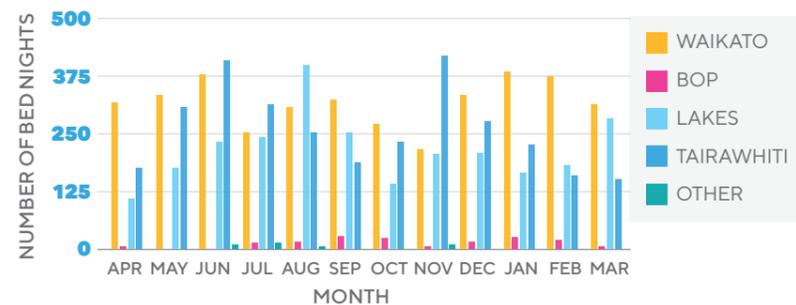
THE CANCER SOCIETY'S LIONS LODGE CONTINUES TO PROVIDE ACCOMMODATION FOR GUESTS FROM THE WAIKATO, LAKES AND TAIRAWHITI DISTRICT HEALTH BOARDS. THERE ARE ALSO SMALL NUMBERS OF OTHER GUESTS REFERRED TO THE LODGE WHILE UNDERGOING SPECIALIST TREATMENT AT THE WAIKATO REGIONAL CANCER TREATMENT CENTRE.

### OCCUPANCY

The Lodge measures occupancy based on 'bed nights', i.e. one person assigned to a bed for one night. Waikato, Lakes and Bay of Plenty guests can stay Monday to Friday, with the Lodge closed on weekends. Tairawhiti guests can stay at the Lodge seven days a week. There are only two statutory days throughout the year that the Lodge closes (Christmas Day and Good Friday to reflect the calendar of the treatment centre). This year we provided 9,827 bed nights out of a possible 13,100 nights; a shortfall of 796 bed nights compared to the 2016 financial year. This drop in guest bed nights is due to a decrease in bed nights overall for Tairawhiti and Lakes DHB's in the last six months. Also, the length of stay by guests at the Lodge declined over this financial year. Many of the guests had short treatments of one to three weeks in total, whereas last year most treatments were six to seven weeks in length. The average monthly occupancy for this year has been 74% overall.

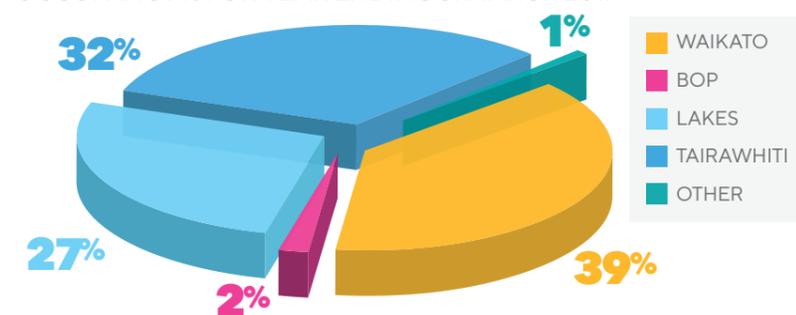
Below is a bar graph highlighting the total number of bed nights for each District Health Board (DHB):

### BED NIGHTS FOR FINANCIAL YEAR ENDED 31 MARCH 2017



Despite this decrease in bed nights, the number of guests staying at the Lodge increased to 731 guests this year, compared to 507 guests in the 2016 financial year. This increase reflects the shorter treatments required by these outpatients. Below is a graph representing what percentage each DHB had for occupancy this year:

### OCCUPANCY % FOR YEAR ENDING 31 MARCH 2017



### GUEST DEMOGRAPHICS

Our guests were predominately over 60 years of age this year with the eldest being 94 years old. We do continue to support all ages and have provided accommodation for those as young as 19 years old with their support person.

We have agreed to provide Tairawhiti DHB patients with accommodation for another three-year term. Tairawhiti guests will now receive all meals at the Lodge from Monday to Friday and during the weekend these guests will self-cater. This agreement will enable us to provide quality support to people with cancer in the Tairawhiti region while they undergo treatment in Hamilton.

### LODGE PROMOTION

We continue to work with Waikato DHB to improve communication and to ensure we build greater awareness of the Lodge and accompanying services to their patients. A new video tour of the Lodge has been produced in the past year to assist with this promotion and provide insight into the facility for potential guests. The video is hosted on the Cancer Society website and is a useful tool for educating and informing health professionals, the public and potential guests about our facility.

### GUEST FEEDBACK

We strive to make our guests' journey as comfortable as possible, and the anonymous feedback we regularly receive suggests we make a positive difference in people's lives while they stay at the Lodge. Below are some examples of anonymous comments received:

"In no way could I fault the Lodge as a facility. Its staffing and operation were excellent at a time when I needed support, the facility provided far more than I could possibly expect. I'm always grateful. Thank you for your work in maintaining the caring environment."

"The Waikato region is very blessed to have such recourse for patients. I cannot speak highly enough of the Cancer Society."



< LODGE GUEST, JEFFREY COFFIN

"I do believe that this Lodge and the services provided relieved myself of what could have been a quite stressful time... the great services provided along with the amazing attitude of the majority of guests made for a pleasant and almost may I say memorable time. There are not [sic] words to describe my thanks to all involved, and in my own way I have already started, and will continue, to support the work of the Lodge."

### USE OF LODGE FACILITIES

New initiatives across a range of organisation functions have been run at the Lodge this year. Community Services programmes "Living Your Life" and "Living Mindfully" successfully ran at the Lodge. Our fundraising team held two rewarding events at the Lodge: Recycle Runway and Raising Hope. This year we also provided meeting venues for the new psychosocial services team, who are part of Oncology Services at the Waikato District Health Board. This allows our guests to meet with their service professionals in a comfortable and convenient setting. We continued to provide access to Look Good Feel Better, Sweet Louise and ongoing oncology health professional group meetings.

Consultations are also done on site by Wigs by Hair Creations every Tuesday and by request.

### THERAPEUTIC MASSAGE

Our therapeutic massage service continues to be very popular with guests and others in the community with cancer. The lead massage therapist based at the Lodge has been pivotal in the setup of an outreach massage service to extend this service into rural communities.

### MEALS

The Lodge has served 26,021 homemade meals to guests this year. Our guests do not pay for their accommodation or meals while staying at the Lodge. There is a constant supply of fresh home baking provided by our volunteer workforce. The Riverside Lionesses, a baking group known as 'GBB', and many individual volunteers visit the Lodge weekly with fabulous homemade treats. The delicious cakes, slices and cookies are always well received by guests and their supporters.

### TRANSPORT

Our shuttle made 3,536 return shuttle trips to the hospital transporting our guests and their supporters to and from treatments and medical appointments

at Waikato Hospital this year. This is a free service for our guests which helps minimise stress during their treatment.

### VOLUNTEERS

Volunteers continue to be integral to the successful operation of the Lodge. Their endless support extends to services such as manicures, lunch preparation and service, support for housekeeping and administration staff, shuttle driving, knitting beanies, socks and scarves, helping the cook in the kitchen, and more. In the last financial year, volunteers have given a combined total of 3,952 hours of service to the Lodge. Without this voluntary support, the Lodge would just not function as well as it does.

### FUNDING AND SUPPORT

We are very grateful and appreciative of the ongoing financial support from the Lions clubs of Districts 202L and 202K, who continued to promote the Lodge through various fundraising initiatives this year. Due to all the support we receive from donors, fundraisers, volunteers and other supporters, we can continue to provide such a positive experience for those most in need.

# ANNUAL REPORT 2017

## WAIKATO BREAST CANCER REGISTER REPORT

THE WAIKATO BREAST CANCER REGISTER COLLECTS DATA ON ALL BREAST CANCERS IN THE WAIKATO REGION SINCE 1991. THIS ESSENTIAL RESOURCE IS USED TO HELP UNDERSTAND AND IMPROVE BREAST CANCER OUTCOMES AND TREATMENT FOR WAIKATO PATIENTS.

SIMILAR BREAST CANCER registers operate in three other regions – Auckland, Wellington (Capital and Coast DHB) and Canterbury. These combined registers collect data on 63% of New Zealand’s breast cancer registrations – approximately 1,600 cases per year.

The four registers are in the final stages of consolidation into a National Breast Cancer Register (NBCR) under the guidance of the New Zealand Breast Cancer Foundation (NZBCF), Ministry of Health (MOH), and the National IT Board. This new database is scheduled to be online by August 2017.

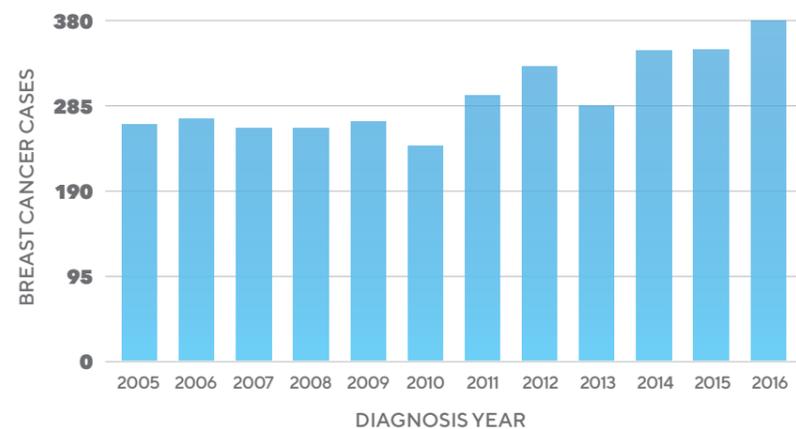
Many benefits will arise from creating a NBCR: from establishing a larger dataset for researchers, auditors and clinicians for analysis, and improved reporting to the Ministry of Health, to potential data entry cost efficiencies and the hope that other regions will join the register to make this a truly comprehensive dataset on all New Zealand breast cancers.

### SUMMARY OF REGISTER DEVELOPMENTS/ACTIVITIES

For this reporting period (1 Nov 2016 to 30 Apr 2017) we received a number of data requests. We are pleased that Waikato data was used to support various interesting research projects, publications and presentations.

- The WBCR contains 25½ years of breast cancer data from 1 January 1991 to 30 June 2016. The register team are currently entering breast cancer cases diagnosed during July 2016.
- There are now 5,630 patient details entered in the WBCR including an additional 386 new cases inputted since the last reporting period.
- On average there are now approximately 295 Waikato breast cancer registrations annually. 2016 saw our highest recorded number of cases - 383 breast cancer cases diagnosed in our region.

### WAIKATO BREAST CANCER CASES : 2005 – 2016



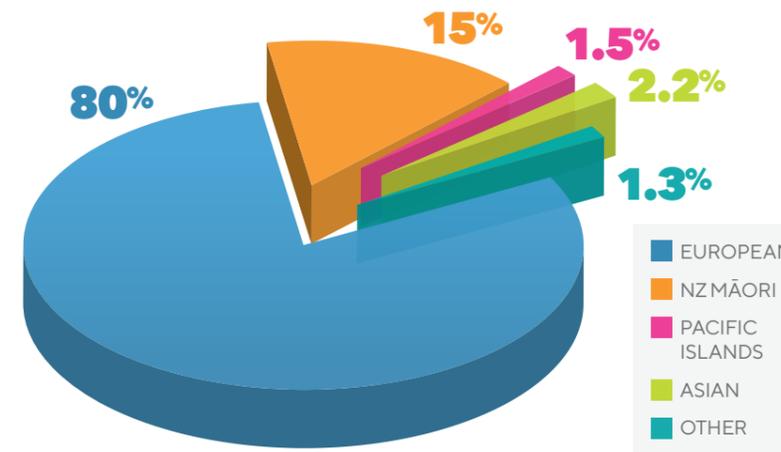
**Ian Campbell**  
Breast & General Surgeon and WBCR  
Principal Investigator



**Heather Flay**  
Research Nurse  
Heather has been covering a maternity leave role on the WBCR from October 16 – June 17 until this role ceases with the upcoming changeover to the consolidated NZ Breast Cancer Register.

- In 2016 half of all breast cancer cases in the Waikato were found via screening (Breast Screen Aotearoa or private screening), the other half were symptomatic (e.g. patient found a lump).
- By ethnicity, 81% of all Waikato breast cancer patients are self-identified as European, with 15% identifying as New Zealand Māori. Other ethnicities (Pacific Island peoples, Asian, Middle Eastern, African, and Others) make up the remaining four percent.

### WAIKATO PATIENTS BY ETHNICITY



- Breast cancer is an overwhelmingly female cancer – in 2016 99.7% of Waikato patients were female, and 0.3% were male.
- The percentage of mastectomies performed in the Waikato continues to decline, corresponding to an increase in breast-conserving surgery - with 62% of Waikato patients receiving breast-conserving surgery and 38% requiring mastectomy in 2016.
- Approximately one-third of ladies undergoing a mastectomy also have a reconstruction performed.

We wish to convey our sincere thanks and appreciation to the Waikato/Bay of Plenty Division of the Cancer Society for its ongoing funding. Our top priority remains to serve breast cancer patients and their treating clinicians to improve outcomes. We will endeavour to continue working closely with the Waikato/Bay of Plenty Division of the Cancer Society.

**Rachel Shirley**  
Coordinator, Waikato Breast Cancer Register  
Breast Cancer Research Office, Waikato Hospital



**Rachel Shirley**  
WBCR Coordinator



**Megan Asplin**  
WBCR Administrator Data Support

### THE ALAN LOMAS GRANT

Congratulations to Professor Ian Campbell for receiving the Alan Lomas Grant this year. The grant, established to provide financial assistance to health professionals wishing to extend their expertise in cancer related fields of patient care, treatment or research, will be used for a three-month overseas sabbatical. Prof Campbell will spend the three month period with world leaders in breast cancer services, surgery and care in the United Kingdom and Spain. We look forward to the results of this venture.

# ANNUAL REPORT 2017

## WAIKATO REGIONAL CANCER CENTRE REPORT

## INCOME AND EXPENDITURE PERCENTAGES

ON BEHALF OF THE WAIKATO REGIONAL CANCER CENTRE, I WOULD LIKE TO THANK THE WAIKATO/BAY OF PLENTY DIVISION OF THE CANCER SOCIETY OF NEW ZEALAND FOR THE OPPORTUNITY TO REPORT ON OUR LAST YEAR'S ENDEAVOURS.

THE WAIKATO DISTRICT HEALTH BOARD (DHB) has seen an increase in last year's patient volumes with approximately 4,650 patients a month; many of these are patients who are requiring multiple visits as part of their cancer management. It is with this in mind that we continually strive towards providing our patients with the high-quality support that is required.

We have implemented a number of initiatives that aim to improve the quality of care that we provide to our patients, and some of these initiatives have demonstrated tangible benefits to our patients. Pharmac approved funding for both Pembrolizumab and Nivolumab as part of the treatment for advanced melanoma. As a result of this, Waikato DHB has employed extra resources to meet this demand ensuring that our patients receive the appropriate treatment in a timely manner.

The Oncology department undertook a review of its chemotherapy delivery facilities at the end of 2016. As part of this review, a decision was made to move part of our chemotherapy service to Meade Clinical Centre day stay unit. In February 2017, patients requiring chemotherapy for a haematological cancer will receive their treatment at this unit. The feedback so far has been very positive with both patients and staff commenting positively on the new environment.

It is also pleasing to note that Waikato Hospital has also seen a steady improvement in meeting the Ministry of Health's Faster Cancer Treatment target (FCT). Our most recent FCT result has seen Waikato DHB achieve 86%; this was

on top of an 85% achievement in the previous quarter.

Links with our regional partners continue through the Midlands Cancer Network. Through this platform, we are engaged in a collaborative manner, working on national and regional strategic aims, ensuring that these are implemented sustainably. We are further enhancing our links with our Midland DHB partners, Tairāwhiti, Bay Of Plenty and Lakes ensuring that the journey of patients from a Midland context is streamlined and smooth across all services and DHBs.

Once again I would like to compliment the Cancer Society's Lions Lodge and the role that it plays in supporting patients and their whānau when away from home receiving our services. Many of our regional patients enjoy this 'home away from home' as they undergo various treatments at Waikato Hospital. As always, the feedback from patients is that this is an invaluable service for them while they undergo treatment.

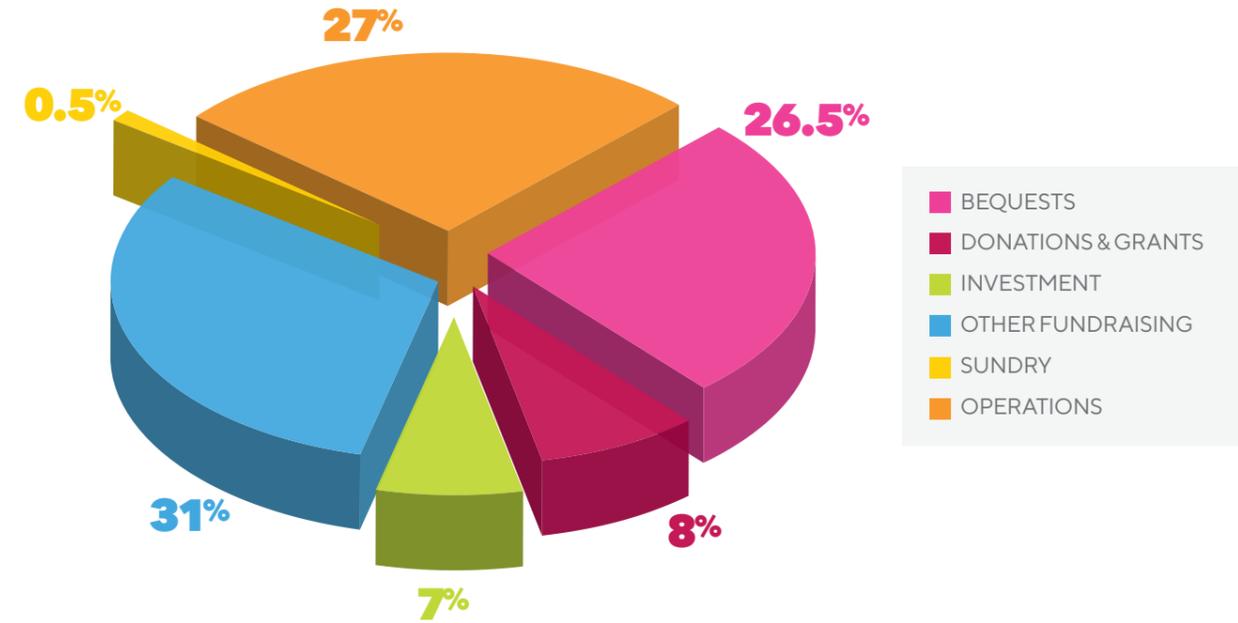
Our service could not operate as smoothly and efficiently as it does without the support, hard work and dedication of so many people and we would like to take this opportunity to thank everyone who has contributed to the provision of this ongoing care. We would especially like to thank our wonderful Cancer Society volunteers. Your hard work, commitment, and dedication to our patients and staff alike are truly inspirational, and we are very proud and privileged to be the benefactors of such a wonderfully skilled and dedicated group of volunteers.

On behalf of all the staff and patients at the Waikato Regional Cancer Centre, I would like to again thank the Waikato/Bay of Plenty Division of the Cancer Society for their ongoing support. We look forward to continuing our close relationship in the years to come.

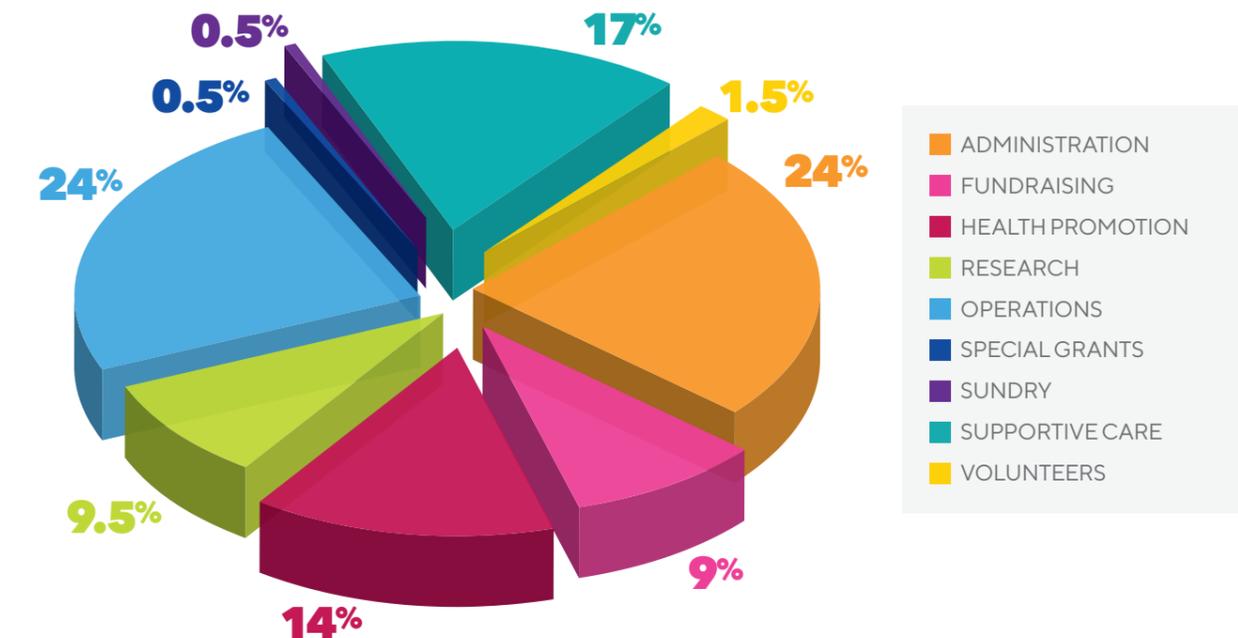
**Gabby Reynolds**

Clinical Nurse Director  
Ambulatory Cancer and Regional Services

### INCOME ANALYSIS FOR THE YEAR ENDED 31 MARCH 2017



### EXPENSE ANALYSIS FOR THE YEAR ENDED 31 MARCH 2017



# ANNUAL REPORT 2017

## STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSES FOR THE YEAR ENDED 31 MARCH 2017

	NOTE	2017	2016
		\$	\$
<b>REVENUE FROM NON-EXCHANGE TRANSACTIONS</b>			
Donations		164,815	134,307
Grants		102,397	179,320
Fundraising Revenue	1	1,062,524	1,214,973
Legacies and Bequests		892,366	1,013,018
		<b>2,222,102</b>	<b>2,541,618</b>
<b>REVENUE FROM EXCHANGE TRANSACTIONS</b>			
Income from Investments		229,093	226,667
Health Promotion Merchandise		13,388	7,739
Gain on sale of Investment		-	6,096
Gain on sale of Fixed Asset		3,913	425
Subscriptions		215	259
Lodge Contract		902,277	899,627
<b>TOTAL REVENUE</b>		<b>3,370,988</b>	<b>3,682,431</b>
<b>EXPENDITURE</b>			
Fundraising	1	389,255	399,015
Administration	2	1,004,747	1,019,611
Study Grants	3	21,321	12,930
Special Grants	4	27,903	135,499
National Levy	5	593,170	595,605
Health Promotion Activities	6	385,243	383,772
Community Services	7	730,918	769,208
Cancer Society's Lions Lodge	8	1,014,623	1,115,123
Manuka Street Sale Costs		-	44,300
Loss on Sale of Fixed Assets		3,319	75
<b>TOTAL EXPENDITURE</b>		<b>4,170,499</b>	<b>4,475,138</b>
<b>SURPLUS/(DEFICIT) FOR THE YEAR</b>		<b>(799,511)</b>	<b>(792,707)</b>
<b>OTHER COMPREHENSIVE REVENUE AND EXPENSES</b>			
Fair Value gain/loss on investments	10	65,949	258,748
<b>TOTAL COMPREHENSIVE REVENUE</b>		<b>(733,562)</b>	<b>(533,959)</b>

## STATEMENT OF FINANCIAL POSITION AS AT 31 MARCH 2017

	NOTE	2017	2016
		\$	\$
<b>CURRENT ASSETS</b>			
Bank Accounts	9	125,183	188,529
Imprest Accounts		7,550	8,050
Mona Lickfold Memorial Fund	15	59,862	61,442
Megan Patchell Trust Account	16	34,108	-
Lawrence Jones Trust Account	17	767,871	-
GST Refund Due		-	6,353
Receivables from non-exchange transactions		90,356	88,785
		<b>1,084,930</b>	<b>353,159</b>
<b>CURRENT LIABILITIES</b>			
Hold Estate Mortgage Advance	11	1,200,000	1,200,000
Accrued Holiday Pay		90,721	81,841
Accounts Payable		42,109	58,104
GST payable		2,049	-
		<b>1,334,879</b>	<b>1,339,945</b>
<b>WORKING CAPITAL</b>		<b>(249,949)</b>	<b>(986,786)</b>
<b>NON CURRENT ASSETS</b>			
On Call Term Deposits	12	888	1,292,131
Available for sale assets	12	3,123,735	3,046,385
Fixed Assets	18	16,316,915	16,573,421
		<b>19,441,538</b>	<b>20,911,937</b>
<b>NET ASSETS</b>		<b>19,191,589</b>	<b>19,925,151</b>
<b>REPRESENTED BY:</b>			
Accumulated Funds	13	17,043,960	18,659,001
Investment Fair Value Reserve	10	1,024,784	958,835
Research and overseas Travel Reserve	14	261,004	245,873
Mona Lickfold Memorial Fund	15	59,862	61,442
Megan Patchell Education Fund	16	34,108	-
Lawrence Jones Education Fund	17	767,871	-
<b>ACCUMULATED FUNDS AND RESERVES</b>		<b>19,191,589</b>	<b>19,925,151</b>

# ANNUAL REPORT 2017

## STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED 31 MARCH 2017

	ACCU- MULATED FUNDS (NOTE 13)	INVESTMENT FAIR VALUE RESERVE (NOTE 10)	RESEARCH AND OVERSEAS TRAVEL RESERVE (NOTE 14)	MONA LICKFOLD MEMORIAL FUND (NOTE 15)	MEGAN PATCHELL EDUCATION FUND (NOTE 16)	LAWRENCE JONES RESEARCH FUND (NOTE 17)	TOTAL EQUITY
Opening balance 1 April 2016	18,659,001	958,835	245,873	61,442	-	-	19,925,151
Surplus/(Deficit) for the year	(799,511)	-	-	-	-	-	(799,511)
Other Comprehensive Income	-	65,949	-	-	-	-	65,949
<b>TOTAL COMPREHENSIVE REVENUE AND EXPENSES FOR THE YEAR</b>	<b>(799,511)</b>	<b>65,949</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(733,562)</b>
<b>NET EQUITY BEFORE TRANSFERS FROM PROFIT AND LOSS</b>	<b>17,859,490</b>	<b>1,024,784</b>	<b>245,873</b>	<b>61,442</b>	<b>-</b>	<b>-</b>	<b>19,191,589</b>
Transfers from Profit and Loss	(815,530)	-	15,131	(1,580)	34,108	767,871	-
<b>CLOSING EQUITY 31 MARCH 2017</b>	<b>17,043,960</b>	<b>1,024,784</b>	<b>261,004</b>	<b>59,862</b>	<b>34,108</b>	<b>767,871</b>	<b>19,191,589</b>

	ACCU- MULATED FUNDS (NOTE 13)	INVESTMENT FAIR VALUE RESERVE (NOTE 10)	RESEARCH AND OVERSEAS TRAVEL RESERVE (NOTE 14)	MONA LICKFOLD MEMORIAL FUND (NOTE 15)	MEGAN PATCHELL EDUCATION FUND (NOTE 16)	LAWRENCE JONES RESEARCH FUND (NOTE 17)	TOTAL EQUITY
Opening balance 1 April 2015	19,451,708	700,087	244,623	63,665	-	-	20,460,083
Surplus/(Deficit) for the year	(792,707)	-	-	-	-	-	(792,707)
Other Comprehensive Income	-	258,748	-	-	-	-	258,748
<b>TOTAL COMPREHENSIVE REVENUE AND EXPENSES FOR THE YEAR</b>	<b>(792,707)</b>	<b>258,748</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(533,959)</b>
<b>NET EQUITY BEFORE TRANSFERS FROM PROFIT AND LOSS</b>	<b>18,659,001</b>	<b>958,835</b>	<b>244,623</b>	<b>63,665</b>	<b>-</b>	<b>-</b>	<b>19,926,124</b>
Transfers from Profit and Loss	-	-	1,250	(2,223)	-	-	(973)
<b>CLOSING EQUITY 31 MARCH 2016</b>	<b>18,659,001</b>	<b>958,835</b>	<b>245,873</b>	<b>61,442</b>	<b>-</b>	<b>-</b>	<b>19,925,151</b>

The Auditor's Report and Notes form part of and are to be read in conjunction with the financial statements.

  
**M Loewenthal**  
 President  
 7 July 2017

  
**Judy Gould**  
 Chief Executive  
 7 July 2017

## STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2017

	NOTE	2017	2016
		\$	\$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>CASH WAS PROVIDED FROM</b>			
- Receipts from non exchange transactions		2,222,102	2,187,009
- Receipts from exchange transactions		1,143,401	1,192,967
- Net GST		11,054	22,315
		<b>3,376,557</b>	<b>3,402,291</b>
<b>CASH WAS APPLIED TO</b>			
- Payments to suppliers		1,814,000	1,768,432
- Payments to Employees		1,942,149	1,917,583
- Interest Paid		-	52,685
		<b>3,756,149</b>	<b>3,738,700</b>
<b>NET CASHFLOWS FROM OPERATING ACTIVITIES</b>		<b>(379,592)</b>	<b>(336,409)</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
<b>CASH WAS PROVIDED FROM</b>			
Sale of Investment Property		-	1,200,000
Funds held in Term Deposits		1,291,244	-
		<b>1,291,244</b>	<b>1,200,000</b>
<b>CASH WAS APPLIED TO</b>			
Purchase of Shares		11,399	11,099
Funds Held in Term Deposits		-	1,080,312
Fixed Asset Purchases		163,198	484,111
Funds Held in Reserve Accounts		800,401	-
		<b>974,998</b>	<b>1,575,522</b>
<b>NET CASHFLOWS FROM INVESTING ACTIVITIES</b>		<b>316,246</b>	<b>(375,522)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
<b>CASH WAS PROVIDED FROM</b>			
Drawdown of Loan		-	1,200,000
		<b>-</b>	<b>1,200,000</b>
<b>CASH WAS APPLIED TO</b>			
Repayment of Loan		-	1,137,500
		<b>-</b>	<b>1,137,500</b>
<b>NET CASHFLOWS FROM FINANCING ACTIVITIES</b>		<b>-</b>	<b>62,500</b>
Net increase/(decrease) in cash equivalents		(63,346)	(649,431)
Cash and cash equivalents 1 April	9	188,529	837,960
Cash and cash equivalents 31 March	9	<b>125,183</b>	<b>188,529</b>

# ANNUAL REPORT 2017

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2017

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2017

## 1. STATEMENT OF ACCOUNTING POLICIES

### Reporting Entity

The reporting entity is the Waikato/Bay of Plenty Division Cancer Society of New Zealand (Inc), hereinafter referred to as the "division". The division is domiciled in New Zealand and is a charitable organisation registered under the Incorporated Societies Act 1908 and the Charities Act 2005.

These financial statements and the accompanying notes summarise the financial results of activities carried out by the division for the year ended 31 March 2017.

These financial statements have been approved and were authorised for issue by the Executive Committee on 7 July 2017.

### Statement of Compliance

The division's financial statements have been prepared in accordance with Generally Accepted Accounting Practice in New Zealand ("NZ GAAP"). They comply with Public Benefit Entity International Public Sector Accounting Standards ("PBE IPSAS") and other applicable financial reporting standards as appropriate that have been authorised for use by the External Reporting Board for Not-For-Profit entities. For the purpose of complying with NZ GAAP, the division is a public benefit not-for-profit entity and is eligible to apply Tier 2 Not-For-Profit PBE IPSAS on the basis that it does not have public accountability and it is not defined as large.

The Executive Committee has elected to report in accordance with Tier 2 Not-For-Profit PBE Accounting Standards and in doing so has taken advantage of all applicable Reduced Disclosure Regime ("RDR") disclosure concessions.

### Changes in Accounting Policy

No changes in accounting policy have been made during the current financial year.

### Measurement Base

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on a historical cost basis are followed by the division.

### Specific Accounting Policies

The following specific accounting policies which materially affect the measurement of financial performance and financial position have been applied:

#### (a) CASH AND CASH EQUIVALENTS

Cash and cash equivalents includes cash in hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value, and bank overdrafts.

#### (b) TRADE AND OTHER RECEIVABLES

Trade and other receivables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method, less provision for impairment.

Collectability of trade receivables is reviewed on an ongoing basis. Individual debts which are known to be uncollectible are written off. A provision for impairment of trade receivables is established when there is objective evidence that the division will not be able to collect all amounts due according to the original terms of the receivables

If, in a subsequent period, the amount of impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised (such as an improvement in the debtor's credit rating), the previously recognised impairment loss is reversed and the reversal is recognised in the Statement of Comprehensive Revenue and Expenses.

#### (c) PROPERTY PLANT AND EQUIPMENT

Fixed assets are valued at cost price less accumulated depreciation. Cost includes expenditure that is directly attributable to the acquisition of the asset. Where an asset is acquired through a non-exchange transaction, the cost is measured at its fair value as at the date of acquisition.

Depreciation has been charged using the straight line method for all assets except land which is not depreciated.

SPECIFIC RATES USED ARE:	
Motor Vehicles	20%
Furniture & Equipment	10% - 50%
Property	3.3% - 12%
Improvements	8.33%
Cancer Society's Lions Lodge	2% - 33%

#### (d) FINANCIAL INSTRUMENTS

Financial assets and financial liabilities are recognised when the division becomes a party to the contractual provisions of the financial instrument

The division classifies its financial assets in the following categories: financial assets at fair value through the profit or loss, loans and receivables, held to maturity investments and available-for-sale financial assets. The classification depends on the purpose for which the investments were acquired. Management determines the classification of its investments at initial recognition and re-evaluates this designation at every reporting date. At balance date, the division had financial assets classified as available-for-sale and loans and receivables

#### Loans and Receivables

Loans and receivables are non-derivative financial assets with determinable payments that are not quoted in an active market. After initial recognition these are measured at amortised cost using the effective interest method, less any allowance for impairment. The division's cash and cash equivalents and receivables from non-exchange transactions fall into this category.

#### Impairment of financial assets

The division assesses at the end of reporting date whether there is objective evidence that a financial asset or a group of financial assets is impaired. A financial asset or a group of financial assets is impaired and impairment losses are incurred if there is objective evidence of impairment as a result of one or more events that occurred after the initial recognition of the asset (a "loss event") and that loss event has an impact on the estimated future cash flows of the financial asset or the group of financial assets that can be reliably estimated.

For financial assets carried at amortised cost, if there is objective evidence that an impairment loss on loans and receivables carried at amortised cost has been incurred, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of the estimated future cash flows discounted at the financial asset's original effective interest rate. The carrying amount of the asset is reduced through the use of an allowance account. The amount of the loss is recognised in the surplus or deficit for the reporting period.

In determining whether there are any objective evidence of impairment, the division first assesses whether there are objective evidence of impairment for financial assets that are individually significant, and individually or collectively significant for financial assets that are not individually significant. If the division determines that there is no objective evidence of impairment for an individually assessed financial asset, it includes the asset in a group of financial asset with similar credit risk characteristics and collectively assesses them for impairment. Assets that are individually assessed for impairment and for which an impairment loss is or continues to be recognised are not included in a collective assessment for impairment.

If in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment loss is reversed by adjusting the allowance account. If the reversal results in the carrying amount exceeding its amortised cost, the amount of the reversal is recognised in surplus or deficit.

#### Available for sale financial assets

Available-for-sale financial assets are non derivatives that are either designated in this category or not classified in any of

the other categories. They are included in non-current assets unless management intends to dispose of the investment within 12 months of the Statement of Financial Position. The division's investments in listed securities are classified as available-for-sale financial assets.

#### Financial liabilities

The division's financial liabilities include trade and other creditors, and employee entitlements.

All financial liabilities are initially recognised at fair value (plus transaction cost for financial liabilities not at fair value through surplus or deficit) and are measured subsequently at amortised cost using the effective interest method except for financial liabilities at fair value through surplus or deficit.

#### (e) TRADE AND OTHER PAYABLES

These amounts represent unsecured liabilities for goods and services provided to the division prior to the end of the financial year which are unpaid. Trade and other payables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method. As trade and other payables are usually paid within 30 days, they are carried at face value.

#### (f) REVENUE RECOGNITION

Revenue is recognised to the extent that it is probable that the economic benefit will flow to the division and revenue can be reliably measured. Revenue is measured at the fair value of the consideration received. The following specific recognition criteria must be met before revenue is recognised.

#### Revenue from non-exchange transactions

##### Donations

Donations are recognised as revenue upon receipt and include donations from the general public, donations received for specific programmes or services or donations in-kind.

##### Fundraising Revenue

Fundraising revenue is recognised as revenue when the right to receive has been established.

##### Grant revenue

Grant revenue includes grants given by other charitable organisations, philanthropic organisations and businesses. Grant revenue is recognised when the conditions attached to the grant have been complied with. Where there are unfulfilled conditions attaching to the grant, the amount relating to the unfulfilled condition is recognised as a liability and released to revenue as the conditions are fulfilled.

##### Legacies and bequests

Revenue from legacies and estates that satisfies the definition of an asset is recognised when it is probable that future economic benefits or service potential will flow to the entity, and the fair value can be measured reliably.

# ANNUAL REPORT 2017

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2017

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2017

## Revenue exchange transactions

### Exchange Revenue

Revenue from the exchange revenue is recognised when the significant risks and rewards have been transferred to the buyer on delivery of the goods or services and when the amount of revenue can be measured reliably and it is probable that the economic benefits or service potential associated with the transaction will flow to the division.

### Lodge Contract Revenue

The division receives funding from the government for carrying out the services specified in the Cancer Society's Lions Lodge contract. Revenue is recognised in the period the services are provided

### Interest revenue

Interest revenue is recognised as it accrues, using the effective interest method.

### (g) GST

These financial statements have been prepared on a GST exclusive basis except for accounts receivable and accounts payable.

### (h) INCOME TAX

The division has been granted Charitable Status and is exempt from income tax by the Inland Revenue Department.

NOTES		2017	2016
		\$	\$
<b>NOTE 1</b>	<b>FUNDRAISING ACTIVITIES</b>		
	<b>REVENUE</b>		
	Daffodil Day	625,960	694,946
	General Appeals	236,478	253,012
	Community Fundraising	165,330	125,308
	New Events	33,477	-
	Relay For Life	1,279	141,697
	Tauranga	-	7
	Rotorua	-	3
		<b>1,062,524</b>	<b>1,214,973</b>
	<b>EXPENDITURE</b>		
	Daffodil Day	202,994	198,152
	General Appeals	90,031	118,909
	Community Fundraising	64,445	3,620
	New Events	31,693	-
	Relay For Life	92	78,334
	Tauranga	-	-
	Rotorua	-	-
		<b>389,255</b>	<b>399,015</b>
	<b>Net profit from fundraising activities</b>	<b>673,269</b>	<b>815,958</b>
<b>NOTE 2</b>	<b>ADMINISTRATION</b>		
	Salary, Kiwisaver, HR	397,102	430,202
	Office Expenses	12,565	22,768
	Telephone and Postage	79,129	74,394
	Printing and Stationery	20,838	16,683
	Repairs and Maintenance	46,747	55,635
	Electricity and Gas	15,689	14,213
	Insurance, ACC Levy,	21,047	19,173
	General Expenses	1,616	1,807
	Meeting Expenses (including printing and travel)	8,708	11,976
	Motor Vehicle Expenses	20,039	14,292
	Audit Fee	10,143	7,960
	Accounting Fees	1,200	-
	Legal Fees	-	3,859
	ANZ Loan interest	-	52,686
	Depreciation	95,926	90,403
	Marketing & Communications	154,444	70,763
	Rates	9,579	7,583
	Technology	101,052	122,561
	Professional Development	8,923	2,653
		<b>1,004,747</b>	<b>1,019,611</b>

# ANNUAL REPORT 2017

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

NOTES		2017	2016
		\$	\$
<b>NOTE 3</b>	<b>STUDY GRANTS</b>		
	Study Grants - Local	1,275	-
	Study Grants - Overseas	500	2,930
	Alan Lomas Memorial Grant	19,546	10,000
		<b>21,321</b>	<b>12,930</b>
<b>NOTE 4</b>	<b>SPECIAL GRANTS</b>		
	Care Community Trust	10,000	3,000
	Community Seminars	309	-
	Regional Research Grant	13,340	132,499
	Welfare Grants	4,254	-
		<b>27,903</b>	<b>135,499</b>
<b>NOTE 5</b>	<b>NATIONAL LEVY</b>		
	Research	394,933	396,555
	Health Promotion	163,585	164,250
	Support and Volunteer Services	34,652	34,800
		<b>593,170</b>	<b>595,605</b>
<b>NOTE 6</b>	<b>HEALTH PROMOTION ACTIVITIES</b>		
	Printed Material, Advertising etc	20,297	36,542
	Education Portion of Salaries	255,812	254,429
	Education Portion of Travel Expenses	5,885	6,666
	Special Projects - Shade Promotion	33,578	6,406
	Promotions	60,004	49,821
	Merchandise	9,667	29,908
		<b>385,243</b>	<b>383,772</b>
<b>NOTE 7</b>	<b>COMMUNITY SERVICES</b>		
	Grants	12,856	19,012
	Client, Family Support	718,062	750,196
		<b>730,918</b>	<b>769,208</b>
<b>NOTE 8</b>	<b>CANCER SOCIETY'S LIONS LODGE</b>		
	Catering	51,664	50,226
	Salaries	472,499	487,560
	Repairs & Maintenance, Cleaning	67,133	145,622
	Rates	6,862	7,122
	Telephone	15,803	12,683
	Insurance/ACC	18,858	20,933
	Technology/Internet	4,177	4,149
	Postage/Stationery	1,348	1,395
	Public Relations	70	2,366
	Meetings, Workshops	121	683
	Print Materials/Resources	878	828
	Electricity & Gas	37,884	36,367
	Travel, Conference, Training	908	37
	Staff Recruitment	160	1,284

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

NOTES		2017	2016
		\$	\$
<b>NOTE 8</b>	<b>VEHICLE EXPENSES</b>		
	Vehicle Expenses	7,975	10,139
	Volunteer Expenses	104	1,369
	Depreciation (includes vehicle)	324,370	323,119
	General Expenses	927	1,427
	Kitchen Upkeep	1,501	1,293
	Bedroom Upkeep	1,381	6,521
	ANZ Bank Loan Interest	-	-
		<b>1,014,623</b>	<b>1,115,123</b>
<b>NOTE 9</b>	<b>BANK ACCOUNTS</b>		
	ANZ Bank	64,823	134,532
	ANZ Bank	60,360	53,997
		<b>125,183</b>	<b>188,529</b>
<b>NOTE 10</b>	<b>INVESTMENT FAIR VALUE RESERVE</b>		
	Opening Balance	958,835	700,087
	Revaluation of Equities	65,949	258,748
	Closing Balance	<b>1,024,784</b>	<b>958,835</b>
<b>NOTE 11</b>	<b>BORROWINGS</b>		
	Current	1,200,000	1,200,000
	Non-current	-	-
		<b>1,200,000</b>	<b>1,200,000</b>
	<p>The late David Hold of Taupo who died on 10 May 2011 left the residue of his Estate to the Waikato/Bay of Plenty Division of the Cancer Society of New Zealand (Inc). To date only some payments of this distribution have been made to the Society. The Trustee has taken legal advice regarding the distribution of the remainder of the Estate which indicates that he should not distribute the whole of the Estate due to various factors. The Estate indicates that the total distribution that the division is entitled to is in the vicinity of \$3.6M. With the agreement of the Executive Committee, as at 31 March 2017 an advance of \$1.2M has been made to the Society from the estate to enable the division to utilise the funds. Subsequent to balance date, a further \$1.8M has been advanced to the division from this estate (Refer Note 22 for further detail). In addition there is an amount of approximately \$600,000 that has been retained by the Trustee. In due course it is expected that these funds will be formally distributed to the division.</p>		
<b>NOTE 12</b>	<b>INVESTMENTS</b>		
	On Call Deposits	888	1,292,131
	Available for sale assets	3,123,735	3,046,385
		<b>3,124,623</b>	<b>4,338,516</b>
	<p>The market price of listed Equities at balance date was \$3,123,735 (2016: \$3,046,385)</p>		
<b>NOTE 13</b>	<b>ACCUMULATED FUNDS</b>		
	Opening Balance	18,659,001	19,451,708
	(Deficit)/Surplus for Year	(799,511)	(792,707)
	Transfers from Profit and Loss	(815,530)	-
		<b>17,043,960</b>	<b>18,659,001</b>
<b>NOTE 14</b>	<b>RESEARCH &amp; OVERSEAS TRAVEL RESERVE FUND</b>		
	Opening Balance	245,873	244,623
	Research Donations	15,131	1,250
	Closing Balance	<b>261,004</b>	<b>245,873</b>
	<p>This reserve has been set up for donations received that have specific conditions attached requiring the funds to be used on research</p>		

# ANNUAL REPORT 2017

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

NOTES		2017	2016
		\$	\$
<b>NOTE 15</b>	<b>MONA LICKFOLD MEMORIAL FUND</b>		
	Opening Balance	61,442	63,665
	Interest	2,674	2,392
	Welfare Grants	(4,254)	(4,615)
	Net Movement for the year	(1,580)	(2,223)
	Closing Balance	59,862	61,442

On 23 November 1999 the executive committee of the Waikato/Bay of Plenty Division of the Cancer Society of New Zealand Incorporated approved the establishment of the Mona Lickfold Memorial Fund. The fund recognises the exceptional generosity of Mona Lickfold's bequest to the Cancer Society. The fund is established for the benefit of cancer patients/families in the Whakatane district. The fund is administered in accordance with the Rules for Prudent Trustees as endorsed by the Chartered Accounts Australia and New Zealand. The account is operated by three trustees based in Whakatane.

NOTES		2017	2016
<b>NOTE 16</b>	<b>MEGAN PATCHELL EDUCATION FUND</b>		
	Opening Balance	-	-
	Capital Injected	33,195	-
	Interest Earned on Deposit	913	-
	Closing Balance	34,108	-

On 23 February 2017 the Waikato/Bay of Plenty Division of the Cancer Society Incorporated received a bequest from the Estate of Megan Patchell. From discussion's held between the trustees and the deceased's next of kin, it was agreed that the society would invest the funds and use the income arising from the funds for research and educational purposes.

NOTES		2017	2016
<b>NOTE 17</b>	<b>LAWRENCE JONES TRUST FUND CAPITAL</b>		
	Opening Balance	-	-
	Capital Injected	748,161	-
	Interest Earned on Deposit	19,710	-
	Closing Balance	767,871	-

On 18 July 2016 the Waikato/Bay of Plenty Division of the Cancer Society of New Zealand Incorporated received a bequest from the Estate of Lawrence David Jones with a condition attached that the division invest the capital and use the income arising from that capital to support research projects into the nature, control and prevention of cancer.

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

NOTES	2017	COST	ADDITIONS	DISPOSALS	ACC DEP	BOOK VALUE
<b>NOTE 18</b>	<b>FIXED ASSETS</b>					
	Land and Buildings	3,426,635	67,676	-	(622,564)	2,871,747
	Motor Vehicles	145,792	43,949	-	(123,518)	66,223
	Furniture, Fittings, Equipment	273,102	12,938	-	(245,235)	40,805
	Lodge Land & Buildings	14,974,399	-	-	(1,941,400)	13,032,999
	Lodge Fixtures, Fittings & Vehicle	560,650	42,729	(4,138)	(294,100)	305,141
		19,380,578	167,292	(4,138)	(3,226,817)	16,316,915
	<b>2016</b>	<b>COST</b>	<b>ADDITIONS</b>	<b>DISPOSALS</b>	<b>ACC DEP</b>	<b>BOOK VALUE</b>
	Land and Buildings	2,977,239	449,396	-	(568,760)	2,857,875
	Motor Vehicles	143,010	19,130	(16,348)	(94,419)	51,373
	Furniture, Fittings, Equipment	257,925	16,177	(1,000)	(232,212)	40,890
	Lodge Land & Buildings	14,974,400	-	-	(1,666,077)	13,308,323
	Lodge Fixtures, Fittings & Vehicle	556,286	3,727	-	(245,053)	314,960
		18,908,860	488,430	(17,348)	(2,806,521)	16,573,421
<b>NOTE 19</b>	<b>RELATED PARTIES</b>					
	There are no related party transactions or balances requiring disclosure in the financial statements (2016: Nil)					
<b>NOTE 20</b>	<b>CAPITAL COMMITMENTS</b>					
	There were no capital commitments as at 31 March 2017 (2016: Nil)					
<b>NOTE 21</b>	<b>CONTINGENT ASSETS AND LIABILITIES</b>					
	There are no contingent assets or liabilities as at 31 March 2017 (2016: Nil)					
<b>NOTE 22</b>	<b>EVENTS AFTER THE REPORTING DATE</b>					
	On the 3rd April 2017, an agreement was entered into with the executor of the estate of David Peter Hold to advance the division \$1.8M from the estate of Mr. Hold. This advance is interest free and repayable on demand. The advance is a first registered mortgage over the properties at 10 and 12 Beale Street in Hamilton (2016: Nil).					

# ANNUAL REPORT 2017

## INDEPENDENT AUDITOR'S REPORT

## NATIONAL STANDARD ALLOCATION FIGURES FOR THE YEAR ENDED 31 MARCH 2017

TO THE EXECUTIVE COMMITTEE OF WAIKATO/BAY OF PLENTY DIVISION  
CANCER SOCIETY NEW ZEALAND INC



### REPORT ON THE AUDIT OF THE FINANCIAL STATEMENTS

#### Qualified Opinion

We have audited the financial statements of Waikato/Bay of Plenty Division Cancer Society New Zealand Inc ('the Society') on pages 20 to 31, which comprise the statement of financial position as at 31 March 2017, and the statement of comprehensive revenue and expenses, statement of changes in net assets and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Society as at 31 March 2017, and its financial performance and its cash flows for the year then ended in accordance with Public Benefit Entity Standards Reduced Disclosure Regime ('PBE Standards RDR').

This report is made solely to the Executive Committee of Waikato/Bay of Plenty Division Cancer Society New Zealand Inc. Our audit work has been undertaken so that we might state those matters which we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Waikato/Bay of Plenty Division Cancer Society New Zealand Inc and the Executive Committee of Waikato/Bay of Plenty Division Cancer Society New Zealand Inc, for our audit work, for this report or for the opinions we have formed.

#### Basis for Qualified Opinion

As is common with other organisations of a similar nature, a portion of income is derived from donations and other fundraising activities. Control over this income prior to being recorded is limited, and there are no practical audit procedures to determine the effect of this limitation.

We conducted our audit in accordance with International Standards on Auditing (New Zealand) ('ISAs (NZ)'). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Society in accordance with Professional and Ethical Standard 1 (Revised) Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing and Assurance Standards Board and the International Ethics Standards Board for Accountants' Code of Ethics for Professional Accountants (IESBA Code), and we have fulfilled our other ethical responsibilities in accordance with these requirements and the IESBA Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Other than in our capacity as auditor we have no relationship with, or interests in, Waikato/Bay of Plenty Division Cancer Society New Zealand Inc.

#### Responsibilities of the Executive Committee for the Financial Statements

The Executive Committee is responsible on behalf of the Society for the preparation and fair presentation of the financial statements in accordance with PBE Standards RDR, and for such internal control as the Executive Committee determines is necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Executive Committee is responsible on behalf of the Society for assessing the Society's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Executive Committee either intends to liquidate the Society or to cease operations, or has no realistic alternative but to do so.

#### Auditor's Responsibilities for the Audit of the Financial Statements

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

A further description of the auditor's responsibilities for the audit of the financial statements is located at the External Reporting Board's websites at: [https://xrb.govt.nz/Site/Auditing\\_Assurance\\_Standards/Current\\_Standards/Description\\_Auditors\\_responsibilities.aspx](https://xrb.govt.nz/Site/Auditing_Assurance_Standards/Current_Standards/Description_Auditors_responsibilities.aspx).

*Staples Rodway*  
STAPLES RODWAY AUDIT LIMITED  
Hamilton, New Zealand  
7 July 2017

In an effort to provide a consistent presentation of financial information across the divisions of the Cancer Society, it has been agreed that the following breakdown will be used as part of each division's Annual Report.

### CANCER SOCIETY OF NEW ZEALAND WAIKATO/BAY OF PLENTY DIVISION

INCOME ANALYSIS FOR THE YEAR ENDED 31 MARCH 2017 (UNAUDITED)		
	2017	2017
	\$	\$
Bequests	892,366	26.47%
Donations & Grants	267,212	7.93%
Investment	229,093	6.80%
Other Fundraising	1,062,524	31.52%
Sundry	17,516	0.52%
Operations	902,277	26.77%
<b>TOTAL INCOME</b>	<b>\$3,370,988</b>	<b>100.00%</b>

EXPENSE ANALYSIS FOR THE YEAR ENDED 31 MARCH 2017 (UNAUDITED)		
	2017	2017
	\$	\$
Administration	1,004,747	24.09%
Fundraising	389,255	9.33%
Health Promotion	593,798	14.24%
Research	394,933	9.47%
Operations	1,014,623	24.33%
Special Grants	4,254	0.10%
Sundry	3,319	0.08%
Supportive Care	707,566	16.97%
Volunteers	58,004	1.39%
<b>TOTAL EXPENDITURE</b>	<b>\$4,170,499</b>	<b>100.00%</b>
<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<b>(799,511)</b>	
<b>INVESTMENT FAIR VALUE RESERVE</b>	<b>\$65,949</b>	

# ANNUAL REPORT 2017

## RESOURCE ALLOCATION AND GRANTS

## COMMITTEE MEMBERS & STAFF AS AT 31ST MARCH 2017

**\$408,273**

### RESEARCH

LOCAL RESEARCH

WAIKATO BREAST  
CANCER TRUST

WAIKATO MEDICAL  
RESEARCH FUND

NATIONAL LEVY

**\$548,828**

### HEALTH PROMOTION

SUNSMART PROMOTION

MEN'S HEALTH

TOBACCO CONTROL

NUTRITION & PHYSICAL  
ACTIVITY

INFORMATION

NATIONAL LEVY

**\$21,321**

### SPECIAL GRANTS TO HEALTH PROFESSIONALS

LINDA CHIKAZHE  
New Zealand Society for Oncology in  
Palmerston North

WENDY VINCENT  
Psychosocial Oncology NZ Conference

RENA FAUSETT  
Head & Neck Cancer Annual Scientific  
Meeting Conference

HEATHER FLAY  
Australia New Zealand Breast Cancer  
Trials Group Annual Scientific Meeting

PROF IAN CAMPBELL  
Alan Lomas Memorial Grant

**\$765,570**

### COMMUNITY SERVICES

LIAISON NURSE SERVICE

THERAPEUTIC MASSAGE

SUPPORT GROUPS AND LIVING  
WELL

INFORMATION

COUNSELLING GRANTS

SUPPORT FOR CANCER-  
RELATED ORGANISATIONS

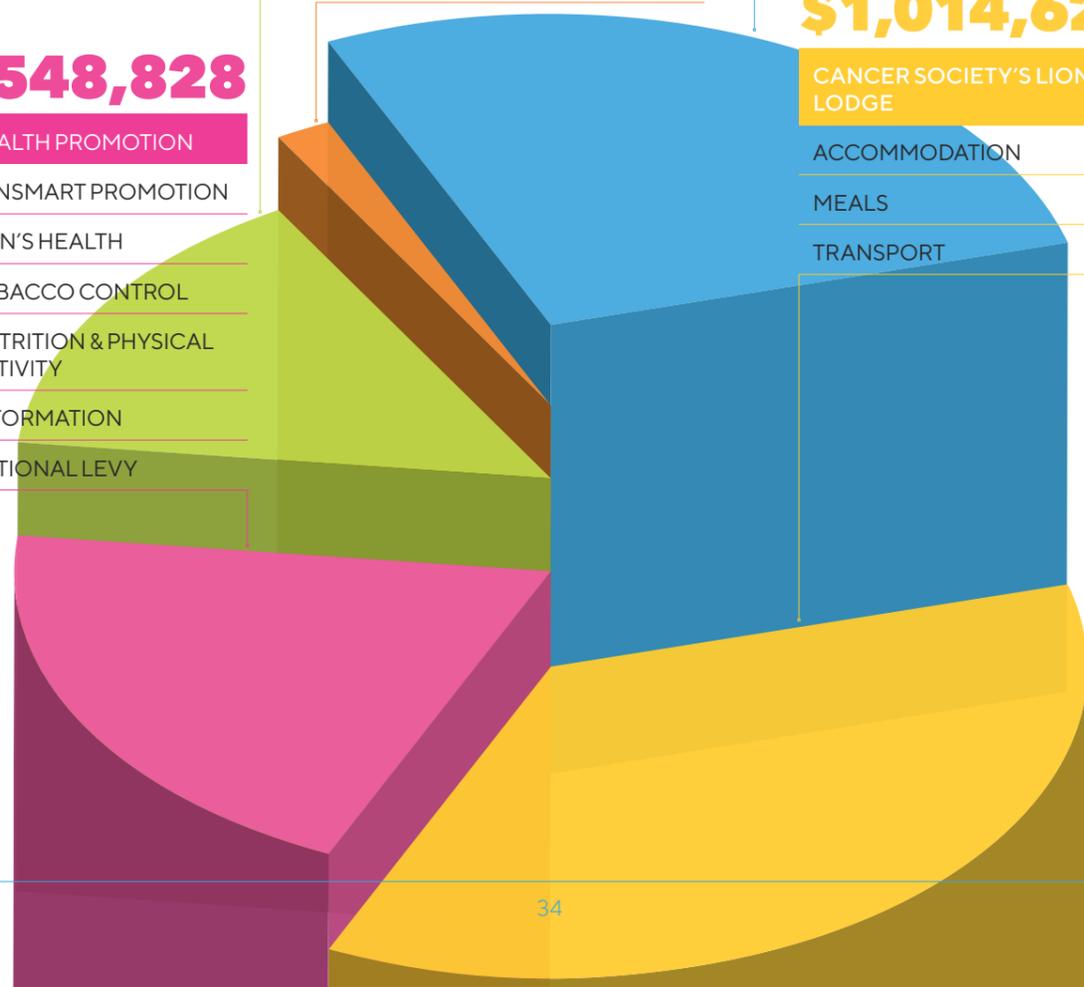
**\$1,014,623**

### CANCER SOCIETY'S LIONS LODGE

ACCOMMODATION

MEALS

TRANSPORT



### PRESIDENT

Murray Loewenthal\*(Chair)

### VICE PRESIDENT

Richard Seabrook

Sally Powdrell

### EXECUTIVE COMMITTEE

Clive Cleland

Maurice Gianotti

Denise Irvine

Rachael Mounsey

Judy Gould (Chief Executive)

\*(National Board Representative)

### FINANCE & EMERGENCY SUB COMMITTEE

Richard Seabrook (chair)

Clive Cleland

Murray Loewenthal

Judy Gould

### MEDICAL ADVISORY SUB COMMITTEE

Denise Irvine (chair)

Prof Ian Campbell

Dr Cris Hartopecanu

Dr Michael Holmes

Dr Denise Aitken

Judy Gould

### LIFE MEMBERS

Barry Prior

Carrick Davidson

Tony Schramm

Jane Haultain

Norman Morris

Colin McAllister

### SOLICITORS

Tanner Fitzgerald

### AUDITORS

Staples Rodway

### HAMILTON STAFF

CHIEF EXECUTIVE	Judy Gould
FINANCE MANAGER	Judi Vickers
COMMUNICATIONS MANAGER	Angela March
COMMUNITY SERVICES MANAGER	Hayley McConnell
FUNDRAISING MANAGER	Catrina Findlay
VOLUNTEER DEVELOPMENT MANAGER	Nicola Bowe
FUNDRAISING COORDINATOR	Hayley Wilkinson
FUNDRAISING COORDINATOR	Alison Duncan
COMMUNICATIONS COORDINATOR	Lindsay Clark
LIAISON NURSE	Helena Stewart
LIAISON NURSE (RURAL)	Vicki Donderwinkel
LIAISON NURSE (RURAL)	Penny Parsons
HEALTH PROMOTER	Charlie Poihipi
DATABASE ADMINISTRATOR	Lauren Payne
RECEPTIONIST	Megen Willems-Blacktopp
DRIVING COORDINATOR	Sue Worth
ADMINISTRATION TEAM LEADER	Esther Rickard
VOLUNTEER ADMINISTRATIVE ASSISTANT	Phillippa Aubrey

### LODGE STAFF

MANAGER	Carron Huymans
LODGE EVENING SUPERVISOR	Jo Vermeren
LODGE NIGHT SUPERVISOR	Katina Reihana
RECEPTIONIST	Henny Swinkels
COOK	Alice Lim
KITCHEN ASSISTANTS	Kendal Grylls-Thomas / Michelle Pease
HOUSEKEEPING	Hera King / Kushla Walker / Phillippa Aubrey
MASSAGE THERAPIST	Marion Griffith
DRIVERS	Ray Hodgson / Maria Woodcock

### ROTORUA STAFF

HEALTH PROMOTER	Wayne Borell
OFFICE ADMINISTRATOR	Tracey Crompton
LIAISON NURSE	Andrea Youngs
LIAISON NURSE (WHAKATANE)	Barbara Kelly

### TAURANGA STAFF

HEALTH PROMOTION MANAGER	Melanie Desmarais
HEALTH PROMOTER	Samia Rose
OFFICE ADMINISTRATOR	Jo Matthews
LIAISON NURSE	Tammy Burgess
LIAISON NURSE	Angelique Ensor
DRIVING COORDINATOR	Jo McIntosh
MASSAGE THERAPIST	Diana McDonald

# ANNUAL REPORT 2017

## HOW YOU CAN HELP

## SPONSORS AND SUPPORTERS

TO FIND OUT MORE ABOUT ANY OF THESE PLEASE CONTACT ONE OF OUR OFFICES IN; HAMILTON, TAURANGA OR ROTORUA.



MAKE A DONATION



JOIN AS A MEMBER



LEAVE US A GIFT IN YOUR WILL



BECOME A VOLUNTEER



TAKE PART IN DAFFODIL DAY OR ATTEND AN EVENT



SPONSOR US



ENLIST AS A REGULAR DONOR



VISIT [CANCERNZ.ORG.NZ](http://CANCERNZ.ORG.NZ)



BECOME A COMMUNITY FUNDRAISER



BARKER PHOTOGRAPHY	BULLZEYE BEST BRANDS	CARLTON PARTY HIRE	COMMUNITY ORGANISATIONS GRANTS SCHEME (COGS)
DILMAH	EVENTFINDA	FASTWAY COURIERS	FRANCIS SKEET CHARITABLE TRUST
FUJI XEROX	GRASSROOTS TRUST	HAZEL HAYES	HEATHCOTE APPLIANCES
LOTTERIES COMMISSION REINFORCEMENT	MAVIS & CO	MEDIAWORKS	NGAHINEPOURI GOLF CLUB
ROTORUA ENERGY CHARITABLE TRUST	SBI PRODUCTIONS	STIHL TE RAPA	TAURANGA ENERGY CONSUMER TRUST
THE SOUTHERN TRUST	TIDD FOUNDATION	TRUST WAIKATO	ULTIMATE MOTOR GROUP
	WHANGAMATA CLUB	WHITIANGA CANCER SUPPORT GROUP	



LIONS CLUBS OF DISTRICTS 202L AND 202K



# DIRECTORY

## HAMILTON OFFICE

Cnr Grey and Beale Streets  
PO Box 134, Hamilton 3240  
Telephone (07) 838 2027  
Facsimile (07) 838 2028  
Email [admin@cancersociety.org.nz](mailto:admin@cancersociety.org.nz)

## CANCER SOCIETY'S LIONS LODGE

32 Tainui Street, Hamilton 3204  
Telephone (07) 834 2351  
Facsimile (07) 834 2343  
Email [lodgereception@cancersociety.org.nz](mailto:lodgereception@cancersociety.org.nz)

## ROTORUA OFFICE

1235 Ranolf Street  
PO Box 1695, Rotorua 3040  
Telephone (07) 349 4556  
Facsimile (07) 349 4553  
Email [rotorua@cancersociety.org.nz](mailto:rotorua@cancersociety.org.nz)

## TAURANGA OFFICE

111 Cameron Road  
PO Box 1081, Tauranga 3140  
Telephone (07) 571 2035  
Facsimile (07) 571 2036  
Email [tauranga@cancersociety.org.nz](mailto:tauranga@cancersociety.org.nz)

[www.cancernz.org.nz](http://www.cancernz.org.nz)  
[www.facebook.com/WaikatoBayofPlentyCancerSociety](https://www.facebook.com/WaikatoBayofPlentyCancerSociety)