



# Podiatry**NZ**

ANNUAL  
REPORT  
2023/2024

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Thanks to ASICS, Formthotics and Shoe Clinic for their continued partnership in 2023/2024.



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## Message from the PodiatryNZ Chair

It has been another busy year with our fair share of challenges and successes.

The phenol issue has not gone away, and it has been quite disheartening to hear from Ministers who are not willing to engage. We had hoped that the review of the Medicine's Act would have happened a bit sooner as this could well have a positive impact. It has however meant that podiatrists are having to use the cumbersome workaround which is costing both them and patients time and money they should not have to pay. We will continue advocating for change on this matter.



On a much more positive note, we were delighted with the Annual Conference held in Christchurch in October 2023. We think it might have been our best one yet and it certainly gave the nearly 300 delegates an opportunity to mix and mingle, as well as learn a few things too we hope. We had great support from our business partners and other sponsors and a really engaged exhibition space. See more detail later in this report.

Sarah and I were invited to the SEPA conference in May which was a great start to what we hope will be an enduring strategic relationship. We are excited about the opportunities for our members to get access to really good materials and resources as well as some varied training.

The Association is in good heart, and we are in the fortunate position to consider how we can invest some of our surplus funds back into the membership. We will be reducing fees for the 2025 / 26 year, and we are planning to subsidise the planned regional conferences in both the 2024 and 2025 years to enable as many as possible to attend.

I want to thank Alison for her leadership this year. There have been more than a few challenges however she and Alice have provided great support to you as members and to the achievement of the business plan this year.

My thanks also go to our business partners, Shoe Clinic, ASICS and Formthotics. Their support and engagement are invaluable to us and to you as members and we would not be able to do as much as we could without this.

In my first year as Chair, I want to say a huge thankyou to my Board member colleagues. We welcomed Adam Philps as a new Board member and Maggie Reihana-Finau as an observer. We also co-opted Sarah Duncan back and they together with Kiseon Hong and Lawrence Kingi have made a really strong board. Our new governance manual has also helped keep us on track!

I am looking forward to next year for PodiatryNZ. We will continue to advocate for change and improvement and will have a primary focus on raising awareness about podiatry in New Zealand and doing what we can to increase the number of podiatrists.

Ngā mihi,

Rachael Harper  
PodiatryNZ Chair

## Chief Executive Report

They do say we live in interesting times and this year has again supported that view!

I am really proud of the 2023 conference in Christchurch. There are always things to learn, and we have taken those messages on board, however the positive feedback we got from delegates, trade exhibitors and our business partners was heartening. Our next national conference won't be until 2026 to get us back in sync with the Australian Podiatry Association (APodA) Conference and the NZ Wound Care Conference.



In our member survey last year, the issues of; better funding, better access, public recognition, education and the numbers of podiatrists were of main concern to you. These have been reflected in the new strategic plan and we will report back on progress over the next few years.

Membership tipped to over 400 during the year however it has stabilised again to 398 at June 2024. This equals to about 74% of the total number of podiatrists in NZ which when compared to APodA's (which is around 50%) is a good result. We do of course want to be able to support all podiatrists over time.

I have met regularly with AUT and the Podiatrists Board of New Zealand (PBNZ), and the relationships continue to strengthen. A big thanks to Mike Frecklington and Sandi Gale for their continued support of the association.

We have continued our working group meetings with ACC, and it is pleasing that we have had some constructive results. In particular advocating for better turnaround times resulted in ACC putting in place more staff and better training for frontline staff, not yet perfect but significantly improved. We also finally achieve recognition of an appropriate list of READ codes which is yet to be listed but we hope this will happen early in the 2025 year. Removing the need for a Clinical Director in the Allied Health contract was also signed off as a result of our pointing out how unnecessary it was, given all of the other checks and balances in the contract. I want to thank Ben Lamb for his relentless support and advocacy for these changes. Kiseon Hong and Cory Nicholls continue the good work on your behalf.

Whilst it doesn't suit everyone, we issued guidelines for a Footcare Assistant role. This has attracted the attention of Minister Reti who is very keen to develop a micro-credential for this role. We have met with him on this and will continue this into the next financial year. The Minister has also signed off on prescribing rights for podiatrists although there is still a long way to go before it is an actual reality. We will be doing what we can to support this progress.

Unfortunately, Minister Reti is not so interested in dealing with the bizarre circumstances of having phenol as a medicine and took his advice only from Medsafe who are clearly in conflict with the rest of the world. We will be stepping up this advocacy programme in the 2024/25 year.

We achieved another positive financial result of \$72, 014 which has further strengthened our balance sheet and put us in a healthy position for the future. Notwithstanding the need for future sustainability, it is great to be able to support members by way of reduced fees for the 2024 /25 calendar year. We will also continue to offer a wide range of CPD and other training opportunities at either free or heavily discounted rates.

Alice has provided the best possible service this year and none of the support and events that you have benefited from would have happened without her. I value her as a colleague and want to thank her on both my and your behalf.

I also want to acknowledge our business partners who I have come to know well. I have really appreciated the interactions and support and the odd challenge from them to help the profession grow.

2024/25 will be full of interesting issues which we hope to progress, and I am keen to hear from you as to how we can best achieve the goals we have set ourselves.

Ngā mihi,

Alison Molloy  
Chief Executive

## About Us

Podiatry New Zealand Incorporated (PodiatryNZ) is a membership based, not for profit association registered under the Incorporated Societies Act. Founded in 1946, PodiatryNZ is the professional membership association of registered podiatrists in New Zealand.

Our membership programs are designed for members to access the information and support needed to be an effective professional. We encourage members to work at "top of scope" and to assist in changing the world they work in, for the better.

We are dedicated to pursuing better patient outcomes through enhancing the profession of podiatry and increasing awareness of New Zealanders about the importance of good foot health care. We are the national voice of podiatrists.

Our aim is to deliver quality communication between members, students and stakeholders that enhances relationships within our profession. Membership is based on integrity and respect.

## Vision

Fully integrated Podiatry for optimal lower limb health in New Zealand.

## Mission

To advance the quality of and access to podiatry.

## Values

**Integrity** - We act with integrity and respect. We take personal accountability for the highest standards of behaviour.

**Transparent Leadership** - We support the profession of podiatry by ensuring clear and transparent communication and leading by example.

**Excellence** - We are committed to robust governance, continuous quality development, and the application of best practice principles in all that we do.

**Collegiality** - We work together in good faith to enhance and advance the podiatry profession.

## Our Board Members

PodiatryNZ Board Members are elected at the AGM to serve for a maximum of six years. Each year at least one member stands down on a rotating bases, however, they do have a right of re-election. The Board may consist of up to eight members, as a result of the 2022/23 AGM decision and which takes effect from the 2024 elections.

Our board for the 2023/2024 year was made up of 5 members and one observer, Rachael Harper (Board Chair), Sarah Duncan, Kiseon Hong, Lawrence Kingi, Adam Philps and Maggie Reihana-Finau (Observer).



Rachael Harper  
Board Chair



Sarah Duncan



Kiseon Hong



Lawrence Kingi



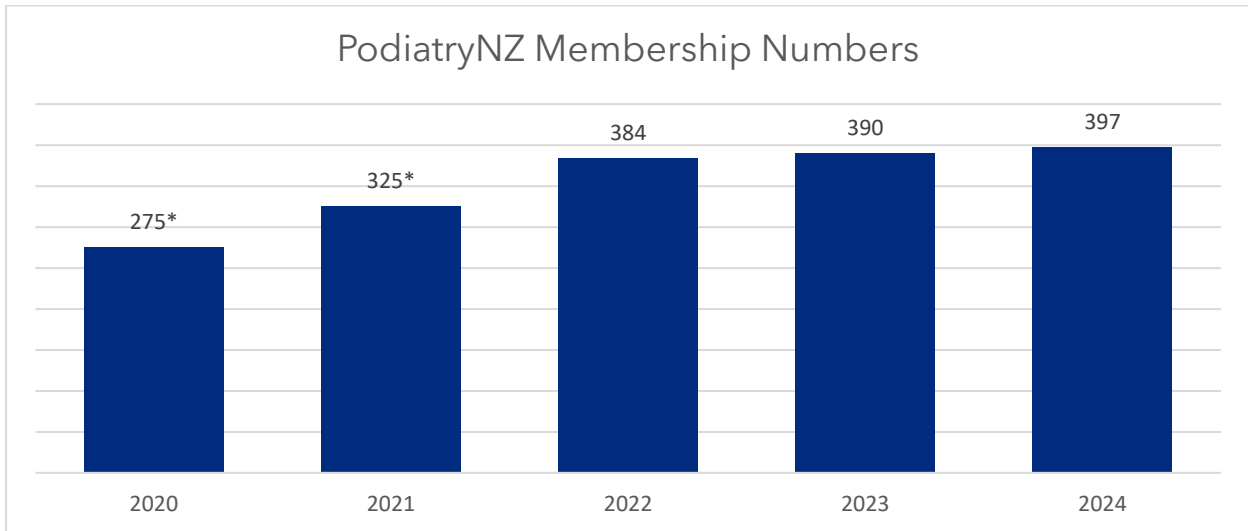
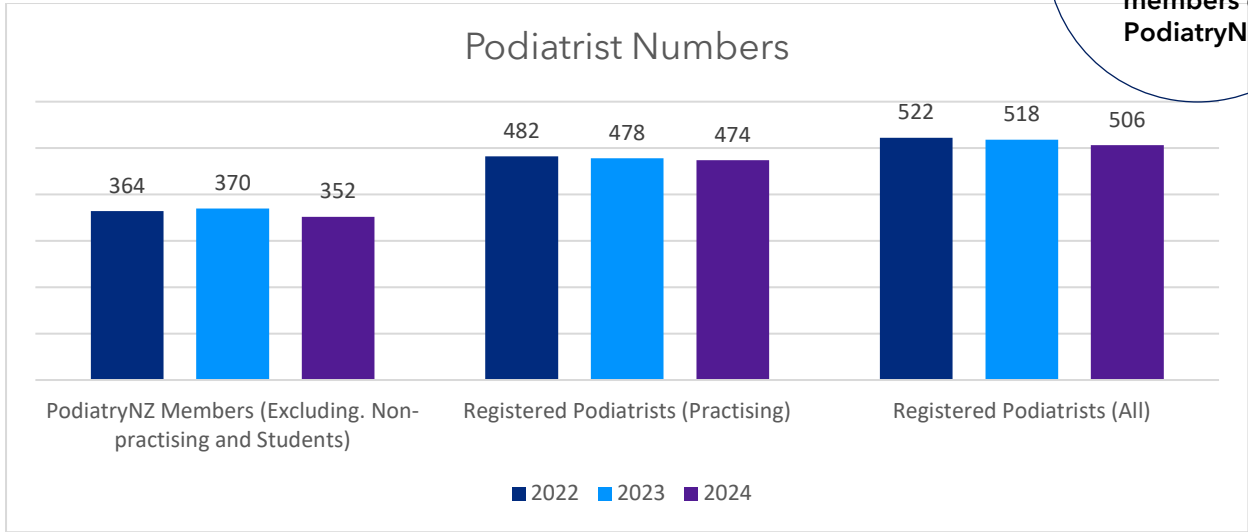
Adam Philps



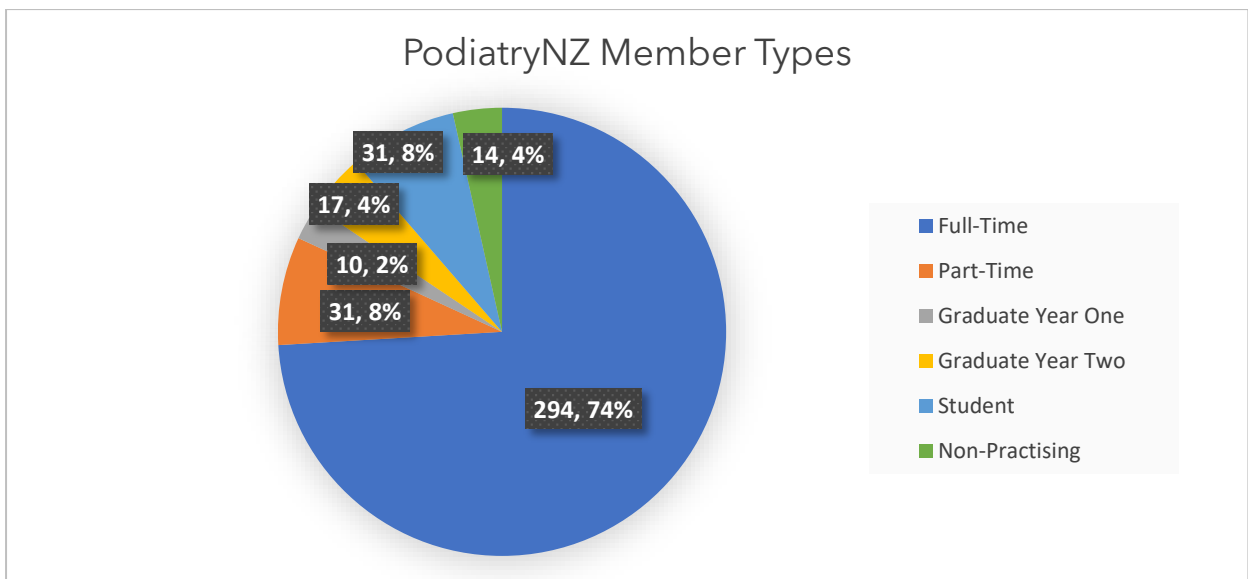
Maggie Reihana-Finau  
Observer

## Our Member Information

74% of practising registered Podiatrists are members of PodiatryNZ.



\*Approximation based on incomplete and unclear graph statistics.





| <b>Membership Type</b> | <b>No. of PodiatryNZ Members</b> |
|------------------------|----------------------------------|
| Full-Time              | 294                              |
| Part-Time              | 31                               |
| Graduate Year One      | 10                               |
| Graduate Year Two      | 17                               |
| Student                | 31                               |
| Non-Practising         | 14                               |
| <b>TOTAL</b>           | <b>397</b>                       |

| <b>Region</b>     | <b>No. of PodiatryNZ Members Based in Region</b> | <b>% of PodiatryNZ Members Based in Region</b> |
|-------------------|--|--|
| Auckland          | 163  | 41   |
| Bay Of Plenty     | 26   | 7  |
| Canterbury        | 58   | 15   |
| Gisborne          | 3  | 1  |
| Hawke's Bay       | 13   | 3  |
| Manawatu-Wanganui | 13   | 3  |
| Marlborough       | 2  | 1  |
| Nelson            | 3  | 1  |
| Northland         | 9  | 2  |
| Otago             | 19   | 5  |
| Southland         | 6  | 2  |
| Taranaki          | 11   | 3  |
| Tasman            | 3  | 1  |
| Waikato           | 31   | 8  |
| Wellington        | 37   | 9  |
| <b>TOTAL</b>      | <b>397</b>                                       |  |

## Our Strategic Objectives

Below is a summary of how we went against the Annual Business Plan.

| What   | How   | How we went   |
|--|---|---|
| <b>Strategic Goal 1: Facilitating Collegiality:</b> To facilitate a collegial network of podiatrists and stakeholders based on mutual respect and understanding. These cooperative relationships to be achieved through the engagement of podiatrists at the national and regional levels. PodiatryNZ will deliver quality communication and training to enhance relationships for and between members, students and stakeholders.   |   |   |
| <ul style="list-style-type: none"> <li>Road Show</li> </ul>  | <ul style="list-style-type: none"> <li>Arrange and visit at least 6 regions to meet with members.</li> </ul>  | <ul style="list-style-type: none"> <li>Members reported satisfaction after meetings.</li> <li>5 events including the conference were organised over the country.</li> </ul>     |
| <ul style="list-style-type: none"> <li>Member survey on vision for PodiatryNZ</li> </ul>   | <ul style="list-style-type: none"> <li>Survey monkey sent out.</li> <li>Responses gathered and fed back to membership.</li> </ul>   | <ul style="list-style-type: none"> <li>This has been completed with members voting on final version at conference.</li> </ul>   |
| <ul style="list-style-type: none"> <li>Training</li> </ul>   | <ul style="list-style-type: none"> <li>Deliver relevant and agreed on-line training at least 4 times per year.</li> </ul>   | <ul style="list-style-type: none"> <li>Delivered ten events with a total of 598 attendees.</li> </ul>   |
| <ul style="list-style-type: none"> <li>Newsletters</li> </ul>  | <ul style="list-style-type: none"> <li>Electronic newsletter delivered with external input including members and partners.</li> </ul>   | <ul style="list-style-type: none"> <li>Click rate was around 15% but fluctuates newsletter to newsletter. (Average for EDM's is 3%)</li> </ul>                                  |
| <ul style="list-style-type: none"> <li>Conference 2023</li> </ul>  | <ul style="list-style-type: none"> <li>Deliver 2023 Conference.</li> </ul>  | <ul style="list-style-type: none"> <li>Satisfaction survey reports high levels of satisfaction.</li> <li>Surplus is generated.</li> <li>See conference report below.</li> </ul> |
| <b>Strategic Goal 2: Expanding Careers:</b> Our goal is to assist members to improve patient outcomes through maximising career potential and growing job satisfaction. Professional development and career specialisations will continue to be a focus. PodiatryNZ will work collaboratively with others to achieve prescribing rights, deliver high risk foot and sports training and to further quality clinic training with the implementation of a 3rd party audit process. |   |   |
| <ul style="list-style-type: none"> <li>Develop further special interest groups</li> </ul>  | <ul style="list-style-type: none"> <li>Consider paediatrics, aged care, diabetes, sport.</li> <li>Identify and engage champions.</li> <li>Provide support to establish groups.</li> </ul>   | <ul style="list-style-type: none"> <li>First steps planned for later in 2024. The training for any new speciality will be in the 2025 year.</li> </ul>                          |
| <ul style="list-style-type: none"> <li>HRF and Sports training</li> </ul>  | <ul style="list-style-type: none"> <li>Identify appropriate trainers and develop at least 2 modules of training.</li> </ul>   | <ul style="list-style-type: none"> <li></li> </ul>  |
| <ul style="list-style-type: none"> <li>Promote the profession</li> </ul>   | <ul style="list-style-type: none"> <li>Develop flyers and posters that can be used by schools and podiatrists to promote podiatry.</li> </ul>   | <ul style="list-style-type: none"> <li>ApodA shared assets for PodNZ to update. These were updated and shared with members.</li> </ul>  |
| <ul style="list-style-type: none"> <li>Career days</li> </ul>  | <ul style="list-style-type: none"> <li>Work with AUT to establish a programme of podiatrists visiting local career days.</li> </ul>   | <ul style="list-style-type: none"> <li>Attended the Chch Careers Expo.</li> <li>Members were sent out assets to attend school career days.</li> </ul>                           |
| <ul style="list-style-type: none"> <li>Footcare assistant</li> </ul>   | <ul style="list-style-type: none"> <li>Provide updated guidance including template Job Description.</li> <li>Support development of pilot and credentialing programme being developed by AUT.</li> <li>Communicate updates to members as required.</li> </ul> | <ul style="list-style-type: none"> <li>Members are utilising FCA guidance resource.</li> <li>Advised members with queries.</li> </ul>   |
| <b>Strategic Goal 3: Sustainability</b> Ensure the continued relevance of PodiatryNZ by safeguarding sound organisational practice. This will be achieved by great relationships with sponsors and   |   |   |

| What   | How   | How we went   |
|--|---|---|
| other potential business partners / funders. Ensuring relationships with likeminded organisations, government and government departments are well developed. Providing membership support at a practical level will also contribute to PodiatryNZ's continued relevance. |   |   |
| <ul style="list-style-type: none"> <li>Regulatory Board</li> </ul>   | <ul style="list-style-type: none"> <li>Ensure constructive and on-going relationship with Regulatory Body.</li> <li>Meet with Registrar to share information.</li> <li>Ensure consistency of messaging where relevant</li> </ul>        | <ul style="list-style-type: none"> <li>Board to board engagement is satisfactory.</li> <li>CE and Registrar met at least bi-monthly.</li> <li>Regulatory board engaged with us for minister meeting.</li> </ul>               |
| <ul style="list-style-type: none"> <li>ACC</li> </ul>  | <ul style="list-style-type: none"> <li>Continue work on pain points for contract holders.</li> <li>Engage in contract renewal process.</li> <li>Participate in review of Clinical Director role.</li> </ul>                             | <ul style="list-style-type: none"> <li>Regular meetings and improvement in turnaround times occurring in part due to our engagement.</li> <li>Clinical Director removed from contract.</li> </ul>                             |
| <ul style="list-style-type: none"> <li>National Events</li> </ul>  | <ul style="list-style-type: none"> <li>Deliver at least one national event beyond conference.</li> </ul>  | <ul style="list-style-type: none"> <li>Organised additional St John BLS and Anaphylaxis events.</li> </ul>  |
| <ul style="list-style-type: none"> <li>Phenol / Sodium hydroxide resolution</li> </ul>   | <ul style="list-style-type: none"> <li>Work with a supplier to gain approval for the supply of a product which enables podiatrists to practice PNAs more efficiently.</li> </ul>  | <ul style="list-style-type: none"> <li>Ongoing.</li> </ul>  |
| <ul style="list-style-type: none"> <li>Other Allied Health organisations</li> </ul>  | <ul style="list-style-type: none"> <li>Foster relationships with various organisations and participate in submissions and other forms of collaboration.</li> <li>Participate in sector reference groups as a key contributor</li> </ul> | <ul style="list-style-type: none"> <li>Meetings have been attended and final draft of the Allied Health Report has been circulated to those who attended these meetings for review.</li> </ul>                                |
| <ul style="list-style-type: none"> <li>Business Partners</li> </ul>  | <ul style="list-style-type: none"> <li>Develop relationship with at least one more partner.</li> <li>Maintain pro-active and collegial relationships with existing partners.</li> </ul>   | <ul style="list-style-type: none"> <li>Meetings with existing partners have established high levels of satisfaction with relationship.</li> </ul>   |
| <ul style="list-style-type: none"> <li>AUT</li> </ul>  | <ul style="list-style-type: none"> <li>Regular discussions with AUT contacts.</li> <li>Joint Regulatory Board / AUT meetings.</li> <li>AUT deliver CPD training to members.</li> </ul>  | <ul style="list-style-type: none"> <li>Relationships continue to be strengthened.</li> </ul>  |
| <ul style="list-style-type: none"> <li>Other stakeholders</li> </ul>   | <ul style="list-style-type: none"> <li>Government, MHA, MoH, HNZ, Veterans Affairs, Aged Care, Immigration.</li> </ul>  | <ul style="list-style-type: none"> <li>Some small progress made with MOH and Government. The communication with Immigration was not successful in achieving better allowance for podiatrists wanting to immigrate.</li> </ul> |
| <ul style="list-style-type: none"> <li>Insurance</li> </ul>  | <ul style="list-style-type: none"> <li>Identify opportunities to streamline process of insurance renewal for members.</li> <li>Consider type and cost of insurance and negotiate better rates where possible</li> </ul>                 | <ul style="list-style-type: none"> <li>Work in progress.</li> </ul>   |
| <ul style="list-style-type: none"> <li>Direct member support</li> </ul>  | <ul style="list-style-type: none"> <li>Respond to queries from members.</li> <li>Provide support to members who are experiencing difficulties.</li> </ul>   | <ul style="list-style-type: none"> <li>Annual report established that there were 4,764 recipients of information over the year.</li> </ul>  |

## PodiatryNZ 2023 Conference

The 2023 conference was out of the usual cycle because of the interruption of COVID-19. It occurred in October 2023 at Te Pae Christchurch Convention Centre in Ōtautahi Christchurch.

The intention of the conference is always to:

- Provide an opportunity for the profession to meet and socialise,
- Provide information and resources to enable attendees to enhance skills and knowledge,
- To showcase new technologies, techniques and treatments, and
- Generate a surplus for the association to help keep membership fees as low as possible.

**Sponsorship and Exhibitors** - The economic climate made achieving the sponsorship target very difficult. In addition, a wound care conference was held at the same time limiting the scope of opportunity.

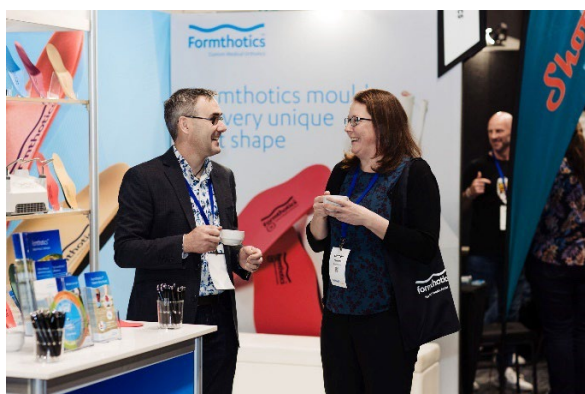
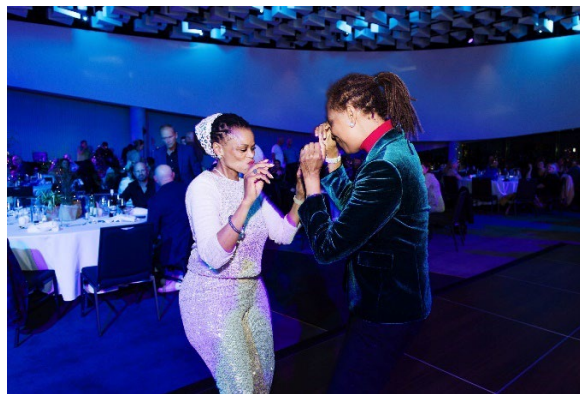
**Venue** - Te Pae worked extremely well and was run efficiently.

**Programme and Speakers** - The programme committee included Rachael Harper and Mike Frecklington with support from the Board and Preeti Kaur. Largely the programme was well received. Thanks to all speakers. The speakers that were most positively commented on included, Emmanuel Jo, Dr Peta Tehan, Dr Antoni Caserta and Dr Kelly Sheerin.

**CPD Time** - The conference programme allowed for 20 hours of total CPD time.

**Delegate Attendance** - We had a good mix of delegate types, but very few overseas delegates given the Australian conference had just been held in June.

**Financial Result** - Even though budget lines show variances the conference achieved a surplus.



## Celebrating PodiatryNZ Members

**Rising Star Award** - This award recognises the achievement of a PodiatryNZ member who is an emerging talent in podiatry, who graduated after 2017 (or has less than 5 years' experience). A podiatrist who will represent the next generation of leaders.

**Samantha Babatogon** - *"Not only have they greatly developed their hands on podiatry skill and independence, it is their care for the client and their genuine concern for their best foot health that makes them a rising star. Skills can be learnt but this podiatrist's natural care for their patients sets them apart as a practitioner that people seek to see as they know that they are going to look after them well."* - Nominating member



**Collegiality Award** - This award is presented to a PodiatryNZ member who embraces the concepts of sharing, helping, and working together to advance the profession.

**Nick Haley** - *"Over the years this podiatrist has regularly fronted and been one of the first to put up their hand to volunteer and support the development and growth of the Podiatry profession... Regularly engages with colleagues and the professions key partners to grow these relationships and they are never too busy to get a call asking for some advice. They optimise what it means to show collegiality and is a top-notch leader in the profession as well, sacrificing their hair for the greater good along the way."* - Nominating member



**Leadership Award** - This award recognises a PodiatryNZ member who has demonstrated outstanding leadership for the profession, someone that develops and encourages colleagues to deliver best practice outcomes.

**Michele Garrett** - *"Services and devout contribution to the development of diabetes podiatry services in public system settings. This podiatrist has worked tirelessly and put in hours of their own time to developing services across the northern region as well as nationally. They continue to embody strong leadership, development of podiatry diabetes standards, promote and support others to provide quality care and collaboration across services. They are an outstanding leader and tireless in their efforts to improve and promote the podiatry profession within the public system."* - Nominating Member

**Ben Lamb Sports Award** - This award recognises a Sports Accredited PodiatryNZ member who has applied themselves to lifelong learning in injury management and has shown leadership, excellence, and collegiality in sports podiatry.

**Sarah Duncan** - *"This podiatrist not only embodies hard work, dedication, and excellence in sport podiatry but also stands out for their generosity in helping colleagues within the field. Through their commitment, they've not only advanced their own expertise but have shared their knowledge and work to elevate the entire profession. Their impact on athletes' well-being and their contributions to the growth of sport podiatry make them a deserving recipient of this award."* - PodiatryNZ



**Formthotics Excellence Award** - This award recognises an individual or group who has contributed to the profession by way of mentorship of new graduates and students, commitment to ongoing learning, collegiality (both within the profession and industry partners), and commitment to quality (in clinical practice and service delivery).

**Nick Haley** - *"This person is a team player. Maybe it comes from their rugby-playing days, or growing up on their parents' farm, but they are always ready to pitch in to help, when needed.*

*The director, and lead podiatrist at a leading practice in Christchurch, for over 25 years, this podiatrist has contributed to the wider podiatry profession, as a PodiatryNZ Board South Island Representative for 4 years, and he was instrumental in the development of the sports podiatry accreditation. They are an excellent mentor to students, on placement, and new grads, just starting out in the profession. For five years, they were the podiatry liaison for the Canterbury Initiative, a multi-disciplinary team, connecting primary and secondary care providers, to improve health outcomes for Cantabrians. A long-term friend of Foot Science International, this person is always happy to help with our requests for treatment of our staff, developing and carrying out training in Japan, and anything else we throw at him.*

*So, we would like to present this award to for being an eternally positive influence to everyone around them, patients, podiatrists, and industry colleagues, like ourselves. Congratulations Nick Haley!" - Formthotics team*

## SEPA Conference and Relationship

PodiatryNZ Board Members Sarah Duncan and Rachael Harper, along with a group of other PodiatryNZ members (who were partially funded by PodiatryNZ), had a successful time at the SEPA (Sports and Exercise Podiatry Australia) Conference. The conference content was great with four keynote speakers and workshop presenters.

The team spoke to each of the keynote speakers outside of their presentations as well, expressing interest in coming to New Zealand for future conferences.

Sarah and Rachael cemented the relationship with SEPA and their board. The conference was opened with a successful announcement that SEPA will soon be accepting PodiatryNZ members. SEPA confirmed as part of their New Zealand offering they will be bringing a conference to Queenstown in February 2025.

SEPA's social media whilst running the conference was impressive.

Finally, fantastic time was had with the group of 11 Kiwi pods that attended the conference. The collegiality amongst the group was amazing to see.



**PodiatryNZ**

To advance the quality of and access to podiatry  
*Hei whakapiki i te kounga me te whāi wāhi ki te haumanu waewae*

# **Podiatry New Zealand Incorporated**

Performance Report for the year ended  
30 June 2024



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## DIRECTORY

|                              |   |
|------------------------------|---|
| <b>Entity Name</b>           | Podiatry New Zealand Incorporated   |
| <b>Other Name</b>            | PodiatryNZ  |
| <b>Entity Type</b>           | Incorporated Society  |
| <b>Incorporation Number</b>  | 219973  |
| <b>NZBN:</b>                 | 9429042690245   |
| <b>Registered Office</b>     | 204 Matai Road, Raumati Beach,<br>Paraparaumu 5032  |
| <b>Other Contact Details</b> | contact@podnz.org<br>www.podnz.org<br>www.podiatrynz.com  |
| <b>Board Members</b>         | Rachael Harper – Chair (Cambridge)<br>Lawrence Kingi – Māori Representative (Auckland)<br>Kiseon Hong - Auckland<br>Sarah Duncan - Christchurch<br>Adam Philips – Masterton<br>Maggie Reihana-Finau (observer) - Auckland |
| <b>Solicitors</b>            | Clifton Chambers, Wellington  |
| <b>Banker</b>                | ASB Bank, Wellington  |
| <b>Auditor</b>               | Aurora Financials Limited<br>Qualified Statutory Auditors<br>PO Box 11030, Manners Street<br>Wellington 6142<br>www.aurorafinancials.com  |

## ENTITY INFORMATION

### PURPOSE OR MISSION

To advance the quality of, and access to, podiatry.

### STRUCTURE

Founded in 1946, PodiatryNZ is the profession's membership organisation. PodiatryNZ is registered under the Incorporated Societies Act 1908. Voting members must be Registered Podiatrists and hold a current annual practicing certificate.

#### Governance – Board

- i. The Board may consist of up to eight Members as follows:
- ii. Five Members elected as Board members by the Members of the Association in accordance with Rule 7 c below.
- iii. One Podiatrist Māori representative. A Māori representative body (recognised by the Board), shall determine their processes for selecting their representative.
- iv. The Board may co-opt additional Board members with or without full voting rights provided that at no time there shall be more than two such co-opted Board members. The term of appointment will be until the following AGM unless the Board specifies a shorter period or rescinds their appointment. A person may be co-opted because they bring particular aptitude to the Board and such person(s) may or may not be a current Member.

#### Operational Structure

AM Molloy Limited provides leadership, governance and executive services to PodiatryNZ and is responsible for management of the Association's activities.

### MAIN SOURCES OF CASH AND RESOURCES

The entity receives income primarily from member subscriptions from Registered Podiatrists.

### MAIN METHODS USED TO RAISE FUNDS

PodiatryNZ is supported by Registered Podiatrists who pay annual member subscription. PodiatryNZ also relies on the financial support of Sponsors and Exhibitors who participate in the biannual conference. Fees to attend PodiatryNZ's activities, such as the bi-annual conference, are calculated to adequately cover the cost of activity. PodiatryNZ is also grateful for the support of annual business partners.

### RELIANCE ON VOLUNTEERS AND DONATED GOODS OR SERVICES

PodiatryNZ is entirely reliant on the goodwill and generous volunteer support of its members. The Association does not utilise donated goods and does not use free or subsidised podiatric services of its members.



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## Independent Auditor's Report

To the Board of Podiatry New Zealand Incorporated

### Report on the Performance Report

#### Unqualified Opinion

We have audited the performance report of Podiatry New Zealand Incorporated (the entity) on pages 4, 9 to 15 which comprise the:

- Statement of financial position as at 30 June 2024
- Entity information, the statement of service performance, the statement of financial performance, the statement of movements in equity and the statement of cash flows for the year ended 30 June 2024
- Notes to the performance report, including a summary of significant accounting policies and other explanatory information.

In our opinion, the performance report:

- Presents fairly, in all material respects, the entity's financial position as at 30 June 2024, its service performance, financial performance, movements in equity, and cash flows for the year ended on that date;
- Complies with the Public Benefit Entity XRB's Tier 3 (NFP) Standards issued by the New Zealand Accounting Standards Board; and
- Includes reported outcomes and outputs in the statement of service performance, where the quantification of the outputs (to the extent practicable) are suitable.

#### Basis for Opinion

We conducted our audit of the statement of financial performance, the statement of financial position, the statement of movements in equity, the statement of cash flows, and the notes to the performance report in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)), and the audit of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised).

Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Performance Report section of our report. We are independent of the entity 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 we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion. Other than in our capacity as auditor, we have no relationship with or interests in the entity.

#### Other Information

The Board, on behalf of the entity, may prepare an Annual Report which includes the audited performance report. The Board is responsible for the other information that may be included in the entity's Annual Report. Our opinion on the performance report does not cover any other information in the entity's Annual Report and we do not express any form of assurance conclusion on that other information.

#### Key Audit Matters

Key audit matters are those matters that, in our professional judgement, were of most significance in our audit of the performance report for the current period. Below is a summary of those matters and our key audit procedures to address those matters in order that the Board may better understand the process by

which we arrived at our audit opinion. Our procedures were undertaken in the context of and solely for the purpose of our statutory audit opinion on the performance report as a whole, and we do not express discrete opinions on separate elements of the performance report.

| The key audit matter  | How the matter was addressed in our audit   |
|---|---|
| <b>Income (note 3 of the performance report)</b>  |   |
| The entity received income from several sources during the period. This income was quantitatively significant to the entity's performance report. | We reviewed a sample of invoices, bank statements to confirm that funds were received, and the use of funds. Based on our sample testing, we did not identify any material issues with the entity's income at year end. |

### Use of this Audit Report

This report is made solely to the Board of the entity. Our audit has been undertaken so that we might state to the Board those matters that we are required to state to them in our 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 the Board for our audit work, this report, or any of the opinions we have formed.

### Responsibilities of the Board for the Performance Report

The Board, on behalf of the entity, is responsible for:

- Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance
- The preparation and fair presentation of the performance report in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued in New Zealand by the New Zealand Accounting Standards Board
- Implementing necessary internal control to enable the preparation of the performance report that is fairly presented and free from material misstatement, whether due to fraud or error; and
- Assessing the entity's ability to continue as a going concern. This includes disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless they either intend to liquidate or to cease operations, or have no realistic alternative but to do so.

### Auditor's Responsibilities for the Audit of the Performance Report

Our objectives are to obtain reasonable assurance about whether the performance report as a whole is 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 decisions of users taken on the basis of the performance report.

As part of an audit in accordance with ISAs (NZ), the auditor exercises professional judgement and maintains professional scepticism throughout the audit. The auditor also:

- Identifies and assesses the risks of material misstatement of the performance report, whether due to fraud or error, designs and performs audit procedures responsive to those risks, and obtains audit evidence that is sufficient and appropriate to provide a basis for the auditor's opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtains an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.
- Evaluates the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Concludes on the appropriateness of the use of the going concern basis of accounting by the Board and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If the auditor concludes that a material uncertainty exists, the auditor is required to draw attention in the auditor's report to the related disclosures in the performance report or, if such disclosures are inadequate, to modify the auditor's opinion. The auditor's conclusions are based on the audit evidence obtained up to the date of the auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluates the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

The auditor communicates with management and the Board, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies identified in internal control.

From the matters communicated with management and the Board, the auditor determines those matters that were of most significance in the audit of the performance report and are therefore the key audit matters. The auditor describes these matters in the auditor's report unless law or regulation precludes public disclosure about the matter or when, in extremely rare circumstances, the auditor determines that a matter should not be communicated in the auditor's report because the adverse consequences of doing so would reasonably be expected to outweigh the public interest benefits of such communication.



**Aurora Financials Limited**

Qualified Statutory Auditors  
Wellington, New Zealand

11 September 2024

## STATEMENT OF SERVICE PERFORMANCE

### YEAR ENDED 30 June 2024

#### Description of medium to long term objectives

PodiatryNZ is dedicated to enhancing the profession of podiatry and increasing awareness among New Zealanders about the importance of good foot health care.

PodiatryNZ acts as the national voice representing the interests of Podiatrists. This includes continuing professional development achievements, insurance, and advocacy.

#### DESCRIPTION AND QUANTIFICATION OF THE ENTITY'S OUTPUTS (TO THE EXTENT PRACTICABLE)

|  | 30 June 2024                  | 30 June 2023                  |
|--|-------------------------------|-------------------------------|
| Attendees at online webinar CPD training.<br>* approximately 60 per event                    | 10 events<br>* 598 attendees  | 11 events<br>* 770 attendees  |
| Attendees at in-person specialist Professional Development.<br>* approximately 152 per event | 2 events<br>* 305 attendees   | 7 events<br>* 70 attendees    |
| Recipients of monthly (or more frequent) email communications on industry and other updates. | 12+ items<br>4,764 recipients | 12+ items<br>4,668 recipients |
| Members supported with insurances, challenges and advocacy.                                  | 397 members                   | 389 members                   |
| Attendees at in-person member networking events.<br>* approximately 19 per event             | 3 events<br>* 58 attendees    | 2 events<br>* 20 attendees    |

These statements must be read in conjunction with the notes to the performance report and the audit report



## STATEMENT OF FINANCIAL PERFORMANCE

### YEAR ENDED 30 JUNE 2024

|  | Note | 30 June 2024   | 30 June 2023   |
|--|------|----------------|----------------|
| <b>Revenue</b>   |      |                |                |
| Revenue from commercial activities                                 | 3    | 537,471        | 250,532        |
| Donations, koha, bequests and other general fundraising activities | 3    | 79,000         | 94,000         |
| Interest, dividends and other investment revenue                   | 3    | 10,164         | -              |
| <b>Total revenue</b>   |      | <b>626,635</b> | <b>344,532</b> |
| <b>Expenses</b>  |      |                |                |
| Expenses related to commercial activities                          | 4    | 550,071        | 255,278        |
| Other expenses   |      | 4,550          | 6,766          |
| <b>Total expenses</b>  |      | <b>554,621</b> | <b>262,044</b> |
| <b>Surplus for the period</b>                                      |      | <b>72,014</b>  | <b>82,488</b>  |

## STATEMENT OF CASH FLOWS

### AS AT 30 JUNE 2024

|  | Note     | 30 June 2024   | 30 June 2023   |
|--|----------|----------------|----------------|
| <b>Cash flows from operating activities</b>                        |          |                |                |
| Gross sales from commercial activities                             |          | 536,502        | 222,293        |
| Donations, koha, bequests and other general fundraising activities |          | 79,000         | 94,000         |
| Interest, dividends and other investment receipts                  |          | 10,164         | -              |
| Net GST  |          | (6,837)        | 1,289          |
| Payments related to commercial activities                          |          | (494,024)      | (259,418)      |
| <b>Net cash flows from operating activities</b>                    |          | <b>124,805</b> | <b>58,164</b>  |
| <b>Cash flows from investing activities</b>                        |          |                |                |
| Acquisition of property, plant and equipment                       |          | -              | -              |
| <b>Net cash flows from investing activities</b>                    |          | <b>-</b>       | <b>-</b>       |
| <b>Cash flows from financing activities</b>                        |          |                |                |
| Transfer to term deposit   |          | (133,288)      | (200,000)      |
| <b>Net cash flows from financing activities</b>                    |          | <b>-</b>       | <b>-</b>       |
| Net increase / (decrease) in cash                                  |          | (8,483)        | (141,836)      |
| Cash and cash equivalents at the beginning of the year             |          | 227,179        | 369,015        |
| <b>Cash and cash equivalents at the end of the year</b>            | <b>5</b> | <b>218,696</b> | <b>227,179</b> |

These statements must be read in conjunction with the notes to the performance report and the audit report

## STATEMENT OF FINANCIAL POSITION

AS AT 30 JUNE 2024

|                             | Note | 30 June 2024   | 30 June 2023   |
|-----------------------------|------|----------------|----------------|
| <b>Assets</b>               |      |                |                |
| <b>Current assets</b>       |      |                |                |
| Cash and cash equivalents   | 5    | 218,696        | 227,179        |
| Other current assets        | 5    | 333,288        | 200,000        |
| Trade and other receivables | 5    | 10,619         | 9,650          |
| <b>Total assets</b>         |      | <b>562,603</b> | <b>436,829</b> |
| <b>Liabilities</b>          |      |                |                |
| <b>Current liabilities</b>  |      |                |                |
| Trade and other payables    | 5    | 17,422         | 24,451         |
| Income in advance           | 5    | 119,621        | 58,836         |
| <b>Total liabilities</b>    |      | <b>137,043</b> | <b>83,287</b>  |
| <b>Net assets</b>           |      | <b>425,560</b> | <b>353,542</b> |
| <b>Equity</b>               |      |                |                |
| Accumulated surplus         |      | 425,560        | 353,542        |
| <b>Total equity</b>         |      | <b>425,560</b> | <b>353,542</b> |

This performance report has been approved by the Board, for and on behalf of Podiatry New Zealand Incorporated:

Dated: 11 September 2024



Board Member



Board Member

## STATEMENT OF MOVEMENTS IN EQUITY

YEAR ENDED 30 JUNE 2024

|                        | Reserves      | Accumulated surplus | Total equity   |
|------------------------|---------------|---------------------|----------------|
| <b>At 1 July 2022</b>  | <b>11,193</b> | <b>259,861</b>      | <b>271,054</b> |
| Reserve transfers      | (11,193)      | 11,193              | -              |
| Surplus for the year   | -             | 82,488              | 82,488         |
| <b>At 30 June 2023</b> | <b>-</b>      | <b>353,542</b>      | <b>353,542</b> |
| Prior year adjustment  |               | 4                   | 4              |
| Surplus for the year   |               | 72,014              | 72,014         |
| <b>At 30 June 2024</b> |               | <b>425,560</b>      | <b>425,560</b> |

These statements must be read in conjunction with the notes to the performance report and the audit report

# NOTES TO THE PERFORMANCE REPORT

## YEAR ENDED 30 June 2024

### 1 GENERAL

Podiatry New Zealand Incorporated (the entity) is an incorporated society that is domiciled in New Zealand. It is registered under the Incorporated Societies Act.

The entity's principal activity is to enhance the profession of podiatry and increase awareness among New Zealanders about the importance of good foot health care.

During the year ended 30 June 2024, there was no material change in the nature of the entity's principal activity.

This performance report was authorised for issue by the Board.

### 2 STATEMENT OF ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of the performance report are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### Basis of preparation

The performance report has been prepared under the historical cost convention.

The entity has elected to apply XRB's Tier 3 (NFP) Standards on the basis that it does not have public accountability and has total annual expenses of less than \$2,000,000. All transactions in the performance report are reported using the accrual basis of accounting.

The performance report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

The Board believes that the basis of preparation for the performance report is appropriate and the entity will be able to

continue in operation for at least 12 months from the date of this statement. Accordingly, the Board believes that the classification and carrying amounts of the assets and liabilities as stated in the performance report are appropriate.

#### Tier 2 PBE accounting standards not applied

The entity has not adopted any Tier 2 PBE Accounting Standards in the preparation of the performance report.

#### Changes in accounting policies

There were no changes in the entity's accounting policies since the prior financial year.

#### Comparative figures

Where necessary, comparative figures have been adjusted to conform with changes in presentation in the current year. Where necessary, amounts relating to prior years have been reclassified to facilitate comparison and to achieve consistency in disclosure with current year amounts.

#### Goods and services tax

All amounts are shown exclusive of Goods and Services Tax (GST), except for receivables and payables which are stated inclusive of GST.

#### Operating leases

Where the entity is the lessee, the lease rentals payable on operating leases are recognised in the statement of financial performance over the lease term.

Leases in which a significant portion of the risks and rewards of ownership are retained by the lessor are classified as operating leases. Payments made under operating leases are charged to the

statement of financial performance on a straight-line basis over the lease term.

#### **Income tax**

The entity is subject to income tax for any profits made from activities that are outside of the entity's membership. The entity has performed an analysis of these activities and confirms that there is no current income tax liability.

#### **Revenue recognition**

Subscription revenue received for the following financial year is recognised as revenue in advance.

Revenue from conferences and other activities and events is recognised in the Statement of Financial Performance only on completion of the conference, activity or event. Expenditure relating directly to such activities and events is also not recognised in the Statement of Financial Performance until completion of the activity or event.

Interest received is recognised in the Statement of Financial Performance as the gross amount of interest received in cash or added to deposit principal.

#### **Cash and cash equivalents**

Cash and cash equivalents comprise cash at bank which are stated at face value.

Term deposits are recognised as other current assets as they have maturities over 90 days.

#### **Trade and other receivables**

Trade and other receivables are recognised and carried at the original invoice amount less any allowance for impairment of these receivables. An allowance for impairment of receivables is established when there is objective evidence that the amount will not be collected according to the original terms of receivables. This allowance is based on a

review of all outstanding amounts at year end. Bad debts are written off during the year in which they are identified.

#### **Property, plant and equipment**

Property, plant and equipment are stated at cost less accumulated depreciation and impairment losses.

Depreciation is calculated to allocate an asset's cost to its residual value over its estimated useful life. The residual values and useful lives of assets are reviewed, and adjusted if appropriate, at each balance sheet date.

Gains and losses on disposal are determined by comparing the proceeds with the asset's carrying amount. These are included in the statement of financial performance.

#### **Trade and other payables**

These amounts represent liabilities for goods and services provided to the entity prior to the end of the financial year and which are unpaid at the reporting date.

#### **Income in advance**

PodiatryNZ collects BizCover insurance premiums for the group professional indemnity insurance scheme required to be paid under PodiatryNZ rules by all members individually that provide podiatric services to the public. Due to timing Member receipts in advance of the BizCover, this billing is treated as Insurance subscriptions in Advance.

Members pay their annual member subscriptions on the anniversary of their association joining date. Membership Subscriptions in Advance is the portion of subscriptions which relates to the period from 30 June balance date until their next anniversary date.

### 3 ANALYSIS OF REVENUE

|   | 30 June 2024   | 30 June 2023   |
|---|----------------|----------------|
| <b>Revenue from commercial activities</b>                                 |                |                |
| Conference registration   | 281,059        | -              |
| Membership  | 244,659        | 244,247        |
| National events   | 11,623         | 6,198          |
| E-Learning revenue  | 130            | 87             |
|   | <b>537,471</b> | <b>250,532</b> |
| <b>Donations, koha, bequests and other general fundraising activities</b> |                |                |
| Sponsorship   | 79,000         | 94,000         |
|   | <b>79,000</b>  | <b>94,000</b>  |
| <b>Interest, dividends and other investment revenue</b>                   |                |                |
| Interest income   | 10,164         | -              |
|   | <b>10,164</b>  | -              |

### 4 ANALYSIS OF EXPENSES

|  | 30 June 2024   | 30 June 2023   |
|--|----------------|----------------|
| <b>Expenses related to commercial activities</b> |                |                |
| Conference related expenses                      | 270,815        | -              |
| Management fee                                   | 210,000        | 200,000        |
| Governance expenses                              | 20,890         | 17,958         |
| Membership benefits                              | 14,210         | 7,081          |
| Other expenses                                   | 10,577         | 8,419          |
| National events                                  | 9,945          | 15,570         |
| Member communications and marketing              | 8,946          | -              |
| Legal fees                                       | 4,688          | 6,250          |
|  | <b>550,071</b> | <b>255,278</b> |

### 5 ANALYSIS OF ASSETS AND LIABILITIES

|                                    | 30 June 2024   | 30 June 2023   |
|------------------------------------|----------------|----------------|
| <b>Cash and cash equivalents</b>   |                |                |
| Current account                    | 218,696        | 227,179        |
|                                    | <b>218,696</b> | <b>227,179</b> |
| <b>Other current assets</b>        |                |                |
| Term deposits                      | 333,288        | 200,000        |
|                                    | <b>333,288</b> | <b>200,000</b> |
| <b>Trade and other receivables</b> |                |                |
| Trade receivables                  | 10,123         | 9,156          |
| Other receivables                  | 496            | 494            |
|                                    | <b>10,619</b>  | <b>9,650</b>   |

|                                   |                |               |
|-----------------------------------|----------------|---------------|
| <b>Trade and other payables</b>   |                |               |
| Trade payables                    | 5,443          | 4,933         |
| GST payable                       | 6,113          | 12,950        |
| Accruals                          | 5,870          | 6,568         |
|                                   | <b>17,422</b>  | <b>24,451</b> |
| <b>Income in Advance</b>          |                |               |
| Member subscriptions in advance   | 83,578         | 81,587        |
| Member insurance in advance       | 24,998         | 26,836        |
| Conference net payment in advance | 11,045         | (49,587)      |
|                                   | <b>119,621</b> | <b>58,836</b> |

## 6 COMMITMENTS AND CONTINGENCIES

### Commitments

There are no commitments as at balance date. (2023: \$Nil)

### Contingent liabilities and guarantees

There are no contingent liabilities or guarantees as at balance date. (2023: \$Nil)

## 7 RELATED PARTY DISCLOSURES

There are no related party transactions as at balance date. (2023: \$Nil)

## 8 EVENTS AFTER BALANCE DATE

No events occurred after the balance date that would have a material impact on the performance report. (2023: \$Nil)