

Performance Report

Age Concern Wairarapa Inc
For the year ended 30 June 2023

★ www.numb1z.co.nz

NUMB1Z Limited
9 Belvedere Road,
PO Box 13,
Carterton 5743
P 06 379 8312
F 06 379 8322
office@numb1z.co.nz



Contents

3	Compilation Report to the Board and Members of Age Concern Wairarapa Inc
4	Entity Information
6	Approval of Financial Report
7	Statement of Service Performance
8	Statement of Financial Performance
9	Statement of Financial Position
10	Statement of Cash Flows
11	Statement of Accounting Policies
12	Notes to the Performance Report

Compilation Report to the Board and Members of Age Concern Wairarapa Inc

Age Concern Wairarapa Inc
For the year ended 30 June 2023

Compilation Report to the Committee of Age Concern Wairarapa Inc.

Scope

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of Age Concern Wairarapa Inc for the year ended 30 June 2023.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements.

Responsibilities

The society are solely responsible for the information contained in this financial report and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

Independence

We have no involvement with Age Concern Wairarapa Inc other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

Disclaimer

We have compiled these financial statements based on information provided which has not been subject to an audit or review engagement. Accordingly, we do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on this financial report.

Numb1z Chartered Accountants

9 Belvedere Road, PO Box 13, Carterton 5743

Dated: 25 August 2023

Entity Information

Age Concern Wairarapa Inc For the year ended 30 June 2023

Legal Name of Entity

Age Concern Wairarapa Inc

Entity Type and Legal Basis

Incorporated Society and Registered Charity (registration number CC22429)

Entity's Purpose or Mission

Helping, Connecting and Empowering Older Persons in Wairarapa

Entity Structure

The Committee Comprises:			Appointment		Resigned
Chairperson	Cheryl Watson		19/09/2022		
Deputy Chair	Fred Wheeler		19/09/2022		
Treasurer	Hewitt Harrison		19/09/2022		
Board Secretary	Lyn Riley		19/09/2022		
Board Member	Tim Bannatyne		19/09/2022		
Board Member	Joanne Edwards		19/09/2022		
Board Member	Dayle Lakeman		19/09/2022		
Board Member	Esther Read		19/09/2022		

Main Sources of Entity's Cash and Resources

The society receives cash or resources from:
Service Contracts
Grants from various organisations
Activities and Events
Member Subscriptions/Donations, and other Donations

Main Methods Used by Entity to Raise Funds

The society applies for grants from various organisations, collects donations from members, and the public.

Entity's Reliance on Volunteers and Donated Goods or Services

The Officers and Board Members of the governing body are all volunteers.
The entity employs a Manager and seven staff, all on a part time basis.
There are many volunteers who provide their time for no fee.
The society receives donated goods.

Contact Information

Physical Address Solway Showgrounds, cnr York and Fleet Street, Masterton, New Zealand, 5810
Postal Address PO Box 865, Masterton, New Zealand, 5840
Phone 06 377 0066
Toll Free Phone 0800 65 2 105
Email admin@acww.nz

Additional Information

Independent Auditor Audit Plus Accounting Services Limited
Eketahuna, Wairarapa
Banker ANZ Bank
Masterton
Accountants Numb1z Chartered Accountants Ltd
Carterton

Approval of Financial Report

Age Concern Wairarapa Inc
For the year ended 30 June 2023

The society are pleased to present the approved financial report including the historical financial statements of Age Concern Wairarapa Inc for year ended 30 June 2023.

APPROVED

Cheryl

Name: CHERYL WATSON

Position: Chairperson

Date

G. H. Harrison

Name: G. H. HARRISON

Position: Treasurer

Date ...21-9-23

Statement of Service Performance

Age Concern Wairarapa Inc
For the year ended 30 June 2023

Description of Entity's Outcomes

Provision of services, activities, and events to promote health, independence, and respect for older people in the Wairarapa region. Events and activities provide opportunities for social interaction as well as relevant activity education and information. Specialised Elder Abuse and Neglect Prevention and Accredited Visitor services are provided to reduce social isolation and provide assistance and advice.

Description and Quantification of the Entity's Outputs

		2023	2022	2021
Members	Individual*	281	265	312
Volunteers		80	60	64
Health Promotion (Month Average)	Coffee Mornings	42	60	91
	Exercise Activities**	230	144	116
	Monthly Trips***	67	57	35
Friendship Service Buddy Up?	Groups convened	15	16	
	Clients	100	243	
Accredited Visitor Service	Clients	78	57	49
	Visitors	80	47	50
	Education/Public Awareness Sessions	11	15	30
Elder Abuse & Neglect				
Prevention Service	Referrals	58	52	76
	Closed Cases	58	40	67
	Public Awareness Sessions	30	21	35
	General Inquiries	127	118	62

*** Trips ceased during COVID lockdowns/levels - Monthly Trips reflects the actual trips that occurred.

** Increased interest once things opened up.

* Members list reviewed and tidied up.

Statement of Financial Performance

Age Concern Wairarapa Inc
For the year ended 30 June 2023

	NOTES	2023	2022
Revenue			
Contract Revenue	1	440,029	316,551
Donations, fundraising and other similar revenue	1	43,341	73,869
Fees, subscriptions and other revenue from members	1	27,337	13,802
Interest, dividends and other investment revenue	1	4,430	870
Other revenue	1	1,010	-
Total Revenue		516,147	405,092
Expenses			
Volunteer and employee related costs	2	296,531	241,275
Costs related to providing goods or service	2	31,472	25,909
Other expenses	2	75,470	64,296
Total Expenses		403,472	331,480
Surplus/(Deficit) for the Year		112,674	73,612

Statement of Financial Position

Age Concern Wairarapa Inc

As at 30 June 2023

	NOTES	30 JUN 2023	30 JUN 2022
Assets			
Current Assets			
Bank accounts and cash	3	52,532	117,870
Debtors and prepayments	3	12,744	13,818
WBS Term Deposit Investments	3	450,000	60,848
Total Current Assets		515,276	192,536
Non-Current Assets			
Property, Plant and Equipment	5	23,460	16,130
Total Non-Current Assets		23,460	16,130
Total Assets		538,736	208,667
Liabilities			
Current Liabilities			
Creditors and accrued expenses	4	42,646	15,122
Employee costs payable	4	47,250	25,457
Unused donations and grants with conditions		168,384	305
Total Current Liabilities		258,280	40,885
Total Liabilities		258,280	40,885
Total Assets less Total Liabilities (Net Assets)		280,456	167,782
Accumulated Funds			
Accumulated surpluses or (deficits)	6	280,456	167,782
Total Accumulated Funds		280,456	167,782

Statement of Cash Flows

Age Concern Wairarapa Inc
For the year ended 30 June 2023

	Note	2023	2022
Cash flows from operating activities			
Cash was received from:			
Donations, fundraising and other similar receipts		34,645	73,041
Fees, subscriptions and other receipts from members		28,347	13,802
Receipts from providing services		617,878	316,033
Interest, dividends and other investment receipts		4,430	870
Net GST		28,298	(7,252)
Cash was applied to:			
Payments to suppliers and employees		(376,187)	(393,779)
Donations or grants paid			
Net cash flows from operating activities		337,411	2,715
Cash flows from investing & financing activities			
Cash was applied to:			
Payments to acquire property, plant and equipment		(13,597)	(12,695)
Payments to purchase investments		(389,152)	
Repayments of loans borrowed from other parties			
Capital repaid to owners or members			
Net cash flows from investing & financing activities		(402,749)	(12,695)
Net increase/(decrease) in cash		(65,338)	(9,980)
Opening bank accounts and cash		117,869	127,849
Closing bank accounts and cash		52,531	117,869
This is represented by:			
Bank accounts & Cash	3	52,532	117,869

Statement of Accounting Policies

Age Concern Wairarapa Inc For the year ended 30 June 2023

Basis of Preparation

Age Concern Wairarapa Inc has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not for profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000.00. 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 figures in the performance report are stated in New Zealand Dollars and rounded to the nearest dollar.

Goods and Services Tax (GST)

Age Concern Wairarapa Incorporated are registered for GST. All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

Income Tax

Age Concern Wairarapa Inc is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts & cash comprise cash balances and bank balances, but not term deposits or investments.

Revenue from Providing Goods & Services

Revenue is recorded when the service is provided. Grant revenue is recorded on the basis of an explicit "use or return" condition, unspent funds are recognised as a liability and released to revenue as the funds are spent.

Depreciation

Depreciation is calculated using the following rates:

Furniture & Fittings	1.5 - 10 years
Alterations to Leased Premises	12 -13 years
Office Equipment	2.5 - 3.5 years
Motor Vehicle Expenses	13-15 years

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

Notes to the Performance Report

Age Concern Wairarapa Inc For the year ended 30 June 2023

	2023	2022
1. Analysis of Revenue		
Contract Revenue		
Age Concern - Health Promotion	13,176	12,257
Age Concern NZ - AVS	22,249	25,475
Elder Abuse Response Services	275,000	180,000
Wairarapa District Health Board	129,604	98,819
Total Contract Revenue	440,029	316,551
Donations, fundraising and other similar revenue		
ChangeAbility - TTP Hui Funding	8,696	-
COGS	5,000	5,000
Grants Received	26,460	1,000
Lottery Grants Board	-	58,669
Masterton District Council	-	6,500
South Wairarapa District Council	635	-
South Wairarapa Rotary Club	-	1,000
Staying Safe income	2,550	1,700
Total Donations, fundraising and other similar revenue	43,341	73,869
Fees, subscriptions and other revenue from members		
Active Ageing Newsletter income	-	487
Activities, Outings, Events & Services	18,574	7,241
Subscriptions, Fundraising & Donations	8,762	6,074
Total Fees, subscriptions and other revenue from members	27,337	13,802
Interest, dividends and other investment revenue		
Interest Income	-	870
Interest Received	1,328	-
WBS - Interest	3,102	-
Total Interest, dividends and other investment revenue	4,430	870
	2023	2022

2. Analysis of Expenses

Volunteer and employee related costs

ACC Levies	625	346
Wages all staff	293,459	239,274
Travel Reimbursement Costs	647	-
Volunteer Expenses	1,799	1,655
Total Volunteer and employee related costs	296,531	241,275

Expenses related to providing Activities, Outings & Events

Activities, Outings & Events	20,880	17,804
------------------------------	--------	--------

	2023	2022
Active Newsletter	10,592	8,106
Total Expenses related to providing Activities, Outings & Events	31,472	25,909
Other Expenses		
Accountancy Fees	2,765	1,100
Audit Fees	3,089	2,820
Computer Expenses	438	592
Depreciation	6,267	6,046
Insurance	2,002	1,370
Marketing & Advertising	21,134	12,395
Office Running Costs	26,772	27,267
Telephone & Internet	5,026	5,625
Vehicle Operating Costs	3,055	4,014
Other expenses	4,921	3,068
Total Other Expenses	75,470	64,296
	2023	2022

3. Analysis of Assets

Bank accounts and cash		
Age Concern 050 Account	17,875	103,468
Age Concern Wairarapa WOOPS In	33,277	12,796
Eftpos Account	970	1,606
Petty Cash	410	-
Total Bank accounts and cash	52,532	117,870
Debtors and prepayments		
Accounts Receivable	10,454	11,791
Prepayments	2,290	2,027
Total Debtors and prepayments	12,744	13,818
Other current assets		
WBS Term Deposit Investments	450,000	60,848
Total Other current assets	450,000	60,848
Other non-current assets	23,460	16,130
	2023	2022

4. Analysis of Liabilities

Creditors and accrued expenses		
Accounts Payable	8,768	10,040
Accrued Expenses	4,700	4,200
GST	29,179	882
Total Creditors and accrued expenses	42,647	15,122
Employee costs payable		
Wages Payable - Payroll	13,500	7,792
PAYE Payable	7,062	4,466

2023 2022

Employee Entitlements	26,688	13,199
Total Employee costs payable	47,250	25,457

5. Property, Plant and Equipment

This Year					
Asset Class	Opening carrying amount	Purchases	Sales/ (Disposals)	Current year depreciation	Closing carrying amount
Leasehold Improvements	-				-
Furniture & Fittings	150			57	93
Motor Vehicles	8,942	11,870		1,722	19,090
Office Equipment	7,048	1,728	-	4,489	4,287
Total	16,130	13,598	-	6,268	23,460
Last Year					
Asset Class	Opening carrying amount	Purchases	Sales/ (Disposals)	Current year depreciation	Closing carrying amount
Leasehold Improvements	329			329	-
Furniture & Fittings	223			72	150
Motor Vehicles	-	9,826		884	8,942
Office Equipment	8,939	2,869	-	4,760	7,048
Total	9,491	12,695	-	6,045	16,130

2023 2022

6. Accumulated Funds

Accumulated Funds		
Opening Balance	167,782	94,170
Accumulated surpluses or (deficits)	112,674	73,612
Total Accumulated Funds	280,456	167,782

2023 2022

7. Commitments

Commitments to lease or rent assets

The Society has a 15 year rental agreement expiring 5 March 2024. The current 4 weekly payment under this agreement is \$240 + GST per week, with no set date for the next rent review.	12,480	12,480
Total Commitments to lease or rent assets	12,480	12,480

Commitment to purchase property, plant and equipment

	2023	2022
The Society has entered into a 5 year photocopier lease expiring 01 February 2026. The monthly payment under the lease agreement is \$219 + GST	4,401	4,958
Total Commitment to purchase property, plant and equipment	4,401	4,958

8. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 30 June 2023 (Last year - nil).

9. Assets Used as Security for Liabilities

No assets have been used as security for liabilities at reporting date (Last year: Nil).

10. Related Parties

There were no transactions involving related parties during the financial year.

11. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last year - nil).

12. Ability to Continue Operating

The entity will continue to operate for the foreseeable future, due to the funding support received from the Ministry of Social Development and Wairarapa District Health Board.

INDEPENDENT AUDITOR'S REPORT

The logo for AuditPLUS+ is located in the top right corner. It consists of the word "AuditPLUS" in white, bold, sans-serif font, with a small superscripted "+" sign to the right. The text is set against a blue rectangular background that has a subtle gradient and a thin white border.

To the Members of Age Concern Wairarapa Incorporated

Qualified Opinion

We have audited the financial information in the performance report of Age Concern Wairarapa Incorporated on pages 8 to 15, which comprise the statement of financial position as at 30 June 2023, and the statement of financial performance and statement of cash flows for the year then ended, and the statement of accounting policies and notes to the performance report. We were not engaged to audit the entity information or statement of service performance and accordingly these statements, representing other information, are not included in our audit.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the financial information in the accompanying performance report presents fairly, in all material respects, the financial position of Age Concern Wairarapa Incorporated as at 30 June 2023, and its financial performance and its cash flows for the year then ended in accordance with the requirements of the Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) standard issued in New Zealand by the New Zealand Accounting Standards Board (PBE SFR-A (NFP)), relevant to reporting financial position, financial performance and cash flows.

Basis for Qualified Opinion

The performance report includes members' activities and outings revenue of \$19,012 over which limited controls exist prior to the cash received being recorded in the society's accounting records. There were no practical procedures available to us to confirm the completeness of this revenue, and accordingly, we were unable to obtain sufficient appropriate audit evidence in this regard. Consequently, we were unable to determine whether any adjustments to the amount of self-referral revenue recorded were necessary. In this respect alone, we have not obtained all the information and explanations that we have required.

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 Performance Report section of our report. We are independent of Age Concern Wairarapa Incorporated in accordance with Professional and Ethical Standard 1 'International Code of Ethics for Assurance Practitioners (including International Independence Standards) (New Zealand) 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, Age Concern Wairarapa Incorporated.

Restriction on Responsibility

This report is made solely to the Members, as a body, in accordance with section 42F of the Charities Act 2005. Our audit work has been undertaken so that we might state to the Members those matters 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 the Members as a body, for our audit work, for this report, or for the opinions we have formed.

Other Information: Entity Information and Statement of Service Performance

The Board is responsible for the other information. The other information comprises the entity information and statement of service performance but does not include the performance report and our auditor's report thereon. Our opinion on the financial information in the performance report does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the performance report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the performance report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Board's Responsibility for the Performance Report

The Board is responsible on behalf of the entity for:

- a) service performance criteria that are suitable in order to prepare service performance information in accordance with the Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) standard issued in New Zealand by the New Zealand Accounting Standards Board (PBE SFR-A (NFP));
- b) the preparation and fair presentation of the performance report which comprises:
 - the entity information;
 - the statement of service performance; and
 - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with PBE SFR-A (NFP), and
- c) for such internal control as the Board determine is necessary to enable the preparation of a performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Board is responsible on behalf of the entity for assessing the entity'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 Board either intend to liquidate the entity or to cease operations, or have no realistic alternative but to do so.

The Board is also responsible on behalf of the entity for determining that the PBE SFR-A (NFP) framework is acceptable in the entity's circumstances.

Auditor's Responsibilities for the Audit of the Financial Information in the Performance Report

Our objectives are to obtain reasonable assurance about whether the financial information in the performance report 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 this performance report.

As part of an audit in accordance with ISAs (NZ), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial information in the performance report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude 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 we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial information in performance report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.

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

Other Matter

The performance report of Age Concern Wairarapa Incorporated year ending 30 June 2022 was audited by a predecessor auditor that expressed a modified opinion on that report on 15 September 2022.

A handwritten signature in cursive script that reads "Audit Plus".

Audit Plus Accounting Services Limited | Qualified Auditor | Wairarapa
21 September 2023