

Performance Report

Age Concern Wairarapa Inc
For the year ended 30 June 2024

 www.numb1z.co.nz

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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 2024

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 2024.

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

Responsibilities

The society is 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 2024

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 full time Manager, and nine part-time staff.
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 2024

The society is pleased to present the approved financial report including the historical financial statements of Age Concern Wairarapa Inc for year ended 30 June 2024.


APPROVED



Name: C. Watson.

Position: Chairperson

Date 12th September 2024 .



Name: G. H. HARRISON

Position: Treasurer

Date 12 SEPTEMBER 2024

Statement of Service Performance

Age Concern Wairarapa Inc
For the year ended 30 June 2024

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

| | | 2024 | 2023 | 2022 |
|---|-------------------------------------|------|------|------|
| Members | Individual | 314 | 281 | 265 |
| Volunteers | | 52 | 80 | 60 |
| Health Promotion (Month Average) | Coffee Mornings | 46 | 42 | 60 |
| | Exercise Activities | 99 | 230 | 144 |
| | Monthly Trips | 108 | 67 | 57 |
| Friendship Service Buddy Up? | Groups convened | 17 | 15 | 16 |
| | Clients | 243 | 100 | 243 |
| Accredited Visitor Service | Clients | 51 | 78 | 57 |
| | Visitors | 34 | 80 | 47 |
| | Education/Public Awareness Sessions | 19 | 11 | 15 |
| Elder Abuse & Neglect | | | | |
| Prevention Service | Referrals | 38 | 58 | 52 |
| | Closed Cases | 38 | 58 | 40 |
| | Public Awareness Sessions | 43 | 30 | 21 |
| | General Inquiries | 162 | 127 | 118 |

Statement of Financial Performance

Age Concern Wairarapa Inc
 For the year ended 30 June 2024

| | NOTES | 2024 | 2023 |
|--|-------|----------------|----------------|
| Revenue | | | |
| Contract Revenue | 1 | 570,880 | 440,029 |
| Donations, fundraising and other similar revenue | 1 | 27,300 | 43,341 |
| Fees, subscriptions and other revenue from members | 1 | 18,494 | 27,306 |
| Interest, dividends and other investment revenue | 1 | 29,948 | 4,430 |
| Other revenue | 1 | 223 | 1,010 |
| Total Revenue | | 646,845 | 516,116 |
| Expenses | | | |
| Volunteer and employee related costs | 2 | 421,409 | 296,531 |
| Costs related to providing goods or service | 2 | 30,615 | 31,472 |
| Other expenses | 2 | 76,668 | 75,470 |
| Total Expenses | | 528,692 | 403,472 |
| Surplus/(Deficit) for the Year | | 118,153 | 112,644 |

Statement of Financial Position

Age Concern Wairarapa Inc

As at 30 June 2024

| | NOTES | 30 JUN 2024 | 30 JUN 2023 |
|---|-------|----------------|----------------|
| Assets | | | |
| Current Assets | | | |
| Bank accounts and cash | 3 | 261,153 | 52,532 |
| Debtors and prepayments | 3 | 18,996 | 12,709 |
| WBS Term Deposit Investments | 3 | 160,000 | 450,000 |
| Total Current Assets | | 440,149 | 515,241 |
| Non-Current Assets | | | |
| Property, Plant and Equipment | 5 | 21,681 | 23,460 |
| Total Non-Current Assets | | 21,681 | 23,460 |
| Total Assets | | 461,830 | 538,701 |
| Liabilities | | | |
| Current Liabilities | | | |
| Creditors and accrued expenses | 4 | 15,694 | 42,642 |
| Employee costs payable | 4 | 47,557 | 47,250 |
| Income in Advance | | - | 168,384 |
| Total Current Liabilities | | 63,252 | 258,276 |
| Total Liabilities | | 63,252 | 258,276 |
| Total Assets less Total Liabilities (Net Assets) | | 398,579 | 280,426 |
| Accumulated Funds | | | |
| Accumulated surpluses or (deficits) | 6 | 398,579 | 280,426 |
| Total Accumulated Funds | | 398,579 | 280,426 |

Statement of Cash Flows

Age Concern Wairarapa Inc
For the year ended 30 June 2024

| | Note | 2024 | 2023 |
|---|------|----------------|-----------------|
| Cash flows from operating activities | | | |
| Cash was received from: | | | |
| Donations, fundraising and other similar receipts | | 27,522 | 34,645 |
| Fees, subscriptions and other receipts from members | | 18,494 | 28,347 |
| Receipts from providing services | | 396,670 | 617,878 |
| Interest, dividends and other investment receipts | | 29,948 | 4,430 |
| Net GST | | -28,175 | 28,298 |
| Cash was applied to: | | | |
| Payments to suppliers and employees | | -521,146 | -376,187 |
| Net cash flows from operating activities | | 76,687 | 337,411 |
| Cash flows from investing & financing activities | | | |
| Cash was received from: | | | |
| Receipts from the sale of investments | | 396,000 | - |
| Cash was applied to: | | | |
| Payments to acquire property, plant and equipment | | -4,691 | -13,597 |
| Payments to purchase investments | | -106,000 | -389,152 |
| Net cash flows from investing & financing activities | | 285,309 | -402,749 |
| Net increase/(decrease) in cash | | 208,622 | -65,338 |
| Opening bank accounts and cash | | 52,531 | 117,869 |
| Closing bank accounts and cash | | 261,153 | 52,531 |
| This is represented by: | | | |
| Bank accounts & Cash | 3 | 261,153 | 52,531 |



Statement of Accounting Policies

Age Concern Wairarapa Inc For the year ended 30 June 2024

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 2024

| | 2024 | 2023 |
|---|----------------|----------------|
| 1. Analysis of Revenue | | |
| Contract Revenue | | |
| Age Concern - Health Promotion | 10,240 | 13,176 |
| Age Concern NZ - AVS | 25,384 | 22,249 |
| Elder Abuse Response Services | 260,000 | 275,000 |
| Te Whatu Ora (previously Wairarapa DHB) - CFS/ Buddy Up | 106,873 | 129,604 |
| Te Whatu Ora (previously Wairarapa DHB) - Life Curve | 168,384 | - |
| Total Contract Revenue | 570,880 | 440,029 |
| Donations, fundraising and other similar revenue | | |
| ChangeAbility - TTP Hui Funding | - | 8,696 |
| COGS | - | 5,000 |
| Grants Received | 500 | 26,460 |
| Lottery Grants Board | 25,000 | - |
| South Wairarapa District Council | - | 635 |
| Staying Safe income | 1,800 | 2,550 |
| Total Donations, fundraising and other similar revenue | 27,300 | 43,341 |
| Fees, subscriptions and other revenue from members | | |
| Activities, Outings, Events & Services | 14,885 | 18,574 |
| Subscriptions, Fundraising & Donations | 3,609 | 8,732 |
| Total Fees, subscriptions and other revenue from members | 18,494 | 27,306 |
| Interest, dividends and other investment revenue | | |
| Interest Received | 2,083 | 1,328 |
| WBS - Interest | 27,865 | 3,102 |
| Total Interest, dividends and other investment revenue | 29,948 | 4,430 |
| | 2024 | 2023 |

2. Analysis of Expenses

| | | |
|---|----------------|----------------|
| Volunteer and employee related costs | | |
| ACC Levies | 495 | 625 |
| Wages all staff | 394,552 | 293,459 |
| Travel Reimbursement Costs | 154 | 647 |
| Volunteer Expenses | 2,241 | 1,799 |
| Employment Support and Related Costs | 23,968 | - |
| Total Volunteer and employee related costs | 421,409 | 296,531 |
| Expenses related to providing Activities, Outings & Events | | |
| Activities, Outings & Events | 22,619 | 20,880 |
| Active Newsletter | 7,996 | 10,592 |
| Total Expenses related to providing Activities, Outings & Events | 30,615 | 31,472 |

2024 2023

Other Expenses

| | | |
|-----------------------------|---------------|---------------|
| Accountancy Fees | 4,327 | 2,765 |
| Audit Fees | 2,507 | 3,089 |
| Computer Expenses | 3,992 | 438 |
| Depreciation | 6,471 | 6,267 |
| Insurance | 3,445 | 2,002 |
| Telephone & Internet | 8,880 | 5,026 |
| Vehicle Operating Costs | 2,634 | 3,055 |
| Marketing & Advertising | 15,755 | 21,134 |
| Office Running Costs | 24,651 | 26,772 |
| Other expenses | 4,006 | 4,921 |
| Total Other Expenses | 76,668 | 75,470 |

2024 2023

3. Analysis of Assets**Bank accounts and cash**

| | | |
|-------------------------------------|----------------|---------------|
| Age Concern 050 Account | 222,953 | 17,875 |
| Age Concern Wairarapa WOOPS In | 37,111 | 33,277 |
| Eftpos Account | 459 | 970 |
| Petty Cash | 630 | 410 |
| Total Bank accounts and cash | 261,153 | 52,532 |

Debtors and prepayments

| | | |
|--------------------------------------|---------------|---------------|
| Accounts Receivable | 10,192 | 10,419 |
| Exhibition Costs in Advance | 4,002 | - |
| Prepayments | 4,803 | 2,290 |
| Total Debtors and prepayments | 18,996 | 12,709 |

Other current assets

| | | |
|-----------------------------------|----------------|----------------|
| WBS Term Deposit Investments | 160,000 | 450,000 |
| Total Other current assets | 160,000 | 450,000 |

Other non-current assets 21,681 23,460

2024 2023

4. Analysis of Liabilities**Creditors and accrued expenses**

| | | |
|---|---------------|---------------|
| Accounts Payable | 6,848 | 8,768 |
| Accrued Expenses | 7,387 | 4,700 |
| GST | 1,033 | 29,174 |
| Subscriptions in Advance | 426 | - |
| Total Creditors and accrued expenses | 15,694 | 42,642 |

2024

2023

Employee costs payable

| | | |
|-------------------------------------|---------------|---------------|
| Wages Payable - Payroll | 14,260 | 13,500 |
| PAYE Payable | 9,015 | 7,062 |
| Employee Entitlements | 24,282 | 26,688 |
| Total Employee costs payable | 47,557 | 47,250 |

5. Property, Plant and Equipment

| Fixed Assets | | | | | | |
|--|----------------|--------------|------------------|--------------|----------------|--------------|
| For the year ended 30 June 2024 | | | | | | |
| Asset Type | Opening | Value | Purchases | Depn | Closing | Value |
| Equipment Office | 4,302 | | 4,268 | 2,709 | 5,861 | |
| Furniture & Fittings | 78 | | 424 | 71 | 431 | |
| Motor Vehicle | 19,089 | | 0 | 3,700 | 15,389 | |
| Depreciation Adjustment | | | | (9) | | |
| Total | 23,469 | | 4,692 | 6,480 | 21,681 | |
| Fixed Assets | | | | | | |
| For the year ended 30 June 2023 | | | | | | |
| Asset Type | Opening | Value | Purchases | Depn | Closing | Value |
| Equipment Office | 7,048 | | 1,728 | 4,489 | 4,302 | |
| Furniture & Fittings | 150 | | 0 | 57 | 78 | |
| Motor Vehicle | 8,942 | | 11,870 | 1,722 | 19,089 | |
| Total | 16,130 | | 13,598 | 6,267 | 23,469 | |

2024

2023

6. Accumulated Funds**Accumulated Funds**

| | | |
|-------------------------------------|----------------|----------------|
| Opening Balance | 280,426 | 167,782 |
| Accumulated surpluses or (deficits) | 118,153 | 112,644 |
| Total Accumulated Funds | 398,579 | 280,426 |

2024

2023

7. Commitments**Commitments to lease or rent assets**

The organisation is moving into new premises in early September 2024, and so therefore the existing lease has reverted to a periodic lease. As at balance date, a lease agreement over the new premises has not been signed.

12,480



| | 2024 | 2023 |
|--|----------------|---------------|
| As part of the move, there is a commitment to purchase the existing fit-out, some existing chattels and also to undertake renovation work, as follows: Fit-out | 120,000 | - |
| Chattels | 26,500 | - |
| Renovations | 45,500 | - |
| Total Commitments to lease or rent assets | 192,000 | 12,480 |
| Commitment to purchase property, plant and equipment | | |
| The Society has entered into a 5 year photocopier lease expiring 01 February 2026. The monthly payment under the lease agreement is \$219 + GST | 4,161 | 4,958 |
| Total Commitment to purchase property, plant and equipment | 4,161 | 4,958 |

8. Contingent Liabilities and Guarantees

As at 30 June 2024, there is an insurance claim related to the year which remains unresolved. There is a potential cost liability of up to \$10,000 dependent on the resolution of this claim (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.

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 2024, 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 2024, 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 \$5,524 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 this 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.

