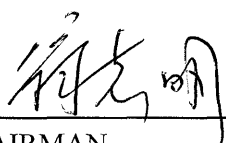


ANNUAL FINANCIAL REPORT
NGO: CHEUNG CHAU RURAL COMMITTEE INTEGRATED YOUTH CENTRE
1 APRIL 2017 TO 31 MARCH 2018

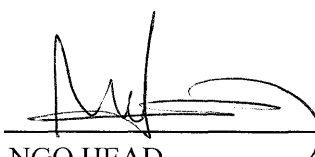
	Notes	\$	2017-18 \$	2016-17 \$
A. INCOME				
1. Lump Sum Grant				
a. Lump Sum Grant (excluding Provident Fund)	1b	2,851,986.00		2,772,044
b. Provident Fund	1c	304,047.00		287,184
2. Fee Income	2	14,745.00		14,675
3. Central Items	3	-		-
4. Rent and Rates	4	8,011.00		8,089
5. Other Income	5	16,898.80		-
6. Interest Received		11,476.45		5,047
TOTAL INCOME		3,207,164.25	3,207,164.25	3,087,039
B. EXPENDITURE				
1. Personal Emoluments				
a. Salaries		2,696,995.00		2,575,380
b. Provident Fund	1c	284,464.22		273,866
c. Allowances		-		-
Sub-total	6	2,981,459.22		2,849,246
2. Other Charges	7	161,816.28		212,031
3. Central Items	3	-		-
4. Rent and Rates	4	9,320.00		9,321
TOTAL EXPENDITURE		3,152,595.50	3,152,595.50	3,070,598
C. SURPLUS FOR THE YEAR	8		54,568.75	16,441

The Annual Financial Report from pages 1 to 8 has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.



CHAIRMAN

Date: - 8 OCT 2018



NGO HEAD

Date: - 8 OCT 2018

ANNUAL FINANCIAL REPORT
NGO: CHEUNG CHAU RURAL COMMITTEE INTEGRATED YOUTH CENTRE

1 APRIL 2017 TO 31 MARCH 2018

1. Lump Sum Grant

a. Basis of preparation (i) The Annual Financial Report (AFR) is prepared in respect of all Funding and Service Agreement (FSA) activities (including support services to FSA activities) funded by the Social Welfare Department under the Lump Sum Grant Subvention System. AFR is prepared **on cash basis**, that is, income is recognized upon receipt of cash and expenditure is recognized when expenses are paid. **Non-cash items** like depreciation, provisions and accruals have **not been included in the AFR**.

b. Lump Sum Grant (excluding Provident Fund) This represents LSG (excluding Provident Fund) received for the year.

c. Provident Fund This is Provident Fund received and contributed during the year. Snapshot staff are defined as those staff occupying recognized or holding against subvented posts as at 1 April 2000. 6.8% and other posts represent those staff that are employed after 1 April 2000. The Provident Fund received and contributed for staff under the Central Items have been shown under 3. Details are analyzed below:

<u>Provident Fund Contributio</u>	<u>Snapshot Staff</u> \$	<u>6.8% Posts & Other Posts</u> \$	<u>Total</u> \$
Subvention Received	178,145.00	125,902.00	304,047.00
Provident Fund Contribution Paid during the Year	(174,726.00)	(109,738.22)	(284,464.22)
Surplus/(Deficit) for the Year	3,419.00	16,163.78	19,582.78
Add: Surplus/(Deficit) b/f	(9,522.05)	431,441.79	421,919.74
Additional subvention received for previous year(s)	4,653.00	-	4,653.00
Less: Refund to Government	-	-	-
Surplus/(Deficit) c/f	<u>(1,450.05)</u>	<u>447,605.57</u>	<u>446,155.52</u>

2. Fee Income This represents social welfare fee income received for the year in respect of the fees and charges recognized for the purpose of subvention as set out in the LSG Manual.

3. Central Items These are subvented service activities which are not included in LSG and are subject to their own procedures as set out in other SWD's papers and correspondence with the NGOs. The Provident Fund received and contributed for staff under the Central Items have been separately included as part of the income and expenditure of the relevant items (paragraph 3.14 of LSG Manual (October 2016)). The income and expenditure of each of the Central Items are as follows:

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3. Central Items (continued)		<u>2017-18</u>	<u>2016-17</u>
	a. <u>Income</u>	\$	\$
	Total	Nil	Nil
	b. <u>Expenditure</u>		
	Total	Nil	Nil

4. Rent and Rates This represents the amount paid by SWD in respect of premises recognised by SWD. Expenditure on rent and rates in respect of premises not recognised by SWD have **not** been included in AFR.

5. Other Income This includes programme income and all income other than recognised social welfare fee income received during the year. Non-SWD subventions and donations received have **not** been included as Other Income in AFR. In this respect, donations have been included if it is used to finance expenditure reflected in the AFR.

The breakdown on Other Income (paragraph 2.29 of LSG Manual (October 2016)) is as follows:

	<u>2017-18</u>	<u>2016-17</u>
Other Income	\$	\$
(a) Fees and charges for services incidental to the operation of subvented services	-	-
(b) Others	16,898.80	-
Total	<u>16,898.80</u>	<u>Nil</u>

6. Personal Emoluments Personal Emoluments include salary, provident fund and salary-related allowances. The analysis on number of posts with annual Personal Emoluments over \$700,000 each paid under LSG is appended below:

Analysis of Personal Emoluments	No. of Posts	\$
HK\$700,001 - HK\$800,000 p.a.	-	-
HK\$800,001 - HK\$900,000 p.a.	-	-
HK\$900,001 - HK\$1,000,000 p.a.	-	-
HK\$1,000,001 - HK\$1,100,000 p.a.	-	-
HK\$1,100,001 - HK\$1,200,000 p.a.	-	-
> HK\$1,200,000 p.a.	-	-

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7. **Other Charges** The breakdown on Other Charges is as follows:

Other Charges	<u>2017-18</u>	<u>2016-17</u>
	\$	\$
(a) Utilities	41,281.80	43,324
(b) Food	-	-
(c) Administrative Expenses	38,904.95	45,450
(d) Stores and Equipment	27,796.30	53,883
(e) Repairs & Maintenance	16,060.00	33,561
(f) Special Allowances	-	-
(g) Programme Expenses	3,480.80	10,173
(h) Transportation and Travelling	2,865.20	3,425
(i) Insurance	31,104.23	21,617
(j) Miscellaneous	323.00	598
Total	<u>161,816.28</u>	<u>212,031</u>

ANNUAL FINANCIAL REPORT**NGO: CHEUNG CHAU RURAL COMMITTEE INTEGRATED YOUTH CENTRE****NOTES ON THE ANNUAL FINANCIAL REPORT****8. Analysis of Lump Sum Grant Reserve and balances of other SWD subventions**

	Lump Sum Grant (LSG)	Rent & Rates	Central Items	Total
	\$	\$	\$	\$
Income				
Lump Sum Grant	3,156,033.00	-	-	3,156,033.00
Fee Income	14,745.00	-	-	14,745.00
Other Income	16,898.80	-	-	16,898.80
Interest Received (Note (1))	11,476.45	-	-	11,476.45
Rent and Rates	-	8,011.00	-	8,011.00
Central Items	-	-	-	-
Total Income (a)	3,199,153.25	8,011.00	-	3,207,164.25
Expenditure				
Personal Emoluments	2,981,459.22	-	-	2,981,459.22
Other Charges	161,816.28	-	-	161,816.28
Rent and Rates	-	9,320.00	-	9,320.00
Central Items	-	-	-	-
Total Expenditure (b)	3,143,275.50	9,320.00	-	3,152,595.50
Surplus/ (Deficit) for the Year (a) - (b)	55,877.75	(1,309.00)	-	54,568.75
Less: Surplus/(Deficit) of Provident Fund	19,582.78	-	-	19,582.78
	36,294.97	(1,309.00)	-	34,985.97
Surplus / (Deficit) b/f (Note (2))	934,276.12	(5,972.50)	155,444.90	1,083,748.52
Less: Refunded to Government	-	(468.00)	(16,792.20)	(17,260.20)
Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmiry Care Supplementary (Note(3))	-	-	-	-
Surplus/ (Deficit) c/f (Note (4))	970,571.09	(7,749.50)	138,652.70	1,101,474.29

Notes:

- (1) Interest received on LSG and PF reserves, rent and rates, central items, Special One-off Grant is included as one item under LSG; and the item is considered as part of LSG reserve.
- (2) Accumulated balance Lump Sum Grant Surplus b/f from previous years (including holding account) and all interest received in previous years should be included in the surplus b/f under LSG.
- (3) Amount of LSG Reserve used to cover the salary adjustment for Dementia Supplement and Infirmiry Care Supplement, if any, as per Schedule of Central Items.
- (4) The level of LSG cumulative reserve (i.e. S), less LSG Reserve kept in the holding account, will be capped at 25% of the NGO's **operating expenditure** (excluding Provident Fund expenditure) for the year.