

## ANNUAL FINANCIAL REPORT

NON-GOVERNMENTAL ORGANISATION : CHUNG SING BENEVOLENT SOCIETY

1 APRIL, 2015 TO 31 MARCH, 2016

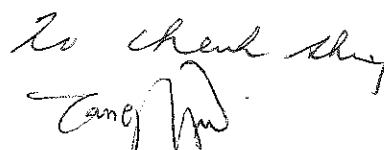
	Notes	Total <u>2015-2016</u> HK\$	Total <u>2014-2015</u> (As restated) HK\$	Remarks
<b>A. INCOME</b>				
1. Lump Sum Grant				
a. Lump Sum Grant (excluding Provident Fund)	1b	27,822,096.00	25,393,009.00	
b. Provident Fund	1c	2,350,195.00	2,214,332.00	
2. Special One-off Grant				
3. Fee Income				
4. Central Items				
5. Rent and Rates				
6. Other Income				
7. Interest Received				
TOTAL INCOME		36,642,395.26	34,220,277.65	
<b>B. EXPENDITURE</b>				
1. Personal Emoluments				
a. Salaries		16,780,103.80	16,353,536.76	
b. Provident Fund	1c	1,538,365.37	1,377,659.91	
c. Allowances		-	-	
Sub-total		18,318,469.17	17,731,196.67	
2. Other Charges				
3. Central Items				
4. Rent and Rates				
5. Special One-off Grant Payments				
TOTAL EXPENDITURE		27,588,273.76	26,044,349.40	
<b>C. SURPLUS/(DEFICIT) FOR THE YEAR</b>				
		8	9,054,121.50	8,175,928.25

SIGNATURE



CHAIRMAN

DATE: 27 January, 2017



CHIEF EXECUTIVE

DATE: 27 January, 2017

CHUNG SING BENEVOLENT SOCIETY

NOTES ON THE ANNUAL FINANCIAL REPORT

1. Lump Sum Grant

- a. Basis of preparation      The Annual Financial Report (AFR) is prepared on cash basis. That is, income is recognised upon receipt of cash and expenditure is recognised when expenses are paid. Non-cash items like depreciation, provisions and accruals are not included in the AFR.
- b. Lump Sum Grant (excluding Provident Fund)      This represents Lump Sum Grant (excluding Provident Fund) received for the year.
- c. Provident Fund      This is Provident Fund received and contributed during the year. Existing staff are defined as those staff occupying recognised or holding against subvented posts as at 1st April, 2000. 6.8% and other posts represent those staff that are employed after 1st April, 2000. The Provident Fund received and contributed for staff under the Central Items are included in note 3. Details are analysed below :

<u>Provident Fund Contribution</u>	<u>Existing Staff</u>	<u>6.8% Post and Others</u>	<u>Total</u>
	HK\$	HK\$	HK\$
Subvention Received	874,324.00	1,475,871.00	2,350,195.00
Provident Fund Contribution Paid during the year	805,434.00	732,931.37	1,538,365.37
Surplus/(Deficit) for the year	68,890.00	742,939.63	811,829.63
Add: Surplus/(Deficit) b/f	1,128,888.00	4,814,235.49	5,943,123.49
Transfer from Snapshot staff to 6.8% and other posts	(370,689.00)	370,689.00	-
Less: Refund to government	(370,689.00)	-	(370,689.00)
Surplus/(Deficit) c/f	456,400.00	5,927,864.12	6,384,264.12

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

CHUNG SING BENEVOLENT SOCIETY

NOTES ON THE ANNUAL FINANCIAL REPORT (CONTD)

3. Central Items These are subvented service activities which are not included in Lump Sum Grant and are subject to their own procedures as set out in other Social Welfare Department's papers and correspondence with the Agency.

	<u>2015-2016</u>	<u>2014-2015</u>
	HK\$	HK\$
a. Income		
Care Assistant & Programme Assistant for Elderly	-	249,174.00
Dementia Supplement for Residential Elderly Services	1,567,954.00	1,070,860.00
Infirmity Care Supplement for Residential Elderly Services	181,748.00	251,199.00
Care Assistant & Programme Assistant for Elderly (Time-defined)	-	307,931.00
Total (Annex 1)	1,749,702.00	1,879,164.00
b. Expenditure		
Care Assistant & Programme Assistant for Elderly	-	221,285.97
Dementia Supplement for Residential Elderly Services	1,541,731.84	1,070,860.00
Infirmity Care Supplement for Residential Elderly Services	181,648.82	248,462.03
Care Assistant & Programme Assistant for Elderly (Time-defined)	-	306,655.28
Total (Annex 1)	1,723,380.66	1,847,263.28

4. Rent and Rates This represents the amount paid by Social Welfare Department in respect of premises recognised by Social Welfare Department.

CHUNG SING BENEVOLENT SOCIETY

NOTES ON THE ANNUAL FINANCIAL REPORT (CONT'D)

5. Other Income                      These include all donations and income other than recognised social welfare fee income received during the year.

6. Personal Emoluments            Personal Emoluments include salary, provident fund and salary-related allowances.

Analysis of Personal Emoluments

	<u>No of Posts</u>	<u>HK\$</u>
HK\$500,001 - HK\$600,000 p.a.	1	594,843.00
HK\$600,001 - HK\$700,000 p.a.	1	647,237.70
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\$1,000,000 p.a.	-	-

2015-2016

2014-2015

HK\$

HK\$

7. Other Charges

Other Charges

(a) Utilities	814,199.40	796,450.70
(b) Food	1,402,316.76	1,343,043.04
(c) Administrative Expenses	105,583.60	110,157.40
(d) Stores and Equipment	180,044.47	182,503.38
(e) Repairs and Maintenance	119,536.00	95,685.00
(f) Special Allowances	-	-
(g) Programme Expenses	49,101.77	14,009.40
(h) Transportation and Travelling	114,889.70	135,831.40
(i) Insurance	273,000.00	276,000.00
(j) Miscellaneous	152,622.83	147,004.20
(k) Service Fee	2,264,665.70	1,316,329.00
Total	5,475,960.23	4,417,013.52

7a. Special One-off Grant  
Payments

Special One-off Grant Payments

(a) Voluntary Retirement Scheme	-	-
(b) Compensation Scheme	-	-
(c) Staff Training and Development	-	-
(d) Other Staff-related Initiatives	-	-
Total	-	-

CHUNG SING BENEVOLENT SOCIETY  
NOTES ON THE ANNUAL FINANCIAL REPORT (CONT'D)

8. Analysis of Reserve Fund

	Analysis of Reserve Fund					Total
	Lump Sum Grant (LSG)	Special One-off Grant (SOG)	Rent and Rates	Central Items	Total	
	HK\$	HK\$	HK\$	HK\$	HK\$	
Income						
Lump Sum Grant	30,172,291.00	-	-	-	30,172,291.00	
Special One-off Grant	-	-	-	-	-	
Fee Income	3,026,299.00	-	-	-	3,026,299.00	
Other Income	-	-	-	-	-	
Interest Received (Note (1))	589.26	-	-	-	589.26	
Rent and Rates	-	-	1,693,514.00	-	1,693,514.00	
Central Items	-	-	-	1,749,702.00	1,749,702.00	
Total Income (a)	33,199,179.26	-	1,693,514.00	1,749,702.00	36,642,395.26	
Expenditure						
Personal Emoluments	18,318,469.17	-	-	-	18,318,469.17	
Other Charges	5,475,960.23	-	-	-	5,475,960.23	
Rent and Rates	-	-	2,070,463.70	-	2,070,463.70	
Central Items	-	-	-	1,723,380.66	1,723,380.66	
Total Expenditure (b)	23,794,429.40	-	2,070,463.70	1,723,380.66	27,588,273.76	
Surplus/(Deficit) for the year (a) - (b)	9,404,749.86	-	(376,949.70)	26,321.34	9,054,121.50 (a)	
Less: Surplus/(Deficit) of Provident Fund	811,829.63	-	-	-	811,829.63	
Surplus/(Deficit) b/f	8,592,920.23	-	(376,949.70)	26,321.34	8,242,291.87	
Adjustment as per Subvention Finance Section (Ref: SWD/SE/SAS/4-65/38(168)) Letter dated 11 May 2016	31,269,360.38	-	(1,696,336.00)	134,076.61	29,707,100.99	
Adjusted Surplus/(Deficit) b/f	564,798.00	-	-	-	564,798.00 (a)	
Surplus/(Deficit) before clawed back	31,834,158.38	-	(1,696,336.00)	134,076.61	30,271,898.99	
Less: Amount recovered by Social Welfare Department	40,427,078.61	-	(2,073,285.70)	160,397.95	38,514,190.86	
Surplus/(Deficit) c/f (Note (3))	(6,199,125.91)	-	(9,119.20)	(130,063.92)	(6,338,309.03)	
	34,227,952.70	-	(2,082,404.90)	30,334.03	32,175,881.83	

- Notes: (1) Interest received on LSG and PF reserves, rent and rates, central items, Special One-off Grant should be included as one item under LSG; and the item is considered as part of LSG reserve.  
(2) Accumulated balance of Lump Sum Grant Surplus b/f from previous years and all interest received in previous years are included in the surplus b/f under LSG.  
(3) The level of LSG cumulative reserve (i.e. S + T) will be capped at 25% of the NGO's operating expenditure (excluding PF expenditure) for the year.  
(a) Surplus per audited accounts = \$9,054,121.50 + \$564,798 = \$9,618,919.50

Schedule for Central Items  
Analysis of Subvention and Expenditure for the period from 1/4/2015 to 31/3/2016

Name of Agency: Chung Sing Benevolent Society

Unit Code and Name (Note 7)	Subvented Element	Subvention Released (Note 1)	Actual Expenditure (Note 2)	Surplus (Note 3) (a)	Deficit for the year			Surplus b/f (Note 5) (e)	Surplus c/f (Note 6) (f)=(e)+(a)-(d)
					Deficit (Note 3) (b)	Deficit transferred to LSG (Note 3) (c)	Adjusted Deficit (d)=(b)-(c)		
		HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
Unit 2092 - Lau Mui Hin Home for the Elderly (ICS)	Infirmary Care Supplement for Residential Elderly Services	181,748.00	181,648.82	99.18 (B)	-	-	-	2,736.97	2,836.15
Unit 2108 - Lau Mui Hin Home for the Elderly (DS)	Demential Supplement for Residential Elderly Services	1,035,732.00	1,035,731.84	0.16 (B)	-	-	-	467.00 (C)	467.16
Unit 6743 - Tin Ka Ping Day Care Centre for the Elderly (DS)	Demential Supplement for Residential Elderly Services	266,111.00	242,000.00	24,111.00 (B)	-	-	-	-	24,111.00
Unit 6744 - Choy Yue Fai Day Care Centre for the Elderly (DS)	Demential Supplement for Residential Elderly Services	266,111.00	264,000.00	2,111.00 (B)	-	-	-	-	2,111.00
Unit 168S - Chung Sing Benevolent Society	Care Assistant & Programme Assistant for Elderly (Time-defined)	-	-	- (B)	-	-	-	7,175.56	7,175.56
Unit 168P - Chung Sing Benevolent Society	Programme Work Posts for Three Years from 2008-09 to 2010-11 Programme Work Posts Extended for the Years from 2011-12 to 2013-14	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	123,697.08 (C)	123,697.08
	Total	1,749,702.00	1,723,380.66	26,321.34	-	-	-	134,076.61 (A)	160,397.95

(A) Represent the balance of central item as at 31st March 2016 and matched with schedule of analysis of reserve fund as submitted.

(B) Total amount to be clawback for the year.

(C) Represent the amount actually recovered from 1st April 2015 to 31st March 2016.

(D) Amount to be clawback for previous year.

(E) Represent the amount of care assistant and programme assistant for elderly that not subjected to clawback from previous year, and transferred to lump sum grants at 1st December 2014.

Notes:

- The figures for the whole financial year can be extracted from the payroll for March (Final) of the financial year.
- Actual expenditure represents the total expenditure incurred including provident fund for the respective services after netting off programme income, if any.
- Surplus/Deficit for each element represents the difference between subvention released and actual expenditure.
- Deficit i.r.o. the following central items arising from salary adjustment can be transferred to the Lump Sum Grant Reserve as stated in SWD letter ref. (16) in SWD/S/104/2 Pt. 12 dated 17 July 2013.
  - Dementia Supplement for Elderly with Disabilities
  - Infirmary Care Supplement for the Aged Blind Persons
  - Dementia Supplement for Residential Elderly Services
  - Infirmary Care Supplement for the Residential Elderly Services
  - Regularized Programme Assistants (PA) / Care Assistants (CA)
- "Surplus brought forward (b/f)" means surplus, if any, arising from operations in previous years
- "Surplus carried forward (c/f)" means surplus brought forward plus surplus, if any, arising from operations in current year
- Unit code and name are extracted from payroll from SWD.

CHUNG SING BENEVOLENT SOCIETY

Annex 2

Schedule for Rent and Rates  
Analysis of Subvention and Expenditure for the period from 1/4/2015 to 31/3/2016

Name of Agency: Chung Sing Benevolent Society

Unit Code and Name	Subvented Element	Subvention Released (Note 1)	Actual Expenditure	Surplus (Note 2)	Deficit (Note 2)
		HK\$	HK\$	HK\$	HK\$
Unit 2084 - Tin Ka Ping Day Care Centre for the Elderly	Rent (Note 3)	46,524.00	54,156.00	-	7,632.00
	Rates	19,944.00	24,160.00	-	4,216.00
	Total	66,468.00	78,316.00	-	11,848.00
Unit 2086 - Lau Mui Hin Home for the Elderly	Rent	1,101,600.00	1,300,420.00	-	198,820.00
	Rates	66,271.00	103,270.00	-	36,999.00
	Total	1,167,871.00	1,403,690.00	-	235,819.00
Unit 2107 - Neighbourhood Elderly Centre (Re-Engineering)	Rent	215,312.00	295,186.10	-	79,874.10
	Rates	25,581.00	24,879.60	-	(701.40)
	Total	240,893.00	320,065.70	-	79,172.70
Unit 7207 - Choy Yue Fai Day Care Centre for the Elderly	Rent	204,840.00	252,347.00	-	47,507.00
	Rates	13,442.00	16,045.00	-	2,603.00
	Total	218,282.00	268,392.00	-	50,110.00
Grand Total		1,693,514.00	2,070,463.70	-	376,949.70

Notes:

1. The figures are to be extracted from the payroll for March (Final) of the financial year.
2. Surplus/Deficit for each element represents the difference between subvention released and actual expenditure.
3. Rent includes all kinds of rent such as PHE rental, private rental, carpark rent, management fee, building maintenance fee and Government Rent.

CHUNG SING BENEVOLENT SOCIETY

Schedule for Investment  
Analysis of Investment as at 31 March, 2016

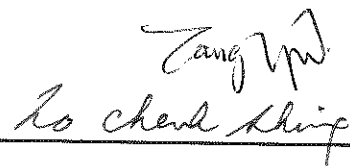
Agency : Chung Sing Benevolent Society

	<u>2016</u>	<u>2015</u> (restated)
	HK\$' 000	HK\$' 000
LSG Reserve as at 31 March	<u>34,228</u>	<u>31,834</u>
Represented by :		
Investments		
a. HKD Bank Account Balances	34,228	31,834
b. HKD 24-hour Call Deposits	-	-
c. HKD Fixed Deposits	-	-
d. HKD Certificate of Deposits	-	-
e. HKD Bonds (see appendix for breakdown)	-	-
	<u>34,228</u>	<u>31,834</u>

Notes: (1) The investments should be reported at historical cost.  
(2) Interest received are included in the LSG reserve

Confirmed by:-

  
CHAIRMAN

  
CHIEF EXECUTIVE

DATE: 27th January, 2017

DATE: 27th January, 2017