### CHRISTIAN & MISSIONARY ALLIANCE CHURCH UNION HONG KONG LIMITED - C & M A SOCIAL SERVICES

基督教宣道會香港區聯會有限公司 宣道會社會服務處

**ANNUAL FINANCIAL REPORT** 

FOR THE YEAR ENDED 31 MARCH, 2022



## REVIEW REPORT ON THE ANNUAL FINANCIAL REPORT

TO THE BOARD OF DIRECTORS OF CHRISTIAN & MISSIONARY ALLIANCE CHURCH UNION HONG KONG LIMITED

基督教宣道會香港區聯會有限公司

We have audited the financial statements of Christian & Missionary Alliance Church Union Hong Kong Limited - C & M A Social Services ("the Organization") for the year ended 31 March, 2022 and have issued an unqualified auditor's report thereon dated 14 October, 2022.

We conducted our review of the attached Annual Financial Report on pages 2 to 8 of the Organization for the year ended 31 March, 2022 in accordance with Practice Note 851 "Review of the Annual Financial Reports of Non-governmental Organisations" issued by the Hong Kong Institute of Certified Public Accountants. The review includes considering the procedures and records relevant to the preparation of the Annual Financial Report and performing procedures to satisfy ourselves that the Annual Financial Report has been properly prepared from the books and records of the Organization, on which the above audited financial statements of the Organization are based.

### Review conclusions

On the basis of the results of our review and having regard to the audit procedures performed by us in relation to the audit of the financial statements of the Organization for the year ended 31 March, 2022:

- a. in our opinion the Annual Financial Report has been properly prepared from the books and records of the Organization; and
- b. no matters have come to our attention during the course of our review, which cause us to believe that the Organization has not:
  - properly accounted for the receipt of Lump Sum Grant, Provident Fund, and other social welfare subventions and expenditure in respect of Funding and Services Agreement activities and support services;
  - ii. kept separate Operating Income and Expenditure Account for each subvented service unit as required by the Lump Sum Grant Manual ("LSG Manual") published by the Social Welfare Department of the Government of the HKSAR;
  - iii. prepared the Annual Financial Report in accordance with the format and requirements set out in the LSG Manual; and
  - iv. employed the staff quoted in the Provident Fund arrangements for the year ended 31 March, 2022.

This report is intended for filing with the Social Welfare Department of the Government of the HKSAR and should not be used for any other purpose.

Fan, Chan & Co. Limited
Certified Public Accountants

Leung Kwong Kin

Practising Certificate Number: P03702

Van. Chan & Co.

Hong Kong, 14 October, 2022



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### ANNUAL FINANCIAL REPORT

## CHRISTIAN & MISSIONARY ALLIANCE CHURCH UNION HONG KONG LIMITED C & MA SOCIAL SERVICES FOR THE PERIOD FROM 1 APRIL 2021 TO 31 MARCH 2022

	Notes	Total 2021-22	Total 2020-21	Remarks
		\$	\$	
A. INCOME				
1. Lump Sum Grant				
a. Lump Sum Grant (excluding	1b	25,766,560.00	25,232,917.00	
Provident Fund)				
b. Provident Fund	1c	1,946,002.00	1,940,149.00	
2. Fee Income	2	188,138.00	53,070.00	
3. Central Items	3	1,849,072.00	843,118.00	
4. Rent and Rates	4	714,853.00	736,519.00	
5. Other Income	5	1,002,165.66	983,149.95	
6. Interest Received		234.06	211.16	
TOTAL INCOME		31,467,024.72	29,789,134.11	
B. EXPENDITURE				
1. Personal Emoluments				
a. Salaries		24,221,791.14	23,651,008.52	
b. Provident Fund	1c	2,062,739.50	1,771,623.79	
c. Allowances		<u> </u>		
Sub-total	6	26,284,530.64	25,422,632.31	
2. Other Charges	7	2,423,042.37	2,123,239.09	
3. Central Items	3	1,506,793.60	635,503.00	
4. Rent and Rates	4	682,333.77	692,330.22	
TOTAL EXPENDITURE		30,896,700.38	28,873,704.62	
C. SURPLUS/(DEFICIT) FOR THE YEAR	8	570,324.34	915,429.49	

The Annual Financial report from Pages 2 to 8 has been prepared in accordance with the requirements as set out in the Lump sum Grant Manual.

**SIGNATURE** 

**SIGNATURE** 

Rev Cheung Koon Wan Gordon

Chairman

Date: 14 October, 2022

Mr. Lau Kwok Wa

General Secretary for Social Services

Date: 14 October, 2022

### 1. Lump Sum Grant (LSG)

### a. Basis of preparation

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 recognised upon receipt of cash and expenditure is recognised when expenses are paid. Non-cash items such as 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 defind as those staff occupying recognised 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

Details are analysed below:

Items should be shown under Note 3.

		6.8% and	
Provident Fund Contribution	Snapshot Staff	Other Posts	<u>Total</u>
	\$	\$	\$
Subvention Received	374,375.00	1,571,627.00	1,946,002.00
Provident Fund Contribution Paid	(340,958.25)	(1,721,781.25)	(2,062,739.50)
during the Year			
		~~~~~~~	
Surplus/ (Deficit) for the Year	33,416.75	(150,154.25)	(116,737.50)
Add : Surplus/(Deficit) b/f	0.60	4,122,636.18	4,122,636.78
Additional subvention received for previous year(s)	*	-	-
Provident Fund Forfeited for the year	-	-	-
Less: Refund to Government	-	-	-
	************		
Surplus/(Deficit) c/f	33,417.35	3,972,481.93	4,005,899.28

### 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 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)).

### 3. Central items (continued)

The income	and averanditue	a af anah af tha	Central items at	a an fallarum

	2021-22	2020-21
	\$	\$
a. Income		
After School Care Programme - Late Afternoon Session	1,767,168.00	751,956.00
Time-defined Subsidy Scheme for Extended Hours Service Users	18,304.00	27,562.00
Time-defined Subsidy Scheme for Occasional Child Care Service	63,600.00	63,600.00
Total	1,849,072.00	843,118.00
b. Expenditure		
After School Care Programme - Late Afternoon Session	1,480,544.00	622,191.00
Time-defined Subsidy Scheme for Extended Hours Service Users	26,249.60	13,312.00
Time-defined Subsidy Scheme for Occasional Child Care Service		
Total	1,506,793.60	635,503.00

4. Rent and Rates This represents the amount paid by the 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 include programme income and all income other than recognised social welfare fee inocme 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 is as follows:

		2021-22	2020-21
Other Income		\$	\$
(a) Fees and charges for services incidental to the operation of subvented services		946,372.45	959,742.02
(b) Utilised allocation under Central Items (CI) - After School Care Programme (ASCP) /		-	-
Enhanced ASCP - Fee Waiving Scheme (FWSS) which forms as part of Other Income*			
(c) Reimbursement of Maternity Leave Pau (RMLP) Scheme reimbursement received		-	-
(d) Others	_	55,793.21	23,407.93
8	Sub-Total:	1,002,165,66	983,149.95
Less: Utilised allocation under CI - ASCP / Enhanced ASCP - FWSS which forms as			
part of Other Income*			-
	Total:	1,002,165.66	983,149.95
The second secon			

<sup>\*</sup> For those programmes which are regarded as FSA-related activities only

### 6. Personal

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

**Emoluments** 

The analysis on number of posts with annual Personal Emoluments over

\$700,000 each paid under LSG is appended below:

	Analysis of Personal Emoluments paid under LSG	No. of Posts	\$
	HK\$700,001 - HK\$800,000 p.a.	1	780,010.35
	HK\$800,001 - HK\$900,000 p.a.	1	811,367.55
	HK\$900,001 - HK\$1,000,000 p.a.	-	-
	HK\$1,00,001 - HK\$1,100,000 p.a.	1	1,049,967.25
	HK\$1,100,001 - HK\$1,200,000 p.a.	-	-
	>HK1,200,000 p.a.	1	1,261,423.80
7. Other Charges	The breakdown on Other Charges is as follows:	2021-22	2020-21
	Other Charges	\$	\$
	(a) Utilities	220,666.36	76,120.65
	(b) Food	7,672.80	1,675.00
	(c) Administrative Expenses	290,575.35	202,597.07
	(d) Stores and Equipment	719,224.68	743,090.44
	(e) Repair and Maintenance	130,537.15	243,896.33
	(f) Special Allowances	-	-
	(g) Programme Expenses	589,505.00	538,960.20
	(h) Transportation and Travelling	29,173.93	27,252.20
	(i) Insurance	227,117.23	252,972.70
	(j) Miscellaneous	208,569.87	36,674.50
	Sub-total	2,423,042.37	2,123,239.09
	Less: Utilised allocation under CI - ASCP / Enhanced		
	ASCP - FWSS* which forms as part of Other Income		
	to fund the operating expenses of FSA-related		
	activities Total	2,423,042.37	2,123,239.09
	1 0(3)	2,723,072.37	2,123,237.09

<sup>\*</sup> For those programmes which are regarded as FSA-related activities only

### 8. Analysis of Lump Sum Grant Reserve and balances of other SWD subventions

Fee Income   188,138.00   -   -   -   188,138.00   Cher Income   1,002,165.66   -   -   -   1,002,165.66   Chierest Received (Note (1))   234.06   -   -   234.06   Chertal Items   -   714,853.00   -   718,853.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00		Lump Sum	Adjustment for Utilised			
Lump Sum Grant		Grant	allocation under ASCP /	Rent and	Central	
Lump Sum Grant		(LSG)	Enhanced ASCP - FWSS	Rates	Items	Total
Fee Income   188,138.00   -   -   -   188,138.00   Cher Income   1,002,165.66   -   -   -   234.06   Cher Income   1,002,165.66   -   -   -   234.06   Cher Income   1,002,165.66   -   -   -   234.06   Cher Income   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   1,849,072.00   31,467,024.7   Cher Income   (a)   28,903,099.72   -   714,853.00   1,849,072.00   31,467,024.7   Cher Income   (a)   28,903,099.72   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   -   26,284,530.64   -   26,284,530.64   -   -   26,284,530.64   -   26,284,530.64   -   26,284,530.64   -   26,284,530.64   -   26,284,530.64   -   26,284,530.64   -   26,284,530.64   -   26,284,530.64   -   26,284,530.	Income					
Other Income         1,002,165.66         -         -         -         1,002,165.66         -         -         -         1,002,165.66         -         -         -         1,002,165.66         -         -         -         1,002,165.66         -         -         -         234.00         -         -         234.00         -         714,853.00         -         714,853.00         -         714,853.00         -         714,853.00         -         714,853.00         1,849,072.00         31,467,024.7         -         -         2,62,84,530.64         -         -         -         2,62,84,530.64         -         -         -         26,284,530.64         -         -         -         26,284,530.64         -         -         -         26,284,530.64         -         -         -         26,284,530.64         -         -         -         26,284,530.64         -         -         -         26,284,530.64         -         -         -         26,284,530.64         -         -         -         26,284,530.64         -         -         -         26,233.377         -         -         26,233.377         -         -         -         -         -         -         -         -         -	Lump Sum Grant	27,712,562.00	-	_	-	27,712,562.00
Interest Received (Note (1))  Rent and Rates	Fee Income	188,138.00	-	-	_	188,138.00
Rent and Rates	Other Income	1,002,165.66	-	-	-	1,002,165.66
Central Items	Interest Received (Note (1))	234.06	-	-	-	234.06
Total Income (a) 28,903,099.72 - 714,853.00 1,849,072.00 31,467,024.72  Expenditure  Personal Emoluments	Rent and Rates		-	714,853.00	-	714,853.00
Expenditure  Personal Emoluments  26,284,530.64  Cher Charges  2,423,042.37  Rent and Rates  2,423,042.37  Central Items	Central Items	9			1,849,072.00	1,849,072.00
Personal Emoluments	Total Income (a)	28,903,099.72	<u> </u>	714,853.00	1,849,072.00	31,467,024.72
Personal Emoluments						
Other Charges  Rent and Rates	Expenditure					
Rent and Rates	Personal Emoluments	26,284,530.64	·	*	-	26,284,530.64
Central Items	Other Charges	2,423,042.37	~	-	-	2,423,042.37
Total Expenditure (b)	Rent and Rates	-		682,333.77	8	682,333.77
Surplus/(Deficit) for the Year (a) - (b)   195,526.71   - 32,519.23   342,278.40   570,324.3	Central Items			-	1,506,793.60	1,506,793.60
Less: Surplus/(Deficit) of Provident Fund  (116,737.50)  312,264.21  - 32,519.23  342,278.40  687,061.8  Surplus/(Deficit) b/f (Note (2))  9,656,255.16  - 9,596.23  300,817.90  9,966,669.29  Add: Refund from Government  - 42,495.00  Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplement (Note (3))  Adjustment for utilised allocation under Enhanced ASCP - FWSS* (overestimated) / under-estimated in previous year(s)  - (116,737.50)  - (116,737.50)  - 9,596.23  300,817.90  9,966,669.29  - 42,495.00  77,850.00  129,566.00	Total Expenditure (b)	28,707,573.01	(*)	682,333.77	1,506,793.60	30,896,700.38
Less: Surplus/(Deficit) of Provident Fund  (116,737.50)  312,264.21  - 32,519.23  342,278.40  687,061.8  Surplus/(Deficit) b/f (Note (2))  9,656,255.16  - 9,596.23  300,817.90  9,966,669.29  Add: Refund from Government  - 42,495.00  Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplement (Note (3))  Adjustment for utilised allocation under Enhanced ASCP - FWSS* (overestimated) / under-estimated in previous year(s)  - (116,737.50)  - (116,737.50)  - 9,596.23  300,817.90  9,966,669.29  - 42,495.00  77,850.00  129,566.00						
312,264.21   - 32,519.23   342,278.40   687,061.84	Surplus/(Deficit) for the Year (a) - (b)	195,526.71	-	32,519.23	342,278.40	570,324.34
Surplus/(Deficit) b/f (Note (2))  Add: Refund from Government  - 9,596.23 300,817.90 9,966,669.29  Add: Refund from Government  - 42,495.00 - 42,495.00  Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplement (Note (3))  Adjustment for utilised allocation under Enhanced ASCP - FWSS* (overestimated) / under-estimated in previous year(s)	Less : Surplus/(Deficit) of Provident Fund	(116,737.50)	-		-	(116,737.50
Add: Refund from Government  - 42,495.00  Less: Refund to Government  - 51,716.00  Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplement (Note (3))  Adjustment for utilised allocation under Enhanced ASCP - FWSS* (overestimated) / under-estimated in previous year(s)  - 42,495.00  - 77,850.00  129,566.00		312,264.21	-	32,519.23	342,278.40	687,061.84
Less: Refund to Government  - 51,716.00 77,850.00 129,566.00  Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplement (Note (3))  Adjustment for utilised allocation under Enhanced ASCP - FWSS* (overestimated) / under-estimated in previous year(s)	Surplus/(Deficit) b/f (Note (2))	9,656,255.16	-	9,596.23	300,817.90	9,966,669.29
Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplement (Note (3))  Adjustment for utilised allocation under Enhanced ASCP - FWSS* (overestimated) / under-estimated in previous year(s)	Add: Refund from Government	355	-	42,495.00		42,495.00
salary adjustment for Dementia Supplement and Infirmary Care Supplement (Note (3))  Adjustment for utilised allocation under Enhanced ASCP - FWSS* (overestimated) / under-estimated in previous year(s)	Less: Refund to Government	383	-	51,716.00	77,850.00	129,566.00
Enhanced ASCP - FWSS* (overestimated) / under-estimated in previous year(s)	salary adjustment for Dementia Supplement and Infirmary Care	-	-	-	-	ē
Surplus/(Deficit) c/f (Note 4) 9,968,519.37 - 32,894.46 565,246.30 10,566,660.13	Enhanced ASCP - FWSS* (over- estimated) / under-estimated in	-	-	-	-	-
	Surplus/(Deficit) c/f (Note 4)	9,968,519.37		32,894.46	565,246.30	10,566,660.13

#### Notes:

 ${\it \# Including \ an \ amount \ being \ the \ utilised \ allocation \ under \ CI-ASCP / Enhanced \ ASCP-FWSS*}$ 

- \* For those programmes which are regarded as FSA-related activities only
- (1) Interest received on LSG and Provident Fund reserves, rent and rates, central items are included as one item under LSG; and the item is considered as part of LSG reserve.
- (2) Accumulated balance LSG Surplus b/f from preious years (including holding account) and all interest received in previous year 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 Infirmary Care Supplement, if any, as per Schedule of Central Items.
- (4) The level of LSG cumulative reserves (i.e. S), less LSG Reserve kept in the holding account, will be capped at 25% of the NGO's operating expenditure (excluding PF expenditure) for the year.

### ANNUAL FINANCIAL REPORT

## CHRISTIAN & MAISSIONARY ALLIANCE CHURCH UNION HONG KONG LIMITED NOTES ON THE ANNUAL FINANCIAL REPORT FOR THE PERIOD FROM 1 APRIL 2021 TO 31 MARCH 2022

### 9. Schedule for Rent and Rates Analysis of Subvention and Expenditure

		Subvention			
		Released	Actual	Surplus	Deficit
Unit Code and Name	Subvented Element	(Note 1)	Expenditure	(Note 2)	(Note 2)
		\$	\$	\$	\$
1986 - Central Administration	Rent (Note 3)	3,605.00	16,309.77	-	12,704.77
	Rates	3,648.00	1,216.00	2,432.00	2
	Less: Rates concession			-	
	Total	7,253.00	17,525.77	2,432.00	12,704.77
2012 - Neighbourhood	Rent	616,656.00	612,600.00	4,056.00	-
Elderly Centre	Rates	83,852.00	45,980.00	37,872.00	-
(Re-engineering)	Governement Rent	7,092.00	6,228.00	864.00	-
	Less: Rates concession				
	Total	707,600.00	664,808.00	42,792.00	0.00
	Rent	-	-	-	-
	Rates	-	-	-	-
	Governement Rent	-	-	-	-
	Less: Rates concession	<u>-</u>			
	Total	-	-	-	0.00
	Rent	-	-	-	-
	Rates	-	-	-	-
	Governement Rent	-	-	-	-
	Less: Rates concession	-			_
	Total	_	-	_	0.00
	Rent	-	-	-	-
	Rates	-	-	-	-
	Governement Rent	-	-	-	-
	Less: Rates concession	-	-	-	
	Total	_	-	-	0.00
	Rent	-	-	-	-
	Rates	-	-	-	-
	Governement Rent	-	-	-	-
	Less: Rates concession	-	-	_	
	Total		<u>-</u>	<u> </u>	0.00
	Grand Total	714,853.00	682,333.77	45,224.00	12,704.77

### Note:

- 1. The figures are to be extracted from the paylist for March plus subvention released in late March 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.

### ANNUAL FINANCIAL REPORT CHRISTIAN & MAISSIONARY ALLIANCE CHURCH UNION HONG KONG LIMITED NOTES ON THE ANNUAL FINANCIAL REPORT

### FOR THE PERIOD FROM 1 APRIL 2021 TO 31 MARCH 2022 Schedule for Central Items

Analysis of Subvention and Expenditure for the Period from 1 April 2021 to 31 March 2022

Name of Agency: Christian & Missionary Alliance Church Union Hong Kong Limited

						Defict for the year					
Unit Code and Name/ Remittance Advice No. (Note 7)	Subvented Element	Subvention Released (Note 1)	Actual Expenditure (Note 2)	Surplus (Note 3) (a	Deficit (Note 3) (b)	transferred to LSG (Note 4)	Adjuested Deficit (d) = (b) - (c)	Surplus b/f (Note 5) (e)	Refund to Government (1)	Adjustment (Note 9)	Surplus c/f' (Note 6) (h)=(c)+(a)-(d)=f)+/-(j)
3026- After School Care	After School Care Programme -	1,767,168.00	1,480,544.00	286,624.00	0.00	N.A.		140,872.50	-		427,496.50
Programme - Late Afternoon Session	Late Afternoon Session										
V148 - Lei Tung Nursery School	Subsidy Scheme for Extend Hours Service (EHS) Users (Time-defined 31/8/2021)	2,704.00	13,353.60	-	10,649.60	N.A.	8	14,250.00	14,250.00		(10,649.60
6061 - Nursery Schools	Training Subsidy under Training Scheme for Care Centre Supervisors and Special Child Workers in Pre-school Rehabilitation Services	-	×	-	-	N.A.	ħ	82,095.00			82,095.00
T148 - Lei Tung Nursery School	Subsidy Scheme for Extend Hours Service (EHS) Users (Time-defined 31/8/2018)		2 :	-	-	1.5	\$ 1	0,40		-	0.40
W148 - Lei Tung Nursery School	Subsidy Scheme for Extend Hours Service (EHS) Users (Time-defined 31/8/2024)	15,600.00	12,896.00	2,704.00	-	1.00	23	£7	-	-	2,704.00
6342 - Nursery Schools	Time-defined Subsidy Scheme for Occasional Child Care Service (Time-defined 31/3/2023)	63,600,00	¥	63,600.00		N.A.	æ	63,600.00	63,600.00		63,600.00
Total		1,849,072.00	1,506,793.60	352,928.00	10,649.60		0.00	300,817.90	77,850.00		565,246.30

- Note:
  1. The figures for the whole financial year are extracted from the paylist for March (Final) or remittance advic(s) issued by the Treasury or allocation letter(s) issued by Social Welface Department of the financial year.

- 1. The figures for the whole financial year are extracted from the paylist for March (Final) or remittance advic(s) issued by the Treasury or allocation letter(s) issued by Social Welface Department of the 2. Actual expenditure represents the total expenditure incurred including provident fund for the respective services after netting off programme income, if any.

  3. Surplus / Deficit for each element represents the difference between subvention released and actual expenditure.

  4. Deficit i.r.o. the following central items arising from salary adjustment are transferred to the Lump Sum Grant Reserve as stated in SWD's letter ref. (33) in SWD/S/104/2 Pt.18 dated 4 March 2020.

  (i) Dementia Supplement for Edlerly with Disabilities

  (ii) Infirmary Care Supplement for Residential Elderly Services

  (iv) Infirmary Care Supplement for Residential Elderly services

  5. "Surplus torried forward (of/f)" means surplus, if any, arising from operations in previous years.

  7. Unit codes and names / remittance advice no. are extraced from the paylist from SWD and remittance advice from the Treasury respectively.

  8. The central items as listed above may not be exhaustive and any relevant details of central items required contracted and contract of the satural clause and any elevant details of central items required during the year, where appropriate, should also be included.

- 9. For ASCP /anced ASCP, the adjustment includes the amount of expenditure overstated / (understated) in previous year(s) after taking into account the actual claw-back amount(s) per SWD's allocation letter(s), if any.
- 10, For NGOs with Visiting Medical Practitioner Service Team which arrange delivery of the service under the Programme to all private and self-financing RCHIDs as well as contract homes operated by private operators only.

Appendix 1

### Schedule for Investment Analysis of Investment as at 31 March 2022

Agency: Christian & Missionary Alliance Church Union Hong Kong Ltd.

	2022 HK\$'000	2021 HK\$'000
LSG Reserve as at 31 March	9,968	9,656
Represented by:		
Investments		
a. HKD Bank Account Balances	9,968	9,656
b. HKD 24-hour Call Deposits	-	_
c. HKD Fixed Deposits	~	-
d. HKD Certificate of Deposits	-	-
e. HKD Bonds (see appendix for breakdown)		-
	9,968	9,656

Note: The investments should be reported at historical cost.

Confirmed by:-

Rev. Cheung Koon Wan Gordon Chairman

Date: 14 October, 2022

Mr. LAU Kwok-wa

General Secretary for Social Services

Date: 14 October, 2022

Appendix 2

### The subvented service units are as follows:

(1)	C & M A Social Services
(2)	C & M A Bradbury King Lam Neighbourhood Elderly Centre
(3)	C & M A Yau Lai Neighbourhood Elderly Centre
(4)	C & M A Cheung Hang Neighbourhood Elderly Centre
(5)	C & M A Lei Fook Neighbourhood Elderly Centre
(6)	Christian & Missionary Alliance Fu Shan Nursery School
(7)	Christian & Missionary Alliance Lei Tung Nursery School
(8)	Christian & Missionary Alliance Shatin Nursery School
(9)	Christian & Missionary Alliance South Horizons Nursery School
(10)	Christian & Missionary Alliance Tin Chung Nursery School
(11)	Christian & Missionary Alliance Plover Cove Nursery School
(12)	The Christian & Missionary Alliance Tuen Mun Church Family Services-Hing Yiu Services Centre
(13)	The C&M Alliance Wah Kee Social Service Centre
(14)	The C&M Alliance Wah Kee Neighbourhood Centre
(15)	The C&M Alliance Wah Kee Youth Centre



**Appendix 3** 

14 October, 2022

### Private & Confidential

The Board of Directors
Christian & Missionary Alliance Church Union Hong Kong Limited
M/F., GIC Building,
Olympian City (Phase 1),
Kowloon.

Dear Sir/Madam.

Re:

Christian & Missionary Alliance Church Union Hong Kong Limited

- C & M A Social Services ('the Organization")

Management letter

We refer to our audit of the Organization for the year ended 31 March, 2022.

During the course of our audit procedures, we have assessed the adequacy and effectiveness of the financial and accounting records of the Organization in relation to procedures of the Organization. In making our risk assessments, we consider internal control relevant to the Organization's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing on the effectiveness of the Organization's internal control.

We are not aware of any significant internal control weakness relevant to the audit of the financial statements that have come to our attention.

It must be appreciated that the foregoing procedures are designed primarily with a view to the expression of our opinion on the accounts of the Organization and therefore do not necessarily reveal all possible weaknesses which can only be done by a more extensive special examination.

Very truly yours,

Fan, Chan & Co. Limited

**Certified Public Accountants** 

Van, Chan & Co.

Our ref: KK/FF/JM/sn/C149

