### THE ANNUAL FINANCIAL REPORT

# FOR THE YEAR ENDED 31<sup>ST</sup> MARCH, 2009

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CERTIFIED PUBLIC ACCOUNTANTS HONG KONG





P. 1

### REVIEW REPORT ON THE ANNUAL FINANCIAL REPORT TO THE EXECUTIVE COMMITTEE OF HONG KONG PLAYGROUND ASSOCIATION

(Incorporated in Hong Kong under Hong Kong Playground Association Ordinance)

We have audited the financial statements of Hong Kong Playground Association ("the Association") for the year ended 31<sup>st</sup> March, 2009 and have issued an unqualified auditors' report thereon dated 29<sup>th</sup> May, 2009.

We conducted our review of the attached Annual Financial Report on pages 2 to 6 of the Association for the year ended 31<sup>st</sup> March, 2009 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 Association, on which the above audited financial statements of the Association 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 Association for the year ended 31st March, 2009.

- a. in our opinion the Annual Financial Report has been properly prepared from the books and records of the Association; and
- b. no matters have come to our attention during the course of our review, which cause us to believe that the Association has not:
  - properly accounted for the receipt of Lump Sum Grant, Provident Fund, Special One-off Grant 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 LSG Manual; and

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.

Certified Public Accountants

Van Chan & Co.

Hong Kong, 29th May, 2009

# **INCOME AND EXPENDITURE ACCOUNT**

# FOR THE YEAR ENDED 31<sup>ST</sup> MARCH, 2009

	Note	<b>2009</b> HK\$	<b>2008</b> HK\$
INCOME			
Lump Sum Grant			
Lump Sum Grant (excluding Provident Fund)	1a	55,804,400	51,561,130
Provident Fund	1b	6,689,570	5,939,429
Special One-off Grant		w	5,090,684
Fee Income	2	280,530	267,900
Central Items	3	10,730,189	6,275,213
Rent and Rates	4	2,250,247	2,899,476
Other Income	5	16,868,007	15,736,167
Interest Received		245,270	357,332
		92,868,213	88,127,331
EXPENDITURE			
Personal Emoluments			
Salaries		56,857,594	53,187,011
Provident Fund	1b	6,162,098	5,584,220
	6	63,019,692	58,771,231
Other Charges	7	17,305,491	16,436,622
Central Items	3	10,359,592	5,615,770
Rent and Rates	4	2,540,494	2,693,773
		93,225,269	83,517,396
(DEFICIT) / SURPLUS FOR THE YEAR	9	(357,056)	4,609,935

Approved by the Executive Committee on 29<sup>th</sup> May, 2009

Chairman

Executive Director

### NOTES TO THE ANNUAL FINANCIAL REPORT

# FOR THE YEAR ENDED 31<sup>ST</sup> MARCH, 2009

### 1. Lump Sum Grant

a. Lump Sum Grant (excluding Provident Fund)

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

### b. Provident Fund

This is Provident Fund received and contributed during the year.

Details are analysed below: -

Provident Fund Contribution	Existing Staff	6.8% Posts	<u>Total</u>
	HK\$	HK\$	HK\$
Subventions Received	5,533,171	1,156,399	6,689,570
Provident Fund Contribution paid during the year	(5,400,802)	(761,296)	(6,162,098)
Surplus for the year	132,369	395,103	527,472
Surplus brought forward	1,252,539	674,016	1,926,555
Surplus carried forward	1,384,908	1,069,119	2,454,027

### 2. Fee Income

This represent 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.

### 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 SWD's papers and correspondence with the Association.

	2009 НК\$	2008 HK\$
a. Income Programme Assistants Peer Counsellors Youth Ambassadors Programme Workers	1,297,613 - - 9,432,576	1,297,613 907,200 4,070,400
	10,730,189	6,275,213
b. Expenditure Programme Assistants Peer Counsellors Youth Ambassadors Programme Workers	1,276,821 - - 9,082,771	1,302,058 934,087 3,379,625
	10,359,592	5,615,770

# NOTES TO THE ANNUAL FINANCIAL REPORT

# FOR THE YEAR ENDED 31<sup>ST</sup> MARCH, 2009

### 4. Rent and Rates

This represents the amount paid by the Social Welfare Department.

### 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, salary-related allowances.

Analysis of Personal Emoluments	No. of Posts	HK\$
HK\$500,001 – HK\$600,000 p.a.	10	5,440,857
HK\$600,001 - HK\$700,000 p.a.	19	12,405,412
HK\$700,001 – HK\$800,000 p.a.	1	797,502
HK\$800,001 – HK\$900,000 p.a.	6	5,158,872
HK\$900,001 – HK\$1,000,000 p.a.	0	0
> HK\$1,000,000 p.a.	1	1,134,241
	37	24,936,884

# 7. Other Charges

	2009	2008
	HK\$	HK\$
Administrative Expenses	739,356	686,977
Utilities	1,353,108	1,297,068
Insurance	260,320	326,229
Stores and Equipment	1,337,364	1,513,760
Repair & Maintenance	472,388	451,196
Programme Expenses	6,318,028	5,459,452
Transportation and Travelling	233,701	238,565
Miscellaneous	6,591,226	6,463,374
Total	17,305,491	16,436,621

# HONG KONG PLAYGROUND ASSOCIATION NOTES TO THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 31ST MARCH, 2009

Analysis of Reserve Fund

Fund
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	Lump Sum Grant (LSG)	Special One-off Grant (SOG)	Interest Received	Sub-total LSG, SOG & Interest Received	Rent and Rates	Central	Total
•	IK\$	HKS	HK\$	HK\$	H S	HK\$	HK\$
Income							
Lump Sum Grant & Tide-over Grant	62,493,970	1	1	62,493,970	1	1	62,493,970
Special One-off Grant	ı	•	F	1	1	t	ŧ
Fee Income	280,530	•	ı	280,530	i	1	280,530
Other Income	16,868,007	ı	1	16,868,007	1	j	16,868,007
Interest Received	1	ı	245,270	245,270	i	t	245,270
Rent and Rates	ı	ı	ı	1	2,250,247	1	2,250,247
Central Items	1	1	ı		1	10,730,189	10,730,189
Total Income	79,642,507	1	245,270	79,887,777	2,250,247	10,730,189	92,868,213
Expenditure							•
Personal Emoluments	63,019,692	1	1	63,019,692	•	4	63,019,692
Other Charges	17,305,491	ı	•	17,305,491	t	1	17,305,491
Rent and Rates	1	1	1	1	2,540,494	t	2,540,494
Central Items	, 1	1		1	1	10,359,592	10,359,592
Total Expenditure	80,325,183	,	1	80,325,183	2,540,494	10,359,592	93,225,269
All and All an	(87.8.089)		245 270	(437 406)	(790,247)	370,597	(357,056)
Surplies / (deficit) for the year	(527,472)	1	) '	(527 472)	<b>1</b>		(527,472)
Less, Sulplus of provident fund reserve	(211,120)			(1 :			-
Net surplus / (deficit) for the year	(1,210,148)	E	245,270	(964,878)	(290,247)	370,597	(884,528)
Surplus / (deficit) brought forward	18,405,956	(99,711)	1,072,606	19,378,851	(432,616)	354,932	19,301,167
Less: Adjustment for unrecognised central items	•	•	1	1	1	304,511	304,511
Less: Refund to Government 2007/08	1	•	1	4	(108,590)	(659,443)	(768,033)
	17,195,808	(99,711)	1,317,876	18,413,973	(831,453)	370,597	17,953,117

HONG KONG PLAYGROUND ASSOCIATION NOTES TO THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 31ST MARCH, 2009

9. Analysis of Income and Expenditure by Programme Area and Funding and Service Agreements (including support services)

			INCOME	ME				Ш	EXPENDITURE			
		ree r	Centrai	Other	Rent &	Total	Personal	Other	Central	Rent &	Total	Surplus/
	rse	Income	Items	Income	Rates	Income	Emoluments	Charges	Items	Rates	Expenditure	(Deficit)
I	HK\$	HK\$	HK\$	IX\$	HK\$	HK\$	HK\$	HK\$	HKS	HK\$	HK\$	HK\$
Central Items - Programme Assistants	,	,	1,297,613	,	r	1,297,613	,	•	1,276,821	•	1,276,821	20,792
Central Items - Programme Workers	i	1	9,432,576	·	•	9,432,576	•	ı	9,082,771	•	9,082,771	349,805
Central Administration &	6,473,179	•	•	56,147	128,612	6,657,938	5,007,371	768,746	•	119,651	5,895,768	762,170
Accounting Support												
Hin Keng C&Y Centre cum S/R Room	2,406,462	34,190	•	1,793,618	55,966	4,290,236	2,876,300	1,580,048	•	55,408	4,511,756	(221,520)
Choi Ha C&Y Centre	2,328,155	24,770	1	877,687	277,720	3,508,332	2,625,408	813,088	•	276,820	3,715,316	(206,984)
Sai Tso Wan C&Y Centre cum S/R Room	2,422,537	29,310	•	2,367,483	88,265	4,907,595	2,655,972	2,064,613	•	76,972	4,797,557	110,038
Jockey Club North Point Island Place	5,370,904	29,920	•	2,302,566	214,883	7,918,273	6,699,191	2,492,986	•	213,011	9,405,188	(1,486,915)
Integrated Service for C & Y												
Jockey Club Upper Kwai Chung	5,085,837	29,240	ŧ	1,396,184	377,695	6,888,956	5,634,049	1,375,588	1	377,200	7,386,837	(497,881)
Integrated Service Centre for C & Y												
Secondary School Social Work Services	1,779,604	•	•	47,468	•	1,827,072	1,780,370	64,422	•	29,522	1,874,314	(47,242)
Jockey Club Chuk Yuen Integrated Service	8,653,723	30,600	•	1,475,043	465,400	10,624,766	8,701,750	1,484,324	,	453,220	10,639,294	(14,528)
Centre for C & Y												
Jockey Club King Fu/ Tsz Wan Shan	7,223,686	36,130	•	2,552,034	525,139	10,336,989	8,257,221	2,573,967	ı	504,200	11,335,388	(668'366)
Integrated Service Centre for C & Y												
Jockey Club Tsing Yi Integrated Service	7,312,656	28,990	•	1,273,461	80,231	8,695,338	6,264,926	1,419,653	•	68,152	7,752,731	942,607
Centre for C & Y							:	1		0		7
Mongkok Integrated Service Centre	8,425,247	37,380	•	2,458,738	36,336	10,957,701	7,760,760	2,255,512	•	304,025	10,320,297	637,404
forC&Y							( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( )	4		62000	7 224 224	748 277
Yau-Tsim-Mong District Youth	5,011,980	1	•	267,578	1	5,279,558	4,755,374	412,544	•	07.313	3,4531,531	135,04
Outreaching Social Work Team											400	1000
TOTAL	62,493,970	280,530	10,730,189	16,868,007	2,250,247	92,622,943	63,019,692	17,305,491	10,359,592	2,540,494	93,225,269	(005,320)
I			`	Add: SOG		1	1					•
				Interest Received	sceived	245,270	1					245,270

(357,056)

92,868,213 63,019,692