HANS ANDERSEN CLUB LIMITED
(Incorporated in Hong Kong with liabilities limited by guarantee and not having a share capital)

ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 31 MARCH 2024

# INDEPENDENT AUDITOR'S ASSURANCE REPORT To the Board Members of Hans Andersen Club Limited (the "Club")

We have audited the financial statements of the Club for the year ended 31 March 2024 in accordance with Hong Kong Standards on Auditing issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA"), and have issued an unmodified auditors' report thereon dated 2 0 057 2024

Pursuant to the Lump Sum Grant ("LSG") Manual issued by the Social Welfare Department of the Government of the Hong Kong Special Administrative Region ("SWD"), we have been requested to issue this assurance report in connection with the Annual Financial Report ("AFR") of the Club for the year ended 31 March 2024.

### Responsibilities of the Board Members

In relation to this report, the Board Members are responsible for ensuring the AFR of the Club for the year ended 31 March 2024 is properly prepared in accordance with the relevant accounting and financial reporting requirements set out in the LSG Manual and other instructions issued by the SWD; and the use of the funds from the LSG by the Club has complied with the purposes as specified in the LSG Manual and other instructions issued by the SWD.

### Our Independence and Quality Management

We have complied with the independence and other ethical requirements of the Code of Ethics for Professional Accountants issued by the HKICPA, which is founded on fundamental principles of integrity, objectivity, professional competence and due care, confidentiality and professional behavior.

The firm applies Hong Kong Standard on Quality Management 1, which requires the firm to design, implement and operate a system of quality management including policies or procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

### Auditor's Responsibility

Our responsibility is to form a conclusion, based on our engagement, and to report our conclusion to you.

We conducted our engagement in accordance with Hong Kong Standard on Assurance Engagements 3000 (Revised), Assurance Engagements Other than Audits or Reviews of Historical Financial Information and with reference to Practice Note 851 (Revised), Reporting on the Annual Financial Reports of Non-governmental Organisations issued by the HKICPA. We have planned and performed our work to obtain reasonable assurance for giving conclusion 1 and obtain limited assurance for giving conclusion 2 below.

The work undertaken in connection with this engagement is less in scope than an audit conducted in accordance with Hong Kong Standards on Auditing and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

	1	4 2	11	•				
τo	pe	cont'	Œ/			 		



17/F Leighton Centre 77 Leighton Road Causeway Bay Hong Kong Fax : (852) 3583 8001 E-mail: info@litangchen.com

### Auditor's Responsibility (cont'd)

In relation to our conclusion 1 below, we have planned and performed such procedures as we considered necessary with reference to the procedures recommended in PN 851 (Revised), to satisfy ourselves that the AFR has been properly prepared, in all material respects, in accordance with the relevant accounting and financial reporting requirements set out in the LSG Manual and other instructions issued by the SWD.

In relation to our conclusion 2 below, we have obtained an understanding in respect of the purposes of the use of the funds as specified in the LSG Manual and other instructions issued by the SWD and obtaining an understanding of the control procedures. We are not required to perform any procedures to search for instances of the use of funds from the LSG by the Club being non-complied with the specified purposes. Our work was limited to reporting non-compliances identified as a result of the procedures performed in relation to conclusion 2 and during the normal course of our work relating to conclusion 1. The procedures performed in a limited assurance engagement vary in nature and timing from, and are less in extent than for, a reasonable assurance engagement. Consequently, the level of assurance obtained in a limited assurance engagement is substantially lower than the assurance that would have been obtained had a reasonable assurance engagement been performed.

### Conclusion

- 1. In our opinion, the AFR of the Club for the year ended 31 March 2024 is properly prepared, in all material respects, in accordance with the relevant accounting and financial reporting requirements set out in the LSG Manual and other instructions issued by the SWD.
- 2. Based on the procedures performed and evidence obtained, nothing has come to our attention that causes us to believe that the use of the funds from the LSG by the Club has not complied, in all material respects, with the purposes as specified in the LSG Manual and other instructions issued by the SWD.

### Intended Users and Purpose

This report is intended solely for submission by the Club to the SWD and is not intended to be, and should not be, used for any other purpose. We agree that a copy of this report may be provided to the SWD without further comment from us.

Li, Tang, Chen & Co.

Certified Public Accountants (Practising)

17/F Leighton Centre 77 Leighton Road

Causeway Bay

Hong Kong

28 OCT 2024

APWS/CTKW

### ANNUAL FINANCIAL REPORT

### FOR THE PERIOD FROM 1 APRIL 2023 TO 31 MARCH 2024

		<u>Notes</u>	2023-24 HK\$	2022-23 HK\$
A.	INCOME			
<ol> <li>2.</li> <li>3.</li> </ol>	Lump Sum Grant a) Lump Sum Grant (excluding Provident Fund) b) Provident Fund  Fee Income Central Items	1b 1c 2 3	3,323,549.00 257,673.00 3,581,222.00 7,917.00 1,101,672.00	3,183,179.00 243,068.00 3,426,247.00 10,973.00 1,262,012.00
4. 5. 6.	Rent and Rates Other Income Interest Received	4 5	214,589.00 888,244.30 21,566.12	214,589.00 720,664.50 4,038.11
	TOTAL INCOME		5,815,210.42	5,638,523.61
В.	EXPENDITURE			
<ol> <li>2.</li> <li>3.</li> <li>4.</li> </ol>	Personal Emoluments a) Salaries b) Provident Fund c) Allowances Sub-total Other Charges Central Items Rent and Rates  TOTAL EXPENDITURE	1c 6 7 3 4	3,749,865.37 291,764.60 - 4,041,629.97 497,148.75 1,056,732.00 217,310.20 5,812,820.92	3,509,571.37 268,061.08 3,777,632.45 504,489.88 1,061,455.00 207,273.20 5,550,850.53
C.	SURPLUS FOR THE YEAR	8	2,389.50	87,673.08

The Annual Financial Report from pages 3 to 8 has been prepared in accordance with the requirements are set out in the Lump Sum Grant Manual.

Chairperson

Date: 28 OCT 2024

**Executive Director** 

Date: 28 OCT 2024

### NOTES ON THE ANNUAL FINANCIAL REPORT

### 1. LUMP SUM GRANT

### a) Basis of preparation:

The Annual Financial Report (AFR) is prepared in respect of all Funding and Service Agreement (FSA) services (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 defined 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 Items which are separately included as part of the income and expenditure of the relevant disclosures have been shown under Note (3).

Details are analysed below:

Provident Fund Contribution	Snapshot Staff HK\$	6.8% and <u>Other Posts</u> HK\$	<u>Total</u> HK\$
Subvention Received	73,292.00	184,381.00	257,673.00
Provident Fund Contribution paid during the year	(75,429.30)	(216,335.30)	(291,764.60)
(Deficit)/surplus for the year  Add: (Deficit)/surplus b/f  Additional subvention	(2,137.30) (1,940.35)	(31,954.30) 224,028.90	(34,091.60) 222,088.55
received for prior year <u>Less</u> : Refund to Government	-		-
(Deficit)/surplus c/f	(4,077.65)	192,074.60	187,996.95

### NOTES ON THE ANNUAL FINANCIAL REPORT

### 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)). The income and expenditure of each of the Central Items are as follows:

			2023-24		2022-23
		Diana Boyd	Chuk Yuen		_
		Wilson Centre	Centre	Total	Total
		HK\$	HK\$	HK\$	HK\$
a.	Income				
	After School Care Programme – Fee Waiving Subsidy				
	Scheme	516,168.00	585,504.00	1,101,672.00	1,262,012.00
	Total	516,168.00	585,504.00	1,101,672.00	1,262,012.00
b.	<b>Expenditure</b>				
	After School Care Programme – Fee Waiving Subsidy				
	Scheme	507,822.00	548,910.00	1,056,732.00	1,061,455.00
	Total	507,822.00	548,910.00	1,056,732.00	1,061,455.00
	Surplus/(deficit) for the year	8,346.00	36,594.00	44,940.00	200,557.00

### 4. RENT AND RATES

This represents the amount paid by SWD in respect of premises recognised by SWD. Expenditures on rent and rates in respect of premises not recognised by SWD have not been included in AFR.

### NOTES ON THE ANNUAL FINANCIAL REPORT

### 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 of the FSA-related activities reflected in the AFR.

The breakdown on Other Income is as follows:

	<u>2023 - 24</u> HK\$	<u>2022-23</u> HK\$
Other income		•
Fees and charges for services incidental to the operation of subvented services	884,202.50	719,067.00
b) Utilised allocation under Central Items (CI) – After School Care Programmer (ASCP) – Fee		
Waiving Subsidy Scheme (FWSS)* c) Donation	355,206.00 3,841.80	340,810.00 1,207.50
d) Others	200.00	390.00
	1,243,450.30	1,061,474.50
Less: Utilised allocation under CI - ASCP - FWSS		
which forms as part of Other Income	355,206.00	340,810.00
Total	888,244.30	720,664.50

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

### 6. PERSONAL EMOLUMENTS

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

The analysis on number of posts with annual Personal Emoluments over HK\$700,000.00 each paid under LSG is appended below:

Analysis of Personal Emoluments Paid under LSG	No. of Posts	<u>2023-24</u> HK\$
HK\$700,001 – HK\$800,000 p.a.	1	781,040
HK\$800,001 – HK\$900,000 p.a.	-	w
HK\$900,001 – HK\$1,000,000 p.a.	paq	<b></b>
HK\$1,000,001 – HK\$1,100,000 p.a.	NA.	_
HK\$1,100,001 - HK\$1,200,000 p.a.	-	-
>HK\$1,200,000 p.a.		

## NOTES ON THE ANNUAL FINANCIAL REPORT

### 7. OTHER CHARGES

The breakdown on Other Charges is as follows:

		2023-24 HK\$	2022-23 HK\$
Othe	er Charges		
a)	Utilities	34,423.79	30,956.51
b) c)	Food Administrative Expenses	54,633.30	44,558.34
d)	Stores and Equipment	11,524.45	50,625.00
e)	Repair and Maintenance	34,960.72	22,333.95
f)	Special Allowances	000 540 60	206 100 26
g)	Programme Expenses	288,549.60 814.40	306,102.36 1,408.80
h)	Transportation and Travelling Insurance	18,335.41	15,381.10
i) j)	Miscellaneous	53,907.08	33,123.82
Sub	Total	497,148.75	504,489.88
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*	355,206.00	340,810.00
Tota	.1	141,942.75	163,679.88

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

### NOTES ON THE ANNUAL FINANCIAL REPORT

# ANALYSIS OF LUMP SUM GRANT RESERVE AND BALANCES OF OTHER SWD SUBVENTIONS

			Adjustment for Utilised allocation			
	Lump Sum Grant (LSG)	Holding Account (HA)	Under ASCP - FWSS	Rent and Rates	Central Items	Total
	HK\$		HK\$	HK\$	HK\$	HK\$
INCOME Lump Sum Grant Fee Income Other Income	3,581,222.00 7,917.00 888,244.30		(355,206.00)	- - -	- - -	3,581,222.00 7,917.00 533,038.30
Interest Received (Note (1)) Rent and Rates Central Items	21,566.12	-	-	214,589.00	1,101,672.00	21,566.12 214,589.00 1,101,672.00
Total Income (a)	4,498,949.42	-	(355,206.00)	214,589.00	1,101,672.00	5,460,004.42
EXPENDITURE Personal Emoluments Other Charges Rent and Rates	4,002,389.97 497,148.75	39,240.00	(355,206.00)	217,310.20	1,056,732.00	4,041,629.97 141,942.75 217,310.20 1,056,732.00
Central Items	4,499,538.72	39,240,00	(355,206.00)	217,310.20	1.056,732.00	5,457,614,92
Total Expenditure (b) (Deficit)/surplus for the year (a) – (b) Add: Deficit of Provident Fund	(589.30)	(39,240.00)	-	(2,721.20)	44,940.00	2,389.50
1 TOY INCIN 1 dild	34,091.60		-	-		34,091.60
	33,502.30	(39,240.00)	-	(2,721.20)	44,940.00	36,481.10
Surplus/(deficit) b/f (Note (2))	860,127.58	197,992.74		7,315.74	86,753.50	1,152,189.56
	893,629.88	158,752.74	-	4,594.54	131,693.50	1,188,670.66
Add: Refund from Government	-	-	-		-	-
Less: Refund to Government Transfer from LSG Reserve to cover the Salary adjustment for Dementia Supplement and Infirmary Care	-		-	(7,315.80)		(7,315.80)
Supplement (Note (3))	м		_			-
Surplus/(Deficit) c/f (Note (4))	893,629.88	158,752.74	_	(2,721.26)	131,693.50	1,181,354,86

### Notes:

(1)

(2)

(3)

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.

Accumulated balance of LSG 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.

Amount of LSG Reserve used to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplement, if any, as per Schedule for Central Items.

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. (4)

(A) Total expenditure excluding Provident Fund expenditure:

	Total expenditure for the year Less: Provident Fund for the year	HK\$	4,538,778.72 (291,764.60)
		HK\$_	4,247,014.12
(B)	Total surplus c/f of LSG Less: LSG Reserve kept in the holding account	HK\$ -	1,052,382.62 158,752.74
		HK\$	893,629.88
	25% of (A) on operating expenditure for the year	HK\$	1,061,753.53
	(B) amount is smaller than 25% of (A): no clawback	HK\$	Nil

# HANS ANDERSEN CLUB LIMITED

Analysis of Subvention and Expenditure for the Period from 1 April 2023 to 31 March 2024 Schedule for Central Items

							Deficit for the year		***************************************		7,7,4
Unit	***************************************	Subvented	Subvention Released	Actual Expenditure	Surplus	Deficit	Deficit transferred to LSG	Adjusted	Surplus b/f	Refund	Surplus c/f
code	Name	Element	(Note 1)	(Note 2)	(Note 3)	(Note 3)	(Note 4)	Deficit	(Note 5)	to Govern	(Note 6)
			17 17 17 17 17 17 17 17 17 17 17 17 17 1		(a)	(b)	(2)	(a)=(b)	(e)	ment (f)	(f)=(e)+(a)-(d)
			HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
3030	3030 Diana Boyd	After School Care	MANIFACTOR						Attended to		
	Wilson Centre	Programme – Fee Waiving Subsidy Scheme	516,168.00	507,822.00	8.346.00	ı	,	ı	1	,	8 346 00
3030	3030 Chuk Yuen Centre After School Care	After School Care									
		Programme – Fee Waiving						***************************************			
		Subsidy Scheme	585,504.00	548,910.00	36,594.00	•	-	1	86,753.50	1	123,347.50
		TOTAL:	1,101,672.00	1,056,732.00	44,940.00	1	1	•	86,753.50	١	131,693.50

# Notes:

- 1. The figures for the whole financial year are extracted from the paylist for March (Final) or remittance advice(s) issued by the Treasury or allocation letter(s) by Social Welfare Department 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. 7
- Surplus/Deficit for each element represents the difference between subvention released and actual expenditure. ω,
- 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. 4,
- 5. "Surplus brought forward (b/f)" means surplus, if any, arising from operations in previous years.
- "Surplus carried forward (c/f)" means surplus brought forward less refund to Government plus surplus, if any, arising from operations in current year. 6.
- Unit code and name are extracted from the paylist from SWD and remittance advice from the Treasury respectively. ~
- The central items as listed above may not be exhaustive and relevant details of central items released and / or expended during the year, where appropriate, should also be ∞.

# Schedule For Reconciliations of Surplus for the year between the audited financial statements and AFR

### HANS ANDERSEN CLUB LIMITED

	<u>2023-24</u> HK\$	2022-23 HK\$
Total comprehensive (expense)/income for the year (per movement of Lump Sum Grant Reserve shown on Page		
9 of audited financial statements)		
- Lump Sum Grant	2,496.91	(146,016.64)
- Provident Fund	(34,091.60)	(24,993.08)
- ASCP	44,940.00	200,557.00
Total comprehensive income for the year	13,345.31	29,547.28
Agency's contribution	-	
Subvention/(deficit recoverable)/surplus repayable	(2,721.20)	7,315.80
Surplus for the year on accrual basis	10,624.11	36,863.08
Accounts receivable b/f	43,991.63	31,182.83
Receipt in advance b/f	(79,211.00)	(40,900.00)
Prepayment b/f	893.65	23,702.45
Accrued expenses b/f	(38,842.00)	(36,343.00)
Accounts receivable c/f	(23,464.38)	(43,991,63)
Prepayment c/f	(1,946.51)	(893,65)
Receipt in advance c/f	70,276.00	79,211.00
Accrued expenses c/f	20,068.00	38,842.00
Surplus for the year on each basis	0 000 50	00 000 00
Surplus for the year on cash basis	2,389.50	87,673.08

### Schedule For Investment Analysis of Investment As At 31 March 2024

### HANS ANDERSEN CLUB LIMITED

	2023-24 HK\$	2022-23 HK\$
LSG Reserve as at 31 March	1,052,382.62	1,058,120.32
Represented by:		
Investments		
<ul><li>a. HKD Bank Account Balances</li><li>b. HKD 24-hour Call Deposits</li></ul>	594,506.32	617,262.02
c. HKD Fixed Deposits d. HKD Certificate of Deposits	457,876.30	440,858.30
e. HKD Bonds (see Annex 3 (2 of 2) for breakdown)	_	-
	1,052,382.62	1,058,120.32

Note: The investments should be reported at historical cost.

Confirmed by:

Chairperson

Date: 2 8 OCT 2024

Executive Director

Date: 28 OCT 2024

HANS ANDERSEN CLUB LIMITED

Schedule for Investment
Detailed Analysis of Bonds/Notes as at 31 March 2024

Custodian Bank		
Credit Rating		
Effective Yield % p.a.		
Coupon % p.a.		
Maturity Date		
Cost of Acquisition (Note)		
Nominal Amount		
Issuer	N/A N/A N/A	Total
	4. 4. 4.	

Note: The amount will be reduced in accordance with the proportion of the disposal of the investments.

### Schedule For Rent and Rates Analysis of Subvention and Expenditure for the period from 1 April 2023 to 31 March 2024

### HANS ANDERSEN CLUB LIMITED

This represents the amount paid by Social Welfare Department. The details are analysed below:

Unit Code and Name	Subvented Element	Subvention Released (Note 1) HK\$	Actual Expenditure HK\$	Surplus (Note 2) HK\$	Deficit (Note 2) HK\$
7050 Diana Boyd Wilson Centre	Rent (Note 3) Rates	197,904.00 16,685.00	197,904.00 19,406.20	-	(2,721.20)
	Total	214,589.00	217,310,20	-	(2,721.20)

### Notes:

- 1. The figures are to be extracted from the paylist for March plus subvention released in late March of the financial year. Reimbursement to rent and rates relating to previous financial year(s) (i.e. back payment(s) should not be included.
- 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.