

**SIK SIK YUEN**

**THE ANNUAL FINANCIAL REPORT  
(LUMP SUM GRANT SERVICES)**


**FOR THE YEAR ENDED 31 MARCH, 2024**

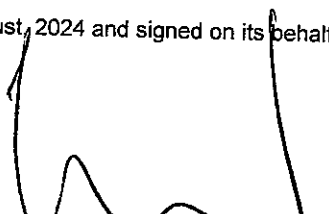
**SIK SIK YUEN**  
**ANNUAL FINANCIAL REPORT**  
**(LUMP SUM GRANT SERVICES)**  
**1 APRIL, 2023 TO 31 MARCH, 2024**


	Notes	<u>Total</u> <u>2023-24</u>	<u>Total</u> <u>2022-23</u>
		\$	\$
<b>A. INCOME</b>			
1. Lump Sum Grant			
a. Lump Sum Grant (excluding Provident Fund)	1b	195,161,409.00	182,782,129.00
b. Provident Fund	1c	13,447,793.00	12,899,262.00
2. Fee Income	2	15,091,208.10	14,330,755.40
3. Central Items	3a	17,273,800.00	16,509,530.00
4. Rent and Rates	4	9,374,986.00	9,392,073.00
5. Other Income	5	3,927,083.60	2,992,479.43
6. Interest Received		3,828,568.96	2,203,468.45
<b>TOTAL INCOME</b>		<u>258,104,848.66</u>	<u>241,109,697.28</u>
<b>B. EXPENDITURE</b>			
1. Personal Emoluments			
a. Salaries		176,976,752.35	164,832,692.79
b. Provident Fund	1c	14,753,955.00	9,812,541.92
c. Allowances		7,393,346.38	6,045,415.42
Sub-total	6	199,124,053.73	180,690,650.13
2. Other Charges	7	32,332,402.74	31,623,196.15
3. Central Items	3b	17,249,069.31	16,822,106.30
4. Rent and Rates	4	9,527,988.00	9,294,161.40
<b>TOTAL EXPENDITURE</b>		<u>258,233,513.78</u>	<u>238,430,113.98</u>
<b>C. SURPLUS/(DEFICIT) FOR THE YEAR</b>	8	<u>(128,665.12)</u>	<u>2,679,583.30</u>

The Annual Financial Report from pages 3 to 13 has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.

Approved by the Board on 16 August, 2024 and signed on its behalf by:

  
 Mr. Lai Chak Sum  
 Chairman

  
 Mr. Leung Wai Tai  
 Director

  
 Ms. Sin Pik Shan  
 Chief Executive Officer

**SIK SIK YUEN**  
**NOTES ON THE ANNUAL FINANCIAL REPORT**  
**(LUMP SUM GRANT SERVICES)**  
**1 APRIL, 2023 TO 31 MARCH, 2024**

**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 services) 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 Lump Sum Grant (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 recongised 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:

<b><u>Provident Fund Contribution</u></b>	<b><u>Snapshot Staff</u></b>	<b><u>6.8% and Other Posts</u></b>	<b><u>Total</u></b>
	\$	\$	\$
Subvention Received	1,509,593.00	11,938,200.00	13,447,793.00
Provident Fund Contribution Paid during the Year	(1,256,505.35)	(13,497,449.65)	(14,753,955.00)
Surplus/(Deficit) for the Year	253,087.65	(1,559,249.65)	(1,306,162.00)
<u>Add:</u> Surplus b/f	991,361.37	31,668,440.57	32,659,801.94
Additional subvention received for previous year(s)	-	180,634.00	180,634.00
<u>Less:</u> Refund to Government	(575,003.00)	-	(575,003.00)
<b>Surplus c/f</b>	<b>669,446.02</b>	<b>30,289,824.92</b>	<b>30,959,270.94</b>

**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.

**SIK SIK YUEN**  
**NOTES ON THE ANNUAL FINANCIAL REPORT**  
**(LUMP SUM GRANT SERVICES)**  
**1 APRIL, 2023 TO 31 MARCH, 2024**

**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 the LSG Manual (October 2016)). The income and expenditure of each of the Central Items are as follows:

	<u>2023-24</u>	<u>2022-23</u>
<b>a. Income</b>	<b>\$</b>	<b>\$</b>
Dementia Supplement for Residential Elderly Services	7,696,479.00	7,830,706.00
Infirmiry Care Supplement for Residential Elderly Services	9,562,410.00	8,669,160.00
Time-defined Subsidy Scheme for Extended Hours Service Users	4,417.00	4,417.00
Time-defined Subsidy Scheme for Occasional Child Care Service	10,494.00	5,247.00
<b>Total</b>	<u>17,273,800.00</u>	<u>16,509,530.00</u>
<b>b. Expenditure</b>	<b>\$</b>	<b>\$</b>
Dementia Supplement for Residential Elderly Services	7,690,816.48	7,827,246.82
Infirmiry Care Supplement for Residential Elderly Services	9,558,252.83	8,666,272.48
One-off Subsidy for Strengthened Provision of Visiting Medical Officer Service for RCHE	-	328,587.00
<b>Total</b>	<u>17,249,069.31</u>	<u>16,822,106.30</u>

**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 be included as Other Income in AFR. In this respect, donations should be included if it is used to finance expenditure of the FSA services/ FSA-related activities reflected in the AFR.

The breakdown on Other Income is as follows:

	<u>2023-24</u>	<u>2022-23</u>
<b>Other Income</b>	<b>\$</b>	<b>\$</b>
(a) Programme income	2,168,910.00	969,941.80
(b) Production income	974,138.10	1,488,246.70
(c) Donation	-	-
(d) Income from Other Activities	-	-
(e) Utilised allocation under Central Items (CI): After School Care Programme (ASCP) / Enhanced ASCP / ASCP(PC) – Fee Waiving Subsidy Scheme (FWSS) which forms as part of Other Income	-	-
(f) Reimbursement of Maternity Leave Pay (RMLP) Scheme reimbursement received	-	-
(g) Miscellaneous income	784,035.50	534,290.93
<b>Sub-Total</b>	<u>3,927,083.60</u>	<u>2,992,479.43</u>
Less: Utilised allocation under CI: ASCP / Enhanced ASCP / ASCP(PC) - FWSS which forms as part of Other Income	-	-
<b>Total</b>	<u>3,927,083.60</u>	<u>2,992,479.43</u>

**SIK SIK YUEN**  
**NOTES ON THE ANNUAL FINANCIAL REPORT**  
**(LUMP SUM GRANT SERVICES)**  
**1 APRIL, 2023 TO 31 MARCH, 2024**

**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:

<u>Analysis on Personal Emoluments paid under LSG</u>	<u>No. of Posts</u>	<u>\$</u>
HK\$700,001 - HK\$800,000 p.a.	12	8,906,554.69
HK\$800,001 - HK\$900,000 p.a.	5	4,158,682.63
HK\$900,001 - HK\$1,000,000 p.a.	4	3,818,928.41
HK\$1,000,001 - HK\$1,100,000 p.a.	4	4,079,374.89
HK\$1,100,001 - HK\$1,200,000 p.a.	3	3,456,825.25
>HK\$1,200,000 p.a.	3	3,998,808.73

**7. Other Charges**

The breakdown on Other Charges is as follows:

<u>Other Charges</u>	<u>2023-24</u>	<u>2022-23</u>
	\$	\$
(a) Utilities	7,282,967.86	6,895,889.94
(b) Food	9,025,734.06	9,728,752.11
(c) Administrative Expenses	1,786,881.73	2,183,993.09
(d) Stores and Equipment	1,731,305.61	1,663,285.89
(e) Repair and Maintenance	2,749,224.14	2,728,838.07
(f) Special Allowances	-	-
(g) Programme Expenses	4,589,183.70	3,243,002.85
(h) Transportation and Travelling	309,853.66	219,556.97
(i) Insurance	1,609,255.22	1,472,303.13
(j) Miscellaneous	3,247,996.76	3,487,574.10
<b>Sub-Total</b>	<u>32,332,402.74</u>	<u>31,623,196.15</u>
Less: Utilised allocation under CI: ASCP / Enhanced ASCP / ASCP(PC) - FWSS which forms as part of Other Income	-	-
<b>Total</b>	<u><u>32,332,402.74</u></u>	<u><u>31,623,196.15</u></u>

**SIK SIK YUEN**  
**NOTES ON THE ANNUAL FINANCIAL REPORT**  
**(LUMP SUM GRANT SERVICES)**  
**1 APRIL, 2023 TO 31 MARCH, 2024**

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

	<u>Lump Sum Grant</u> (LSG)	<u>Holding Account</u> (HA)	<u>Adjustment for Utilised</u> <u>allocation under ASCP</u> <u>/ Enhanced ASCP /</u> <u>ASCP(PC) - FWSS</u>	<u>Rent and Rates</u>	<u>Central Items (CI)</u>	<u>Total</u>
	\$	\$	\$	\$	\$	\$
<b>Income</b>						
Lump Sum Grant	208,609,202.00	-	-	-	-	208,609,202.00
Fee Income	15,091,208.10	-	-	-	-	15,091,208.10
Other Income	3,927,083.60	-	-	-	-	3,927,083.60
Interest Received (Note 1)	3,828,568.96	-	-	-	-	3,828,568.96
Rent and Rates	-	-	-	9,374,986.00	-	9,374,986.00
Central Items	-	-	-	-	17,273,800.00	17,273,800.00
<b>Total Income (a)</b>	<b>231,456,062.66</b>	<b>-</b>	<b>-</b>	<b>9,374,986.00</b>	<b>17,273,800.00</b>	<b>258,104,848.66</b>
<b>Expenditure</b>						
Personal Emoluments	195,124,053.73	4,000,000.00	-	-	-	199,124,053.73
Other Charges	32,332,402.74	-	-	-	-	32,332,402.74
Rent and Rates	-	-	-	9,527,988.00	-	9,527,988.00
Central Items	-	-	-	-	17,249,069.31	17,249,069.31
<b>Total Expenditure (b)</b>	<b>227,456,456.47</b>	<b>4,000,000.00</b>	<b>-</b>	<b>9,527,988.00</b>	<b>17,249,069.31</b>	<b>258,233,513.78</b>
	T1	T2				
<b>Surplus/(Deficit) for the Year (a) - (b)</b>	3,999,606.19	(4,000,000.00)	-	(153,002.00)	24,730.69	(128,665.12)
Less: Surplus of Provident Fund	1,306,162.00	-	-	-	-	1,306,162.00
Adjustment (Note 5)	5,305,768.19	(4,000,000.00)	-	(153,002.00)	24,730.69	1,177,496.88
<b>Surplus/(Deficit) b/f (Note 2)</b>	34,618,928.13	24,600,250.93	-	97,919.97	(136,635.26)	152,645.96
	39,924,696.32	20,600,250.93	-	(55,082.03)	40,741.39	60,510,606.61
<u>Add:</u> Refund from Government	-	-	-	266,415.00	-	266,415.00
<u>Less:</u> Refund to Government	-	-	-	(364,326.60)	(16,010.70)	(380,337.30)
Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplement (Note 3)	-	-	-	-	-	-
Adjustment for utilised allocation under <u>Enhanced</u> ASCP / ASCP(PC) - FWSS (over-estimated) / under-estimated in previous year(s)	-	-	-	-	-	-
<b>Surplus/(Deficit) c/f (Note 4)</b>	<b>39,924,696.32</b>	<b>20,600,250.93</b>	<b>-</b>	<b>(152,993.63)</b>	<b>24,730.69</b>	<b>60,396,684.31</b>
	S1					

- Notes: (1) Interest received on LSG (including HA) 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 of LSG Surplus b/f from previous years (including all interest received in previous years (see (1) above) and the balance of HA should be separately reported as in the surplus b/f under LSG and HA respectively.  
(3) 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.  
(4) For NGOs with HA, with effect from 2022-23, the calculation of the annual claw-back is as follows:  
(i) With Snapshot Staff (SS) (i.e. Position of SS as at 1 September being reported on the Agency Staff List submitted by NGO last year was greater than zero) The level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1+T2) excluding Provident Fund Contribution) for the year.  
(5) Adjustment for the accumulated deficits of Dementia Supplement / Infirmary Care Supplement for Residential Elderly Services absorbed by the Subvented Agency.

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

Name of NGO: Sik Sik Yuen (Code: 628)

Unit Code and Name / Remittance Advice No. (Note 7)	Subvented Element	Subvention Released (Note 1a) (a1)	Reimbursement of Maternity Leave Pay (RMLP) Scheme reimbursement received (Note 1b)	Actual Expenditure (Note 2a) (a2)	Actual Expenditure incurred under RMLP Scheme (Note 2b)	Surplus (Note 3) (a)=(a1)-(a2)	Deficit for the Year			Surplus b/f (Note 5) (e)	Refund from (to) Government (f)	Adjustment (Note 9 & 10) (g)	Surplus c/f (Note 6) (h)=(e)+(a)-(d)- (f)+/(g)
							(Deficit) (Note 3) (b)=(a1)-(a2)	Deficit transferred to LSG (Note 4) (c)	Adjusted Deficit (d) = (b) - (c)				
7981 Ho Cheung Home for the Elderly	Dementia Supplement for Residential Elderly Services	\$ 942,426.00	\$ -	\$ 939,986.79	\$ -	\$ 2,439.21	\$ -	\$ -	\$ -	\$ (70,720.04)	\$ (458.47)	\$ (71,178.51)	\$ 2,439.21
7928 Ho On Home for the Elderly	Dementia Supplement for Residential Elderly Services	1,308,925.00	-	1,308,047.71	-	877.29	-	-	-	(25,131.07)	(765.98)	(25,897.05)	877.29
7982 Ho Shin Home for the Elderly	Dementia Supplement for Residential Elderly Services	1,308,925.00	-	1,308,722.02	-	202.98	-	-	-	68,292.35	(645.11)	67,647.24	202.98
7929 Ho Shing Home for the Elderly	Dementia Supplement for Residential Elderly Services	628,284.00	-	627,948.37	-	335.63	-	-	-	12,764.98	(977.62)	11,787.36	335.63
7980 Ho Yam Care & Attention Home for the Elderly	Dementia Supplement for Residential Elderly Services	3,507,919.00	-	3,506,111.59	-	1,807.41	-	-	-	(85,714.82)	(612.00)	(86,326.82)	1,807.41
4961 Ho Cheung Home for the Elderly	Infirmiry Care Supplement for Residential Elderly Services	3,284,060.00	-	3,283,455.02	-	604.98	-	-	-	(1,632.64)	(388.67)	(2,021.31)	604.98
4974 Ho On Home for the Elderly	Infirmiry Care Supplement for Residential Elderly Services	1,255,670.00	-	1,252,878.85	-	2,791.15	-	-	-	(4,180.76)	(1,106.77)	(5,287.53)	2,791.15
5774 Ho Shin Home for the Elderly	Infirmiry Care supplement for Residential Elderly Services	1,642,030.00	-	1,641,587.19	-	442.81	-	-	-	(14,200.65)	(1,350.99)	(15,551.64)	442.81
5775 Ho Shing Home for the Elderly	Infirmiry Care Supplement for Residential Elderly Services	3,380,650.00	-	3,380,331.77	-	318.23	-	-	-	(25,776.61)	(41.09)	(25,817.70)	318.23
W628 Ho Oi Day Nursery	Subsidy Scheme for Extended Hours Service (EHS) Users (Time-defined 31/08/2024)	4,417.00	-	-	-	4,417.00	-	-	-	4,417.00	(4,417.00)	-	4,417.00
6362 Ho Oi Day Nursery	Subsidy Scheme for Occasional Child Care Service (Time defined 31/03/2026)	10,494.00	-	-	-	10,494.00	-	-	-	5,247.00	(5,247.00)	-	10,494.00
<b>TOTAL</b>		<b>17,273,800.00</b>	<b>-</b>	<b>17,249,069.31</b>	<b>-</b>	<b>24,730.69</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(136,635.26)</b>	<b>(16,010.70)</b>	<b>(152,645.96)</b>	<b>24,730.69</b>

Notes:

- 1(a). The figures for the whole financial year are extracted from the payroll for March (Final) or remittance advice(s) issued by the Treasury or allocation letter(s) issued by Social Welfare Department of the financial year.
- 1(b). This amount represents any reimbursement received from the RMLP Scheme if the NGO has temporarily paid the expenditure out of the allocation from the subvented element (see Note 2(b) below).
- 2(a). Actual expenditure represents the total expenditure incurred including provident fund for the respective services after netting off (i) programme income and (ii) expenditure under RMLP Scheme mentioned in Note 2(b) below, if any.
- 2(b). This amount represents the additional four weeks' MLP (i.e. the 11th to 14th weeks) paid to the employee out of the corresponding allocation.
3. Surplus/Deficit for each element represents the difference between subvention released and actual expenditure. **(Cash Basis)**
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 Elderly with Disabilities
  - (ii) Infirmary Care Supplement for the Aged Blind Persons
  - (iii) Dementia Supplement for Residential Elderly Services
  - (iv) Infirmary Care Supplement for Residential Elderly Services
5. "Surplus brought forward (b/f)" means surplus, if any, arising from operations in previous years.
6. "Surplus carried forward (c/f)" means surplus brought forward less refund to Government plus surplus, if any, arising from operations in current year.
7. Unit codes and name / remittance advice no. are extracted from the payroll 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 released and/or expended during the year, where appropriate, should also be included.
9. For ASCP / Enhanced 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. Adjustment for the accumulated deficits of Dementia Supplement / Infirmary Care Supplement for Residential Elderly Services is absorbed by the Subvented Agency.