INDEPENDENT AUDITOR'S ASSURANCE REPROT
TO THE EXECUTIVE COMMITTEE MEMBERS OF
YUEN LONG TOWN HALL MANAGEMENT COMMITTEE LIMITED (the "NGO")
(incorporated in Hong Kong with limited liability by guarantee

We have audited the financial statements of the NGO for the year ended March 31, 2025 in accordance with Hong Kong Standards on Auditing issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA"), and have issued an unmodified auditor's report thereon dated October 23, 2025.

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 NGO for the year ended March 31, 2025.

Responsibilities of the Executive Committee Members

In relation to this report, the executive committee members are responsible for ensuring the AFR of the NGO for the year ended March 31, 2025 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 NGO 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 requirement of the Code of Ethics for Professional Accountants issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA"), which is founded on fundamental principles of integrity, objectivity, professional competence and due care, confidentiality and professional behaviour.

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.

INDEPENDENT AUDITOR'S ASSURANCE REPROT
TO THE EXECUTIVE COMMITTEE MEMBERS OF
YUEN LONG TOWN HALL MANAGEMENT COMMITTEE LIMITED (the "NGO")
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Auditor's Responsibility (Continued)

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.

In relation to our conclusion 1 below, we have planned and performed such procedures as we considered necessary with reference to the procedures recommended I 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 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 NGO 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 NGO for the year ended March 31, 2025 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 Ngo 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 NGO 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.

RICKY CHAN CERTIFIED PUBLIC ACCOUNTANT (PRACTISING)

Chan Kwok Lam
Practising Certified Number: P07084

Hong Kong, 23 October 2025

Appendix A

ANNUAL FINANCIAL REPORT

NGO: Yuen Long Town Hall Management Committee Limited(844)

(1 April 2024 to 31 March 2025)

	Notes	2024-25 $	2023-24 $
A. INCOME			
1. Lump Sum Grant			
a. Lump Sum Grant (excluding Provident Fund)	**1b**	34,865,215.00	33,000,734.00
b. Provident Fund	**1c**	4,095,773.00	3,875,244.00
2. Fee Income	**2**	180,960.00	191,872.00
3. Central Items	**3**	211,176.00	303,336.00
4. Rent and Rates	**4**	993,826.00	912,333.00
5. Other Income	**5**	5,583.343.13	4,784,614.14
6. Interest Received		56,009.94	73,198.90
TOTAL INCOME		45,986,303.07	43,141,332.04
B. EXPENDITURE			
1. Personal Emoluments			
a. Salaries		35,597,421.37	34,272,391.28
b. Provident Fund	**1c**	3,478,910.17	3,523,026.03
c. Allowances		-	-
Sub-total	**6**	39,076,331.54	37,795,417.31
2. Other Charges	**7**	5,046,435.68	4,047,552.67
3. Central Items	**3**	181,698.00	109,784.00
4. Rent and Rates	**4**	966,005.18	933,744.75
TOTAL EXPENDITURE		45,270,470.40	42,886,498.73
C. SURPLUS/ (DEFICIT) FOR THE YEAR	**8**	715,832.67	254,833.31

The Annual Financial Report from pages 4 to 18 has been prepared in accordance with the requirements as set out in the Lump Sum Grant Subvention Manual.

SIGNATURE
CHAIRMAN
DATE: 23 October 2025

SIGNATURE
NGO HEAD
DATE: 23 October 2025

NOTES ON THE ANNUAL FINANCIAL REPORT

1. Lump Sum Grant (LSG)

a. Basis of preparation

The Annual Financial Report (AFR) is prepared in respect of all services defined in Funding and Service Agreement (FSA) (including support services to FSA services) funded by the Social Welfare Department (SWD) under the Lump Sum Grant Subvention System and also FSA services/ FSA-related activities funded by Other Funds or Donations for Designated Purposes. 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.
Other posts represent those staff that are employed after 1 April 2000.
The Provident Fund received and contributed for staff under the Central Items and Other Funds or Donations for Designated Purposes which are separately included as part of the income and expenditure of the relevant disclosures have been shown under **Note 3 and 8**.
Details are analysed below:

Provident Fund Contribution	**Snapshot Staff** $	**6.8% and Other Posts** $	**Total** $
Subvention Received	2,675,377.00	1,420,396.00	4,095,773.00
Provident Fund Contribution Paid during the Year	(2,283,463.95)	(1,195,446.22)	(3,478,910.17)
Surplus/ (Deficit) for the Year	391,913.05	224,949.78	616,862.83
Add : Surplus/ (Deficit) b/f	305,411.20	2,654,429.17	2,959,840.37
Additional subvention received for previous year(s)	-	53,784.00	53,784.00
Less: Refund to Government	(217,122.00)	-	(217,122.00)
Gratuities to long serving employee	-	(212,380.00)	(212,380.00)
Surplus c/f	**480,202.25**	**2,720,782.95**	**3,200,985.20**

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 Subvention 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 5.5.4(c) of the LSG Subvention Manual). The income and expenditure of each of the Central Items are as follows:

a. Income	**2024-25** **$**	**2023-24** **$**
Dementia Supplement for Elderly with Disabilities	-	-
Infirmary Care Supplement for the Aged Blind Persons	-	-
Infirmary Care Supplement for Residential Elderly Services	-	-
Foster Care Allowance/ One-off Special Allowance for Foster Children to Safeguard the Foster Children from the Coronavirus Disease / Emergency Foster Care Allowance	-	-
After School Care Programme – Fee Waiving Subsidy Scheme	94,176.00	69,336.00
Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services	-	
Neighbourhood Support Child Care Project (NSCCP) – Contract Subsidy	-	
NSCCP – Subsidy for Fee Reduction/Waiving	-	
NSCCP – Subsidy for Incentive Payment	-	
NSCCP – Subsidy for Training Allowance	-	
NSCCP – Rent and Rates	-	
Training Sponsorship Scheme for Master in Occupational Therapy and Physiotherapy programmes	-	
Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehabilitation Services	-	
Financial Incentive Scheme for Mentors of Employees with Disabilities	-	
Enhanced After School Care Programme – Fee Waiving Subsidy Scheme	-	-
Navigation Scheme for Young Persons in Care Services - Operating Expenses	-	-
Navigation Scheme for Young Persons in Care Services - Training Cost	-	-
Subsidy for Enhanced Support for Ethnic Minority Children in Special Care Centre	-	-
Subsidy for Enhanced Support for Ethnic Minority Children in		

Early Education and Training Centres	-	-
Time-defined Allocation of Ethnic Minority District Ambassador Posts - salary and provident fund	-	-
Time-defined Allocation of Ethnic Minority District Ambassador Posts –other charges	-	-
Short-term Food Assistance Service Teams – Food Cost	-	-
Siu Lam Integrated Rehabilitation Services Complex – Management & Maintenance Cost for Common Area	-	-
After School Care Programme for Pre-primary Children [ASCP(PC)] Contract Subsidy	-	-
ASCP(PC) Fee Subsidy	117,000.00	234,000.00
ASCP(PC) Rent and Rates	-	-
Time-defined Service Contract of Social Work Service for Pre-primary Institutions		
- Allocation	-	-
- Rent and Rates	-	-
Allowances for Specific Services Arising from the Implementation of the Minimum Wage Ordinance (Overnight On-site-on-call Allowance)	-	-
Travelling Subsidy of the designated Hotline for Carer Support (Carer Hotline)	-	-
Pilot Scheme on Training to Foreign Domestic Helpers in Care for Persons with Disabilities	-	-
Special Grant for Providing Temporary Accommodation for Services Users of SAHK LOHAS Garden at Cheung Muk Tau Holiday Centre for the Elderly	-	-
Special Grant for Temporary Relocation of Service Users of SAHK LOHAS Garden to Cheung Muk Tau Holiday Centre	-	-
One-off Allocation for Providing Assistance to Persons with Disabilities under the Government Public Transport Fare Concession Scheme for the Elderly and Eligible Persons with Disabilities	-	-
Siu Lam Integrated Rehabilitation Services Complex - Central Item of Residential Respite Services	-	-
Transition Subsidy for School Leavers (CITSL)	-	-
Multi-faceted Support for Foster Families and Children under Foster Care Service (MSFC)		
- Subsidy for Providing Professional Services	-	-
- Subsidy to Support the Learning and Development of Foster Children	-	-
Child Protection Support Service (ChildPRO)	-	-

For the following Central Items, please take note of para. 4(f) of Points to Note on Preparation of AFR and Analysis Schedules in reporting the amounts of subvention:

Temporary Financial Aid under Care and Support Networking Team^	-	-

Emergency Fund for NGOs operating Integrated Services Team for Street Sleepers^	-	-
Subsidy Scheme for Extended Hours Service Users^	-	-
Short-term Rental Assistance for Discharged Prisoners^	-	-
Cash Subsidy for Integrated Support Services for Persons with Severe Physical Disabilities^	-	-
Time-defined Subsidy Scheme for Occasional Child Care Service^	-	-
Total	**211,176.00**	**303,336.00**

b. Expenditure	**2024-25 $**	**2023-24 $**
Dementia Supplement for Elderly with Disabilities	-	-
Infirmary Care Supplement for the Aged Blind Persons	-	-
Infirmary Care Supplement for Residential Elderly Services	-	-
Foster Care Allowance/ One-off Special Allowance for Foster Children to Safeguard the Foster Children from the Coronavirus Disease / Emergency Foster Care Allowance	-	-
After School Care Programme – Fee Waiving Subsidy Scheme	73,248.00	71,904.00
Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services	-	-
Neighbourhood Support Child Care Project (NSCCP) – Contract Subsidy	-	-
NSCCP – Subsidy for Fee Reduction/Waiving	-	-
NSCCP – Subsidy for Incentive Payment	-	-
NSCCP – Subsidy for Training Allowance	-	-
NSCCP – Rent and Rates	-	-
Training Sponsorship Scheme for Master in Occupational Therapy and Physiotherapy programmes	-	-
Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehabilitation Services	-	-
Financial Incentive Scheme for Mentors of Employees with Disabilities	-	-
Enhanced After School Care Programme – Fee Waiving Subsidy Scheme	-	
Navigation Scheme for Young Persons in Care Services - Operating Expenses	-	
Navigation Scheme for Young Persons in Care Services - Training Cost	-	
Subsidy for Enhanced Support for Ethnic Minority Children in Special Care Centre	-	
Subsidy for Enhanced Support for Ethnic Minority Children in Early Education and Training Centres	-	
Time-defined Allocation of Ethnic Minority District Ambassador Posts – salary and provident fund	-	

Time-defined Allocation of Ethnic Minority District Ambassador Posts – other charges	-	-
Short-term Food Assistance Service Teams – Food Cost	-	-
Siu Lam Integrated Rehabilitation Services Complex – Management & Maintenance Cost for Common Area	-	-
After School Care Programme for Pre-primary Children [ASCP(PC)] Contract Subsidy	-	-
ASCP(PC) Fee Subsidy	108,450.00	37,880.00
ASCP(PC) Rent and Rates	-	-
Time-defined Service Contract of Social Work Service for Pre-primary Institutions		
- Allocation	-	-
- Rent and Rates	-	-
Allowances for Specific Services Arising from the Implementation of the Minimum Wage Ordinance (Overnight On-site-on-call Allowance)	-	-
Travelling Subsidy of the designated Hotline for Carer Support (Carer Hotline)	-	-
Pilot Scheme on Training to Foreign Domestic Helpers in Care for Persons with Disabilities	-	-
Special Grant for Providing Temporary Accommodation for Services Users of SAHK LOHAS Garden at Cheung Muk Tau Holiday Centre for the Elderly	-	-
Special Grant for Temporary Relocation of Service Users of SAHK LOHAS Garden to Cheung Muk Tau Holiday Centre	-	-
One-off Allocation for Providing Assistance to Persons with Disabilities under the Government Public Transport Fare Concession Scheme for the Elderly and Eligible Persons with Disabilities	-	-
Siu Lam Integrated Rehabilitation Services Complex - Central Item of Residential Respite Services	-	-
Transition Subsidy for School Leavers (CITSL)	-	-
Multi-faceted Support for Foster Families and Children under Foster Care Service (MSFC)		
- Subsidy for Providing Professional Services	-	-
- Subsidy to Support the Learning and Development of Foster Children	-	-
Child Protection Support Service (ChildPRO)	-	-
Temporary Financial Aid under Care and Support Networking Team – other charges	-	-
Emergency Fund for NGOs operating Integrated Services Team for Street Sleepers	-	-
Subsidy Scheme for Extended Hours Service Users	-	-
Short-term Rental Assistance for Discharged Prisoners	-	-
Cash Subsidy for Integrated Support Services for Persons with		

Severe Physical Disabilities	-	-
Time-defined Subsidy Scheme for Occasional Child Care Service	-	-
Total	**181,698.00**	**109,784.00**

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 Other Funds or Donations for Designated Purposes may be included in AFR if they are used to finance expenditure of the FSA services/ FSA-related activities as reflected in the AFR.

The breakdown on Other Income is as follows:

Other Income	**2024-25** **$**	**2023-24** **$**
(a) Programme income	5,130,860.46	3,658,706.70
(b) Production income	99,865.70	-
(c) Other Funds or Donations for Designated Purposes	-	418,423.14
(d) 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	202.626.00	107,216.00
(e) Reimbursement of Maternity Leave Pay from Labour Department	-	
(f) Miscellaneous income (e.g. general donations, photocopying charges, etc.)	352,616.97	522,469.30
Sub-Total	**5,785,969.13**	**4,891,830.14**
Less: Utilised allocation under CI: ASCP / Enhanced ASCP / ASCP(PC) - FWSS which forms as part of Other Income*	(202,626.00)	(107,216.00)
Total	**5,583,343.13**	**4,784,614.14**

**For those programmes which are regarded as FSA services 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 $1,000,000 each paid under LSG is appended below:

Analysis of Personal Emoluments paid under LSG	No of Posts	$
HK$1,000,001 - HK$1,100,000 p.a.		
HK$1,100,001 - HK$1,200,000 p.a.		
HK$1,200,001 - HK$1,300,000 p.a.		
HK$1,300,001 - HK$1,400,000 p.a.	1	1,346,535.00
HK$1,400,001 - HK$1,500,000 p.a.	1	1,406,837.95
>HK$1,500,000 p.a.	2	3,994,230.60

7. Other Charges

The breakdown on Other Charges is as follows:

Other Charges	2024-25 $	2023-24 $
(a) Utilities	618,890.75	644,166.55
(b) Food (including food for service users)	57,983.40	18,603.70
(c) Administrative Expenses	283,228.64	221,215.68
(d) Stores and Equipment	255,094.64	153,539.14
(e) Minor Repair and Maintenance	113,229.00	95,081.00
(f) Special Allowances	-	-
(g) Programme Expenses	3,507,326.56	2,975,562.04
(h) Transportation and Travelling	11,351.00	5,300.90
(i) Insurance	361,550.55	6,275.00
(j) Miscellaneous	40,407.14	35,024.66
Sub-Total	**5,249,061.68**	**4,154,768.67**
Less: Utilised allocation under CI: ASCP / Enhanced ASCP / ASCP(PC) – FWSS* which forms as part of Other Income	(202,626.00)	(107,216.00)
Total	**5,046,435.68**	**4,047,552.67**

**For those programmes which are regarded as FSA services only*

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

	Lump Sum Grant (LSG)	Holding Account (HA)	Other Funds or Donations for Designated Purposes	Adjustment for Utilised allocation under ASCP / Enhanced ASCP / ASCP(PC) - FWSS	Rent and Rates	Central Items (CI)	Total
	$	$	$	$	$	$	$
Income							
Lump Sum Grant	38,960,988.00	-	-	-	-	-	38,960,988.00
Fee Income	180,960.00	-	-	-	-	-	180,960.00
Other Income	5,785,969.13	-	-	(202,626.00)	-	-	5,583,343.13
Interest Received **(Note (1))**	56,009.94	-	-	-	-	-	56,009.94
Rent and Rates	-	-	-	-	993,826.00	-	993,826.00
Central Items	-	-	-	-	-	211,176.00	211,176.00
Total Income (a)	**44,983,927.07**	-	-	**(202,626.00)**	**993,826.00**	**211,176.00**	**45,986,303.07**
Expenditure							
Personal Emoluments	39,076,331.54	-	-	-	-	-	39,076,331.54
Other Charges	5,249,061.68	-	-	(202,626.00)	-	-	5,046,435.68
Rent and Rates	-	-	-	-	966,005.18	-	966,005.18
Central Items	-	-	-	-	-	181,698.00	181,698.00
Total Expenditure (b)	**44,325,393.22**	-	-	**(202,626.00)**	**966,005.18**	**181,698.00**	**45,270,470.40**
Surplus/(Deficit) for the Year (a) - (b)	**658,533.85**	-	-	-	**27,820.82**	**29,478.00**	**715,832.67**
Less : Surplus/ (Deficit) of Provident Fund	616,862.83	-	-	-	-	-	616,862.83
Surplus/(Deficit) for the Year (excl. PF)	**41,671.02**	-	-	-	27,820.82	29,478.00	98,969.84
Surplus/ (Deficit) b/f (Note (2))	-	-	-	-	**(34,296.97)**	**1,496,244.42**	**1,461,947.45**
	41,671.02	-	-	-	(6,476.15)	1,525,722.42	1,560,917.29
Add : Refund from Government	-	-	-	-	-	-	-
Less : Refund to Government	-	-	-	-	(15,085.25)		(15,085.25)
Transfer from LSG Reserve to cover the salary adjustment Infirmary Care Supplement (Note (3))		-	-	-	-	-	-
Transfer from Other Funds / (to) LSG Reserve^		-	-	-	-	-	-
Adjustment for utilised allocation under Enhanced ASCP / ASCP(PC) – FWSS* (over-estimated) / under-estimated in previous year(s)		-	-	-	-	-	-
Surplus/ (Deficit) c/f (Note (4))	**41,671.02**	-	-	-	**(21561.40)**	**1,525,722.42**	**1,545,832.04**

Notes:

\# *Including an amount $Z being the utilised allocation under CI: ASCP / Enhanced ASCP / ASCP(PC) – FWSS**

* *For those programmes which are regarded as FSA services only*

^ *Balance generated from those completed FSA services/ FSA-related activities which are funded by Other Funds or Donations for Designated Purposes*

(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), the balance of HA and balance of Other Funds or Donations for Designated Purposes should be separately reported.

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

(4) For NGOs without HA, separate disclosure of the movement of HA in their respective AFRs is not necessary. 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) excluding Provident Fund Contribution (K1)) for the year.

For NGOs with HA, with effect from 2022-23, the calculation of the annual claw-back is as follows:

(i) <u>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]</u>

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 (K1)) for the year.

(ii) <u>Without SS [i.e. Position of SS as at 1 September being reported on the Agency Staff List submitted by NGO last year (which is regarded as Year 0) was zero]</u>

For the next three years (Year 1 to Year 3), 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) excluding Provident Fund Contribution (K1)) for the year. From the fourth financial year (Year 4) onwards, the level of LSG cumulative reserve and HA reserve will be counted altogether and the combined reserve amount (i.e. S1+S2) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1+T2) excluding Provident Fund Contribution (K1)) for the year. In this regard, separate disclosure of the movement of HA in their respective AFRs is not necessary.

[For details of (4)(i) and (4)(ii) above, please also refer to SWD's letter under reference (11) in SWD/S/109/1/10 of 4 April 2022.]

(5) As a facilitating measure for the implementation of the Productivity Enhancement Programme, the claw-back arrangement of LSG cumulative reserve amount exceeding 25% of the NGO's operating expenditure would be suspended from 2023-24 (for NGOs with 2024-25 provisional subvention allocation of $50M or more) / 2024-25 (for NGOs with 2024-25 provisional subvention allocation of less than $50M) until 2028-29 as stipulated in SWD's letter under reference (1) / (2) / (3) / (4) in SWD 0075-0010-0060-0080-0040 of 3 March 2025.

8. Analysis of Lump Sum Grant Reserve and balances of other SWD subventions (Continued)

Notes: (Continued)

[For details of (4)(i) and (4)(ii) above, please also refer to SWD's letter under reference (11) in SWD/S/109/1/10 of 4 April 2022.]

(5) As a facilitating measure for the implementation of the Productivity Enhancement Programme, the claw-back arrangement of LSG cumulative reserve amount exceeding 25% of the NGO's operating expenditure would be suspended from 2023-24 (for NGOs with 2024-25 provisional subvention allocation of $50M or more) / 2024-25 (for NGOs with 2024-25 provisional subvention allocation of less than $50M) until 2028-29 as stipulated in SWD's letter under reference (1) / (2) / (3) / (4) in SWD 0075-0010-0060-0080-0040 of 3 March 2025.

SCHEDULE FOR RENT AND RATES **Appendix 1**

ANALYSIS OF SUBVENTION AND EXPENDITURE

FOR THE PERIOD FROM 1ST APRIL 2024 TO 31ST MARCH 2025

Name of Agency: YUEN LONG TOWN MANAGEMENT COMMITTEE LIMITED

Unit Code and name		Subvented Element	Subvention Released (Note1)	Actual Expenditure	Surplus (Note 2)	Deficit (Note 2)
5695	Yuen Long Town Hall	Rates	139,431.00	145,020.74	-	(5,589.74)
		Govt Rent	93,889.00	88,812.44	5,076.56	-
		Total	233,320.00	233,833.18	5,076.56	(5,589.74)
5719	Yuen Long Town Hall Jockey Club Yuen Long Children & Youth Integrated Service Centre	Rent(Note3)	584,040.00	584,040.00	-	-
		Rates	44,923.00	46,420.00	-	(1,497.00)
		Govt Rent	28,800.00	25,200.00	3,600.00	-
		Total	657,763.00	655,660.00	3,600.00	(1,497.00)
7086	Yuen Long Town Hall Mrs Leung Hok Chiu Neighbourhood Elderly Centre	Rates	9,535.00	14,800.00	-	(5,265.00)
		Total	9,535.00	14,800.00	-	(5,265.00)
7343	Yuen Long Town Hall Mr Chan Ying Tseung Neighbourhood Elderly Centre	Rates	6,155.00	7,040.00	-	(885.00)
		Govt Rent	3,973.00	4,824.00	-	(851.00)
		Total	10,128.00	11,864.00	-	(1,736.00)
AF43	After School Care Programme for Pre-Primary Children	Rent	49,848.00	49,848.00	-	-
		Total	49,848.00	49,848.00	-	-
		Grand Total	960,594.00	966,005.18	8,676.56	(14,087.74)

SCHEDULE FOR RENT AND RATES (CONTINUED)

ANALYSIS OF SUBVENTION AND EXPENDITURE (CONTINUED)

FOR THE PERIOD FROM 1ST APRIL 2024 TO 31ST MARCH 2025

Notes:

1. The figures are to be extracted from the paylist for March plus subvention released in late March of the financial year. Reimbursement for rent and rates relating to previous financial year(s) (i.e. back payments) 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.

SCHEDULE FOR INVESTMENT

ANALYSIS OF INVESTMENT AS 31 MARCH 2025 **Appendix 2**

NGO: YUEN LONG TOWN HALL MANAGEMENT COMMITTEE LIMITED

	2024-25	2023-24
	HK$'000	HK$'000
LSG Reserve as at 31 March 2025	-	-
Represented by:		
Investments		
a. HKD Bank Account Balances	41.67	-
b. HKD 24-hour Call Deposits	-	-
c. HKD Fixed Deposits	-	-
d. HKD Certificate of Desposits	-	-
e. HKD Bonds	-	-
	41.67	-

Note: The investments should be reported at historical cost.

Confirmed by:

Signature:

Chairman: Wong Chau Tim

Date: 23 October 2025

Signature:

NGO HEAD: Li Sing Pak

Date: 23 October 2025

Appendix 3

Schedule for Central Items
Analysis of Subvention and Expenditure for the Period from 1 April 2024 to 31 March 2025

Name of NGO : Yuen Long Town Hall Management Committee Limited(844)

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) ©	Refund from (to) Government (f)	Adjustment (Note 9) (g)	Surplus c/f (Note 6) (h)=©+(a)-(d)-(f)+/-(g)
							Deficit (Note 3) (b) = (a1) – (a2)	Deficit transferred to LSG (Note 4) ©	Adjusted Deficit (d) = (b) – (c)				
		$	$	$	$	$	$	$	$	$	$	$	$
3235	After School Care Programme - Fee Waiving Subsidy Scheme-adjustment	-	-	-	-	-	-	-	-	1,287,009.42	-	-	1,287,009.42
3235	After School Care Programme – Fee Waiving Subsidy Scheme	94,176.00	-	73,248.00	-	20,928.00	-	-	-	13,115.00	-	-	34,043.00
AF43	After School Care Programme for Pre-primary Children [ASCP(PC)] Contract Subsidy ASCP(PC) Fee Subsidy ASCP(PC) Rent and Rates	117,000.00	-	108,450.00	-	8,550.00	-	-	-	196,120.00	-	-	204,670.00
TOTAL		211,176.00	-	181,698.00	-	29,478.00	-	-	-	1,496,244.42	-	-	1,525,722.42

Any difference arising from the RMLP Scheme reimbursement received (see Note 1(b) below) and the corresponding expenditure under RMLP Scheme (see Note 2(b) below) will be assessed separately.
^ Please take note of para. 4(f) of Points to Note on Preparation of AFR and Analysis Schedules in reporting the amounts of subvention.

Notes :

1(a). 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) 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.
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 code and name / remittance advice no. are extracted 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 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.