

HONG KONG SKATING UNION LIMITED

ANNUAL RETURN

FOR THE YEAR ENDED 31ST MARCH, 2015

Chairman's and Hon Treasurer's Certificate

To: The Executive Committee

We certify that the Annual Return which comprises:

- Summary of Cash Subvention under the Sports Subvention Scheme of LCSD
- Statement of Personnel Expenses (Statement 1)
- Statement of Office Expenses (Statement 2)
- Statement of Programme Expenses (Statement 3)
- Statement of Use of Reserve Fund (Statement 4)
- Statement of Change in Reserve Fund Balance (Statement 5)

for the year ended 31st March, 2015 are true and correct and have been complied with the requirement stipulated in the Subvention Agreement, handbook for National Sports Associations published and amended by LCSD from time to time, the Code of Conduct and Procurement Guidelines which the Union has deposited with the Government.



Chairman
Yip Siu Yin

16 OCT 2015

Date



Hon Treasurer
Cheung Yee Yan



Union's Chop

K. P. CHENG & CO.

Certified Public Accountants

鄭錦波會計師事務所

INDEPENDENT AUDITORS' REPORT TO THE EXECUTIVE COMMITTEE OF HONG KONG SKATING UNION LIMITED ("THE UNION")

We have been engaged to conduct a reasonable assurance examination of the accompanying Union's Annual Accounts of the subvention and the reserve fund on pages 4 to 93 (attached herewith) for the year ended 31st March, 2015, which have been prepared by the Executive Committee of the Union in connection with the requirements of the Leisure and Cultural Services Department ("LCSD") of the Government of the Hong Kong Special Administrative Region ("the Government").

RESPECTIVE RESPONSIBILITIES OF THE EXECUTIVE COMMITTEE AND AUDITORS

The Executive Committee of the Union is responsible for the preparation of the accompanying Annual Accounts and for ensuring that they have been properly prepared from the books and records of the Union and drawn up in compliance with the provisions of the Subvention Agreement for the year 2014-2015 made between the Government and the Union and the Auditor's Guide. This responsibility includes designing, implementing and maintaining internal controls relevant to the preparation of the accompanying Annual Accounts that are free from material misstatement, selecting and applying appropriate accounting policies. The Executive Committee is also responsible for ensuring that the Union has complied with the provisions of the Subvention Agreement, the Code of Conduct and the Procurement Guidelines which the Union has deposited with the Government.

It is our responsibility to report on whether the Annual Accounts have been drawn up in compliance with the provisions of the Subvention Agreement and the Auditor's Guide as stipulated in Clause 6(e) of the Subvention Agreement, and the Union has complied with the provisions of the Subvention Agreement as specified in the Auditor's Guide, the Code of Conduct concerning the procedural requirements in processing declaration on conflict of interests and application for acceptance of advantages and the Procurement Guidelines of the Union, based on our reasonable assurance engagement, and to report our conclusions to you, as a body, in accordance with our agreed terms of engagement.

BASIS OF CONCLUSIONS

We have conducted our work in accordance with Hong Kong Standard on Assurance Engagements 3000 "Assurance Engagements Other Than Audits or Reviews of Historical Financial Information" issued by the Hong Kong Institute of Certified Public Accountants. This Standard requires that we comply with ethical requirements and plan and conduct the assurance examination to obtain reasonable assurance whether the Annual Accounts have been properly prepared from the books and records of the Union and drawn up in all material respects in compliance with the provisions of the Subvention Agreement and the Auditor's Guide, and the Union has complied with the provisions of the Subvention Agreement as specified in the Auditor's Guide, the Code of Conduct concerning the procedural requirements in processing declaration on conflicts of interests and application for acceptance of advantages and the Procurement Guidelines of the Union.

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INDEPENDENT AUDITORS' REPORT TO THE EXECUTIVE COMMITTEE OF
HONG KONG SKATING UNION LIMITED ("THE UNION")

BASIS OF CONCLUSIONS (CONTINUED)

We planned and conducted our reasonable assurance examination so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give our conclusions as to whether the Annual Accounts have been properly prepared from the books and records of the Union and drawn up in compliance with the provisions of the Subvention Agreement and the Auditor's Guide, and the Union has complied with the provisions of the Subvention Agreement as specified in the Auditor's Guide, the Code of Conduct concerning the procedural requirements in processing declaration on conflict of interests and application for acceptance of advantages and the Procurement Guidelines of the Union. We believe that our reasonable assurance engagement provides a reasonable basis for our conclusions.

CONCLUSIONS

In our opinion, based on the foregoing, the Annual Accounts have been properly prepared from the books and records of the Union and drawn up in compliance with the provisions of the Subvention Agreement and the Auditor's Guide, and the Union has complied with the provisions of the Subvention Agreement as specified in the Auditor's Guide, the Code of Conduct concerning the procedural requirements in processing declaration on conflict of interests and application for acceptance of advantages and the Procurement Guidelines of the Union.

USE OF THIS REPORT

This report is intended solely for the use of the Union to satisfy the provision stated in the Subvention Agreement with the LCSD and is not intended to be, and should not be, used by anyone except the Union and LCSD for any other purpose. We agree that an original copy of this report will be provided to the Director of Leisure and Cultural Services.



K.P. Cheng & Co.
Certified Public Accountants
Hong Kong

16 OCT 2015

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Summary of Cash Subvention to Hong Kong Skating Union Limited
under the Sports Subvention Scheme of Leisure and Cultural Services Department
for the Financial Year Ended 31 March 2015

	HK\$
Cash subvention from LCSD	
Original cash subvention allocated at the beginning of the financial year	
(i) Subvention for Personnel Expenses	532,368
(ii) Subvention for Office Expenses	97,125
(iii) Subvention for Programme Expenses	885,179
	1,514,672
Add: Additional subvention from LCSD	
N/A	-
	-
Less: Subvention netted off for 2014-15	
(a) School Sports Programme	(890)
(b) MPF Contribution for Part-time Officials	(9,892)
	(10,782)
Total cash subvention from LCSD for the year	1,503,890
Expenditure	
(i) Personnel Expenses	503,460
(ii) Office Expenses	97,125
(iii) Programme Expenses	676,015
Total expenditure incurred for the year 2014-15	1,276,600
Surplus of subvention over expenditure	227,290
Other income (i.e. other than LCSD subvention)	
(i) Bank interest generated from LCSD Subvention and Reserve Fund	78
Total Surplus of income over expenditure	227,368




Auditor's Chop & Signature

Name of NSA: Hong Kong Skating Union Limited

Statement of Personnel Expenses (Statement 1)

Subvented by the Leisure and Cultural Services Department for the Financial Year Ended 31 March 2015

Cash subvention from LCSD (Revised Allocation) HK\$
532,368

Expenditure

(A) Expenditure met by LCSD

Approved Subvented Posts	Original Allocation (HK\$)	Revised Allocation (HK\$)			Actual Expenditure (HK\$)
		Additional Allocation	Net-off Amount	Total Net Allocation	
1. Sports Executive	232,382	19,739	-	252,121	235,389
2. Administrative Assistant	172,923	19,124	-	192,047	192,047
3. Administrative Assistant (Part-time)	84,420	3,780	-	88,200	76,024
Total	489,725	42,643	-	532,368	503,460

(B) Expenditure met by Sponsorship/Donation/Contribution from the Association/Other Resources -

(C) Total expenditure for Personnel Expenses 503,460

Surplus/(Deficiency) of LCSD subvention over actual expenditure met by LCSD 28,908

Other income

(i) Sponsorship / Donation -

(ii) Contribution from the Association/Other Resources -

Surplus/(Deficiency) for Personnel Expenses 28,908

Savings from LCSD cash subvention 28,908

W.P. Cheng & Co.



Auditor's Chop & Signature

Statement of Office Expenses (Statement 2)

Subvented by the Leisure and Cultural Services Department for the Financial Year Ended 31 March 2015

Cash subvention from LCSD (Revised Allocation) HK\$
97,125

Expenditure

(A) Expenditure Met by LCSD

Expenses	Original Allocation (HK\$)	Revised Allocation (HK\$)			Actual Expenditure (HK\$)
		Additional Allocation	Net-off Amount	Total Net Allocation	
Administration Expenses					
- communication: telephone/fax/internet					8,832
- office insurance & employees' compensation					24,205
- newspapers/periodicals advertisement					480
- photocopying charges					12,848
- printing, artwork					65
- stamps and postage					2,130
- subscription fees					50
- transportation <i>travelling exp.</i>					274
- revamp & update of NSA website					1,620
Sub-total of Administration Expenses	30,000	-	-	30,000	50,504
Rent and Rates	-			-	-
Audit Fee	45,375			45,375	45,375
Insurance Premium Fee	21,750			21,750	6,065
Total	97,125	-	-	97,125	101,944

(B) Expenditure met by Sponsorship/Donation/Contribution from the Association/Other Resources -

(C) Total expenditure for Office Expenses 101,944

Surplus/(Deficiency) of LCSD subvention over actual expenditure met by LCSD (4,819)

Other income

(i) Sponsorship / Donation -

(ii) Contribution from the Association/Other Resources -

Surplus/(Deficiency) for Office Expenses (4,819)

Savings from LCSD subvention -

Wp Cheng Kw
Auditor's Chop & Signature



Statement of Programme Expenses (Statement 3)

Subvented by the Leisure and Cultural Services Department for the Financial Year Ended 31 March 2015

(I) Allocation for 2014-15

	HK\$
Cash subvention from LCSD (Revised Allocation)	885,179
Additional allocation	-
Net-off amount	(10,782)
Total net subvention	874,397

Expenditure

(A) Expenditure Met by LCSD

Programme	Original Cash Subvention (HK\$)	Revised Allocation (HK\$)			Actual Expenditure (HK\$)	Subvented Expenditure (HK\$)	Estimated subsidy (HK\$)	Savings (if any) (HK\$)	Breakdown as per Appendix
		Additional Allocation	Net-off Amount	Total Net Allocation					
COMPLETED PROGRAMMES									
Cat A(I) International Event Held Outside Hong Kong									
(a) ISU World Junior Figure Skating Championships					32,021	28,819	28,819		3.01
(b) ISU World Junior Short Track Speed Skating Championships					34,825	31,343	31,343		3.02
(c) ISU Four Continents Figure Skating Championships	203,888	33,341	-	237,229	12,506	11,255	11,255		3.03
(d) ISU World Figure Skating Championships					28,425	25,583	25,583		3.04
(e) ASU Asian Figure Skating Trophy					64,976	58,478	58,478		3.05
(f) ASU Asian Short Track Speed Skating Trophy					59,524	53,572	53,572		3.06
Cat A(I) Sub-total	203,888	33,341	-	237,229	232,277	209,050	209,050	28,179	
Category A Sub-total	203,888	33,341	-	237,229	232,277	209,050	209,050	28,179	
Cat B(I) National/Junior Squad Training Programme									
(a) Short Track Speed Skating Team Local Training					131,025	121,025	121,025		3.07
(b) Short Track Speed Skating Team Oversea Training - Sep2014	276,753	(33,341)	-	243,412	55,673	38,463	38,463		3.08
(c) Short Track Speed Skating Team Oversea Training - Oct2014					51,367	38,217	38,217		3.09
(d) Short Track Speed Skating Team Oversea Training - Nov2014					44,127	36,667	36,667		3.10
Cat B(I) Sub-total	276,753	(33,341)	-	243,412	282,192	234,372	234,372	9,040	
Cat B(II) Regional Squad Training Programme									
(a) Feeder Programme - Ice Dance Training	22,904	-	-	22,904	10,349	5,834	5,834	17,070	3.11
(a) Feeder Programme - Figure Skating Training	50,106	-	-	50,106	83,528	48,778	48,778	1,328	3.12
Cat B(II) Sub-total	73,010	-	-	73,010	93,877	54,612	54,612	18,398	
Category B Sub-total	349,763	(33,341)	-	316,422	376,069	288,984	288,984	27,438	
Cat C(I) Training Programme									
N/A									
Cat C(I) Sub-total									
Cat C(II) School Sports Programme									
(a) Sport Demonstration - Skating	24,840	-	(890)	23,950	37,450	23,950	23,950	-	3.13
Cat C(II) Sub-total	24,840	-	(890)	23,950	37,450	23,950	23,950	-	
Cat C(III) Local Competition									
(a) Hong Kong Figure Skating and Short Track Speed Skating Championship	222,564	-	-	222,564	143,294	121,800	121,800	100,764	3.14
Cat C(III) Sub-total	222,564	-	-	222,564	143,294	121,800	121,800	100,764	
Cat C(IV) Community Sports Club Programme									
N/A									
Cat C(IV) Sub-total									
Category C Sub-total	247,404	-	(890)	246,514	180,744	145,750	145,750	100,764	
Cat D(I) Training Programme for Officials									
(a) ISU Judge Seminar	8,746	-	-	8,746	12,493	8,745	8,745		3.15
(b) ISU Data Operator/Technical Specialist Seminar					-	-	-		3.16
Cat D(I) Sub-total	8,746	-	-	8,746	12,493	8,745	8,745	1	
Cat D(II) Meeting/Conference									
(a) ISU Ordinary Congress	23,486	-	-	23,486	51,123	35,786	23,486		3.17
(a) Asian Skating Union Annual Meeting					-	-	-		3.18
Cat D(II) Sub-total	23,486	-	-	23,486	51,123	35,786	23,486	-	
Category D Sub-total	32,232	-	-	32,232	63,616	44,531	32,231	1	

Programme	Original Cash Subvention (HK\$)	Revised Allocation (HK\$)			Actual Expenditure (HK\$)	Subvented Expenditure (HK\$)	Estimated subsidy (HK\$)	Savings (if any) (HK\$)
		Additional Allocation	Net-off Amount	Total Net Allocation				
AA (Part-time) for Feeder Programmes	42,000	-	-	42,000	-	-	42,000	
MPF Contribution for Part-time Officials	9,892	-	(9,892)	-	-	-	-	
Completed Programmes Total	885,179	-	(10,782)	874,397	852,706	688,315	198,382	

Expenditure met by LCSD Total

676,015

(B) Expenditure met by Sponsorship/Donation/Contribution from the Association/Other Resources

-

(C) Total expenditure for Programme Expenses

676,015

Surplus/(Deficiency) of LCSD subvention allocated in 2014-15 over actual expenditure met by LCSD

198,382

Other income

- (i) Entry fee / Admission fee
- (ii) Sponsorship / Donation
- (iii) Contribution from the Association / Other Resources

-

Surplus/(Deficiency) of income for Programme Expenses

198,382




Auditor's Chop & Signature