NGO : HONG KONG WEST POINT BAPTIST CHURCH (763)
HONG KONG WEST POINT BAPTIST CHURCH
NEIGHBOURHOOD ELDERLY CENTRE (7196)

AUDITOR'S REVIEW REPORT

&

ANNUAL FINANCIAL REPORT

FOR THE PERIOD

FROM 1 APRIL 2025 TO 31 MARCH 2026

DAVE KWOK & CO.
Certified Public Accountants
Principal: Dave S. N. Kwok

郭嘯南會計師事務所
中環德輔道中156至164號
通用商業大廈十一樓二室
會計師：郭嘯南

INDEPENDENT AUDITOR'S ASSURANCE REPORT TO THE MANAGEMENT COMMITTEE MEMBERS OF HONG KONG WEST POINT BAPTIST CHURCH NEIGHBOURHOOD ELDERLY CENTRE 香港西區浸信會長者鄰里中心

To the Management Committee Members of Hong Kong West Point Baptist Church – Neighbourhood Elderly Centre 香港西區浸信會長者鄰里中心 ("the NGO")

We have audited the financial statements of the NGO for the year ended 31 March 2026 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 9th October, 2026.

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 31 March 2026.

Responsibilities of the Management Committee Members

In relation to this report, the management committee members are responsible for ensuring the AFR of the NGO for the year ended 31 March 2026 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 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.

Room 1102, General Commercial Building, 156 - 164 Des Voeux Road, Central, Hong Kong. Tel : 2544-7751

DAVE KWOK & CO.
Certified Public Accountants
Principal: Dave S. N. Kwok

郭嘯南會計師事務所
中環德輔道中156至164號
通用商業大廈十一樓二室
會計師：郭嘯南

INDEPENDENT AUDITOR'S ASSURANCE REPORT (continued)

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 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 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 31 March 2026 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 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.

DAVE KWOK & CO.
Certified Public Accountants
Hong Kong, 9th October, 2026.
Kwok Siu Nam Dave
Practising Certificate Number: P1450

Room 1102, General Commercial Building, 156 - 164 Des Voeux Road, Central, Hong Kong. Tel : 2544-7751

ANNUAL FINANCIAL REPORT

NGO : HONG KONG WEST POINT BAPTIST CHURCH (763)
HONG KONG WEST POINT BAPTIST CHURCH NEIGHBOURHOOD ELDERLY CENTRE (7196)

1 APRIL 2025 TO 31 MARCH 2026

	Notes	Total 2025-26 HK$	Total 2024-25 HK$	Remarks
A. INCOME				
1. Lump Sum Grant				
a. Lump Sum Grant (excluding Provident Fund)	1b	6,607,194.00	6,244,799.45	
b. Provident Fund	1c	480,210.00	489,020.00	
2. Fee Income	2	28,440.00	18,960.00	
3. Central Items	3	-	-	
4. Rent and Rates	4	77,760.00	25,663.30	
5. Other Income	5	851,413.00	774,110.00	
6. Interest Received		1,830.51	21,491.25	
TOTAL INCOME		8,046,847.51	7,574,044.00	
B. EXPENDITURE				
1. Personal Emoluments				
a. Salaries		5,864,929.50	5,966,573.75	
b. Provident Fund	1c	675,226.78	407,112.99	
c. Allowances		-	-	
Sub-total	6	6,540,156.28	6,373,686.74	
2. Others Charges	7	1,218,038.38	1,747,816.33	
3. Central Items	3	-	-	
4. Rent and Rates	4	54,320.00	20,120.00	
TOTAL EXPENDITURE		7,812,514.66	8,141,623.07	
C. SURPLUS/(DEFICIT) FOR THE YEAR	8	234,332.85	(567,579.07)	

The Annual Financial Report from pages 3 to 12 has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.

CHAIRMAN

Chan Pik Wan (Ms.)
9th October, 2026.

CENTRE-IN-CHARGE

Cheng Wing Chung (Mr.)
9th October, 2026.

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 Funding and Service Agreement (FSA) activities (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 have been shown under Note 3.

Details are analysed below:

Provident Fund Contribution	Snapshot Staff	6.8% and Other Posts	Total
	HK$	HK$	HK$
Subvention Received	122,130.00	358,080.00	480,210.00
Provident Fund Contribution Paid during the year	122,130.00	268,096.78	390,226.78
Long service payment	-	285,000.00	285,000.00
Surplus/(Deficit) for the year	-	(195,016.78)	(195,016.78)
Add: Surplus/(Deficit) b/f	22,077.97	1,132,639.00	1,154,716.97
Add: Adjustment by SWD	1,300.00	36.00	1,336.00
Less: Refund to Government	-	-	-
Surplus/(Deficit) c/f	23,377.97	937,658.22	961,036.19

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	**2025-26** **$**	**2024-25** **$**
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		
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) – Subsidy for Fee Waiving		
NSCCP – Subsidy for Incentive Payment		
NSCCP – Subsidy for Training Allowance		
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 – 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–Fee Subsidy		
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		
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		
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	-	-

3. Central Items (continued)

b. Expenditure	2025-26 $	2024-25 $
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		
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) – Subsidy for Fee Waiving		
NSCCP – Subsidy for Incentive Payment		
NSCCP – Subsidy for Training Allowance		
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 - 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 – Fee Subsidy		
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		
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	-	-

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 represents all income, other than recognised fee income for subvented welfare services, received during the year in the operation of subvented services including income from other services that are incidental to the operation, programme income, etc. 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 and have been separately included in the relevant disclosures under the "Other Funds or Donations for Designated Purposes" column in Note 8 of the AFR.

The breakdown on Other Income is as follows:

Other Income	**2025-26**	**2024-25**
	$	**$**
(a) Fees and charges for services incidental to the operation of subvented services	-	-
(b) Others	851,413.00	774,110.00
Total	851,413.00	774,110.00

6. Personal Emoluments

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

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$1,100,000p.a.	Nil
HK$1,100,001 - HK$1,200,000 p.a.	Nil
HK$1,200,001 - HK$1,300,000 p.a.	Nil
HK$1,300,001 - HK$1,400,000 p.a.	Nil
HK$1,400,001 - HK$1,500,000 p.a.	Nil
>HK$1,500,000 p.a.	Nil

7. Other Charges

This refers to expenses, other than personal emoluments, incurred in the operation and excluded expenditure for FSA services / FSA-related activities supported by Other Funds or Donations for Designated Purposes, which have been separately included in the relevant disclosures under the "Other Funds or Donations for Designated Purposes" column in Note 8 of the AFR.

The breakdown on Other Charges is as follows:

Other Charges	**2025-26 HK$**	**2024-25 HK$**
(a) Utilities	45,003.20	38,076.50
(b) Food	-	-
(c) Administrative Expenses	59,533.60	52,032.00
(d) Stores and Equipment	32,909.60	30,448.80
(e) Repair and Maintenance	1,941.20	1,550.22
(f) Special Allowances	-	-
(g) Programmes Expenses	825,665.28	841,340.71
(h) Transportation and Travelling	1,823.50	2,799.10
(i) Insurance	35,980.00	40,800.00
(j) Miscellaneous	83,482.00	57,169.00
(k) Sub-base rental & rates	131,700.00	683,600.00
Total	1,218,038.38	1,747,816.33

7a. Use of the Social Welfare Development Fund (SWDF) funded by Lotteries Fund

Social Welfare Development Fund Phase3

	2025-26 HK$	**2024-25 HK$**
Balance of SWDF brought forward	-	568,999.00
Add: Allocation from SWDF during the year	-	-
Interest received during the year	-	611.00
Less: Expenditure SWDF during the year		
Expenditure for projects under Scope A	-	-
Expenditure for projects under Scope B (non-IT)	-	-
Expenditure for projects under Scope B (IT)	-	-
Clawed back	-	(569,610.00)
Balance carried forward to next financial year	-	-

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

	Analysis of Reserve Fund			
	Lump Sum Grant (LSG)	Rent and Rates	Central Items	Total
	HK$	HK$	HK$	HK$
Income				
Lump Sum Grant	7,087,404.00	-	-	7,087,404.00
Fee Income	28,440.00	-	-	28,440.00
Other Income	851,413.00	-	-	851,413.00
Interest Received **(Note (1))**	1,830.51	-	-	1,830.51
Rent and Rates	-	77,760.00	-	77,760.00
Central Items	-	-	-	-
Total Income (a)	7,969,087.51	77,760.00	-	8,046,847.51
Expenditure				
Personal Emoluments	6,540,156.28	-	-	6,540,156.28
Others Charges	1,218,038.38	-	-	1,218,038.38
Rent and Rates	-	54,320.00	-	54,320.00
Central Items	-	-	-	-
Total Expenditure (b)	7,758,194.66	54,320.00	-	7,812,514.66
Surplus/(Deficit) for the year (a) - (b)	210,892.85	23,440.00	-	234,332.85
Less: Surplus/(Deficit) of Provident Fund	(195,016.78)	-	-	(195,016.78)
Adjustment by SWD (email dated 3/8/2026)	551,900.00	(25,100.00)	-	526,800.00
Adjustment by SWD (ref 4-65-40-40-020-820-005-P1(SI 763)	165,481.51	24,935.00	-	190,416.51
	1,123,291.14	23,275.00	-	1,146,566.14
Surplus/(Deficit) b/f (Note (2))	161,625.62	(21,929.70)	-	139,695.92
	1,284,916.76	1,345.30	-	1,286,262.06
Less: Refund to Government	-	-	-	-
Less: Transfer from LSG Reserve to cover salary adjustment for Dementia Supplement and Infirmary Care Supplementary(Note3)	-	-	-	-
Surplus/(Deficit) c/f (Note(4))	1,284,916.76	1,345.30	-	1,286,262.06

Notes:

(1) Interest received on LSG and PF 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 Lump Sum Grant Surplus b/f from previous years and all interest received in previous years should be included in the surplus b/f under LSG.
(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) 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 PF expenditure) for the year.

Schedule for Rent and Rates

Analysis of Subvention and Expenditure for the period from 1 April 2025 to 31 March 2026

Name of Agency : **Hong Kong West Point Baptist Church (763)**
Name of Unit : **Hong Kong West Point Baptist Church Neighbourhood Elderly Centre (7196)**

Subvented Element	Subvention Released HK$	Actual Expenditure HK$	Surplus/Deficit HK$
Rent and Rates	18,305.00 59,455.00	7,920.00 46,400.00	10,385.00 13,055.00
Less: Refund to government			-
Total	77,760.00	54,320.00	23,440.00

Schedule for Central Items

Analysis of Subvention and Expenditure for the period from 1 April 2025 to 31 March 2026

Name of Agency : **Hong Kong West Point Baptist Church (763)**
Name of Unit : **Hong Kong West Point Baptist Church Neighbourhood Elderly Centre (7196)**

Subvented Element	Subvention Released HK$	Actual Expenditure HK$	Surplus (a) HK$	Deficit (b) HK$	Surplus b/f (c) HK$	Surplus c/f (d)=(c)+(a)-(b) HK$
Programme Assistants (Time-limited)	-	-	-	-	-	-
Less: Refund to government						-
Add: Refund from government						-
Total					-	-

Movement of the F & E Replenishment and Minor Works Block Grant Reserve

Name of Agency : **Hong Kong West Point Baptist Church (763)**
Name of Unit : **Hong Kong West Point Baptist Church Neighbourhood Elderly Centre (7196)**

	2026	2025
Balance b/f	340,349.20	260,999.20
Add: Block Grant received during the year	101,000.00	98,000.00
Less: Expenditure during the year		
Furniture and Equipment included in R & M	90,336.30	18,650.00
	351,012.90	340,349.20
Less: Contribution from NGO to cover the deficit	-	-
Balance c/f	351,012.90	340,349.20

The balance under the Block Grant Reserve form part of the balance of the Lump Sum Grant Reserve.

As at 31st March 2026, there was no capital commitments in respect of F&E Replenishment and Minor Works Block Grant.