

損益及其他綜合收入表

Statement of profit or loss and other comprehensive income

截至二零一八年六月三十日止年度 For the year ended 30th June, 2018

		附註 Note	2018 港幣 HK\$	2017 港幣 HK\$
收入	Income			
印花徵費收入	Levy income	5(a)	26,388,221	27,316,464
訓練課程及考試收入	Training course and examination income	5(b)	2,812,030	2,091,110
會員收費收入	Membership fee income	5(c)	2,454,300	2,530,200
入境團登記費收入	Inbound tour registration fee income	5(d)	2,322,270	1,869,440
領隊證及導遊證收入	Tour Escort Pass and Tourist Guide Pass income		1,602,191	1,689,072
店舖登記費收入	Shop registration fee income		156,500	175,500
機場服務櫃檯收入	Airport service counter income		273,600	273,600
銀行利息收入	Bank interest income	6	386,241	217,323
其他營運收入	Other operating income		1,856,901	538,938
			38,252,254	36,701,647
支出	Expenditure			
員工支出	Staff costs		22,414,685	22,305,705
強制性公積金供款及公積金供款	Mandatory provident fund and provident fund contributions		1,427,193	1,487,310
公共關係與會員關係支出	Public and member relations		4,415,231	3,388,488
訓練課程及考試支出	Training course and examination expenses		1,030,699	1,270,976
法律及專業費用	Legal and professional fees		524,345	1,803,951
行政及其他費用	General and administration		1,127,517	950,816
租金、大廈管理費及相關支出	Rental, building management fee and related expenses		2,546,828	2,478,857
印花機維修及保養費用	Repair and maintenance of franking machines		1,620,318	1,617,758
領隊證及導遊證支出	Tour Escort Pass and Tourist Guide Pass expenses		94,251	115,740
機場服務櫃檯營運支出	Airport service counter operating expenses		214,034	212,120
巡查支出	Inspection expenses		451,480	405,314
策劃、研究及發展支出	Planning, research and development expenses		-	37,414
理事袍金、報酬及交通津貼	Director's fees, emoluments and travelling allowances	7	96,000	96,000
核數師酬金	Auditor's remuneration		63,500	57,000
折舊	Depreciation	10	283,586	317,441
利息支出	Interest expenses		92,341	55,698
			36,402,008	36,600,588
稅前盈餘	Surplus before taxation	8	1,850,246	101,059
所得稅	Income tax	9(b)	(418,156)	(9,728)
本年度盈餘	Surplus for the year		1,432,090	91,331
本年度稅後其他綜合收入	Other comprehensive income for the year, net of tax		-	-
本年度總綜合收入	Total comprehensive income for the year		1,432,090	91,331

第五十二至六十四頁的附註為本財務報表的一部份。

The notes on pages 52 to 64 form an integral part of these financial statements.

財務狀況表

Statement of financial position

於二零一八年六月三十日 As at 30th June, 2018

		附註 Note	2018 港幣 HK\$	2017 港幣 HK\$
資產	Assets			
非流動資產	Non-current assets			
物業、機器及設備	Property, plant and equipment	10	11,580,940	11,736,933
遞延稅項	Deferred taxation	9(c)	161,637	599,794
			<u>11,742,577</u>	<u>12,336,727</u>
流動資產	Current assets			
雜項按金、預付款項及暫付款項	Sundry deposits, prepayments and temporary payments		1,810,731	1,897,068
普通會員的保證按金	Security deposits from Affiliate Members	11	5,550,000	5,400,000
為國際航空運輸協會持有銀行存款	Deposits with bank in trust for IATA	12	11,981,010	11,106,896
為旅行社資訊科技發展配對基金 先導計劃持有銀行存款	Deposits with bank for Pilot Information Technology Development Matching Fund Scheme for Travel Agents	13	8,447,615	10,000,882
為旅遊業培訓基金持有銀行存款	Deposits with bank for Travel Industry Training Fund	14	4,806,360	-
應收賬款	Accounts receivable		260,310	417,271
應收利息	Interest receivable		193,894	-
現金及銀行結餘	Cash and bank balances	15	34,326,315	28,947,941
			<u>67,376,235</u>	<u>57,770,058</u>
流動負債	Current liabilities			
應付賬款及應計支出	Accounts payable and accruals		5,443,476	4,857,327
預收印花費	Levy received in advance		4,762,211	2,000,000
預收訓練課程費用	Course fees received in advance		377,390	348,070
預收會員收費	Membership fees received in advance		1,988,800	1,992,200
預收證件費用	Pass fees received in advance		2,132,378	2,278,928
其他應付旅遊業培訓基金賬款	Other payable to Travel Industry Training Fund	14	4,806,360	-
其他應付旅行社資訊科技發展配對 基金先導計劃賬款	Other payable to Pilot Information Technology Development Matching Fund Scheme for Travel Agents	13	8,447,615	10,000,882
其他應付國際航空運輸協會賬款	Other payable to IATA	12	11,981,010	11,106,896
普通會員的保證按金	Security deposits from Affiliate Members	11	5,550,000	5,400,000
遣散費及長期服務金撥備	Provision for severance and long service payment		660,000	585,000
			<u>46,149,240</u>	<u>38,569,303</u>
淨流動資產	Net current assets		<u>21,226,995</u>	<u>19,200,755</u>
總淨資產	Total net assets		<u>32,969,572</u>	<u>31,537,482</u>
累計基金	Accumulated fund			
累計轉後盈餘	Accumulated surplus carried forward	16	<u>32,969,572</u>	<u>31,537,482</u>

第四十八至六十四頁的財務報表已於二零一八年九月十一日獲理事會批准與授權刊印，並由以下理事代為簽署：

主席
黃進達先生 JP

名譽司庫
沈朝生先生

第五十二至六十四頁的附註為本財務報表的一部份。

The financial statements on pages 48 to 64 were approved and authorised for issue by the Board of Directors on 11th September 2018 and signed on its behalf by:

Mr. WONG Chun Tat, Jason JP
Chairman

Mr. SHUM Jiu Sang, Jason
Hon. Treasurer

The notes on pages 52 to 64 form an integral part of these financial statements.

累計基金變動表

Statement of changes in accumulated fund

截至二零一八年六月三十日止年度 For the year ended 30th June, 2018

		2018 港幣 HK\$	2017 港幣 HK\$
本年度初累計盈餘	Accumulated surplus at the beginning of the year	31,537,482	31,446,151
本年度總綜合收入	Total comprehensive income for the year	1,432,090	91,331
本年度末累計盈餘	Accumulated surplus at the end of the year	32,969,572	31,537,482

現金流量表

Statement of cash flows

截至二零一八年六月三十日止年度 For the year ended 30th June, 2018

	附註 Note	2018 港幣 HK\$	2017 港幣 HK\$
營運活動的現金流量	Cash flows from operating activities		
稅前盈餘	Surplus before taxation	1,850,246	101,059
調整項目：	Adjustments for:		
折舊	Depreciation	283,586	317,441
銀行利息收入	Bank interest income	(293,900)	(161,625)
銀行利息收入 - 為國際航空運輸協會持有銀行存款	Bank interest income – deposits with bank for IATA	(92,341)	(55,698)
應付國際航空運輸協會的利息支出	Interest expenses payable to IATA	92,341	55,698
營運資金變動前的營運盈餘	Operating surplus before working capital changes	1,839,932	256,875
應收賬款的減少 / (增加)	Decrease/(Increase) in accounts receivable	156,961	(1,308)
應收利息的(增加)	(Increase) in interest receivable	(193,894)	-
預付款項及按金的減少 / (增加)	Decrease/(Increase) in prepayments and deposits	86,337	(376,203)
應付賬款及應計支出的增加	Increase in accounts payable and accruals	586,149	181,527
預收印花費的增加	Increase in levy received in advance	2,762,211	300,000
遣散費及長期服務金撥備的增加	Increase in provision for severance and long service payment	75,000	30,000
預收會員收費的(減少)	(Decrease) in membership fees received in advance	(3,400)	(20,600)
預收訓練課程費用的增加	Increase in course fees received in advance	29,320	28,630
預收證件費用的(減少)	(Decrease) in pass fees received in advance	(146,550)	(54,691)
營運活動的現金流入額	Cash inflow from operating activities	5,192,066	344,230
所得稅退稅	Income tax rebate	20,001	-
營運活動的現金流入淨額	Net cash inflow from operating activities	5,212,067	344,230
投資活動的現金流量	Cash flows from investing activities		
購入物業、機器及設備	Purchase of property, plant and equipment	(127,593)	(21,707)
銀行利息收入	Bank interest income	293,900	161,625
銀行利息收入 - 為國際航空運輸協會持有銀行存款	Bank interest income – deposits with bank for IATA	92,341	55,698
投資活動的現金流入淨額	Net cash inflow from investing activities	258,648	195,616
融資活動前的現金流入淨額	Net cash inflow before financing activities	5,470,715	539,846
融資活動	Financing activities		
應付國際航空運輸協會的利息支出	Interest expenses payable to IATA	(92,341)	(55,698)
融資活動的現金流出淨額	Net cash outflow from financing activities	(92,341)	(55,698)
現金及現金等價物的增加淨額	Net increase in cash and cash equivalents	5,378,374	484,148
本年度初的現金及現金等價物	Cash and cash equivalents at the beginning of the year	28,947,941	28,463,793
本年度末的現金及現金等價物	Cash and cash equivalents at the end of the year	34,326,315	28,947,941

第五十二至六十四頁的附註為本財務報表的一部份。

The notes on pages 52 to 64 form an integral part of these financial statements.

財務報表附註

Notes to the financial statements

截至二零一八年六月三十日止年度 For the year ended 30th June, 2018

1. 機構資料

議會按《公司條例》於香港以擔保有限責任形式成立為法團，登記地址及主要業務地點為香港北角英皇道250號北角城中心17樓1706-1709室。議會的主要業務是一家監管香港的旅行社(議會登記會員)、領隊及導遊的機構。議會從事的業務還有：維持業界的高專業水平，以及保障旅客和業界的利益。

2. 遵例聲明

a. 遵例聲明

本財務報表符合《香港財務報告準則》於申報期開始時生效的每項適用準則和每項適用詮釋的所有要求，並按應計制會計原則及按議會能持續經營的基準編製。

b. 計量基準

編製本財務報表所採用的計量基準載於財務報表附註3。

3. 主要會計政策概要

a. 物業、機器及設備

物業、機器及設備均以歷史成本減去累計折舊及累計減值虧損後入賬。歷史成本包括收購項目的直接支出。繼後成本只有在項目未來的經濟利益可能歸於議會，以及其成本能可靠地計量時，才列入資產的賬面值或確認為獨立資產(視情況而定)。所有其他維修及保養費用均於產生的財政年度記入損益及其他綜合收入表內。

機器及設備的折舊以直線法計算，於估計可使用年期內將成本攤銷至其剩餘價值：

辦公室設備及電腦	20% - 33.33%
傢具及設備	20%
建築物	按四十一年折舊
租賃土地	以剩餘租賃期計算

資產的剩餘價值及可使用年期將於申報期結束時檢討，並適當調整。

若資產的賬面值高於其估計可收回金額，則賬面值即時撇減至可收回金額。

1. Corporate information

The Council was incorporated in Hong Kong with liability limited by guarantee under the Companies Ordinance. The address of its registered office and principal place of business is Rooms 1706-1709, Fortress Tower, 250 King's Road, North Point, Hong Kong. The principal activities of the Council are to serve as a regulatory body of travel agents, which are registered members of the Council, as well as tour escorts and tourist guides in Hong Kong. The Council also conducts activities relating to maintaining a high professional standard within the industry and protecting the interests of travellers and the industry.

2. Statement of compliance

a. Statement of compliance

These financial statements comply with all of the requirements of each applicable standard and each applicable interpretation in HKFRSs effective at the beginning of the reporting period and have been prepared under the accrual basis of accounting and on the basis that the Council is a going concern.

b. Basis of measurement

The measurement bases used in preparing these financial statements are set out in note 3 to financial statements.

3. Summary of significant accounting policies

a. Property, plant and equipment

Property, plant and equipment are stated at historical cost less accumulated depreciation and accumulated impairment losses. Historical cost includes expense that is directly attributable to the acquisition of the items. Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the Council and the cost of the item can be measured reliably. All other repairs and maintenance are expensed in the statement of profit or loss and other comprehensive income during the financial year in which they are incurred.

Depreciation of plant and equipment is calculated using the straight line method to allocate cost to their residual values over their estimated useful lives, as follows:

Office equipment and computer	20% - 33.33%
Furniture and fixtures	20%
Buildings	Depreciated over 41 years
Leasehold land	Over the unexpired term of the lease

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of the reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

持有作生產或供應貨品及服務、或作行政用途的建築物，減去累計折舊及累計減值虧損後以成本列入財務狀況表內。

建築物的折舊按估計經濟年期以直線法攤銷成本。

物業、機器及設備項目於處置時或預期繼續使用該資產不會帶來未來經濟利益時終止確認。終止確認資產所帶來的任何收益或虧損(按該項目的處置所得款項淨額及賬面值之間的差額計算)於該項目終止確認的年度內計入損益及其他綜合收入表。

b. 收入確認

在有關經濟收益可能歸於議會及在收入能可靠地計量的情況下，有關收入才會確認。

- 會員收費收入於會籍期確認。
- 印花徵費收入於旅行團收據蓋上或列印印花後確認。
- 入境團登記費收入於議會收款後確認。
- 講座及訓練課程收入於服務提供期間確認。
- 銀行利息收入根據尚餘本金按時間比例及適用利率累計。
- 機場服務櫃檯收入於服務提供時確認。
- 其他營運收入於收款後確認。

c. 所得稅

所得稅指本期應付稅項及遞延稅項。

本期應付稅項按本年度應課稅盈餘計算。應課稅盈餘與損益及其他綜合收入表所列盈餘不同，因其不包括在其他年度內應課稅或可扣減的收入或支出項目，亦不包括永不課稅或扣減的項目。議會的本期稅項負債，按申報期結束時已頒佈或實質頒佈的稅率計算。

遞延稅項採用負債法就財務報表上資產與負債的稅務基準及其賬面值之間的暫時性差額作全數撥備。不過，如遞延稅項源自業務合併以外的交易中初步確認的資產或負債，且於交易時不影響會計或應課稅盈餘或虧損，則不予入賬。遞延所得稅按照申報期結束時已頒佈或實質頒佈，且預期於相關遞延所得稅資產已變現或遞延所得稅負債已結算時應用的稅率釐定。

倘日後應課稅盈餘可能用於抵銷能夠被動用的暫時性差額，則會確認遞延稅項資產。

Buildings held for use in the production or supply of goods and services, or for administrative purposes, are stated in the statement of financial position at cost less accumulated depreciation and accumulated impairment losses.

Depreciation on buildings is provided to write off the cost over their estimated economic lives using the straight line method.

An item of property, plant and equipment is derecognised upon disposal or when no future economic benefits are expected to arise from the continued use of the asset. Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the item) is included in the statement of profit or loss and other comprehensive income in the year in which the item is derecognised.

b. Income recognition

Income is recognised when it is probable that the economic benefits will flow to the Council and when the income can be measured reliably.

- Membership fee income is recognised over the term of the membership.
- Levy income is recognised when the levy stamp has been franked or printed on the tour receipt.
- Inbound tour registration fee income is recognised when the Council receives payment.
- Income from seminars and courses is recognised in the period when the services are rendered.
- Bank interest income is accrued on a time proportion basis on the principal outstanding and at the interest rate applicable.
- Airport service counter income is recognised when the relevant services are rendered.
- Other operating income is recognised when received.

c. Income tax

Income tax represents the sum of the tax currently payable and deferred tax.

The tax currently payable is based on taxable surplus for the year. Taxable surplus differs from surplus reported in the statement of profit or loss and other comprehensive income because it excludes items of income or expense that are taxable or deductible in other years and it further excludes items that are never taxable or deductible. The Council's liability for current tax is calculated using tax rates that have been enacted or substantively enacted at the end of the reporting period.

Deferred tax is provided in full, using the liability method, on temporary differences arising between the tax bases of assets and liabilities and their carrying amounts in the financial statements. However, if the deferred tax arises from initial recognition of an asset or liability in a transaction other than a business combination that at the time of the transaction affects neither accounting nor taxable surplus or loss, it is not accounted for. Deferred income tax is determined using tax rates that have been enacted or substantively enacted at the end of the reporting period and are expected to apply when the related deferred income tax asset is realised or the deferred income tax liability is settled.

Deferred tax assets are recognised to the extent that it is probable that future taxable surplus will be available against which the temporary differences can be utilised.

d. 關連方

任何一方如屬以下情況，即被視為與議會有關連：

(a) 某人或某人的近親家庭成員如屬以下人士，即與議會有關連：

- (i) 控制或共同控制議會；
- (ii) 對議會有重大影響力；或
- (iii) 為議會或議會母公司的主要管理人員；

(b) 某實體如符合下列任何條件，即與議會有關連：

- (i) 該實體與議會屬同一集團的成員（即每家母公司、附屬公司、同系附屬公司與其他成員有關連）。
- (ii) 一實體為另一實體的聯營公司或合營公司（或為另一實體所屬議會的會員的聯營公司或合營公司）。
- (iii) 該實體與議會為同一第三方實體的合營公司。
- (iv) 一實體為第三方實體的合營公司，而另一實體為該第三方實體的聯營公司。
- (v) 該實體為議會僱員或議會關連實體僱員而設立的離職後福利計劃。如議會本身屬此計劃，則提供資助的僱主亦與該計劃有關連。
- (vi) 該實體受(a)段所界定人士控制或共同控制。
- (vii) (a)(i)段所界定人士對該實體有重大影響力，或為該實體（或該實體母公司）的主要管理人員。

e. 撥備

議會若因過往事件而承擔現有法律責任或推定責任，而履行該等責任可能消耗資源，且有關金額已能可靠地估計時，將確認撥備。

如有若干類似責任，於釐定履行責任是否需要消耗資源時，將考慮整類責任。即使同類責任中任何一個責任導致資源消耗的可能性很低，但仍將確認撥備。

f. 或有負債及或有資產

或有負債指來自過往事件的可能責任，該等責任存在與否，只會在議會不能完全控制的一宗或多宗不確定的未來事件出現或不出現的情況下，才被確認。或有負債亦可以指來自過往事件的現有責任，但由於可能不需要消耗經濟資源，或責任金額未能可靠地計量，因而未有確認。或有負債不予確認，但在財務報表附註中披露。若消耗資源的可能性出現改變，因而導致可能出現資源消耗，將確認為撥備。

d. Related parties

A party is considered to be related to the Council if:

(a) A person or a close member of that person's family is related to the Council if that person:

- (i) has control or joint control over the Council;
- (ii) has significant influence over the Council; or
- (iii) is a member of the key management personnel of the Council or of a parent of the Council;

(b) An entity is related to the Council if any of the following conditions applies:

- (i) The entity and the Council are members of the same group (which means that each parent, subsidiary and fellow subsidiary is related to the others).
- (ii) One entity is an associate or joint venture of the other entity (or of a member of a council of which the other entity is a member).
- (iii) Both entities are joint ventures of a third entity.
- (iv) One entity is a joint venture of a third entity and the other entity is an associate of the third entity.
- (v) The entity is a post-employment benefit plan for the benefit of employees of either the Council or an entity related to the Council. If the Council is itself such a plan, the sponsoring employers are also related to the plan.
- (vi) The entity is controlled or jointly controlled by a person identified in (a).
- (vii) A person identified in (a)(i) has significant influence over the entity or is a member of the key management personnel of the entity (or of a parent of the entity).

e. Provisions

Provisions are recognised when the Council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

f. Contingent liabilities and contingent assets

A contingent liability is a possible obligation that arises from past events and whose existence will only be confirmed by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council. It can also be a present obligation arising from past events that is not recognised because it is not probable that outflow of economic resources will be required or the amount of obligation cannot be measured reliably. A contingent liability is not recognised but is disclosed in the notes to the financial statements. When a change in the probability of an outflow occurs so that outflow is probable, it will then be recognised as a provision.

或有資產指來自過往事件的可能資產，該等資產存在與否，只會在議會不能完全控制的一宗或多宗不確定的未來事件出現或不出現的情況下，才被確認。或有資產不予確認，但於可能收到經濟利益時在財務報表附註中披露。若將收到的經濟利益幾乎肯定，將確認為資產。

g. 流動資產及負債

流動資產預期在申報期結束的十二個月內或議會日常營運週期中變現。流動負債預期在申報期結束的十二個月內或議會日常營運週期中清付。

h. 退休成本

議會根據《強制性公積金計劃條例》的規定，提供兩個定額供款退休福利計劃給部份僱員。計劃供款以合資格僱員薪金的某個百分比計算，並於按照有關計劃的規定付出時計入損益及其他綜合收入表。有關計劃的資產由獨立於議會資產運作的基金持有。在強制性公積金退休福利計劃下，議會的僱主供款與僱員供款的金額相同。

i. 營運租賃

凡資產擁有權的絕大部份風險與回報仍屬於出租人的租賃，即為營運租賃。按營運租賃支付的租金，於租賃期內在損益及其他綜合收入表內以直線法列為支出。

j. 金融工具

金融資產

議會的金融資產分為貸款與應收款項。貸款與應收款項指並非於交投活躍的市場內報價而具有固定或可確定付款的非衍生金融資產。於初步確認後的申報期結束時，貸款與應收款項(包括應收賬款)使用實際利率法按攤銷成本扣除任何已確定減值虧損列賬。減值虧損在有客觀證據顯示資產已減值時於損益及其他綜合收入表內確認，並按該項資產賬面值及以原有實際利率折現所得估計未來現金流量現值兩者間的差額計算。當減值確認後出現的一項事件可客觀地關連於資產的可收回款項增加，則減值虧損可於其後期間撥回，但減值撥回日期的資產賬面值，不得超出該項資產原本未確認減值的經攤銷成本。

A contingent asset is a possible asset that arises from past events and whose existence will only be confirmed by the occurrence or non-occurrence of one or more uncertain events not wholly within the control of the Council. A contingent asset is not recognised but is disclosed in the notes to the financial statements when an inflow of economic benefits is probable. When inflow is virtually certain, an asset is recognised.

g. Current assets and liabilities

Current assets are expected to be realised within 12 months of the end of the reporting period or in the normal course of the Council's operating cycle. Current liabilities are expected to be settled within 12 months of the end of the reporting period or in the normal course of the Council's operating cycle.

h. Pension costs

The Council operates two defined contribution retirement benefits schemes under the Mandatory Provident Fund Schemes Ordinance for certain employees. Contributions are made based on a percentage of the eligible employees' salaries and are charged to the statement of profit or loss and other comprehensive income as they become payable in accordance with the rules of the schemes. The assets of the schemes are held separately from those of the Council in independently administered funds. With respect to the Mandatory Provident Fund retirement benefits scheme, the Council's employer contributions vest fully with the employees when contributed into the scheme.

i. Operating leases

Leases where substantially all the risks and rewards of ownership of assets remain with the lessor are accounted for as operating leases. Rentals payable under the operating leases are recognised as an expense in the statement of profit or loss and other comprehensive income on the straight-line basis over the lease terms.

j. Financial instruments

Financial assets

The Council's financial assets are classified into loans and receivables. Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. At the end of the reporting period subsequent to initial recognition, loans and receivables (including accounts receivables) are carried at amortised cost using the effective interest rate method, less any identified impairment losses. An impairment loss is recognised in the statement of profit or loss and other comprehensive income when there is objective evidence that the asset is impaired, and is measured as the difference between the asset's carrying amount and the present value of the estimated future cash flows discounted at the original effective interest rate. Impairment losses are reversed in subsequent periods when an increase in the asset's recoverable amount can be related objectively to an event occurring after the impairment was recognised, subject to a restriction that the carrying amount of the asset at the date the impairment is reversed does not exceed what the amortised cost would have been had the impairment not been recognised.

金融負債與股本

機構發行的金融負債與股本工具根據所訂立合約安排的實質內容及金融負債與股本工具的定義而分類。

股本工具指能證明於議會資產經扣除其所有負債後的剩餘權益的任何合約。議會的金融負債(包括應付旅遊業賠償基金款項及應付賬款)採用實際利率法按攤銷成本計算。

k. 終止確認金融資產與金融負債

若從金融資產收取現金流的權利已屆滿，或議會已轉讓收取金融資產現金流的合約權利或已轉讓擁有權的絕大部份風險與回報，或不再保留控制權，則金融資產的確認將被終止。

金融負債若已償清，即債項獲解除、取消或屆滿，則其確認將被終止。

l. 現金及現金等價物

現金及現金等價物包括銀行存款、庫存現金、定期存款、於三個月或以內到期的其他高度流通短期投資及銀行透支。

m. 已頒佈但未生效的《香港財務報告準則》的影響

香港會計師公會所頒佈以下新訂或已修訂的《香港財務報告準則》，均與議會的業務有關，並將於以下強制生效日期或之後開始的會計年度生效，詳情如下：

名稱	強制生效日期
《香港財務報告準則》第9號(修訂)：金融工具	二零一八年一月一日
《香港財務報告準則》第16號：租賃	二零一九年一月一日

議會要在上述準則的強制生效日期或之後開始的首個會計年度，初步採用上述準則。議會已開始評估採用上述準則的影響，但未能斷定在初步採用期間對財務報表有沒有重大影響。

Financial liabilities and equity

Financial liabilities and equity instruments issued by an entity are classified according to the substance of the contractual arrangement entered into and the definitions of a financial liability and an equity instrument.

An equity instrument is any contract that evidences a residual interest in the assets of the Council after deducting all of its liabilities. The Council's financial liabilities (including amount due to the Travel Industry Compensation Fund and accounts payable) are subsequently measured at amortised cost, using the effective interest rate method.

k. Derecognition of financial assets and financial liabilities

Financial assets are derecognised when the rights to receive cash flows from the assets have expired; or when the Council has transferred its contractual rights to receive the cash flows of the financial assets and has transferred substantially all the risks and rewards of ownership; or where control is not retained.

Financial liabilities are derecognised when they are extinguished, i.e., when the obligation is discharged, cancelled or expires.

l. Cash and cash equivalents

Cash and cash equivalents include cash at bank and in hand, time deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts.

m. Impact of issued but not yet effective HKFRSs

The Hong Kong Institute of Certified Public Accountants has issued the following HKFRSs, newly issued or revised as indicated, that are relevant to the business of the Council and will become effective from the accounting periods beginning on or after the mandatory effective dates set out below:

Title	Mandatory effective date
HKFRS 9 (Revised): Financial Instruments	1st January, 2018
HKFRS 16: Leases	1st January, 2019

The Council is expected to initially adopt the above in the first accounting period beginning on or after their respective mandatory effective dates. The Council has already commenced an assessment of the impact of the adoption but is not yet in a position to state whether there would be a significant impact on its financial statements in the period of initial application.

4. 財務風險管理

金融工具

議會的主要金融資產為會員年費、雜項按金、預付款項、暫付款項、銀行結餘、存款及現金。議會的主要金融負債為預收會員收費、其他應付款項、預收訓練課程費用、預收證件費用、預收印花費、普通會員的保證按金、應付賬款及應計支出。在截至二零一八年六月三十日止的年度內，議會並未持有或發出任何金融工具以作交易用途，亦沒有任何衍生工具合約的持倉。

a. 外匯風險

整體而言，在截至二零一八年六月三十日止的年度內，議會所有產生收入的營運均以港幣交易，港幣即為議會的功能貨幣及列賬貨幣。議會因此並沒有重大外匯風險。

b. 信貸風險

信貸風險指交易對手不能於到期時全數繳付款項的風險。議會的「應收款項」性質上十分短期，相關的風險甚低。會費、收費、課程收入、租金收入及其他活動都預先收取。截至二零一八年六月三十日止，議會並沒有嚴重集中的信貸風險，而所有應收賬款的結餘既未逾期亦未減值，與多個近期沒有拖欠紀錄的不同類型債務人有關。

c. 利率風險

利率風險指金融工具的價值因市場利率變動而出現波動的風險。議會由於現金及銀行結餘因應市場主要利率水平的波動而承受風險。

議會的利率風險如下：

		2018 港幣 HK\$	2017 港幣 HK\$
定期存款	Time deposits	31,127,321	26,586,748
儲蓄賬戶	Savings accounts	2,815,549	1,781,710
往來賬戶及庫存現金	Current accounts and cash in hand	383,445	579,483
		34,326,315	28,947,941

		每年百分率 Percentage per annum	每年百分率 Percentage per annum
定期存款的實際利率	Effective interest rate of time deposits	0.45%-1.65%	0.15%-1.00%
儲蓄賬戶的實際利率	Effective interest rate of savings accounts	0.01%	0.01%

d. 流動資金風險

議會密切監察現金流狀況，因此流動資金風險甚低。

按合約未貼現付款額計算，議會於申報日期金融負債的到期情況如下：

4. Financial risk management

Financial instruments

The principal financial assets of the Council are annual fee receivable from members, sundry deposits, prepayments, temporary payments, bank balances, deposits and cash. The principal financial liabilities of the Council include membership fees received in advance, other payables, course fees received in advance, pass fees received in advance, levy received in advance, security deposits received from Affiliate Members, accounts payable and accruals. The Council did not hold or issue any financial instruments for trading purposes or any positions in derivative contracts during the year ended 30th June, 2018.

a. Foreign currency risk

Substantially all the revenue-generating operations of the Council were transacted in the Hong Kong dollar during the year ended 30th June, 2018, which is the functional and presentation currency of the Council. The Council therefore does not have significant foreign exchange risk.

b. Credit risk

Credit risk is the risk that a counterparty will be unable to pay amounts in full when due. The Council's "receivables" are very short-term in nature and the associated risk is minimal. Subscriptions, fees, income from courses, rental income and other activities are collected in advance. As at 30th June, 2018, the Council has no significant concentration of credit risk and all balances of accounts receivable are neither past due nor impaired and relate to a large number of diversified debtors for whom there was no recent history of default.

c. Interest rate risk

Interest rate risk is the risk that the value of a financial instrument will fluctuate due to changes in market interest rates. The Council is subject to the risk due to fluctuation in the prevailing levels of market interest rates on its cash and bank balances.

The interest rate risk exposure of the Council is set out below:

d. Liquidity risk

The Council is exposed to minimal liquidity risk as the Council closely monitors its cash flow position.

The maturity profile of the Council's financial liabilities at the reporting date, based on the contractual undiscounted payments, is as follows:

		2018				
		按要求 On demand	三個月 以下 Less than 3 months	三個月至 一年 3 months to 1 year	一至五年 1 to 5 years	合計 Total
		港幣 HK\$	港幣 HK\$	港幣 HK\$	港幣 HK\$	港幣 HK\$
應付賬款及應計支出	Accounts payable and accruals	-	5,443,477	-	-	5,443,477
預收印花徵費	Levy received in advance	-	4,762,211	-	-	4,762,211
其他應付旅遊業培訓基金賬款	Other payable to Travel Industry Training Fund	4,806,360	-	-	-	4,806,360
其他應付旅行社資訊科技發展配對基金先導計劃賬款	Other payable to Pilot Information Technology Development Matching Fund Scheme for Travel Agents	8,447,615	-	-	-	8,447,615
其他應付國際航空運輸協會賬款	Other payable to IATA	11,981,010	-	-	-	11,981,010
普通會員的保證按金	Security deposits from Affiliate Members	5,550,000	-	-	-	5,550,000
遣散費及長期服務金撥備	Provision for severance and long service payment	-	-	-	660,000	660,000
		30,784,985	10,205,688	-	660,000	41,650,673

		2017				
		按要求 On demand	三個月 以下 Less than 3 months	三個月至 一年 3 months to 1 year	一至五年 1 to 5 years	合計 Total
		港幣 HK\$	港幣 HK\$	港幣 HK\$	港幣 HK\$	港幣 HK\$
應付賬款及應計支出	Accounts payable and accruals	-	4,857,327	-	-	4,857,327
預收印花徵費	Levy received in advance	-	2,000,000	-	-	2,000,000
其他應付旅行社資訊科技發展配對基金先導計劃賬款	Other payable to Pilot Information Technology Development Matching Fund Scheme for Travel Agents	10,000,882	-	-	-	10,000,882
其他應付國際航空運輸協會賬款	Other payable to IATA	11,106,896	-	-	-	11,106,896
普通會員的保證按金	Security deposits from Affiliate Members	5,400,000	-	-	-	5,400,000
遣散費及長期服務金撥備	Provision for severance and long service payment	-	-	-	585,000	585,000
		26,507,778	6,857,327	-	585,000	33,950,105

5. 收入

a. 印花徵費收入

此收入乃《2002年旅行代理商(修訂)條例》第32(1)條所指的議會徵費。

b. 訓練課程及考試收入

訓練課程及考試收入包括外遊領隊證書課程及考試、導遊培訓課程及考試以及其他訓練課程的課程收入。

5. Income

a. Levy income

Levy income represents the Council levy stipulated under Section 32(1) of the Travel Agents (Amendment) Ordinance 2002.

b. Training course and examination income

Training course and examination income includes the course fees charged for the tour escort certificate course and examination, the tourist guide training course and examination and other training courses.

c. 會員收費收入

		2018 港幣 HK\$	2017 港幣 HK\$
會員會費	Membership subscriptions	2,152,100	2,210,200
入會費	Entrance fee	223,800	243,000
更改會籍細則收費	Charges for changes of members' particulars	78,400	77,000
		2,454,300	2,530,200

c. Membership fee income

d. 入境團登記費收入

入境團登記費收入指入境旅行社登記內地入境團的費用。

d. Inbound tour registration fee income

Inbound tour registration fee income is registration charges for mainland China's inbound tours received from inbound travel agents.

6. 銀行利息收入

損益及其他綜合收入表上的銀行利息收入代表：

		2018 港幣 HK\$	2017 港幣 HK\$
銀行利息收入 - 存款	Bank interest income - deposits	293,900	161,625
銀行利息收入 - 為國際航空運輸協會持有銀行存款	Bank interest income - deposits with bank for IATA	92,341	55,698
		386,241	217,323

6. Bank interest income

Bank interest income in the statement of profit or loss and other comprehensive income represents:

7. 理事的利益與利害關係

議會理事的酬金，按《公司條例》第383(1)條及《公司(披露董事利益資料)規例》第2部披露如下：

a. 理事薪酬

根據議會的《組織章程大綱》第4項，議會理事不得收取任何酬金、或其他金錢或具金錢價值的利益。

就出任議會理事人士的服務而言，按議會的《組織章程細則》第55(4)條支付或應收的交通津貼：

7. Directors' benefit and interest

Remuneration of the directors of the Council disclosed pursuant to section 383(1) of the Companies Ordinance and Part 2 of the Companies (Disclosure of Information about Benefits of Directors) Regulation is as follows:

a. Directors' emoluments

The directors of the Council are not permitted to receive any remuneration or other benefit in money or money's worth pursuant to Clause 4 of the Council's Memorandum of Association.

Travelling allowances paid or receivable in respect of a person's services as a director of the Council pursuant to Article 55(4) of the Council's Articles of Association:

		2018 港幣 HK\$	2017 港幣 HK\$
黃進達先生 JP (主席)	Mr. WONG Chun Tat, Jason JP (Chairman)	96,000	96,000

b. 根據議會的《組織章程大綱》第4項，議會理事於本年度內不得收取(二零一七年沒有收取)任何退休及終止服務利益。

c. 本年度內沒有(二零一七年沒有)向理事、受他們控制的法人團體及與他們有關連的實體作出貸款、類似貸款和惠及他們的其他交易。

b. The directors of the Council are not permitted to receive any retirement and termination benefits paid pursuant to Clause 4 of the Memorandum of Association of the Council during the year (2017: Nil).

c. There were no loans, quasi-loans and other dealings in favour of directors, their controlled bodies corporate and their connected entities made during the year (2017: Nil).

8. 稅前盈餘

稅前盈餘已減去下列項目：

		2018	2017
		港幣 HK\$	港幣 HK\$
核數師酬金	Auditor's remuneration	63,500	57,000
折舊	Depreciation	283,586	317,441
理事袍金、酬金及交通津貼	Director's fees, emoluments and travelling allowances	96,000	96,000
定額供款退休福利計劃	Defined contribution retirement benefits schemes		
- 強制性公積金供款及公積金供款	- Mandatory provident fund and provident fund contributions	1,427,193	1,487,310
利息支出	Interest expenses		
- 應付國際航空運輸協會款項	- payable to IATA	92,341	55,698

8. Surplus before taxation

Surplus before taxation is arrived at after charging:

9. 稅項

a. 損益及其他綜合收入表上的所得稅代表：

		2018	2017
		港幣 HK\$	港幣 HK\$
本期稅項	Current tax	-	-
利得稅退稅	Profit tax rebate	(20,001)	-
遞延稅項	Deferred tax	438,157	9,728
		418,156	9,728

9. Taxation

a. Income tax in the statement of profit or loss and other comprehensive income represents:

b. 以下為所得稅支出對賬，港幣二百萬元或以下的應評稅利潤按適用稅率8.25%計算，而超過港幣二百萬元應評稅利潤的任何部份則按適用稅率16.5%(二零一七年為16.5%)計算：

b. The following is a reconciliation of income tax calculated at the applicable tax rate of 8.25% on assessable profits up to \$2,000,000; and 16.5% on any part of assessable profits over \$2,000,000 (2017: 16.5%) with income tax expense:

		2018	2017
		港幣 HK\$	港幣 HK\$
稅前一般活動的盈餘	Surplus from ordinary activities before taxation	1,850,246	101,059
按適用稅率估計的香港利得稅	Expected Hong Kong profits tax at applicable tax rate	152,645	16,674
利得稅退稅	Profit tax rebate	(20,001)	-
以下項目的課稅影響：	Tax effects of:		
- 因實施利得稅兩級制而導致遞延稅項資產調整	- Deferred tax assets adjustment due to the implementation of two tiered profits tax rates regime	299,897	-
- 無須課稅收入	- Non-taxable income	(24,246)	(26,668)
- 不可扣減支出	- Non-deductible expenses	9,861	19,722
本年度稅項支出	Tax expense for the year	418,156	9,728

c. 遞延稅項資產分析

c. Analysis of deferred tax assets

		加速稅務折舊 Accelerated tax Depreciation	稅項虧損 Tax losses	合計 Total
		港幣 HK\$	港幣 HK\$	港幣 HK\$
於二零一六年六月三十日	At 30th June, 2016	231,275	378,247	609,522
扣自本年度收入	Charged to income for the year	(30,400)	20,672	(9,728)
於二零一七年六月三十日	At 30th June, 2017	200,875	398,919	599,794
扣自本年度收入	Charged to income for the year	(124,757)	(313,400)	(438,157)
於二零一八年六月三十日	At 30th June, 2018	76,118	85,519	161,637

財務狀況表所列報的稅項撥備為按本年度估計應課稅盈餘減去已付暫繳香港利得稅後以稅率8.25%作出撥備的香港利得稅。

Provision for taxation in the statement of financial position represents Hong Kong profits tax provided at the rate of 8.25% on the estimated assessable surplus for the year less the amount of provisional Hong Kong profits tax paid.

10. 物業、機器及設備

10. Property, plant and equipment

		建築物 Buildings	租賃土地 Leasehold land	傢具及設備 Furniture and fixtures	辦公室設備 及電腦 Office equipment and computers	合計 Total
		港幣 HK\$	港幣 HK\$	港幣 HK\$	港幣 HK\$	港幣 HK\$
成本	Cost					
於二零一六年七月一日	At 1.7.2016	13,182,783	13,182,783	3,045,692	1,896,696	31,307,954
添置	Additions	-	-	-	21,707	21,707
於二零一七年六月三十日及 二零一七年七月一日	At 30.6.2017 and 1.7.2017	13,182,783	13,182,783	3,045,692	1,918,403	31,329,661
添置	Additions	-	-	22,586	105,007	127,593
於二零一八年六月三十日	At 30.6.2018	13,182,783	13,182,783	3,068,278	2,023,410	31,457,254
累計折舊	Accumulated depreciation					
於二零一六年七月一日	At 1.7.2016	12,319,679	2,378,841	2,971,898	1,604,869	19,275,287
本年度折舊	Charge for the year	47,951	99,118	33,911	136,461	317,441
於二零一七年六月三十日及 二零一七年七月一日	At 30.6.2017 and 1.7.2017	12,367,630	2,477,959	3,005,809	1,741,330	19,592,728
本年度折舊	Charge for the year	47,951	99,118	30,551	105,966	283,586
於二零一八年六月三十日	At 30.6.2018	12,415,581	2,577,077	3,036,360	1,847,296	19,876,314
賬面淨值	Net book value					
於二零一八年六月三十日	At 30.6.2018	767,202	10,605,706	31,918	176,114	11,580,940
於二零一七年六月三十日	At 30.6.2017	815,153	10,704,824	39,883	177,073	11,736,933

議會租賃土地的權益分析如下：

The Council's interest in leasehold land is analysed as follows:

		2018	2017
		港幣 HK\$	港幣 HK\$
在香港，持有方式為：	In Hong Kong, held on:		
- 長期租賃	- Long-term leases	5,649,806	5,748,924
- 中期租賃	- Medium-term leases	4,955,900	4,955,900
		<u>10,605,706</u>	<u>10,704,824</u>

11. 普通會員的保證按金

議會按照與普通會員達成的協議，為後者的保證按金持有銀行存款。有關款項按《香港會計準則》第1號分別列入流動資產及流動負債內。

11. Security deposits from affiliate members

The Council holds bank deposits as security deposits from Affiliate Members in accordance with the agreement between the Council and Affiliate Members. The amounts were shown respectively under current assets and current liabilities in accordance with HKAS 1.

12. 以信託形式為國際航空運輸協會持有的銀行存款

議會與國際航空運輸協會基於相互瞭解，以信託形式為後者持有銀行存款。有關款項按《香港會計準則》第1號分別列入流動資產及流動負債內。由此所得的利息收入將撥入國際航空運輸協會的結餘。

12. Deposits with bank in trust for IATA

The Council holds bank deposits in trust for the International Air Transport Association (IATA) in accordance with the mutual understanding between the two parties. The amounts were shown respectively under current assets and current liabilities in accordance with HKAS 1. Interest income therefrom is accrued to the balances with IATA.

13. 為旅行社資訊科技發展配對基金先導計劃持有的銀行存款

香港特別行政區政府承諾撥款港幣四千萬元，以配對形式資助中小型旅行社使用及開發資訊科技，從而拓展業務。旅行社資訊科技發展配對基金先導計劃（「先導計劃」）因此成立，並由議會管理。議會與政府根據雙方訂立的《旅行社資訊科技發展配對基金先導計劃服務提供協議》，以信託形式為後者持有銀行存款。有關款項按《香港會計準則》第1號分別列入流動資產及流動負債內。由此所得的利息收入將撥入先導計劃的結餘。

13. Deposits with bank for Pilot Information Technology Development Matching Fund Scheme for Travel Agents

The Government of the Hong Kong Special Administrative Region (HKSAR) committed a funding of \$40,000,000 to support the small- and medium-sized travel agents in utilising and developing information technology for business development on a matching basis. A Pilot Information Technology Development Matching Fund Scheme for Travel Agents ("Pilot Scheme") which is administrated by the Council was thus established. The Council holds bank deposits in trust for the Government in accordance with the Agreement for the Provision of Services for Implementation of Pilot Information Technology Development Matching Fund Scheme for Travel Agents between the two parties. The amounts were shown respectively under current assets and current liabilities in accordance with HKAS 1. Interest income therefrom is accrued to the balances with the Pilot Scheme.

14. 為旅遊業培訓基金持有銀行存款

香港特別行政區政府撥款港幣五百萬元，透過議會資助旅遊從業員的培訓，提高行業服務質素。旅遊業培訓基金（「培訓基金」）因此成立，並由議會管理。議會與政府根據雙方訂立的《旅遊業培訓基金協議》，以信託形式為後者持有銀行存款。有關款項按《香港會計準則》第1號分別列入流動資產及流動負債內。由此所得的利息收入將撥入培訓基金的結餘。

14. Deposits with bank for Travel Industry Training Fund

The Government of the Hong Kong Special Administrative Region (HKSAR) provided funding of \$5,000,000 to support the training of members of the travel industry through the Council to enhance service quality of the industry. A Travel Industry Training Fund ("Training Fund"), which is administrated by the Council, was thus established. The Council holds bank deposits in trust for the Government in accordance with the Travel Industry Training Fund Agreement between the two parties. The amounts were shown respectively under current assets and current liabilities in accordance with HKAS 1. Interest income therefrom is accrued to the balances with the Training Fund.

15. 現金及現金等價物

現金及現金等價物包括庫存現金及銀行結餘。申報期結束時顯示於現金流量表的現金及現金等價物與財務狀況表上的金額對賬如下：

		2018 港幣 HK\$	2017 港幣 HK\$
定期存款	Time deposits	31,127,321	26,586,748
儲蓄戶口	Savings accounts	2,815,549	1,781,710
往來戶口及庫存現金	Current accounts and cash in hand	383,445	579,483
		<u>34,326,315</u>	<u>28,947,941</u>

銀行存款按每日銀行存款利率的浮動利率賺取利息。議會視乎即時現金需要，訂立不同期限的短期定期存款，由一天至十二個月不等，並按相關的短期定期存款利率賺取利息。銀行結餘及定期存款均存放於信譽良好且近期沒有拖欠紀錄的銀行。

16. 累計基金

議會是一家擔保有限公司，沒有股本。

議會每名會員承諾，若在其仍為會員時或在其不再為會員後一年內議會清盤，將提供款項予議會的資產，以用於償付議會在其不再為會員前所約定承擔的債項及債務，支付清盤的費用、收費及支出，以及調整分擔人彼此之間的權利；每名會員須提供的總款額不超過港幣一百元。

17. 承諾款項與或有損益

營運租賃

議會為承租人：

		2018 港幣 HK\$	2017 港幣 HK\$
根據房產營運租賃已支付的最低租金	Minimum lease payments paid under operating leases for premises	1,735,486	2,624,803

議會根據在下列期間屆滿的不可撤銷營運租賃而承諾將於日後支付的最低租金如下：

		2018 港幣 HK\$	2017 港幣 HK\$
一年內	Within one year	1,653,665	1,440,958
第二至第五年(包括首尾兩年)	In the second to fifth years inclusive	550,100	1,183,845
		<u>2,203,755</u>	<u>2,624,803</u>

15. Cash and cash equivalents

Cash and cash equivalents consist of cash in hand and balance with banks. Cash and cash equivalents at the end of the reporting period as shown in the statement of cash flows can be reconciled to the amounts in the statement of financial position as follows:

Cash at bank earns interest at floating rates based on daily bank deposit rates. Short term time deposits are made for varying periods of between one day and twelve months depending on the immediate cash requirements of the Council, and earn interest at the respective short term time deposit rates. The bank balances and time deposits are deposited with creditworthy banks with no recent history of default.

16. Accumulated fund

The Council is limited by guarantee and does not have a share capital.

Every member of the Council undertakes to contribute to the assets of the Council in the event of its being wound up while he is a member or within one year after he ceases to be a member, for payment of the debts and liabilities of the Council contracted before he ceases to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributories among themselves, such amount as may be required not exceeding HK\$100 in aggregate.

17. Commitments and contingencies

Operating Leases

The Council as lessee:

The Council had commitments for future minimum lease payments under non-cancellable operating leases which fall due as follows:

議會為出租人：

The Council as lessor:

分租機場服務櫃檯收入及其他租金收入的總額為：

The total amount of rental income from sub-leasing of the airport service counter and other rental income earned:

		2018 港幣 HK\$	2017 港幣 HK\$
分租機場服務櫃檯	Sub-leasing of the airport service counter	273,600	273,600
其他租金收入	Other rental income	-	-
		<u>273,600</u>	<u>273,600</u>

分租機場服務櫃檯的應收租金及根據不可撤銷營運租賃的其他租金收入總額如下：

The total amount of rent receivable from sub-leasing of the airport service counter and other rental income under non-cancellable operating leases are as follows:

		2018 港幣 HK\$	2017 港幣 HK\$
一年內	Within one year	273,600	273,600
第二至第五年(包括首尾兩年)	In the second to fifth years inclusive	-	-
		<u>273,600</u>	<u>273,600</u>

18. 主要管理人員酬金

主要管理人員的福利為港幣3,552,147元(二零一七年為港幣3,685,277元)，其中港幣3,256,672元(二零一七年為港幣3,374,984元)為薪金，港幣295,475元(二零一七年為港幣310,293元)為退休福利。

18. Key management personnel's remuneration

The key management personnel received HK\$3,552,147 (2017: HK\$3,685,277) in employee benefits, being HK\$3,256,672 (2017: HK\$3,374,984) in salaries and HK\$295,475 (2017: HK\$310,293) in retirement benefit.

19. 關連方交易

本年度內議會與關連方沒有交易。

19. Related party transactions

During the year, the Council has no transactions with its related parties.

20. 資本管理

議會管理累計盈餘的首要目標，是力求議會能持續運作，繼續監管香港的旅行社(議會登記會員)、領隊及導遊。議會從事的業務還有：維持業界的高專業水平，以及保障旅客和業界的利益。議會主動並定期對累計盈餘加以檢討與管理，確保足以應付運作需要。

20. Capital management

The Council's primary objectives when managing accumulated surplus are to safeguard the Council's ability to continue as a going concern, so that it can continue to serve as a regulatory body of travel agents, which are registered members of the Council, as well as tour escorts and tourist guides in Hong Kong. The Council also conducts activities relating to maintaining a high professional standard within the industry and protecting the interests of travellers and the industry. The Council actively and regularly reviews and manages its accumulated surplus to ensure adequacy for operational needs.

21. 關鍵會計估算及判斷

編製符合《香港財務報告準則》的財務報表，管理層需要對影響會計政策的應用及資產、負債、收入和支出的列報款額作出判斷、估算及假設。該等估算及相關假設，均按以往經驗及管理層相信在有關情況下屬於合理的各項其他因素而作出，所得結果構成管理層就目前無法從其他資料來源得悉資產及負債賬面值時所作判斷的基礎。實際結果可能與該等估算有所不同。

21. Critical accounting estimates and judgment

The preparation of financial statements in conformity with HKFRSs requires the management to make judgments, estimates and assumptions that affect the application of policies and reported amounts of assets, liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgments about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

管理層會不斷修訂各項估算及隱含假設。會計估算的修訂，如只影響作出修訂的期間，則於該期間確認；如同時影響當前及未來期間，則於修訂期間及未來期間確認。

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.