REPUBLIC OF KENYA

OFFICE OF THE AUDITOR-GENERAL

Enhancing Accountability

REPORT

OF

THE AUDITOR-GENERAL

ON

COUNTY ASSEMBLY OF TRANS NZOIA

FOR THE YEAR ENDED 30 JUNE, 2019

COUNTY ASSEMBLY OF TRANS NZOIA

REPORTS AND FINANCIAL STATEMENTS

FOR THE FINANCIAL YEAR ENDED

JUNE 30, 2019

Prepared in accordance with the Cash Basis of Accounting Method under the International Public Sector Accounting Standards (IPSAS)

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1. KEY ENTITY INFORMATION AND MANAGEMENT

(a) Background information

The County Assembly is constituted as per the County Government Act, Cap 11, laws of Kenya and is headed by the Speaker, who is responsible for the general policy and strategic direction of the Assembly. The County Assembly constitutes 25 elected and 14 nominated Members of County Assembly (MCAs) elected/nominated to represent members of the public from their respective wards. The MCAs are responsible for making any laws for effective performance of the County Government, approving plans and policies and playing the oversight role over the County Executive.

(b) Key Management

The *County Assembly of Trans Nzoia* day-to-day management is under the following key organs

No.	Designation	Name
1.	County Assembly Speaker.....	Hon. Joshua Mutoto Werunga
2.	County Assembly Clerk.....	CS/CPA Ainea Obare Indakwa
3.	Chief Finance Officer.....	CS/CPA Moses Wanjala Lupao I.C.P.A.K NO. 8315

(c) Fiduciary Management

The key management personnel who held office during the year ended 30th June, 2019 and who had direct fiduciary responsibility were:

No.	Designation	Name
1.	Clerk of the assembly	CS/CPA Ainea Obare Indakwa
2.	Chief Finance Officer	CS/CPA Moses Wanjala Lupao I.C.P.A.K NO. 8315

(d) Fiduciary Oversight Arrangements

Audit and finance committee activities

-The county assembly is in the process of constituting audit and finance committee

County Assembly committee activities

This committee provide oversight role over the County Executive and it is the receipt of the external audit report.

Other oversight activities

The county assembly is mandated to approve plans and policies for the county executive

(e) Trans Nzoia County Assembly

P.O. Box 4221-30200
County Assembly Building/House/Plaza
County Assembly Avenue/Road/Highway
KITALE, KENYA

(f) Trans Nzoia County Assembly Contacts

Telephone: (054)-31380/31617
E-mail: transnzoiacountyassembly@.go.ke
Website: www.transnzoiaassembly.go.ke

(g) Trans Nzoia County Assembly Bankers

1. Central Bank of Kenya-County Revenue Fund
   Account No. 1000171596
   Haile Selassie Avenue
   P.O. Box 60000
   City Square 00200
   Nairobi, Kenya

2. Central Bank of Kenya-County Assembly Recurrent
   Account No. 1000240695
   Nairobi, Kenya

3. Central Bank of Kenya-County Assembly Development
   Account No. 1000297255
   Nairobi, Kenya

4. Central Bank of Kenya-County Assembly Deposit
   Account No. 1000402458
   Nairobi, Kenya

5. Family Bank-Imprest Account
   Account No. 093000034860
   Kitale-Kenya

(h) Independent Auditors

Auditor General
Kenya National Audit Office
Anniversary Towers, University Way
P.O. Box 30084
GPO 00100
Nairobi, Kenya

(i) Principal Legal Adviser

The Attorney General
State Law Office
Harambee Avenue

P.O. Box 40112
City Square 00200
Nairobi, Kenya

2. FORWARD BY THE CLERK OF THE ASSEMBLY

Budget performance
The County assembly of Trans Nzoia had a total budget allocation of Ksh. 754,078,431 for the financial year 2018/2019,consisting of recurrent budget of Ksh. 614,078,431 and development budget of Ksh.140,000,000.Total Exchequer releases for the year under audit review is Ksh. 648,714,519.40.The Recurrent budget was fully utilized whereas about 24% of development budget was utilized.
Operational Performance
-Since the year 2013 to date, the members of County Assembly have enacted several legislations (32 Acts and 4 subsidiary, legislation) and polices. There are some pending bills and polices yet to be enacted. With these legislations in place, the county Government is able carry out the devolved functions legally and effectively in delivering services and goods to the population within and outside the County. -The original budget estimates for the county Executive and County Assembly were approved by the county assembly on 28th June 2018; We had one Supplementary budget that was approved and passed on 21/12/2018. -The County Assembly Committees are categorized into Select/Standing Committees and Sectoral committees. We have 11 sectoral committees mandated to Investigate, inquire into and report on all matters relating to the mandate, management, activities, administration, operation and estimate of each county executive department. -The County Assembly plays an oversight role over the county executive and this includes:-Ensuring the Approved county Budgets, legislation, policies and plans are implemented by the county Executive, they discuss and analyse various county reports and recommend the way forward for adoption purposes.
Performance of key development projects
-The projects being implemented by the county assembly include: Construction of Administration block, Renovation and repair works of assembly premises, and construction of parking sheds, installation of CCTV. **OUTCOMES** -Designs for the administration block are ready -County assembly premises have been repaired and renovated -Perimeter wall constructed up to 90% level -Parking sheds constructed up to 90%
Comment on value-for-money achievements
-Renovation and repair works of the County assembly building has provided conducive working environment for Members of county assembly and members of staff. -Construction of the perimeter wall has provided secure and safe working environment for Staff, Members of county assembly as well security for the county assembly assets.

Challenges and Recommended Way Forward
-Delays in disbursement of funds by the National Treasury have negatively affected the implementation of projects and timely delivery of services. -Political interference has led to delays in service delivery and implementation of projects.

Sign
Clerk of the County Assembly

3. STATEMENT OF MANAGEMENT RESPONSIBILITIES

Sections 164 of the Public Finance Management Act, 2012 requires that, at the end of each financial year, the Accounting Officer of a County Government Entity to prepare financial statements in accordance with the standards and formats prescribed by the Public Sector Accounting Standards Board.

The Clerk of the County Assembly is responsible for the preparation and presentation of the County Assembly's financial statements, which give a true and fair view of the state of affairs of the County Assembly for the year, ended June 30, 2019. This responsibility includes: (i) maintaining adequate financial management arrangements and ensuring that these continue to be effective throughout the reporting period; (ii) maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the County Assembly; (iii) designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of the financial statements, and ensuring that they are free from material misstatements, whether due to error or fraud; (iv) safeguarding the assets of the County Assembly; (v) selecting and applying appropriate accounting policies; and (vi) making accounting estimates that are reasonable in the circumstances.

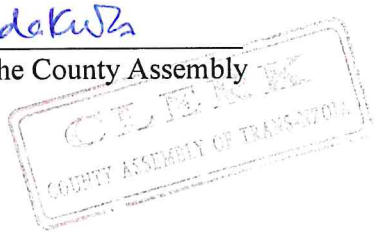
The Clerk accepts responsibility for the County Assembly's financial statements, which have been prepared on the Cash Basis Method of Financial Reporting, using appropriate accounting policies in accordance with International Public Sector Accounting Standards (IPSAS). The Clerk is of the opinion that the County Assembly's financial statements give a true and fair view of the state of the County Assembly's transactions for the year ended June 30, 2019, and of its financial position as at that date. The Clerk further confirms the completeness of the accounting records maintained for the County Assembly which have been relied upon in the preparation of the its financial statements as well as the adequacy of the systems of internal financial control.

The Clerk confirms that the County Assembly has complied fully with applicable Government Regulations and the terms of external financing covenants (where applicable), and that the County Assembly's funds received during the quarter under audit were used for the eligible purposes for which they were intended and were properly accounted for. Further the Clerk confirms that the County Assembly's financial statements have been prepared in a form that complies with relevant accounting standards prescribed by the Public Sector Accounting Standards Board of Kenya.

Approval of the financial statements

The County Assembly financial statements were approved and signed by the Clerk of the County Assembly on 25th February 2020

Clerk of the County Assembly



REPUBLIC OF KENYA

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OFFICE OF THE AUDITOR-GENERAL

Enhancing Accountability

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Anniversary Towers
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NAIROBI

REPORT OF THE AUDITOR-GENERAL ON COUNTY ASSEMBLY OF TRANS NZOIA FOR THE YEAR ENDED 30 JUNE, 2019

REPORT ON THE FINANCIAL STATEMENTS

Qualified Opinion

I have audited the accompanying financial statements of the County Assembly of Trans Nzoia for the year ended 30 June, 2019, set out on pages 1 to 19, which comprise the statement of financial assets and liabilities as at 30 June, 2019, statement of receipts and payments, statement of cash flows and the statement of comparison of budget and actual amounts: recurrent and development combined for the year then ended, and a summary of significant accounting policies and other explanatory information in accordance with the provisions of Article 229 of the Constitution of Kenya and Section 35 of the Public Audit Act, 2015. I have obtained all the information and explanations which, to the best of my knowledge and belief, were necessary for the purpose of the audit.

In my opinion, except for the effects of the matters described in the Basis for Qualified Opinion section of my report, the financial statements present fairly, in all material respects, the financial position of the County Assembly of Trans Nzoia as at 30 June, 2019, and of its financial performance and its cash flows for the year then ended, in accordance with International Public Sector Accounting Standards (Cash Basis) and comply with the Public Finance Management Act, 2012 and the County Governments Act, 2012.

Basis for Qualified Opinion

1. Inaccuracy of the Financial Statements

1.1 Errors in the Financial Statements

The Statement of comparison of budget and actual amounts: recurrent and development combined for the year ended 30 June, 2019 reflects transfers from the County Treasury/ Exchequer Releases totalling Kshs.648,670,500 which however differs by Kshs.44,000 with the balance reflected in the statement of receipts and payments for the year totalling Kshs.648,714,500.

In addition, Note 5.10(1) of other disclosures reflects pending accounts payable totalling Kshs.8,648,026 whereas Annex I to the financial statements reflects a sum of

Kshs.31,943,468.40 on the account resulting to an unexplained variance of Kshs.23,295,442.40.

1.2. Overstatement of Cash and Cash Equivalents

The statement of financial assets and liabilities as at 30 June, 2019 reflects cash and cash equivalents bank balance totalling Kshs.222,683,786, as further disclosed under Note 8 to the financial statements. Included in the balance is Kshs.20,427,050 closing bank balance for the County Assembly's Staff Car Loan and Mortgage Fund. However, the Fund is a separate entity and the Management should therefore have prepared separate financial statements for audit.

Similarly, the bank balance includes Kshs.200,546,681 transferred from the County Government of Trans Nzoia to the County Assembly to operationalize the Car Loan Fund and Mortgage Fund for Members of the County Assembly. Therefore, the balance is incorrectly presented as being part of the cash balance of the County Assembly as at 30 June, 2019. As a result, the bank balance is overstated by Kshs.220,973,731.

In view of these anomalies, the accuracy and completeness of the financial statements for the year ended 30 June,2019, has not been confirmed.

2. Unconfirmed Fixed Assets Balance

The statement of receipts and payments for the year under review reflects acquisition of assets totalling Kshs.29,459,149 made during the year. When added to the balance brought forward from 2017/2018 amounting to Kshs.13,102,330, the fixed assets as at 30 June, 2019 amounts to Kshs.42,561,479, as disclosed in Annexure 2 to the financial statements. However, the Management did not present the County Assembly's asset register for audit. As a result, the existence, ownership and completeness of the assets totalling Kshs.42,561,479 reflected in the financial statements for the year under review has not been confirmed.

The audit as conducted in accordance with International Standards of Supreme Audit Institutions (ISSAIs). I am independent of County Assembly of Trans Nzoia in accordance with ISSAI 130 on Code of Ethics. I have fulfilled other ethical responsibilities in accordance with the ISSAI and in accordance with other ethical requirements applicable to performing audits of financial statements in Kenya. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

Key Audit Matters

Key audit matters are those matters that, in my professional judgment, are of most significance in the audit of the financial statements. There were no key audit matters to report in the year under review.

Other Matter

Budget Control and Performance

The statement of comparison of budget and actual amounts: recurrent and development combined for the year under review reflects an approved revenue budget totalling Kshs.754,078,431 and actual on comparable basis receipts totalling Kshs.649,216,368 resulting to a revenue shortfall of Kshs.104,862,063 or 14% of the budget.

The statement further reflects an expenditure budget for the year amounting to Kshs.754,078,431 and actual expenditure totalling Kshs.622,253,392 resulting in under-expenditure of Kshs.131,825,039 equivalent to 13% of the budget.

Management explained the under-expenditure as having resulted from a shortfall in exchequer releases received during the year. In view of the revenue shortfall, projects and activities planned for the year were not done.

REPORT ON LAWFULNESS AND EFFECTIVENESS IN USE OF PUBLIC RESOURCES

Conclusion

As required by Article 229(6) of the Constitution, based on the audit procedures performed, except for the matters described in the Basis for Qualified Opinion, Basis for Conclusion on Lawfulness and Effectiveness in Use of Public Resources section of my report, I confirm that, nothing else has come to my attention to cause me to believe that public resources have not been applied lawfully and in an effective way.

Basis for Conclusion

1. Car Loan and Mortgage Scheme Funds

1.1 Non-Submission of Financial Statements

Available records indicate that Management in March, 2014 entered into a Memorandum of Understanding with K-Rep Bank (since renamed Sidian Bank) to manage the Car Loan and Mortgage Scheme for Members of the County Assembly (MCAs) in accordance with the Trans Nzoia County Assembly Car Loan and Mortgage Scheme Regulations 2014. For this purpose, Kshs.200,000,000 was transferred to the Bank to be held as security for outstanding loans issued to the MCAs.

Section 15(1)(c) and (d) of the Car Loan Scheme Fund Regulations, 2014 and Section 18(1)(c) and (d) of the Mortgage Scheme Fund Regulations, 2014 require the Administrator of the Fund to submit its financial statements to the Auditor-General not later than three (3) months after the end of each financial year. However, contrary to these regulations, Management has failed to submit the financial statements to the Auditor-General since the inception of the two Funds during the 2013/2014 financial year.

Therefore, Management has not observed the Regulations of the Funds as well as Section 81 of Section 47(1) of the Public Audit Act, 2015 which requires public entities to prepare annual financial statements for audit by the Auditor-General.

1.2 Unaccounted for Interest

In addition, the Car Loan and Mortgage Scheme Fund Regulations provide that loans issued by the Fund shall earn interest at 3% per annum with the interest credited to the capital of the Fund. However, examination of bank statements and records presented for audit indicated that as at 30 June, 2019, earnings on interest charged on loans since inception of the Fund totalled Kshs.33,805,446.

However, no evidence was presented for audit to show how the earnings were accounted for. Consequently, there is no confirmation that Management has adhered to the Fund's regulations on accounting and use of interest earned on the Fund's loans.

3. Outstanding Imprests and Advances

The statement of financial assets and liabilities as at 30 June, 2019 reflects accounts receivables balance totalling Kshs.6,927,854, as further disclosed under Note 9 to the financial statements. The balance is comprised of temporary imprests totalling Kshs.5,527,588 and staff advances totalling Kshs.1,400,266. The imprests ought to have been surrendered within seven(7) days of the Officers returning to their duty stations as required in Regulation 93(5) of the Public Finance Management (County Governments) Regulations, 2015. In addition, twelve (12) officers held more than one imprest contrary to Regulation 93(4b) which does not allow issue of new imprests to Officers with old balances.

Clearly, Management does not manage the temporary imprests in accordance with regulations.

The audit was conducted in accordance with ISSAI 4000. The standard requires that I comply with ethical requirements and plan and perform the audit to obtain assurance about whether the activities, financial transactions and information reflected in the financial statements are in compliance, in all material respects, with the authorities that govern them. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my conclusion.

REPORT ON EFFECTIVENESS OF INTERNAL CONTROLS, RISK MANAGEMENT AND GOVERNANCE

Conclusion

As required by Section 7(1)(a) of the Public Audit Act, 2015, based on the audit procedures performed, except for the matters described in the Basis for Qualification, Basis for Lawfulness and Effectiveness in Use of Public Resources, Basis for Conclusion on Effectiveness of Internal Controls, Risk Management and Governance sections of my

report, I confirm that, nothing else has come to my attention to cause me to believe that internal controls, risk management and overall governance were not effective.

Basis for Conclusion

1. Weak ICT Control Environment in Data Management

As similarly reported in the previous year, Management did not have a business recovery plan for disasters, or an Information and Communication Technology(ICT) Committee to oversee investment and use of ICT resources. In addition, controls on use of the resources were weak. For instance there was no policy on back up of data, or documented and approved user management standards and procedures, including on user access rights.

In view of these omissions, internal control and risk management on the ICT function of the County Executive was weak.

2. Weak Internal Audit Function

Regulation 155(1) and 167(1) of the Public Finance Management (County Governments) Regulations, 2015 requires establishment of an Internal Audit Committee to oversee the internal audit function in every public entity. However, as reported in the previous year, the Internal Audit Unit at the County Assembly of Trans Nzoia reports to the Clerk of the County Assembly who is the Accounting Officer. As a result, the authority and independence of the Unit is not properly established. In addition, the internal audit function has no Charter detailing its purpose, scope, and responsibilities. Further, contrary to expectations, there was no evidence of work done by the Internal Audit Unit, such as audit reports issued, during the year under review.

In view of these shortcomings, the internal control and governance system in the County Assembly is not effective and is a source of risk to the financial and other operations of the Assembly.

The audit was conducted in accordance with ISSAI 2315 and ISSAI 2330. The standards require that I plan and perform the audit to obtain assurance about whether effective processes and systems of internal control, risk management and overall governance were operating effectively, in all material respects. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my conclusion.

Responsibilities of Management and those charged with Governance

Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Public Sector Accounting Standards (Cash Basis) and for maintaining effective internal control as Management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error and for its assessment of the effectiveness of internal control, risk management and overall governance.

In preparing the financial statements, Management is responsible for assessing the County Assembly's ability to continue to sustain its services, disclosing, as applicable, matters related to sustainability of services and using the applicable basis of accounting unless Management is aware of the intention to dissolve the County Assembly or cease operations.

Management is also responsible for the submission of the financial statements to the Auditor-General in accordance with the provisions of Section 47 of the Public Audit Act, 2015.

In addition to the responsibility for the preparation and presentation of the financial statements described above, Management is also responsible for ensuring that the activities, financial transactions and information reflected in the financial statements are in compliance with the authorities which govern them, and that public resources are applied in an effective way.

Those charged with governance are responsible for overseeing the financial reporting process, reviewing the effectiveness of how the County Assembly monitors compliance with relevant legislative and regulatory requirements, ensuring that effective processes and systems are in place to address key roles and responsibilities in relation to overall governance and risk management, and ensuring the adequacy and effectiveness of the control environment.

Auditor-General's Responsibilities for the Audit

The audit objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion in accordance with the provisions of Section 48 of the Public Audit Act, 2015 and submit the audit report in compliance with Article 229(7) of the Constitution. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISSAIs will always detect a material misstatement and weakness when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

In addition to the audit of the financial statements, a compliance audit is planned and performed to express a conclusion about whether, in all material respects, the activities, financial transactions and information reflected in the financial statements are in compliance with the authorities that govern them and that public resources are applied in an effective way, in accordance with the provisions of Article 229(6) of the Constitution and submit the audit report in compliance with Article 229(7) of the Constitution.

Further, in planning and performing the audit of the financial statements and audit of compliance, I consider internal control in order to give an assurance on the effectiveness of internal controls, risk management and overall governance processes and systems in accordance with the provisions of Section 7(1)(a) of the Public Audit Act, 2015 and submit the audit report in compliance with Article 229(7) of the Constitution. My consideration of

the internal control would not necessarily disclose all matters in the internal control that might be material weaknesses under the ISSAIs. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Because of its inherent limitations, internal control may not prevent or detect misstatements and instances of non-compliance. Also, projections of any evaluation of effectiveness to future periods are subject to the risk that controls may become inadequate because of changes in conditions, or that the degree of compliance with the policies and procedures may deteriorate.

As part of an audit conducted in accordance with ISSAIs, I exercise professional judgement and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by Management.

- Conclude on the appropriateness of the Management's use of the applicable basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the County Assembly's ability to continue to sustain its services. If I conclude that a material uncertainty exists, I am required to draw attention in the auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my audit report. However, future events or conditions may cause the County Assembly to cease to continue to sustain its services.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

- Obtain sufficient appropriate audit evidence regarding the financial information and business activities of the County Assembly to express an opinion on the financial statements.

- Perform such other procedures as I consider necessary in the circumstances.

I communicate with the Management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that are identified during the audit.

I also provide Management with a statement that I have complied with relevant ethical requirements regarding independence, and communicate with them all relationships and other matters that may reasonably be thought to bear on my independence, and where applicable, related safeguards.

Nancy Gathungu
AUDITOR-GENERAL

Nairobi

12 November, 2020

5. FINANCIAL STATEMENTS

5.1. STATEMENT OF RECEIPTS AND PAYMENTS

	Note	2018/19 KShs	2017/18 KShs
RECEIPTS			
Transfers from the County Treasury/Exchequer Releases	1	648,714,500	530,452,425
Other Receipts	2	545,868	
TOTAL RECEIPTS		**649,260,368**	**530,452,425**
PAYMENTS			
Compensation of Employees	3	284,081,227	285,295,376
Use of goods and services	4	293,611,427	201,928,762
Social Security Benefits-Gratuity	5	15,101,589	30,223,779
Acquisition of Assets	6	29,459,149	11,897,550
Other Payments	7	-	4,549,159
TOTAL PAYMENTS		**622,253,392**	**533,894,626**
SURPLUS/DEFICIT		**27,006,976**	**(3,442,201)**

The explanatory notes to these financial statements form an integral part of the financial statements. The financial statements were approved on 25th February 2020 and signed by:

Clerk of the Assembly
Name: Ainea Obare Indakwa

Chief Finance Office – County Assembly
Name: Lupao Moses Wanjala
ICPAK Member Number: 8315

5.2. STATEMENT OF FINANCIAL ASSETS AND LIABILITIES

FINANCIAL ASSETS	Note	2018/19 KShs	2017/18 KShs
Cash and Cash Equivalents			
Bank Balances	8	222,683,786	200,052,756
Total Cash and cash equivalents		**222,683,786**	**200,052,756**
Accounts receivables	9	6,927,854	996,928
TOTAL FINANCIAL ASSETS		**229,611,640**	**201,049,684**
FINANCIAL LIABILITIES			
Accounts Payables – Deposits and retentions	10	1,554,980	-
NET FINANCIAL ASSETS		**228,056,660**	**201,049,684**
REPRESENTED BY			
Fund balance b/fwd	11	201,049,684	204,491,885
Surplus/Deficit for the year		27,006,976	(3,442,201)
NET FINANCIAL POSITION		**228,056,660**	**201,049,684**

The explanatory notes to these financial statements form an integral part of the financial statements. The financial statements were approved on 25th February 2020 and signed by:

Clerk of the Assembly
Name: Ainea Obare Indakwa

Chief Finance Officer – County Assembly
Name: Lupao Moses Wanjala
ICPAK Member Number: 8315

5.3. STATEMENT OF CASH FLOWS

	Note	2018/19 KShs	2017/18 KShs
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from operating income			
Transfers from the County Treasury/Exchequer Releases	1	648,714,500	530,452,425
Other Receipts	2	545,868	-
Payments for operating expenses			
Compensation of Employees	3	284,081,227	285,295,376
Use of goods and services	4	293,111,427	201,928,762
Social Security Benefits	5	15,101,589	30,223,779
Other Payments	7	-	4,549,159
Adjusted for:			
Adjustments during the year			
(Increase)/Decrease in Accounts Receivables		5,930,926	3,004,122
Increase/Decrease in Accounts Payables		1,554,980	-
Net cash flows from operating activities		**52,090,179**	**11,459,471**
CASHFLOW FROM INVESTING ACTIVITIES			
Acquisition of Assets	6	29,459,149	11,897,550
Net cash flows from investing activities		**29,459,149**	**11,897,550**
NET INCREASE IN CASH AND CASH EQUIVALENTS		**22,631,030**	**(438,079)**
Cash and cash equivalent at BEGINNING of the year		**200,052,756**	**200,490,835**
Cash and cash equivalent at END of the year	8	**222,683,786**	**200,052,756**

The explanatory notes to these financial statements form an integral part of the financial statements. The financial statements were approved on 25th February 2020 and signed by:

Clerk of the Assembly
Name: Ainea Obare Indakwa

Chief Finance Office – County Assembly
Name: Lupao Moses Wanjala
ICPAK Member Number 8315

5.4. STATEMENT OF COMPARISON OF BUDGET & ACTUAL AMOUNTS: RECURRENT AND DEVELOPMENT COMBINED

Receipt/Expense Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	% Utilization difference
	KShs	KShs	c=a+b	e=d-c	KShs
RECEIPTS					
Transfers from the County Treasury/Exchequer Releases	754,078,431	-	754,078,431	648,670,500	86%
Other Receipts				545,868	
TOTAL	**754,078,431**	**-**	**754,078,431**	**649,216,368**	**86%**
PAYMENTS					
Compensation of Employees	314,083,053	(30,000,000)	284,083,053	284,081,227	100%
Use of goods and services	269,642,025	33,200,000	302,842,025	293,611,427	97%
Social Security Benefits	22,807,353	(1,200,000)	21,607,353	15,101,589	70%
Acquisition of Assets	147,546,000	(2,000,000)	145,546,000	29,459,149	20%
TOTAL	**754,078,431**	**-**	**754,078,431**	**622,253,392**	**83%**
SURPLUS/ DEFICIT	-	-	-	-	

The County Assembly financial statements were approved on 25th February 2020 and signed by:

CLERK
COUNTY ASSEMBLY OF TRANS-NZOIA

Clerk of the Assembly
Name: Ainea Obare Indakwa

Chief Finance Office – County Assembly
Name: Lupao Moses Wanjala
ICPAK Member Number: 8315

5.5. STATEMENT OF COMPARISON OF BUDGET & ACTUAL AMOUNTS: RECURRENT

Receipt/Expense Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	% Utilisation difference
	A	B	c=a+b	e=d-c	
RECEIPTS					
Transfers from the County Treasury/ Exchequer Releases	614,078,431	-	614,078,431	614,078,412	100%
Other Receipts	-	-		545,868	
TOTAL	**614,078,431**	**-**	**614,078,431**	**614,624,280**	**100%**
PAYMENTS					
Compensation of Employees	314,083,053	(30,000,000)	284,083,053	284,081,227	100%
Use of goods and services	269,642,025	33,200,000	302,842,025	293,611,427	97%
Social Security Benefits	22,807,353	(1,200,000)	21,607,353	15,101,589	70%
Acquisition of Assets	7,546,000	(2,000,000)	5,546,000	3,515,087	63%
TOTAL	**614,078,431**	**-**	**614,078,431**	**596,309,330**	**97%**
Surplus/ Deficit					

The County Assembly financial statements were approved on 25th February 2020 and signed by:

CLERK
COUNTY ASSEMBLY OF TRANS-NZOIA

Clerk of the Assembly
Name: Ainea Obare Indakwa

Chief Finance Office – County Assembly
Name: Lupao Moses Wanjala
ICPAK Member Number: 8315

5.6. STATEMENT OF COMPARISON OF BUDGET & ACTUAL AMOUNTS: DEVELOPMENT

Receipt/Expense Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	% Utilization difference
	KShs	KShs	c=a+b	e=d-c	KShs
RECEIPTS					
Transfers from the County Treasury/ Exchequer Releases	140,000,000	-	140,000,000	34,592,088	25%
TOTAL	**140,000,000**	**-**	**140,000,000**	**34,592,088**	**25%**
PAYMENTS					
Acquisition of Assets	140,000,000	-	140,000,000	25,944,062	19%
TOTAL	**140,000,000**	**-**	**140,000,000**	**25,944,062**	**19%**
SURPLUS/ DEFICIT	-	-	-	-	-

The County Assembly financial statements were approved on 25th February 2020 and signed by:

Clerk of the Assembly
Name: Ainea Obare Indakwa

CLERK
COUNTY ASSEMBLY OF TRANS-NZOIA

Chief Finance Office – County Assembly
Name: Lupao Moses Wanjala
ICPAK Member Number: 8315

5.7. BUDGET EXECUTION BY PROGRAMMES AND SUB-PROGRAMMES

Programme/Sub-programme	Original Budget	Adjustments	Final Budget	Actual on comparable basis	Budget utilization difference
	KShs	KShs	KShs	KShs	KShs
Programme 1	**157,043,890**	**31,200,000**	**188,243,890**	**193,667,729**	**-5,423,839**
Sub-programme 1	157,043,890	31,200,000	188,243,890	193,667,729	-5,423,839
Programme 2	**593,294,541**	**(30,200,000)**	**562,094,541**	**439,517,791**	**122,576,750**
Sub-programme 1	44,795,835	5,700,000	50,495,835	51,947,571	-1,453,736
Sub-programme 2	386,773,706	(35,400,000)	351,373,706	350,630,836	742,870
Sub-programme 3	6,700,000	1,200,000	7,900,000	7,277,422	622,578
Sub-programme 4	143,480,000	(500,000)	142,980,000	27,755,252	115,224,252
Sub-programme 5	5,750,000	-	5,750,000	6,020,970	(270,970)
Sub-programme 6	5,795,000	(2,200,000)	3,595,000	2,218,876	1,376,124
Programme 3	**3,740,000**	**-**	**3,740,000**	**3,743,556**	**496,444**
Sub-programme 1	3,740,000		3,740,000	3,243,556	496,444

5.8. SIGNIFICANT ACCOUNTING POLICIES

The principle accounting policies adopted in the preparation of these financial statements are set out below:

1. Statement of compliance and basis of preparation

The financial statements have been prepared in accordance with Cash-basis IPSAS financial reporting under the cash basis of Accounting, as prescribed by the PSASB and set out in the accounting policy notes below. This cash basis of accounting has been supplemented with accounting for; a) receivables that include imprests and salary advances and b) payables that include deposits and retentions. The statement of assets and liabilities, although not a requirement of the IPSAS Cash Standard, has been included to disclose information on receivables and payables.

The financial statements are presented in Kenya Shillings, which is the functional and reporting currency of the entity all values are rounded to the nearest Kenya Shilling. The accounting policies adopted have been consistently applied to all the years presented.

The financial statements comply with and conform to the form of presentation prescribed by the PSASB.

2. Reporting entity

The financial statements are for the Trans Nzoia County Assembly. The financial statements encompass the reporting entity as specified in section 164 of PFM Act 2012.

3. Recognition of receipts and payments

a) Recognition of receipts

The County Assembly to recognise all receipts from the various sources when the event occurs and the related cash has actually been received by the Assembly.

Tax receipts

Tax Receipts is recognized in the books of accounts when cash is received. Cash is considered as received when notification of tax remittance is received.

Transfers from the Exchequer/ County Treasury

Transfer from Exchequer is recognized in the books of accounts when cash is received. Cash is considered as received when payment instruction is issued to the bank and notified to the receiving entity.

SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Other Receipts

Other receipts relate to receipts such as tender fees, Bank interest earned among others. These are recognised in the financial statements when the associated cash is received.

b) Recognition of payments

The County Assembly of Trans Nzoia recognises all expenses when the event occurs and the related cash has actually been paid out by the County Assembly of Trans Nzoia.

Compensation of employees

Salaries and Wages, Allowances, Statutory Contribution for employees are recognized in the period when the compensation is paid.

Use of goods and services

Goods and services are recognized as payments in the period when the goods/services are consumed and paid for. Such expenses, if not paid during the period where goods/services are consumed, shall be disclosed as pending bills.

Acquisition of fixed assets

The payment on acquisition of property plant and equipment items is not capitalized. The cost of acquisition and proceeds from disposal of these items are treated as payments and receipts items respectively. Where an asset is acquired in a non-exchange transaction for nil or nominal consideration and the fair value of the asset can be reliably established, a contra transaction is recorded as receipt and as a payment.

A fixed asset register is maintained by each public entity and a summary provided for purposes of consolidation. This summary is disclosed as an annexure to the consolidated financial statements.

4. In-kind contributions

In-kind contributions are donations that are made to the *County Assembly of Trans Nzoia* in the form of actual goods and/or services rather than in money or cash terms. These donations may include vehicles, equipment or personnel services. Where the financial value received for in-kind contributions can be reliably determined, the *County Assembly of Trans Nzoia* includes such value in the statement of receipts and payments both as receipts and as an expense in equal and opposite amounts; otherwise, the contribution is not recorded.

SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

5. Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and cash at bank, short-term deposits on call and highly liquid investments with an original maturity of three months or less, which are readily convertible to known amounts of cash and are subject to insignificant risk of changes in value. Bank account balances include amounts held at the Central Bank of Kenya and at various commercial banks at the end of the financial year.

Restriction on cash

Restricted cash represents amounts that are limited /restricted from being used to settle a liability for at least twelve months after the reporting period. This cash is limited for direct use as required by stipulation.

Amounts maintained in deposit bank accounts are restricted for use in refunding third party deposits. As at 30th June 2019, this amounted to Kshs 1,554,980 compared to Kshs nil in prior periods as indicated on note 15. There were no other restrictions on cash during the year.

6. Accounts Receivable

For the purposes of these financial statements, imprests and advances to authorised public officers and/or institutions which were not surrendered or accounted for at the end of the financial year is treated as receivables. This is in recognition of the government practice where the imprest payments are recognized as payments when fully accounted for by the imprest or AIE holders. This is an enhancement to the cash accounting policy. Other accounts receivables are disclosed in the financial statements.

7. Accounts Payable

For the purposes of these financial statements, deposits and retentions held on behalf of third parties have been recognized as accounts payables. This is in recognition of the government practice of retaining a portion of contracted services and works pending fulfilment of obligations by the contractor and to hold deposits on behalf of third parties. This is an enhancement to the cash accounting policy adopted and prescribed by the Public Sector Accounting Standards Board. Other liabilities including pending bills are disclosed in the financial statements.

8. Non-current assets

Non-current assets are expensed at the time of acquisition while disposal proceeds are recognized as receipts at the time of disposal. However, the acquisitions and disposals are reflected in the entity fixed asset register a summary of which is provided as a memorandum to these financial statements.

SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

9. Pending bills

Pending bills consist of unpaid liabilities at the end of the financial year arising from contracted goods or services during the year or in past years. As pending bills do not involve the payment of cash in the reporting period, they are recorded as 'memorandum' or 'off-balance' items to provide a sense of the overall net cash position of the *County Assembly of Trans Nzoia* at the end of the year. Pending bill form a first charge to the subsequent year budget and when they are finally settled, such payments are included in the statement of receipts and payments in the year in which the payments are made.

10. Budget

The budget is prepared on the same accounting basis (cash basis), the same accounts classification basis, and for the same period as the financial statements. The *County Assembly of Trans Nzoia* budget was approved as required by Law .The original budget was approved by the County Assembly on 28th June, 2018 for the period 1st July 2018 to 30th June 2019 as required by law. There was one supplementary budget passed in the year. A high-level assessment of the *County Assembly of Trans Nzoia* actual performance against the comparable budget for the financial year under review has been included in the Statement of Comparison between actual and budgeted amounts included in these financial statements.

11. Comparative figures

The figures of the previous year have been maintained as per the audit certificate.

12. Subsequent events

There have been no events subsequent to submission of the financial year end financial statements to the National Treasury and other stakeholders with a significant impact on the financial statements have been adjusted.

13. Errors

Material prior period errors shall be corrected retrospectively in the first set of financial statements authorized for issue after their discovery by: i. restating the comparative amounts for prior period(s) presented in which the error occurred; or ii. If the error occurred before the earliest prior period presented, restating the opening balances of assets, liabilities and net assets/equity for the earliest prior period presented.

14. Related party transactions

Related party transactions involve cash and in kind transactions with the National Government, National Government entities and County Government entities. Specific information with regards to related party transactions is included in the disclosure notes.

5.9. NOTES TO THE FINANCIAL STATEMENTS

1. Transfers from the County Treasury/Exchequer Releases

	2018/19	2017/18
	KShs	KShs
Transfers from the County Treasury for Q1	153,519,603	58,330,508
Transfers from the County Treasury for Q2	153,519,603	135,613,089
Transfers from the County Treasury for Q3	102,346,402	135,613,089
Transfers from the County Treasury for Q4	239,328,892	200,895,739
Cumulative Amount	**648,714,500**	**530,452,425**

2. OTHER RECEIPTS

	2018/19	2017/18
	KShs	KShs
Interest Received-County assembly of Trans Nzoia a/c No. 010260200027	545,868	-
Total	**545,868**	**-**

(Interest Received from our bank balances held at account No. 010260200027 at Sidian bank)

3. COMPENSATION OF EMPLOYEES

	2018/19	2017/18
	KShs	KShs
Basic salaries of permanent employees	284,081,227	247,779,402
Personal allowances paid as part of salary	-	12,503,800
Pension and other social security contributions	-	25,012,174
Total	**284,081,227**	**285,295,376**

(The county assembly has 90 employees on permanent and pensionable terms, 131 contract staff that includes 2 board members for county assembly service board, ward staff for Elected and nominated MCA's ,Staff in the office of the Speaker, Majority and Minority office.3 members of staff have gone on retirement

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

4. USE OF GOODS AND SERVICES

	2018/19	2017/18
	Kshs	Kshs
Utilities, supplies and services	1,022,162	684,758
Communication, supplies and services	2,477,911	265,465
Domestic travel and subsistence	118,443,885	82,608,370
Foreign travel and subsistence	25,501,935	6,438,792
Printing, advertising and information supplies & services	9,782,001	14,461,648
Rentals of produced assets	30,000,000	17,976,000
Training expenses	17,164,588	12,025,597
Hospitality supplies and services	9,057,321	11,876,000
Insurance costs	20,217,410	17,275,000
Specialized materials and services	49,500	711,400
Office and general supplies and services	12,252,165	3,767,676
Other operating expenses	41,234,131	28,727,376
Routine maintenance – vehicles and other transport equipment	3,168,800	1,800,000
Routine maintenance – other assets	848,406	1,810,778
Fuel and Lubricants	2,391,212	1,499,902
Total	**293,611,427**	**201,928,762**

5. SOCIAL SECURITY BENEFITS

	2018/19	2017/18
	KShs	KShs
Government pension and retirement benefits-Gratuity	15,101,589	30,223,779
Total	**15,101,589**	**30,223,779**

6. ACQUISITION OF ASSETS

Non- Financial Assets	2018/19	2017/18
	KShs	KShs
Construction of Buildings	3,547,200	-
Construction and Civil Works	22,396,862	-
Purchase of Office Furniture and Equipment	3,515,087	11,897,550
Total	**29,459,149**	**11,897,550**

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

7. OTHER PAYMENTS

	2018/19	2017/18
	KShs	KShs
Other expenses	-	4,549,159
Total	-	**4,549,159**

8. CASH AND BANK BALANCES

8. BANK BALANCES

Name of Bank, Account No. & Currency	Indicated whether recurrent or development	2018/19	2017/18
		KShs	KShs
Central Bank of Kenya A/c No. 1000297255,Kes	Development Account	Nil	Nil
Central Bank of Kenya A/c No. 1000240695,Kes	Recurrent Account	154,168	51,664
Central Bank of Kenya A/c No. 1000402458,Kes	Deposit Account	1,554,980	-
Family Bank A/c No. 093000034860	Imprest Account	907	279
Staff Car Loan & Mortgage A/c No.01026020004442	Car Loan & Mortgage	20,427,050	-
County Assembly of Trans Nzoia A/c No.010260200027	Deposit	200,546,681	200,000,813
Total		**222,683,786**	**200,052,756**

9. ACCOUNTS RECEIVABLE

	2018/19	2017/18
	KShs	KShs
Government Imprests	5,527,588	-
Staff Advances	1,400,266	996,928
Total	**6,927,854**	**996,928**

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

10. ACCOUNTS PAYABLE

	2018/19	2017/18
	KShs	KShs
Retentions/Deposits	1,554,980	-
Total	**1,554,980**	

11. FUND BALANCE BROUGHT FORWARD

	2018/19	2017/18
	KShs	KShs
Bank accounts	200,052,756	200,490,835
Accounts Receivables	996,928	4,001,050
Total	**201,049,684**	**204,491,885**

12. PRIOR YEAR ADJUSTMENTS

Description of the adjustment	2018/19	2017/18
	KShs	KShs
Adjustments on bank account balances	-	200,000,813
Adjustments on cash in hand	-	-
Adjustments on payables	-	-
Adjustments on receivables	-	3,004,122
Total	-	**203,004,935**

(This is a disclosure of bank Balances held at Sidian bank Ac No. 010260200027 which had not been disclosed in the previous year's financial statements, whereas adjustment on accounts receivables was a decrease in accounts receivables which had not been adjusted in the prior year's statement of cash flow)

5.10. OTHER DISCLOSURES

1. PENDING ACCOUNTS PAYABLE (See Annex 1)

Description	Balance b/f FY 2017/2018 Kshs	Additions for the period Kshs	Paid during the year Kshs	Balance c/f FY 2018/2019 Kshs
Construction of buildings		3,547,200	3,547,200	-
Construction of civil works	17,002,862	14,042,026	22,396,862	8,648,026
Total	**17,002,862**	**17,589,226**	**25,944,062**	**8,648,0026**

2. OTHER PENDING PAYABLES (See Annex 2)

Description	Balance b/f FY 2017/2018 Kshs	Additions for the period Kshs	Paid during the year Kshs	Balance c/f FY 2018/2019 Kshs
Amounts due to County Government entities	-	-	-	-
Amounts due to third par-ties(Retention/Deposits)	-	1,648,086	93,106	1,554,980
Total	**-**	**1,648,086**	**93,106**	**1,554,980**

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

3. RELATED PARTY DISCLOSURES

Related party disclosure is encouraged under non-mandatory section of the Cash Basis IPSAS. The following comprise of related parties to the County Assembly.

- Members of County Assembly;
- Key management personnel that include the Clerk of the Assembly and heads of departments;
- The County Executive;
- County Ministries and Departments;
- Other County Government entities including corporations, funds and boards;
- The National Government;
- Other County Governments; and
- State Corporations and Semi-Autonomous Government Agencies.

OTHER DISCLOSURES (CONTINUED)

Related party transactions:

	2018- 2019 Kshs	2017- 2018 Kshs
Compensation to Key Management		
Compensation to the Speaker, Deputy Speaker and the MCAs	134,213,937	96,609,039
Key Management Compensation(Clerk and Heads of departments)	24,054,263	21,773,082
Total Compensation to Key Management	**158,268,200**	**118,382,121**

4. PROGRESS ON FOLLOW UP OF AUDITOR RECOMMENDATIONS

The following is the summary of issues raised by the external auditor, and management comments that were provided to the auditor. We have nominated focal persons to resolve the various issues as shown below with the associated time frame within which we expect the issues to be resolved.

Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Focal Point person to resolve the issue *(Name and designation)*	Status: *(Resolved / Not Resolved)*	Timeframe: *(Put a date when you expect the issue to be resolved)*
4.6.1	Staff Advsnces	Staff advances,requisitions and Recoveries were provided	Elkana Korir Human Resource Manager	Resolved	
4.8.1	Failure to constitute Audit committee	Advertisement was done but applicants did not qualify to serve as audit committee members	Ainea Indakwa Clerk to Assembly/Secretary to the Board	Not Resolved	Re-advertisement to be done in three months time
4.82	Non Maintenance of Fixed Asset Register	County Executive is the Bonafide inheritor of all assets from defunct local authorities.Legal instruments of ownership of propery are not with the assembly	Ainea Indakwa Clerk to Assembly/Secretary to the Board	Not Resolved	Legal process of division of assets is yet to be done
4.83	Internal Audit Department	The issue of staffing and Experience of staff in this department has been forwarded to the County Assembly Service board to address	Ainea Indakwa Clerk to Assembly/Secretary to the Board	Not Resolved	Assembly service board working on it

Guidance Notes:

(i) Use the same reference numbers as contained in the external audit report;

(ii) Obtain the "Issue/Observation" and "management comments", required above, from final external audit report that is signed by Management;

(iii) Before approving the report, discuss the timeframe with the appointed Focal Point persons within your entity responsible for implementation of each issue;

(iv) Indicate the status of "Resolved" or "Not Resolved" by the date of submitting this report to National Treasury.

Clerk of the County Assembly

Sign.....

Date.....

CLERK
COUNTY ASSEMBLY OF TRANS NZOIA

ANNEXES

ANNEX 1 – ANALYSIS OF PENDING ACCOUNTS PAYABLE

Supplier of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance 2018/19	Outstanding Balance 2017/18	Comments
	A	B	C	d=a-c		
Construction of buildings						
1.						
Sub-Total						
Construction of civil works						
2. WAYSHAN LIMITED	20,800,969.20		11,310,000	9,490,969.20	20,800,969.20	Construction of perimeter wall
3. DANMAR COMPANYA LTD	11,998,831.00		4,471,800	7,527,031	11,998,831	Construction of Parking Sheds
4. MIKA INVESTMENT COMPANYA LTD	13,341,624.20			13,341,624.20	13,341,624.20	Renovation Work
5. HIMA F AND GENERAL CONTRACTORS	6,183,844.00		4,600,000	1,583,844	1,583,844	Renovation Work
Sub-Total	**52,325,268.40**		**20,381,800**	**31,943,468.40**	**47,725,268.40**	

ANNEX 3 – ANALYSIS OF OTHER PENDING PAYABLES

Name	Description	Original Amount	Date Payable Con-tracted	Amount Paid To-Date	Out-standing Balance 2018/19	Out-standing Balance 2017/18	Comments
		A	B	c	d=a-c		
Amounts due to National Govt Entities							
1.							
Sub-Total							
Amounts due to County Govt Entities							
2.							
Sub-Total							
Amounts due to Third Parties							
3.							
Sub-Total							
Others RETENTION 10%							
4. Wayshan Limited	Perimeter Wall				539,400		10% Retention
5. Danmar Company Limited	Parking sheds				447,180		10% Retention
6. Foursmatt Investment	Renovation				371,200		10% Retention
7. Delta Maintenance Services	Renovation				197,200		10% Retention
Sub-Total					**1,554,980**		
Grand Total					**1,554,980**		

ANNEX 2 – SUMMARY OF FIXED ASSET REGISTER

Asset class	Historical Cost b/f (KShs) 2017/18	Additions during the year (KShs)	Disposals during the year (KShs)	Transfers in/(out)	Historical Cost c/f (KShs) 2018/19
Buildings and structures	-	9,463,200	-	-	9,463,200
Construction and Civil works	-	16,480,862	-	-	16,480,862
Office equipment, furniture and fittings	13,102,330	3,515,087	-	-	16,617,417
Total	**13,102,330**	**29,459,149**	**-**	**-**	**42,561,479**

NB: The balance as at the end of the year is the cumulative cost of all assets bought and inherited by the County Assembly since its inception. Additions during the year should tie to note 6 on acquisition of assets during the year and subsequently the statement of receipts and payments

ANNEX 3 – ANALYSIS OF OUTSTANDING IMPRESTS

Government Imprest Holders

Name of Officer or Institution	*Date Imprest Taken*	*Amount Taken*	*Amount Surrendered*	*Balance*
		KShs	***KShs***	***KShs***
Name of Officer or Institution	dd/mm/yy	5,527,588	-	5,527,588
Name of Officer or Institution	dd/mm/yy	1,400,266	-	1,400,266
Total		**6,927,854**	-	**6,927,854**

ANNEX 6 – BANK RECONCILIATION/FO 30 REPORT

(Attach FO 30 Reports from IFMIS)