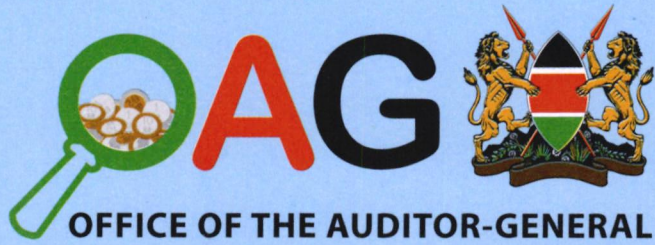


REPUBLIC OF KENYA



*Enhancing Accountability*

# REPORT

PARLIAMENT  
OF KENYA  
LIBRARY

OF

THE AUDITOR-GENERAL

ON

TRANS NZOIA COUNTY PUBLIC SERVICE  
BOARD

DATE	29/10/2025
TABLED BY	Majumdar Leader
COMMITTEE	
CLERK AT THE TABLE	Belinda

**FOR THE YEAR ENDED  
30 JUNE, 2025**

# COUNTY GOVERNMENT OF TRANS NZOIA



## COUNTY PUBLIC SERVICE BOARD *Transforming the public service workforce*

---

TRANS NZOIA COUNTY PUBLIC SERVICE BOARD

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE FINANCIAL YEAR ENDED

30<sup>TH</sup> JUNE, 2025

---

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

**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**Annual Report and Financial Statements for the year ended June 30, 2025**

---

1. KEY ENTITY INFORMATION AND MANAGEMENT	ii
2. STATEMENT OF PERFORMANCE AGAINST COUNTY ENTITY'S PREDETERMINED OBJECTIVES	vii
3. BOARD CHAIRPERSON'S REPORT	ix
4. REPORT OF THE BOARD SECRETARY	x
5. CORPORATE GOVERNANCE STATEMENT	xi
6. MANAGEMENT DISCUSSION AND ANALYSIS	xii
7. STATEMENT OF MANAGEMENT'S RESPONSIBILITIES	xiii
8. REPORT OF THE INDEPENDENT AUDITOR	xiv
9. FINANCIAL STATEMENTS	1
9.1. STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 <sup>TH</sup> JUNE, 2025.....	1
9.2. STATEMENT OF FINANCIAL POSITION AS AT 30 <sup>TH</sup> JUNE, 2025.....	2
9.3. STATEMENT OF CHANGES IN NET ASSETS AS AT 30 <sup>TH</sup> JUNE, 2025.....	3
9.4. STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 <sup>TH</sup> JUNE, 2025 .....	4
9.5. STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE PERIOD ENDED 30 <sup>TH</sup> JUNE, 2025.....	5
9.6. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES.....	6
9.7. NOTES TO THE FINANCIAL STATEMENTS .....	9
10. PROGRESS ON FOLLOW UP OF PRIOR YEAR AUDITOR'S RECOMMENDATIONS	13
11. BANK RECONCILIATION/FO 30 REPORT	15

**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**Annual Report and Financial Statements for the year ended June 30, 2025**

---

**1. KEY ENTITY INFORMATION AND MANAGEMENT**

**a) Background information**

Trans-Nzoia County Public Service Board was established pursuant to the provisions of section 57 of the County Government Act (Number.17 of 2012) which operationalized article 235 of the constitution of Kenya 2010. Trans-Nzoia County Public Service Board was approved by the Trans-Nzoia County Assembly in 2013 and thereafter appointed and gazetted by H.E. the Governor.

The overall mandate of the Board is to build and manage the human resource capacity of the Trans Nzoia County Government for effective and efficient delivery of services, as derived from the County Governments Act Number 17 of 2012.

**b) Principal Activities**

**Vision:** A leading Board in client-centred public service

**Mission:** To provide efficient and effective public service delivery through management and development of competent human capital.

**Strategic goals/Objectives**

- i. To ensure optimal staffing levels in all County departments
- ii. To ensure career progression of county staff
- iii. To enhance skills upgrading and multi-tasking
- iv. To provide clear information on pension and social security services
- v. To enhance collaboration and cooperation in sharing information and promote adherence to articles 10, and 232 of the Kenya Constitution 2010
- vi. To inculcate good work culture in the County Public Service
- vii. To have a harmonized grading and remuneration structure for the county public service employees.
- viii. Ensure sustainability and continuity in public service delivery
- ix. To strengthen the policy and regulatory framework that governs the Board and the County Public Service
- x. Establish modern systems for record and information management.
- xi. To improve work environment and enhance efficiency and effectiveness in service delivery.

**Mandate**

The overall mandate of the Board is to build and manage the human resource capacity of the Trans Nzoia County Government for effective and efficient delivery of services, as derived from the County Governments Act Number 17 of 2012.




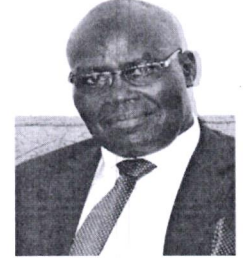
The mandate of the Board is provided for under Section 59 of the County Governments Act (CGA), 2012 as follows: -

- i. Establish and abolish offices in the County Public Service.
- ii. Appoint persons to hold or act in offices of the County Public Service including in the boards of cities and urban areas within the County and to confirm appointments.

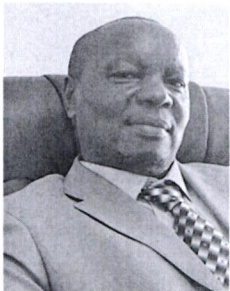
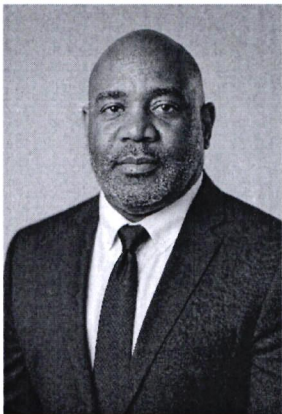


## TRANS NZOIA COUNTY PUBLIC SERVICE BOARD

### Annual Report and Financial Statements for the year ended June 30, 2025

 <p>Mrs. Rosemary Wanaswa <b>Board Vice Chairperson</b></p>	<p>Mrs. Rosemary N. Wanaswa was born in 1958 in Bungoma County. She holds a Bachelor of Education Degree.</p> <p>Mrs Wanaswa is a renown educationist, having taught and headed some of the best national schools in Kenya such as Moi Girls, Eldoret and St. Brigids Girls, Kiminini as Chief Principal. She is currently the Vice Chairperson, Trans Nzoia County Public Service Board and has served the Board for the last 5½ years. She also Chairs the Compliance, Audit, Training and Quality Assurance Committee of the Board.</p>
 <p>Mrs. Elymaryta Agatha Khaoya <b>Board Member</b></p>	<p>Mrs. Elymaryta Agatha Khaoya was born in 1956. She holds a Master of Business Administration Degree and a Bachelor of Arts Degree from the University of Nairobi.</p> <p>Mrs Khaoya has extensive experience in public service, having held various administrative positions in the civil service and retired in 2016 at the rank of Director of Administration, having worked for 34 years. She is a member of the Trans Nzoia County Public Service Board and has served the Board for the last 5½ years. She Chairs the Performance Management Committee of the Board.</p>
 <p>Mr. Edward K. Kitur <b>Board Member</b></p>	<p>Mr. Edward Kitur was born in 1978, and holds a Bachelor of Commerce Degree. He is the Chairperson of the Finance and General Purpose Committee of the Board.</p> <p>Mr. Kitur started working as an Accounts Clerk in the Ministry of Education before joining politics in the year 2007 where he served for five years as a Councilor in Trans Nzoia and chaired the Audit Committee. In the year 2013, he was elected as a Member of County Assembly, Trans Nzoia and Chair of the Public Accounts Committee. He has also been the Secretary General, Accountability Kenya. He is a member of the Trans Nzoia County Public Service Board and has served the Board for the last 5½ years.</p>
 <p>Dr. Wanyama Silvester Mackton, PhD <b>Board Member</b></p>	<p>Dr. Silvester Wanyama Mackton was born in 1966. He holds a PhD in Economics from Maseno University, Master of Philosophy in Economics from Moi University and a Bachelor of Education Degree from the University of Nairobi.</p> <p>Dr. Mackton has extensive experience as an educationist, having taught in a number of schools before becoming a University don. He is a member of the Trans Nzoia County Public Service Board and has served the Board for the last 5½ years. He Chairs the Human Resource Committee of the Board.</p>

**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**Annual Report and Financial Statements for the year ended June 30, 2025**

 <p><b>Mr. Samuel Warui</b> <b>Board Member</b></p>	<p>Mr. Samuel N. Warui was born in 1958 and has a Bachelors degree in Project Planning and Management from the University of Nairobi. He also has training in Governance and Management, a certificate in in Cooperative Administration from Cooperative College, Certificate in Statistics from Dar-es-salam University, a certificate in Leadership from Swedish Cooperative Centre and a Diploma in Business Management from the University of Nairobi.</p> <p>Mr. Warui joined the Kenya Civil Service in 1980 and has worked in various parts of the country in various capacities and retired from the Civil Service in 2019 at the rank of Ag. Director of Cooperative Development in Trans Nzoia County. He is a member of the Trans Nzoia County Public Service Board and has served the Board for the last 5½ years. He Chairs the Planning Committee of the Board.</p>
 <p><b>CS Edgar Imbamba</b> <b>Board Secretary/CEO</b></p>	<p>Mr Edgar Jumba Imbamba is an Advocate of the High Court and a Certified Public Secretary. He holds a Bachelor of Laws degree from the University of London, a Masters degree in International Business Law from the University of Hull in the United Kingdom and a diploma in Law from the Kenya School of Law. Mr. Imbamba is a certified governance auditor and has attended various trainings and courses in leadership, administration and management.</p> <p>Mr. Imbamba has worked in various institutions in the private and public sectors for a period spanning over twenty five years in the areas of law and governance. Amongst the institutions he has worked for include the Attorney General’s Office as a Litigation Counsel, Postal Corporation of Kenya as a Manager in charge of Legal Services, Kenya Tourist Development Corporation as Corporation Secretary and head of Legal Services, Sameer Africa PLC as the Company Secretary and head of Legal Services and the United States International University Africa, as the University Secretary. He joined the Board on 8<sup>th</sup> September, 2025 as the Board Secretary/CEO.</p>

**d) Key Management**

- |                                     |                          |
|-------------------------------------|--------------------------|
| i) Board Secretary/CEO              | CS Edgar Imbamba         |
| ii) Director, Finance               | CPA Albert Soita         |
| iii) Senior Assistant Director, HRM | Dr. Johnstone K. Wanjala |
| iv) Accountant I                    | Judith Chebet Maratani   |

**e) Fiduciary oversight arrangements**

No.	Committee	Entity
1.	Public Accounts & Investments Committee	County Assembly Committee
2.	Budget & Appropriations Committee	County Assembly Committee
3.	County Audit Committee	County Executive

**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**

**Annual Report and Financial Statements for the year ended June 30, 2025**

---

**f) Entity Headquarters**

P.O. Box 4210-30200  
Near Mt. Elgon Hospital  
KITALE, KENYA

**g) Entity Contacts**

Telephone: (254) 713 635 352  
E-mail: [cpsbtransnzoia@gmail.com](mailto:cpsbtransnzoia@gmail.com)

**h) Entity Bankers**

Trans Nzoia County Public Service Board Operation/Imprest Account  
Kenya Commercial Bank  
Account No. 1149298472  
Kitale-Kenya

**i) Independent Auditors**

Auditor General  
Office of the Auditor General,  
Anniversary Towers, Monrovia  
P.O. Box 30084  
GPO 00100  
Nairobi, Kenya

**j) Principal Legal Adviser**

The County Attorney  
County Government of Trans Nzoia  
P.O. Box 4211 30200  
Kitale, Kenya

**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**Annual Report and Financial Statements for the year ended June 30, 2025**

**2. STATEMENT OF PERFORMANCE AGAINST COUNTY ENTITY'S  
 PREDETERMINED OBJECTIVES**

**Introduction**

Section 164 (2) (f) of the Public Finance Management Act, 2012 requires that, at the end of each financial year, the Accounting officer when preparing financial statements of each County Government entity in accordance with the standards and formats prescribed by the Public Sector Accounting Standards Board includes a statement of the county government entity's performance against predetermined objectives.

The key development objectives of the Board's 2023-2028 plan are:

- a) To ensure optimal staffing levels in all County departments
- b) To ensure career progression of county staff
- c) To enhance skills upgrading and multi-tasking
- d) To enhance collaboration and cooperation in sharing information and promote adherence to articles 10, and 232 of the Kenya Constitution 2010
- e) To inculcate good work culture in the County Public Service
- f) Ensure sustainability and continuity in public service delivery
- g) To strengthen the policy and regulatory framework that governs the Board and the County Public Service
- h) Establish modern systems for record and information management.
- i) To improve work environment and enhance efficiency and effectiveness in service delivery.

**Progress on attainment of Strategic development objectives**

Here below, we provide the progress on attaining the stated objectives:

**Table 1: Sector programmes Performance FY 2024/2025**

<b>Programme 1: Physical Infrastructure and Equipment</b>					
<b>Objective:</b> To provide employees with conducive work environment for enhanced service delivery					
<b>Outcome:</b> Improved working conditions and service delivery					
<b>Sub Programme/Project</b>	<b>Key Outcomes/ Outputs</b>	<b>Key performance indicators</b>	<b>Planned Targets</b>	<b>Achieved Targets</b>	<b>Remarks*</b>
Upgrading of online job application system	Online job application system installed	No. of modules installed	1	1	
Installation of archive	Enhanced storage capacity thus ensuring safety of documents and information	No. of archives installed	1	1	
<b>Programme 2: Public Service Transformation</b>					
<b>Objective:</b> To improve public service delivery					
<b>Outcome:</b> improved public service delivery					
	Signed performance contract	No. of employees on performance contact	5	0	

**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**

**Annual Report and Financial Statements for the year ended June 30, 2025**

Sub Programme/Project	Key Outcomes/ Outputs	Key performance indicators	Planned Targets	Achieved Targets	Remarks*
	Performance Appraisal System	No. of CPSB employees on PAS	20	0	
	Service Charter developed	No. of Service charters developed	1	0	Budgetary constraints
	Customer satisfaction survey Undertaken	No. of customer satisfaction Survey report	1	0	Budgetary constraints
	Work environment survey Undertaken	No. of Survey report	1	0	Budgetary constraints

**Programme 3: Governance and Administration**

**Objective: To enhance effective policy coordination, public service delivery and good governance**

**Outcome: Effective policy coordination, public Service delivery and Good governance**

<b>SP: Ethics, Governance &amp; National Values</b>	Members of staff Sensitized on values & principles of good governance articles 10 & 232 of CoK, 2010	No. of staff sensitized on values and principles of articles 10 and 232 of COK	3,000	0	Budgetary constraints
	Annual reports to County Assembly, H.E. the Governor prepared in accordance to CGA 2012	No. of Annual report prepared	1	1	

**Programme 4: Human Resource Policy, Planning and Development**

**Objective: To enhance the capacity of the County Public Service**

**Outcome: Improved service delivery**

Sub Programme/Project	Key Outcomes/ Outputs	Key performance indicators	Planned Targets	Achieved Targets	Remarks*
Policy, Legal Framework and Institutional Reforms	Human Resource policies and tools and Schemes of Service developed	No. of sector specific legislations, policies and guidelines	7	0	Budgetary constraints
Recruitment, selection and succession management	Optimal staff in County departments	Number of staff recruited and appointed	450	391	Litigation matters/transition
	Continuity in service delivery	Number of staff promoted	600	480	Staff restructuring & re-organization slowed the process
Training & Development	Skilled and professional county public employees	No of officers trained.	300	82	Budgetary constraints

**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**Annual Report and Financial Statements for the year ended June 30, 2025**

---

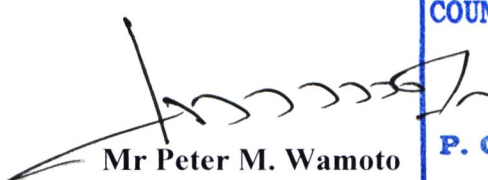
**3. BOARD CHAIRPERSON'S REPORT**

Trans-Nzoia County Public Service Board was established pursuant to the provisions of section 57 of the County Government Act (Number.17 of 2012) which operationalized article 235 of the constitution of Kenya 2010. The Inaugural Trans-Nzoia County Public Service Board was approved by the Trans-Nzoia County Assembly in 2013 and thereafter appointed and gazetted by the Governor for a six (6) year term that ended in July, 2019. The second generation Board was approved by the Trans-Nzoia County Assembly in February, 2020 and thereafter appointed and gazetted by the Governor on 4<sup>th</sup> March, 2020 for a six (6) year term, and has therefore served for the last 5 ½ years.

During the financial year under review; 2024-2025, the Trans Nzoia County Public Service Board was able to accomplish, inter alia, the following planned activities:-

- i) The Board appointed 391 staff; 170 on permanent and pensionable terms and 221 on contract.
- ii) The Board renewed contracts for 126 staff.
- iii) The Board promoted 480 officers and upgraded 9.
- iv) The Board approved 12 re-designations.
- v) The Board confirmed 316 staff in appointment on permanent and pensionable terms and absorbed and upgraded 4 ECDE teachers who previously served on contract.
- vi) The Board approved a total of 5 inter-county transfers; 3 into the county and 2 out of the county. The Board further approved 4 transfer of service requests to the National Government, and 19 from the National Government to the County Public Service.
- vii) The Board approved eighty two (82) staff trainings and attachment for 735 students across the various county departments.
- viii) The Board issued advisories to the County Executive on need basis and provided prompt feedback to stakeholders on diverse areas touching on its mandate.
- ix) The Board upgraded its online job application system by installing an additional HR module.
- x) The Board installed an archive for storage of documents

The Board looks forward to a brighter financial year, 2025/2026 as it plans to exit at the end of February, 2026, having completed its term of six years.

  
**Mr Peter M. Wamoto**  
**Chairperson**  
**Trans Nzoia County Public Service Board**

**CHAIR PERSON**  
**COUNTY PUBLIC SERVICE BOARD**  
**12 SEP 2025**  
**P. O. Box 4210 - 30200,**  
**KITALE.**

**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**Annual Report and Financial Statements for the year ended June 30, 2025**

---


**4. REPORT OF THE BOARD SECRETARY**

During the FY 2024-2025, the Trans Nzoia County Public Service Board had an approved budget of Kshs . 62,070,559 for both recurrent expenditure and development expenditure. Of the approved budget Kshs 15,862,127 was disbursed directly by the County Treasury to the Board's Imprest/Operations account while Kshs 43,476,720 was paid by the County Treasury on behalf of the Board, hence a total of Kshs 59,338,847 (96%) of the approved budget was accessed by the Board. Further, the Board received Kshs 1,000,000, being a transfer from the Department of Health Services and Sanitation, making the total receipts during the FY 2024-2025 to be Kshs 60,338,847.

The Board plays a very critical role in all aspects of human resource planning, management and development for the County, and the support it received in FY 2024-2025 was quite encouraging. It is hoped that the support will continue so as to enable the Board fulfil its mandate as provided for under section 59 of the County Governments Act (CGA), 2012.

In the course of the FY 2024-2025, the Board experienced prolonged litigations that slowed down the normal operations of the Board. However, the Board continues to soldier on and looks forward to accomplishing its planned activities.

The Board has fully embraced the Accrual Basis of Accounting method under the International Public Sector Accounting Standards (IPSAS), the basis upon which the Board's financial statements are prepared.

  
**CS Edgar Imbamba**  
**Board Secretary/CEO**  
**Trans Nzoia County Public Service Board**

**OFFICE OF SECRETARY/CEO**  
**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**12 SEP 2025**  
**P.O. BOX 4210 - 30200, KITALE**  
**TEL: 0743 534 552**

## **5. CORPORATE GOVERNANCE STATEMENT**

### **Establishment of the Board**

The Trans Nzoia County Public Service Board is established pursuant to Section 57 of the County Governments Act, 2012 which states that a the County Public Service Board shall comprise a chairperson, not less than three but not more than five members and a secretary appointed by the Governor with the approval of the County Assembly.

### **Board Meetings**

- i) The Board meets as often as may be necessary for carrying out of its business, but it meets at least once every two weeks.
- ii) At least two days written notice of every meeting of the Board is given to every member of the Board.
- iii) The chairperson shall, on written application of one third of the members, convene a special meeting of the Board.
- iv) The Chairperson in consultation with the secretary shall decide the items of agenda.
- v) Where a member is unable to attend a meeting, the member may communicate through the chairperson, their contributions and concerns on the matters before the meeting.
- vi) The quorum for the conduct of business at a meeting of the Board shall be at least four members of the Board.
- vii) The chairperson shall preside at every meeting of the Board, in the absence of the chairperson the vice-chairperson shall preside and in the absence of both, members present shall elect one member to preside.
- viii) The Board Secretary shall be the secretary at all meetings of the Board.
- ix) The Board Secretary shall cause minutes of all proceedings of the meeting of the Board to be recorded.

Fifteen (15) Board meetings were held between 1<sup>st</sup> July, 2024 and 30<sup>th</sup> June, 2025.

### **Roles and functions of Board members**

The role and functions of Board members is outlined under Section 59(i) of the County Governments Act 2012, which entail building and managing the human resource capacity of the Trans Nzoia County Government for effective and efficient delivery of services.

### **Board Charter**

The Board Charter sets out the roles and responsibilities of and the standards, which all members are expected to observe in the performance of their duties.

### **Register of Conflict of Interest and Gifts Register**

The Board maintains a Register of Conflict of Interest and a Gifts Register.

### **Board remuneration**

The Board remuneration is stipulated by the Salaries & Remuneration Commission.

### **Removal of the Board**

As per Section 58 (5) of the County Governments Act, the members of the Board may only be removed from office:-

- (a) on grounds set out for the removal of members of a constitutional commission under Article 251(1) of the Constitution; and
- (b) by a vote of not less than seventy five percent of all the members of the county assembly.

## **TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**

### **Annual Report and Financial Statements for the year ended June 30, 2025**

---

#### **6. MANAGEMENT DISCUSSION AND ANALYSIS**

The Trans Nzoia County Public Service Board had an approved budget of Kshs. 62,070,559 for both recurrent expenditure and development expenditure. Of the approved budget Kshs 15,862,127 was disbursed directly by the County Treasury to the Board's Imprest/Operations account while Kshs 43,476,720 was paid by the County Treasury on behalf of the Board, hence a total of Kshs 59,338,847 (96%) of the approved budget was accessed by the Board. Further, the Board received Kshs 1,000,000, being a transfer from the Department of Health Services and Sanitation, making the total receipts during the FY 2024-2025 to be Kshs 60,338,847.

The Board was able to accomplish the following planned activities in the financial year 2024-2025:-

- i) The Board appointed 391 staff; 170 on permanent and pensionable terms and 221 on contract.
- ii) The Board renewed contracts for 126 staff.
- iii) The Board promoted 480 officers and upgraded 9.
- iv) The Board approved 12 re-designations.
- v) The Board confirmed 316 staff in appointment on permanent and pensionable terms and absorbed and upgraded 4 ECDE teachers who previously served on contract.
- vi) The Board approved a total of 5 inter-county transfers; 3 into the county and 2 out of the county. The Board further approved 4 transfer of service requests to the National Government, and 19 from the National Government to the County Public Service.
- vii) The Board approved eighty two (82) staff trainings and attachment for 735 students across the various county departments.
- viii) The Board issued advisories to the County Executive on need basis and provided prompt feedback to stakeholders on diverse areas touching on its mandate.
- ix) The Board upgraded its online job application system by installing an additional HR module.
- x) The Board installed an archive for storage of documents

The Board complied with all statutory requirements in the performance of its mandate that include; fair competition and merit as the basis of appointments and promotions; timely submission of annual report to the County Assembly on the execution of the functions of the Board as well as timely remittance of withheld tax to the Kenya Revenue Authority.

The major risks facing the Board are the frequent litigations that are commenced in courts of law which at times stall the Board's activities as well as budget cuts the have greatly inhibited implementation of some of the planned programmes.

**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**Annual Report and Financial Statements for the year ended June 30, 2025**

---

**7. STATEMENT OF MANAGEMENT’S RESPONSIBILITIES**

Section 167 of the Public Finance Management Act, 2012 requires that, at the end of each financial year, the board Secretary/CEO of Trans Nzoia County Public Service Board established pursuant to Section 57 of the County Governments Act, 2012 shall prepare financial statements for the Board in accordance with the standards and formats prescribed by the Public Sector Accounting Standards Board.

The Board Secretary, Trans Nzoia County Public Service Board is responsible for the preparation and presentation of the Board’s financial statements, which give a true and fair view of the state of affairs of the Trans Nzoia County Public Service Board, for and as at the end of the financial year ended on June 30<sup>th</sup>, 2025. 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 Public Service Board; (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 Public Service Board; (v) selecting and applying appropriate accounting policies; and (vi) making accounting estimates that are reasonable in the circumstances.

The Board Secretary accepts responsibility for County Public Service Board’s financial statements, which have been prepared on the Accrual Basis Method of Financial Reporting, using appropriate accounting policies in accordance with International Public Sector Accounting Standards (IPSAS). The Board Secretary is of the opinion that the County Public Service Board’s financial statements give a true and fair view of the state of the County Public Service Board’s transactions during the financial year ended June 30<sup>th</sup>, 2025, and of its financial position as at that date. The Board Secretary further confirms the completeness of the accounting records maintained for the County Public Service Board 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.

In preparing the financial statements, the Board Secretary of the County Public Service Board has assessed the Fund’s ability to continue as a going concern and disclosed, as applicable, matters relating to the use of going concern basis of preparation of the financial statements.

Nothing has come to the attention of the Administrator to indicate that the Board will not remain a going concern for at least the next twelve months from the date of this statement.

**Approval of the financial statement**

The County Public Service Board’s financial statements were approved and signed by the Board Secretary on 12<sup>th</sup> September, 2025.



CS Edgar Imbamba  
Board Secretary/CEO



# REPUBLIC OF KENYA

Telephone: +254-(20) 3214000  
Email: info@oagkenya.go.ke  
Website: www.oagkenya.go.ke



*Enhancing Accountability*

**HEADQUARTERS**  
Anniversary Towers  
Monrovia Street  
P.O Box 30084-00100  
NAIROBI

## **REPORT OF THE AUDITOR-GENERAL ON TRANS NZOIA COUNTY PUBLIC SERVICE BOARD FOR THE YEAR ENDED 30 JUNE, 2025**

---

### **PREAMBLE**

I draw your attention to the contents of my report which is in three parts:

- A. Report on Financial Statements that considers whether the financial statements are fairly presented in accordance with the applicable financial reporting framework, accounting standards and the relevant laws and regulations that have a direct effect on the financial statements;
- B. Report on Lawfulness and Effectiveness in the Use of Public Resources which considers compliance with applicable laws, regulations, policies, gazette notices, circulars, guidelines and manuals and whether public resources are applied in a prudent, efficient, economic, transparent and accountable manner to ensure the Government achieves value for money and that such funds are applied for the intended purpose; and,
- C. Report on Effectiveness of Internal Controls, Risk Management and Governance which considers how the entity has instituted checks and balances to guide internal operations. This responds to the effectiveness of the governance structure, risk management environment and internal controls, developed and implemented by those charged with governance for orderly, efficient and effective operations of the entity.

An Unmodified Opinion is issued when the Auditor-General concludes that the financial statements are fairly presented in accordance with the applicable financial reporting framework. The Report on Financial Statements should be read together with the Report on Lawfulness and Effectiveness in the Use of Public Resources, and the Report on Effectiveness of Internal Controls, Risk Management, and Governance.

The three parts of the report aim to address the Auditor-General's statutory roles and responsibilities as provided by Article 229 of the Constitution, the Public Finance Management Act, 2012, and the Public Audit Act, 2015. The three parts of the report when read together constitute the report of the Auditor-General.

### **REPORT ON THE FINANCIAL STATEMENTS**

#### **Opinion**

I have audited the accompanying financial statements of Trans Nzoia County Public Service Board set out on pages 1 to 14, which comprises of the statement of financial

position as at 30 June, 2025 and the statement of financial performance, statement changes in net assets, statement of cash flows and statement of comparison of budget and actual amounts 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, the financial statements present fairly, in all material respects, the financial position of Trans Nzoia County Public Service Board as at 30 June, 2025 and of its financial performance and its cash flows for the year then ended, in accordance with International Public Sector Accounting Standards (Accrual Basis) and comply with the County Government Act, 2012 and the Public Finance Management Act, 2012.

### **Basis for Opinion**

The audit was conducted in accordance with International Standards for Supreme Audit Institutions (ISSAIs). I am independent of the Trans Nzoia County Public Service Board Management in accordance with ISSAI 130 on the 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 opinion.

### **Key Audit Matters**

Key audit matters are those matters that, in my professional judgement, 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 Information**

The Management is responsible for the other information set out on page ii to xiii which comprises of Key Entity Information and Management, Statement of performance against Trans Nzoia County Public Service Board predetermined objects, Statement of Board Chairperson, Statement of Board Secretary, Corporate governance statement, Management discussion and analysis and Statement of Management responsibilities. The Other Information does not include the financial statements and my audit report thereon.

In connection with my audit on the County Public Service Board's financial statements, my responsibility is to read the other information and in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit or otherwise appears to be materially misstated. If based on the work I have performed, I conclude that there is a material misstatement of this Other Information, I am required to report that fact. I have nothing to report in this regard.

## REPORT ON LAWFULNESS AND EFFECTIVENESS IN THE USE OF PUBLIC RESOURCES

### **Conclusion**

As required by Article 229(6) of the Constitution, based on the audit procedures performed, except for the effects of the matter described in the Basis for Conclusion on Lawfulness and Effectiveness in the 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**

#### **Non-Remittance of Public Procurement Capacity Building Levy**

The statement of financial performance reflects general expenses amounting to Kshs.24,092,483 as disclosed in Note 4 to the financial statements. Included in the expenditure was an amount of Kshs.6,808,748 incurred on procurement goods and services. However, Management did not deduct and remit the capacity building levy totaling to Kshs.2,042. This was contrary to Section 3(1) of Legal Notice 206 of the Levy Order 2023 which states that there shall be paid a levy by a supplier on all procurement contracts signed between the supplier and a procuring entity, at the rate of zero point zero three per centum (0.03%) of the value of the signed contract, exclusive of applicable taxes.

In the circumstance, the Management was in breach of the law.

The audit was conducted in accordance with ISSAI 3000 and ISSAI 4000. The standards require 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 comply 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 effects of the matter described in the Basis for Conclusion on Effectiveness of Internal Controls, Risk Management and Governance section of my report, I confirm that nothing else has come to my attention to cause me to believe that internal controls, risk management and governance were not effective.

### **Basis for Conclusion**

#### **Lack of Internal Audit Function**

Review of documents and organization structure revealed that the Board did not have an internal audit function but relied on audit services from internal audit department of the

County Executive of Trans Nzoia. However, there was no evidence of internal audit activities including internal audit reports, audit work plans and engagement documentation undertaken by the internal audit department of the County Executive.

In the circumstances, the effectiveness of internal controls of the Board could not be confirmed.

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 controls, 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 the Management and Board of Directors**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Public Sector Accounting Standards (Accrual Basis) and for maintaining effective internal controls 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 controls, risk management and governance.

In preparing the financial statements, Management is responsible for assessing the Board'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 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 comply with the authorities which govern them and that public resources are applied in an effective way.

The Board of Directors is responsible for overseeing the Board's financial reporting process, reviewing the effectiveness of how Management 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 governance and risk management, and ensuring the adequacy and effectiveness of the control environment.

### **Auditor-General's Responsibilities for the Audit**


My responsibility is to conduct an audit of the financial statements in accordance with Article 229(4) of the Constitution, Section 35 of the Public Audit Act, 2015 and the

International Standards for Supreme Audit Institutions (ISSAIs). The standards require that, in conducting the audit, I obtain reasonable assurance about whether the financial statements as a whole are free from material misstatements, whether due to fraud or error and to issue an auditor's report that includes my opinion in accordance with Section 48 of the Public Audit Act, 2015. 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 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 conducting the audit, Article 229(6) of the Constitution also requires that I express a conclusion on whether or not 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 addition, I consider the entity's control environment in order to give an assurance on the effectiveness of internal controls, risk management and governance processes and systems in accordance with the provisions of Section 7(1)(a) of the Public Audit Act, 2015.

Further, I am required to submit the audit report in accordance with Article 229(7) of the Constitution.

Detailed description of my responsibilities for the audit is located at the Office of the Auditor-General's website at: <https://www.oagkenya.go.ke/auditor-generals-responsibilities-for-audit/>. This description forms part of my auditor's report.

  
FCPA Nancy Gathungu, CBS  
**AUDITOR-GENERAL**

**Nairobi**

**08 October, 2025**

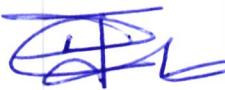
**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**Annual Report and Financial Statements for the year ended June 30, 2025**


**9. FINANCIAL STATEMENTS**

**9.1. STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED  
 30<sup>TH</sup> JUNE, 2025**

	Note	2024/2025	2023/2024
		KShs	KShs
<b>Revenue from non-exchange transactions</b>			
Transfers from the County Government	1	56,433,747	63,552,422
Other income	2	1,000,000	1,166,640
<b>Total revenue</b>		<b>57,433,747</b>	<b>64,719,062</b>
<b>Expenses</b>			
Staff Costs	3	37,957,500	36,150,000
General expenses	4	24,092,483	35,477,432
Transfer to County Government	6	1,000,000	13,320
<b>Total expenses</b>		<b>63,049,983</b>	<b>71,640,752</b>
<b>Surplus/( deficit) for the period</b>		<b>-5,616,236</b>	<b>-6,921,690</b>

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The County Public Service Board financial statements were approved on 12<sup>th</sup> September, 2025 and signed by:

  
 CS Edgar Imbamba  
 Board Secretary/CEO  
 12 SEP 2025  
 P. O. Box 4210 - 30200, KITALE  
 TEL: 0713 635 352


  
 CPA Albert Soita  
 ICPAK Member Number: 9655  
 Finance Director  
 12 SEP 2025  
 P. O. Box 4210 - 30200,  
 KITALE


**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**Annual Report and Financial Statements for the year ended June 30, 2025**

**9.2. STATEMENT OF FINANCIAL POSITION AS AT 30<sup>TH</sup> JUNE, 2025**

	Note	2024/2025	2023/2024
		KShs	KShs
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	5	3,173	4,435
<b>Non-current assets</b>			
Property, plant and equipment	7	32,821,432	37,891,967
<b>Total Assets</b>		<b>32,824,605</b>	<b>37,896,402</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade payables	8	2,852,899	13,220,204
<b>Non-current liabilities</b>			
<b>Total liabilities</b>		<b>2,852,899</b>	<b>13,220,204</b>
<b>Net assets</b>		<b>29,971,706</b>	<b>24,676,198</b>
Capital funds	9.3	37,769,170	26,857,426
Accumulated surplus/(deficit)	9.3	-7,797,464	-2,181,228
<b>Total net assets and liabilities</b>		<b>29,971,706</b>	<b>24,676,198</b>

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The County Public Service Board financial statements were approved on 12<sup>th</sup> September, 2025 and signed by:

  
 CS Edgar Imbamba  
 Board Secretary/CEO  
 12 SEP 2025  
 P. O. Box 4210 - 30200, KITALE  
 TEL: 0712 635 352

  
 CPA Albert Soita  
 ICPAK Member Number: 9655  
 Finance Director  
 12 SEP 2025  
 P. O. Box 4210 - 30200,  
 KITALE

**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**Annual Report and Financial Statements for the year ended June 30, 2025**

**9.3. STATEMENT OF CHANGES IN NET ASSETS AS AT 30<sup>TH</sup> JUNE, 2025**


	Capital Funds	Revaluation Reserve	Accumulated surplus	Total
		KShs	KShs	KShs
<b>Balance as at 1<sup>st</sup> July 2023</b>	<b>23,541,879</b>	-	<b>4,740,462</b>	<b>28,282,341</b>
Surplus/(deficit) for the period	-	-	-6,921,690	-6,921,690
Funds received during the year	3,315,547	-	-	3,315,547
<b>Balance as at 30<sup>th</sup> June 2024</b>	<b>26,857,426</b>	-	<b>-2,181,228</b>	<b>24,676,198</b>
<b>Balance as at 1<sup>st</sup> July 2024</b>	<b>26,857,426</b>	-	<b>-2,181,228</b>	<b>24,676,198</b>
Surplus/(deficit) for the period	-	-	-5,616,236	-5,616,236
Funds received during the year	10,911,744	-	-	10,911,744
Revaluation gain		-		-
<b>Balance as at 30<sup>th</sup> June 2025</b>	<b>37,769,170</b>	-	<b>-7,797,464</b>	<b>29,971,706</b>

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The County Public Service Board financial statements were approved on 12<sup>th</sup> September, 2025 and signed by:



OFFICE OF SECRETARY/CEO  
 TRANS NZOIA COUNTY PUBLIC SERVICE BOARD  
**12 SEP 2025**  
 P. O. Box 4210 - 30200, KITALE  
 TEL: 0713 635 352

CS Edgar Imbamba  
 Board Secretary/CEO



**DIRECTOR, FINANCE**  
 TRANS NZOIA COUNTY PUBLIC SERVICE BOARD  
**12 SEP 2025**  
 P. O. Box 4210 - 30200,  
 KITALE


CPA Albert Soita  
 ICPAK Member Number: 9655  
 Finance Director


**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**Annual Report and Financial Statements for the year ended June 30, 2025**

**9.4. STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2025**

	Note	2024/2025	2023/2024
		KShs	KShs
<b>Cash flows from operating activities</b>			
<b>Receipts</b>			
Transfers from the County Government	1	56,433,747	63,552,422
Receipts from other operating activities	2	1,000,000	1,166,640
<b>Total Receipts</b>		<b>57,433,747</b>	<b>64,719,062</b>
<b>Payments</b>			
Staff costs	3	-37,957,500	-36,150,000
General expenses	4	-19,021,948	-29,959,409
Transfer to the County Government	6	-1,000,000	-13,320
<b>Adjusted for:</b>			
Increase/(Decrease) in Accounts Payable: (deposits and retention)	8	-10,367,305	11,033,642
<b>Net cash flows from operating activities</b>		<b>-10,913,006</b>	<b>9,629,975</b>
<b>Cash flows from investing activities</b>			
Purchase of property, plant, equipment and Intangible assets	7		-12,956,450
Funds received during the year	10	10,911,744	3,315,547
<b>Net cash flows used in investing activities</b>		<b>10,911,744</b>	<b>-9,640,903</b>
<b>Cash flows from financing activities</b>			
<b>Net cash flows used in financing activities</b>			
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>-1,262</b>	<b>-10,928</b>
<b>Cash and cash equivalent at BEGINNING of the year</b>	5	<b>4,435</b>	<b>15,363</b>
<b>Cash and cash equivalent at END of the year</b>	5	<b>3,173</b>	<b>4,435</b>

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The County Public Service Board financial statements were approved on 12<sup>th</sup> September, 2025 and signed by:

  
**OFFICE OF SECRETARY/CEO**  
 TRANS NZOIA COUNTY PUBLIC SERVICE BOARD  
 CS Edgar Impamba  
 Board Secretary/CEO  
 12 SEP 2025  
 P. O. Box 4210 - 30200, KITALE  
 TEL: 0713 635 352

  
**DIRECTOR, FINANCE**  
 TRANS NZOIA COUNTY PUBLIC SERVICE BOARD  
 12 SEP 2025  
 P. O. Box 4210 - 30200,  
 KITALE  
 CPA Albert Soita  
 ICPAK Member Number: 9655  
 Finance Director

**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**

**Annual Report and Financial Statements for the year ended June 30, 2025**


**9.5. STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE PERIOD ENDED 30<sup>TH</sup> JUNE, 2025**


	Original budget	Adjustments	Final budget	Actual on comparable basis	Performance difference	% utilization
	2024/2025	2024/2025	2024/2025	2024/2025	2024/2025	2024/2025
<b>Revenue</b>	<b>KShs</b>	<b>KShs</b>	<b>KShs</b>	<b>KShs</b>	<b>KShs</b>	<b>%</b>
Transfers from County Govt.	72,699,964	-10,629,405	62,070,559	59,338,847	2,731,712	96%
Other Income				1,000,000		
<b>Total income</b>	<b>72,699,964</b>	<b>-10,629,405</b>	<b>62,070,559</b>	<b>60,338,847</b>	<b>1,731,712</b>	<b>97%</b>
<b>Expenses</b>						
Staff Costs	37,957,500		37,957,500	37,957,500	-	100%
General expenses	22,763,986	-1,570,927	21,193,059	24,092,483	-2,899,424	114%
Transfer to County Govt.				1,000,000		
<b>Sub Total</b>	<b>60,721,486</b>	<b>-1,570,927</b>	<b>59,150,559</b>	<b>63,049,983</b>	<b>-3,899,424</b>	<b>107%</b>
Capital Expenditure	11,978,478	-9,058,478	2,920,000	2,905,100	14,900	99%
<b>Total Expenses</b>	<b>72,699,964</b>	<b>-10,629,405</b>	<b>62,070,559</b>	<b>65,955,083</b>	<b>-3,884,524</b>	<b>106%</b>
<b>Surplus (Deficit) for the period</b>				<b>-5,616,236</b>		

**Budget notes**

- (a) The difference between the original and final budget was due to budget cuts by the County Treasury
- (b) The actual transfer from County Government of Kshs 59,338,847 includes Kshs 2,905,100 in respect of property plant & equipment (PPE) that was credited under the Statement of Net Assets as Capital Funds and the balance of 56,433,747 under the Statement of Financial Performance.
- (c) An amount of Kshs 1,000,000 was received from the Department of Health Services and Sanitation as a transfer.
- (d) Over expenditure of general expenses is attributed to an amount of Kshs 5,070,535 relating to depreciation of PPE..

The County Public Service Board financial statements were approved on 12<sup>th</sup> September, 2025 and signed by:

  
**OFFICE OF SECRETARY/CEO**  
**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
 CS Edgar Imbamba  
 Board Secretary/CEO  
**12 SEP 2025**  
 P. O. Box 4210 - 30200, KITALE  
 TEL: 0713 635 352

  
 CPA Albert Soita  
 ICPAK Member Number: 9655  
 Finance Director

**DIRECTOR, FINANCE**  
**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**12 SEP 2025**  
 P. O. Box 4210 - 30200,  
 KITALE

## **9.6. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

### **1. Statement of compliance and basis of preparation**

The Board's financial statements have been prepared in accordance with and comply with International Public Sector Accounting Standards (IPSAS). The financial statements are presented in Kenya shillings, which is the functional and reporting currency of the Board. The accounting policies have been consistently applied to all the years presented.

The financial statements have been prepared on the basis of historical cost, unless stated otherwise. The cash flow statement is prepared using the direct method. The financial statements are prepared on accrual basis.

### **2. Adoption of new and revised standards**

#### **a) New and amended standards and interpretations in issue but not yet effective in the year ended 30 June 2025**

There were no new and amended standards issued in the financial year.

#### **b) Early adoption of standards**

The Board did not early-adopt any new or amended standards in year ended 30 June 2025

### **3. Revenue recognition**

#### **i) Revenue from non-exchange transactions**

##### **Transfers from other government entities**

Revenues from non-exchange transactions with other government entities are measured at fair value and recognized on obtaining control of the asset (cash, goods, services and property) if the transfer is free from conditions and it is probable that the economic benefits or service potential related to the asset will flow to the entity and can be measured reliably.

### **4. Budget information**

The original budget for FY 2024/2025 was approved by the County Assembly in June, 2024. Subsequent revisions or additional appropriations were made to the approved budget in accordance with specific approvals from the appropriate authorities. The revisions/additional appropriations are deducted/added to the original budget by the Board upon receiving the respective approvals in order to conclude the final budget. Accordingly, the Board recorded a downward revision of Kshs. 10,629,405 on the FY 2024/2025 budget following the governing body's approval.

The Board's budget is prepared on a different basis to the actual income and expenditure disclosed in the financial statements. The financial statements are prepared on accrual basis using a classification based on the nature of expenses in the statement of financial performance, whereas the budget is prepared on a cash basis. The amounts in the financial statements were recast from the accrual basis to the cash basis and reclassified by presentation to be on the same basis as the approved budget. A comparison of budget and actual amounts, prepared on a comparable basis to the approved budget, is then presented in the statement of comparison of budget and actual amounts.

**SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

In addition to the Basis difference, adjustments to amounts in the financial statements are also made for differences in the formats and classification schemes adopted for the presentation of the financial statements and the approved budget.

A statement to reconcile the actual amounts on a comparable basis included in the statement of comparison of budget and actual amounts and the actuals as per the statement of financial performance has been presented under section 9.5 of these financial statements.

**5. Property, plant and equipment**

All property, plant and equipment are stated at cost less accumulated depreciation and impairment losses. Cost includes expenditure that is directly attributable to the acquisition of the items. When significant parts of property, plant and equipment are required to be replaced at intervals, the entity recognizes such parts as individual assets with specific useful lives and depreciates them accordingly. Likewise, when a major inspection is performed, its cost is recognized in the carrying amount of the plant and equipment as a replacement if the recognition criteria are satisfied. All other repair and maintenance costs are recognized in surplus or deficit as incurred. Where an asset is acquired in a non-exchange transaction for nil or nominal consideration the asset is initially measured at its fair value.

**6. Method of Depreciation**

The Board adopted the Reducing (Declining) balance method in computing depreciation amounts. This method depreciates the asset at its straight-line depreciation percentage times its remaining depreciable amount each year.

**7. Nature and purpose of reserves**

The Entity creates and maintains reserves in terms of specific requirements.

*Capital funds* - This is revenue received in respect of capital development.

*Accumulated Surplus* – This is the excess of revenues over expenses from prior years that has not been set aside for specific purposes.

**8. Changes in accounting policies and estimates**

The Entity recognizes the effects of changes in accounting policy retrospectively. The effects of changes in accounting policy are applied prospectively if retrospective application is impractical.

**9. 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. For the purposes of these financial statements, cash and cash equivalents also include short term cash Imprests and advances to authorised public officers and/or institutions which were not surrendered or accounted for at the end of the financial year.

**SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**10. Comparative figures**

Where necessary comparative figures for the previous financial year have been amended or reconfigured to conform to the required changes in presentation.

**11. Events after the reporting period**

There were no material adjusting and non- adjusting events after the reporting period.

**12. Ultimate and Holding Entity**

The Board is a County Public Fund established by Section 57 of the County Governments Act 2012. Its ultimate parent is the County Government of Trans Nzoia.

**13. Currency**

The financial statements are presented in Kenya Shillings (Kshs).

**14. Significant judgments and sources of estimation uncertainty**

The preparation of the Board's financial statements in conformity with IPSAS requires management to make judgments, estimates and assumptions that affect the reported amounts of revenues, expenses, assets and liabilities, and the disclosure of contingent liabilities, at the end of the reporting period. However, uncertainty about these assumptions and estimates could result in outcomes that require a material adjustment to the carrying amount of the asset or liability affected in future periods.

**Estimates and assumptions** – The key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year, are described below. The Entity based its assumptions and estimates on parameters available when the consolidated financial statements were prepared. However, existing circumstances and assumptions about future developments may change due to market changes or circumstances arising beyond the control of the Entity. Such changes are reflected in the assumptions when they occur. IPSAS 1.140.

**Useful lives and residual values**

The useful lives and residual values of assets are assessed using the following indicators to inform potential future use and value from disposal:

- The condition of the asset based on the assessment of experts employed by the Entity
- The nature of the asset, its susceptibility and adaptability to changes in technology and processes
- The nature of the processes in which the asset is deployed
- Availability of funding to replace the asset
- Changes in the market in relation to the asset

**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**Annual Report and Financial Statements for the year ended June 30, 2025**

**9.7. NOTES TO THE FINANCIAL STATEMENTS**

**1. Transfers from County Government**

Description	2024/2025	2023/2024
	KShs	KShs
Transfers from County Govt. – operations	15,862,127	22,447,301
Payments by County on behalf of the entity	40,571,620	41,105,121
<b>Total</b>	<b>56,433,747</b>	<b>63,552,422</b>

**2. Other income**

Description	2024/2025	2023/2024
	KShs	KShs
Insurance recoveries		
Income from sale of tender documents		
Miscellaneous income	1,000,000	1,166,640
<b>Total other income</b>	<b>1,000,000</b>	<b>1,166,640</b>

**3. Staff Costs**

Description	2024/2025	2023/2024
	KShs	KShs
Salaries and Wages	37,957,500	36,150,000
<b>Total</b>	<b>37,957,500</b>	<b>36,150,000</b>

**4. General expenses**

Description	2024/2025	2023/2024
	KShs	KShs
Utilities, Supplies and Services	250,000	200,000
Communication, Supplies and Services	402,053	295,127
Domestic Travel and Subsistence	6,674,131	8,987,259
Printing, Advertising and Information Supplies & Services	809,645	1,027,053
Training Expenses	1,546,405	3,951,050
Hospitality Supplies and Services	5,539,069	7,574,357
Fuel Oil and Lubricants	1,778,577	2,994,000
Specialized Materials & Supplies	-	226,810
Insurance Costs	22,500	653,671
Office and General Supplies and Services	1,284,455	2,250,223
Other Operating Expenses	367,591	537,228

**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**Annual Report and Financial Statements for the year ended June 30, 2025**

Description	2024/2025	2023/2024
	KShs	KShs
Routine Maintenance – Vehicles and Other Transport Equipment	229,905	998,151
Routine Maintenance – Other Assets	117,617	264,480
Depreciation and amortization costs	5,070,535	5,518,023
<b>Total</b>	<b>24,092,483</b>	<b>35,477,432</b>

**5. Cash and cash equivalents**

Description	2024/2025	2023/2024
	KShs	KShs
Current account	3,173	4,435
<b>Total cash and cash equivalents</b>	<b>3,173</b>	<b>4,435</b>

Detailed analysis of the cash and cash equivalents are as follows:

Financial institution	Account number	2024/2025	2023/2024
		KShs	KShs
<b>a) Current account</b>			
Kenya Commercial Bank	1149298472	3,173	4,435
<b>Sub- total</b>		<b>3,173</b>	<b>4,435</b>
<b>Grand total</b>		<b>3,173</b>	<b>4,435</b>

**6. Transfer**

Description	2024/2025	2023/2024
	KShs	KShs
Transfer	1,000,000	13,320
<b>Total</b>	<b>1,000,000</b>	<b>13,320</b>

**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD****Annual Report and Financial Statements for the year ended June 30, 2025****7. Property, Plant and Equipment**

	<b>Buildings</b>	<b>Motor Vehicles</b>	<b>Furniture and Fittings</b>	<b>Computers and office equipment</b>	<b>Total</b>
<b>Cost</b>	<b>KShs</b>	<b>KShs</b>		<b>KShs</b>	<b>KShs</b>
<b>At 1<sup>st</sup> July 2023</b>	<b>5,553,931</b>	<b>19,605,165</b>	<b>7,128,580</b>	<b>10,975,374</b>	<b>43,263,050</b>
Additions	7,568,053		893,550	4,494,847	12,956,450
Disposals					
Transfer/Adjustments					
<b>At 30<sup>th</sup> June 2024</b>	<b>13,121,984</b>	<b>19,605,165</b>	<b>8,022,130</b>	<b>15,470,221</b>	<b>56,219,500</b>
<b>At 1<sup>st</sup> July 2024</b>					
Additions					
Disposals					
Transfer/Adjustments					
<b>At 30<sup>th</sup> June 2025</b>	<b>13,121,984</b>	<b>19,605,165</b>	<b>8,022,130</b>	<b>15,470,221</b>	<b>56,219,500</b>
<b>Depreciation and impairment</b>					
<b>At 1<sup>st</sup> July 2023</b>					
Depreciation	422,777	6,180,111	1,737,105	4,469,517	12,809,510
Impairment					
<b>Depreciation and impairment</b>					
<b>At 30<sup>th</sup> June 2024</b>	<b>634,960</b>	<b>2,013,758</b>	<b>628,503</b>	<b>2,240,802</b>	<b>5,518,023</b>
<b>At 1<sup>st</sup> July 2024</b>					
Depreciation	603,212	1,711,694	565,652	2,189,976	5,070,535
Disposals					
Impairment					
Transfer/adjustment					
<b>At 30<sup>th</sup> June 2025</b>	<b>1,660,950</b>	<b>9,905,564</b>	<b>2,931,260</b>	<b>8,900,295</b>	<b>23,398,068</b>
<b>Net book values</b>					
<b>At 30<sup>th</sup> June 2024</b>	<b>12,064,247</b>	<b>11,411,296</b>	<b>5,656,522</b>	<b>8,759,902</b>	<b>37,891,967</b>
<b>At 30<sup>th</sup> June 2025</b>	<b>11,461,034</b>	<b>9,699,601</b>	<b>5,090,870</b>	<b>6,569,926</b>	<b>32,821,432</b>

**Note**

Land has been excluded from PPE since the process of valuation and titling is incomplete. Once the process is completed and the land title obtained, then the value of land shall be included under PPE in the subsequent financial statements.

**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**Annual Report and Financial Statements for the year ended June 30, 2025**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**8. Trade and other payables from exchange transactions**

Description	2024/2025	2023/2024
	KShs	KShs
Trade payables	2,852,899	13,220,204
Refundable deposits		
Accrued expenses		
Other payables		
<b>Total trade and other payables</b>	<b>2,852,899</b>	<b>13,220,204</b>

**9. Cash generated from operations**

	2024/2025	2023/2024
	KShs	KShs
<b>Surplus/ (deficit) for the year before tax</b>	<b>-5,616,236</b>	<b>-6,921,690</b>
<b>Adjusted for:</b>		
Depreciation	5,070,535	5,518,023
Amortisation	-	-
Gains on acquisition of assets	(-)	(-)
Interest income	(-)	(-)
Finance cost	-	-
<b>Working Capital adjustments</b>		
Increase in inventory	(-)	(-)
Increase in receivables	(-)	(-)
Increase/Decrease (-) in payables	-10,367,305	11,033,642
<b>Net cash flow from operating activities</b>	<b>-10,913,006</b>	<b>9,629,975</b>

**10. Capital funds received during the year**

Description	2024/2025	2023/2024
	KShs	KShs
Transfer from County government	10,911,744	3,315,547
<b>Total capital funds</b>	<b>10,911,744</b>	<b>3,315,547</b>

**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**Annual Report and Financial Statements for the year ended June 30, 2025**

**10. PROGRESS ON FOLLOW UP OF PRIOR YEAR AUDITOR'S 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.

<b>Reference No. on the external audit Report</b>	<b>Issue / Observations from Auditor</b>	<b>Management comments</b>	<b>Focal Point person to resolve the issue (Name and designation)</b>	<b>Status: (Resolved / Not Resolved)</b>	<b>Timeframe : (Put a date when you expect the issue to be resolved)</b>
OAG/KTL-RO/2023-2024/CPSB/(17)	1. Budgetary control and performance	Indeed, under-realization of revenue and under-expenditure affected implementation of some of the planned programs but we are endeavouring to resolve these challenges. These challenges were brought about by:-  -Delayed disbursements by the National Treasury to the County Treasury making it difficult to utilize such funds after the financial year had lapsed.  -Huge shortfalls particularly in its own source revenues experienced by the County Government; hence the Board's funding, just like for other county departments also suffered. The County Government has taken steps that include automation	Board Secretary	Partially resolved	June, 2026

**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**Annual Report and Financial Statements for the year ended June 30, 2025**

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)
	2. Pending Account payables	<p>and reinforcement and reorganization of the revenue inspection function which we expect will improve revenue collection thus reduce revenue shortfalls.</p> <p>With regard to the trade payables amounting to Kshs 2,186,562 that had been outstanding for over 60 days, only Kshs 908,960 remained outstanding since Kshs 1,277,602 had been settled during the financial year. Adequate provisions were made in the 2024/2025 budget to ensure that all the outstanding debts are settled. Further, the Board will ensure that settlement of outstanding debts is given the first priority as per the PFM Act.</p>	Board Secretary	Partially resolved	June, 2026

**TRANS NZOIA COUNTY PUBLIC SERVICE BOARD**  
**Annual Report and Financial Statements for the year ended June 30, 2025**

---

**11. BANK RECONCILIATION/FO 30 REPORT**

**Trans Nzoia County Public Service Board**  
**Bank Reconciliation Statement as at 30<sup>th</sup> June, 2025**

Balance as per the Bank Statement 328,373

<b><u>Less Unpresented Cheques</u></b>	<b><u>Date</u></b>	<b><u>Cheque No.</u></b>	<b><u>Kshs</u></b>
1. Kenya Power & Lighting Co. Ltd	27-Jun-25	1393	100,000
2. TRANSWASCO	27-Jun-25	1394	150,000
3. Safaricom PLC	27-Jun-25	1395	75,200
			325,200
<b>Balance as per June, 2025 CB</b>			<b>3,173</b>