

REPUBLIC OF KENYA




Enhancing Accountability



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REPORT

 THE NATIONAL ASSEMBLY PAPERS LAID	
DATE: 29 APR 2025	
DAY: Tuesday	
TABLED BY:	Hon- Julius Nelly MP On Behalf of L.O.M.
CLERK-AT THE-TABLE:	Benson Inzoga

OF

THE AUDITOR-GENERAL

ON

**NATIONAL GOVERNMENT CONSTITUENCIES
DEVELOPMENT FUND – GATUNDU SOUTH
CONSTITUENCY**

**FOR THE YEAR ENDED
30 JUNE, 2024**

Revised 30th June 2024



NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND
GATUNDU SOUTH CONSTITUENCY
REVISED ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED
30th JUNE 2024

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

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1. Acronyms and Definition of Key Terms

A. Acronyms

AIE	Authority to Incur Expenditure
ARMC	Audit and Risk Management Committee
DCC	Deputy County Commissioner
IPSAS	International Public Sector Accounting Standards.
FAM	Fund Account Manager
NG-CDFB	National Government Constituencies Development Fund Board
NG-CDF	National Government Constituencies Development Fund
NG-CDFC	National Government Constituency Development Fund Committee
NSCA	National Sub-County Accountant
PFM	Public Finance Management
PMC	Project Management Committee
PWD	Persons with Disability
FY	Financial Year



B. Definition of Key Terms

Fiduciary Management - Members of Management directly entrusted with the entity's financial resources.

Comparative Year- Means the prior period.



2. Key Constituency Information and Management

(a) Background information

The National Government Constituencies Development Fund (NG-CDF) formerly Constituencies Development Fund (CDF), is established under the NG-CDF Act 2015 as amended in 2023. The Act is a successor to the Constituencies Development Fund (CDF) Act of 2003 which initiated the Fund and its subsequent amendments/reviews of 2007 and 2013. At the cabinet level, NG-CDF is represented by the Cabinet Secretary for the Treasury, who is responsible for the Fund's general policy and strategic direction.

Mandate

The mandate of the Fund as derived from sec (3) of the NG-CDF Act, 2015 is to:

- a) Recognize the constituency as a platform for the identification, performance, and implementation of national government functions.
- b) Facilitate the performance and implementation of national government functions in all parts of the Republic pursuant to Article 6 (3) of the Constitution;
- c) Provide for the participation of the people in the determination and implementation of identified national government development projects at the constituency level pursuant to Article 10(2)(a) of the Constitution;
- d) Promote the national values of human dignity, equity, social justice, inclusiveness, equality, human rights, non-discrimination, and protection of the marginalized pursuant to Article 10(2)(b) of the Constitution;
- e) Provide for the sustainable development of all parts of the Republic pursuant to Article 10(2)(d) of the Constitution;
- f) Provide a legislative and policy framework pursuant to Article 21(2) of the Constitution for the progressive realisation of the economic and social rights guaranteed under Article 43 of the Constitution;

- g) Provide mechanisms for the National Assembly to exercise oversight over the performance of exclusive national government functions at the constituency level as provided for under Article 95 of the Constitution;
- h) Authorize withdrawal of money from the Consolidated Fund as provided under Article 206(2)(c) of the Constitution;
- i) Provide mechanisms for supplementing infrastructure development at the constituency level in matters falling within the exclusive functions of the national government at that level in accordance with the Constitution;
- j) Provide a framework for citizens-led development to assist the national government in planning and prioritizing the use of its resources;
- k) Create a harmonious relationship between citizens and the national government and its officers in local development;
- l) Provide a platform for citizens' participation in service delivery;
- m) Build local accountability and transparency in the use of resources; and
- n) Provide for a public finance system that promotes an equitable society and, in particular, expenditure that promotes equitable development of the country by making special provisions for marginalized groups and areas pursuant to Article 201(b)(iii) of the Constitution.

Vision

Equitable Socio-economic development countrywide.

Mission

To provide leadership and policy direction for effective and efficient management of the Fund.

Core Values

1. **Patriotism** – we uphold the national pride of all Kenyans through our work.
2. **Participation of the people**- We involve citizens in making decisions about programmes we fund.
3. **Timeliness** – we adhere to prompt delivery of service.

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4. **Good governance** – we uphold high standards of transparency, accountability, equity, inclusiveness and integrity in the service of the people.
5. **Sustainable development** – we promote development activities that meet the needs of the present without compromising the ability of future generations to meet their own needs.

Functions of NG-CDF Committee

The Functions of the NG-CDF Committee are as outlined in section 11 of The National Government Constituencies Development Fund Regulations, 2016.

(b) Key Management

The NGCDF Gatundu South Constituency’s day-to-day management is under the following key organs:

- i. National Government Constituencies Development Fund Board (NGCDFB)
- ii. National Government Constituency Development Fund Committee (NGCDFC)

(c) Fiduciary Management

The key management personnel who held office during the financial year ended 30th June 2024 and who had direct fiduciary responsibility were:

No	Designation	Name
1.	AIE holder	Samuel Nzuki Mawiyoo
2.	National Sub-County Accountant	Juliana Wacera Kiarie
3.	Chairman NGCDFC	Peter Kinyita
4.	Member NGCDFC	Rose Wanjiru Waweru



The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

In addition, it is crucial to review the records regularly to identify any discrepancies or errors. This proactive approach helps in catching mistakes early and prevents them from escalating into larger issues. The document also highlights the need for secure storage of these records to protect sensitive information.

Finally, the document concludes by stating that consistent record-keeping is essential for the long-term success and stability of any organization. It serves as a foundation for informed decision-making and financial planning.

(d) Fiduciary Oversight Arrangements

The Audit and Risk Management Committee (ARMC) of the NGCDF Board provides overall fiduciary oversight on the activities of the NGCDF Gatundu South Constituency. The reports and recommendations of ARMC, when adopted by the NGCDF Board, are forwarded to the Constituency Committee for action. The Board forwards any matters that require policy guidance to the Cabinet Secretary and National Assembly Select Committee.

(e) NGCDF Gatundu South Constituency Headquarters

P.O. Box 213-01030 Gatundu
Gatundu CDF Building
Gatundu/Kinari Road
GATUNDU, KENYA.

(f) NGCDF Gatundu South Constituency Contacts

Telephone: (254) 0726322626
E-mail: cdfgatundusouth@ngcdf.go.ke
Website: <https://gatundu-south.ngcdf.go.ke>

(g) NGCDF Gatundu South Constituency Bankers

1. Family Bank
Gatundu Branch
P.O.Box 481-01030
Gatundu.
2. Equity Bank
Gatundu Branch
P.O. Box 528-01030
Gatundu.

3. Family Bank- (Deposit Account)
Gatundu Branch
P.O.Box 481-01030
Gatundu.

(h) Independent Auditor

Auditor General
Office of the Auditor General
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

3. NG-CDFC Chairman's Report



Peter Gathiga Kinyita

As the chairman of GATUNDU SOUTH NGCDFC on behalf of the committee members, I am pleased to present to you the annual report and financial statements for the financial year 2023-2024 for GATUNDU SOUTH Constituency. In the year under review, the constituency had a final budget of **Ksh 299,533,788**, inclusive of an opening cash book balance of Kshs **42,488,852**. The Constituency spent Kshs **124,751,634** and closed with a cashbook balance of **Ksh. 85,390,256** which was **42%** of the amount received from the board.



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Produced by the Department of the Interior, Bureau of Land Management, Washington, D.C. 20250

The financial performance is summarized in the table below:

Receipt/Expense Item	Original Budget		Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilisation Difference	% of Utilisation
	a		b	c=a+b	d	e=c-d	f=d/c %
RECEIPTS		Opening Balance (C/Bk) and AIA	Previous years Outstanding Disbursements				
Transfers from NG-CDF Board	175,829,903	42,488,852	81,215,033	299,533,788	210,141,893	89,391,894	70.2%
Proceeds from Sale of Assets				-	-	-	
Other Receipts				-	-	-	
TOTAL RECEIPTS	175,829,903	42,488,852	81,215,033	299,533,788	210,141,893	89,391,894	70.2%
PAYMENTS							
Compensation of Employees	2,541,500	2,440,602		4,982,102	3,562,074	1,420,028	71.5%
Committee expenses	3,098,000			3,098,000	2,923,400	174,600	94.4%
Use of goods and services	9,353,935	7,375,646		16,729,581	4,671,095	12,058,486	27.9%
Transfers to Other Government Units	61,000,000		32,000,000	93,000,000	34,500,000	58,500,000	37.1%
Other grants and transfers	73,602,473	1,672,603	30,516,178	105,791,254	64,063,901	41,727,354	60.6%



THE UNIVERSITY OF CHICAGO LIBRARY

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Acquisition of Assets		11,537,168		11,537,168	11,537,168	-	100.0%
Other Payments	4,997,812		12,627,664	17,625,476	3,494,000	14,131,476	19.8%
Funds Pending Approval	21,236,183	19,462,833	6,071,191	46,770,207		46,770,207	0.0%
TOTAL	175,829,903	42,488,852	81,215,033	299,533,788	124,751,637	174,782,151	41.6%



1. The first part of the document discusses the importance of maintaining accurate records of all transactions. This is essential for ensuring the integrity of the financial data and for providing a clear audit trail.

2. The second part of the document outlines the various methods used to collect and analyze data. These methods include direct observation, interviews, and the use of specialized software tools.

3. The third part of the document provides a detailed description of the data analysis process. This involves identifying patterns, trends, and anomalies in the data, and then interpreting these findings in the context of the overall business objectives.

4. The final part of the document discusses the implications of the findings and provides recommendations for future research and practice. It emphasizes the need for ongoing monitoring and evaluation to ensure that the data remains relevant and useful over time.





During the financial year 2023 -2024, the constituency implemented several projects in various sectors, which show great improvement on financial year allocation.

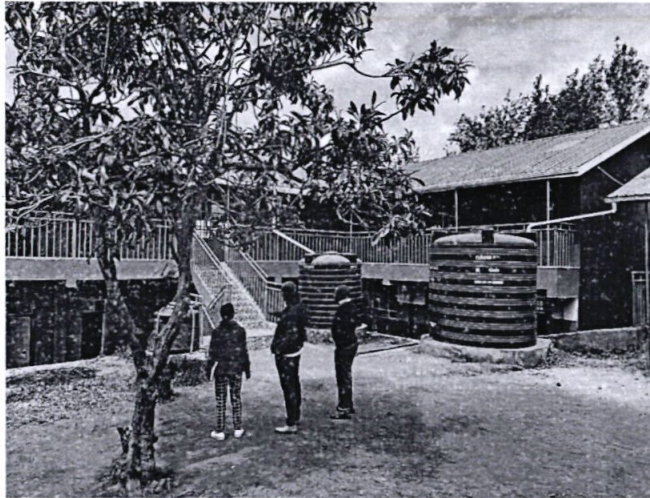


Fig. 1.0–Renovation of 6 No. classrooms at Gakunju Memorial Primary School (FY 2023-2024)



The first part of the document
 discusses the importance of
 maintaining accurate records
 and the role of the
 auditor in this process.

The second part of the document
 focuses on the specific
 procedures and techniques
 used to conduct an audit.

The final part of the document
 provides a summary of the
 findings and conclusions
 reached during the audit.

This document is a confidential document and should be kept secure.

Page 1 of 1



Fig 1.1 Renovation of 6 No. classrooms at Wamitaa Primary School (FY 2023-2024)

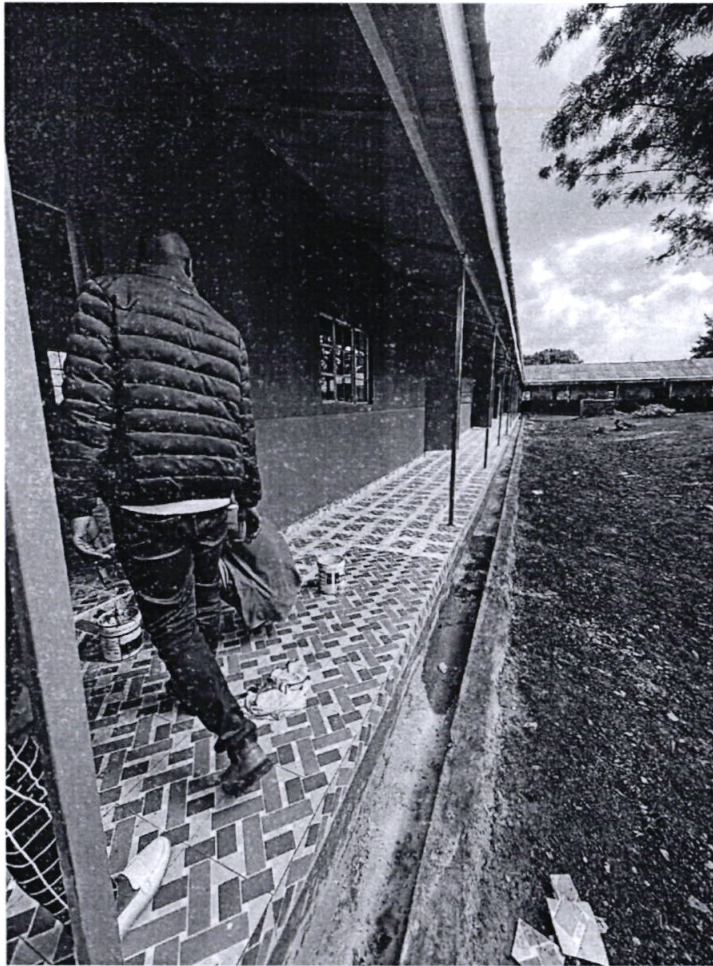


Fig 1.2 Renovation of 6 No. classrooms at Gachoka Primary School (FY 2023-2024)



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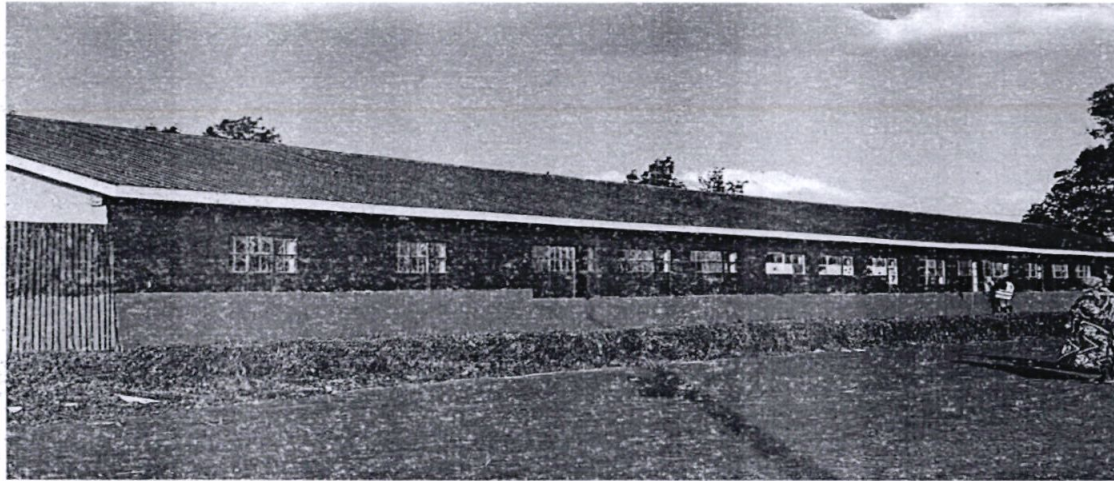


Fig 1.2 Renovation of 6 No. classrooms at Gathiru Primary School (FY 2022-2023)



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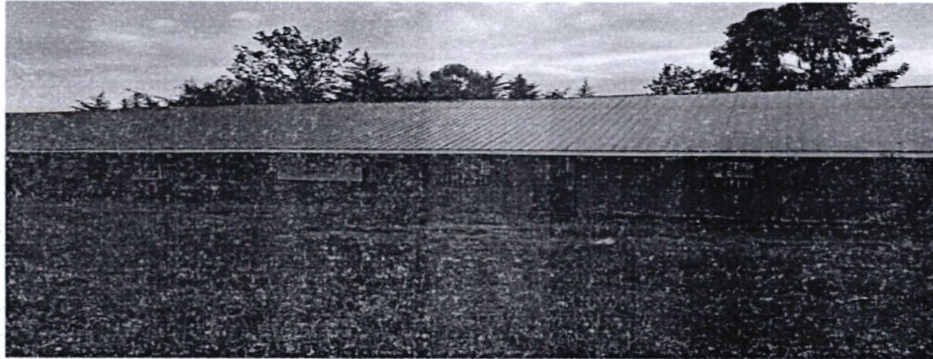


Fig 2.0 Kagera Primary School - Renovation of 6 No classroom



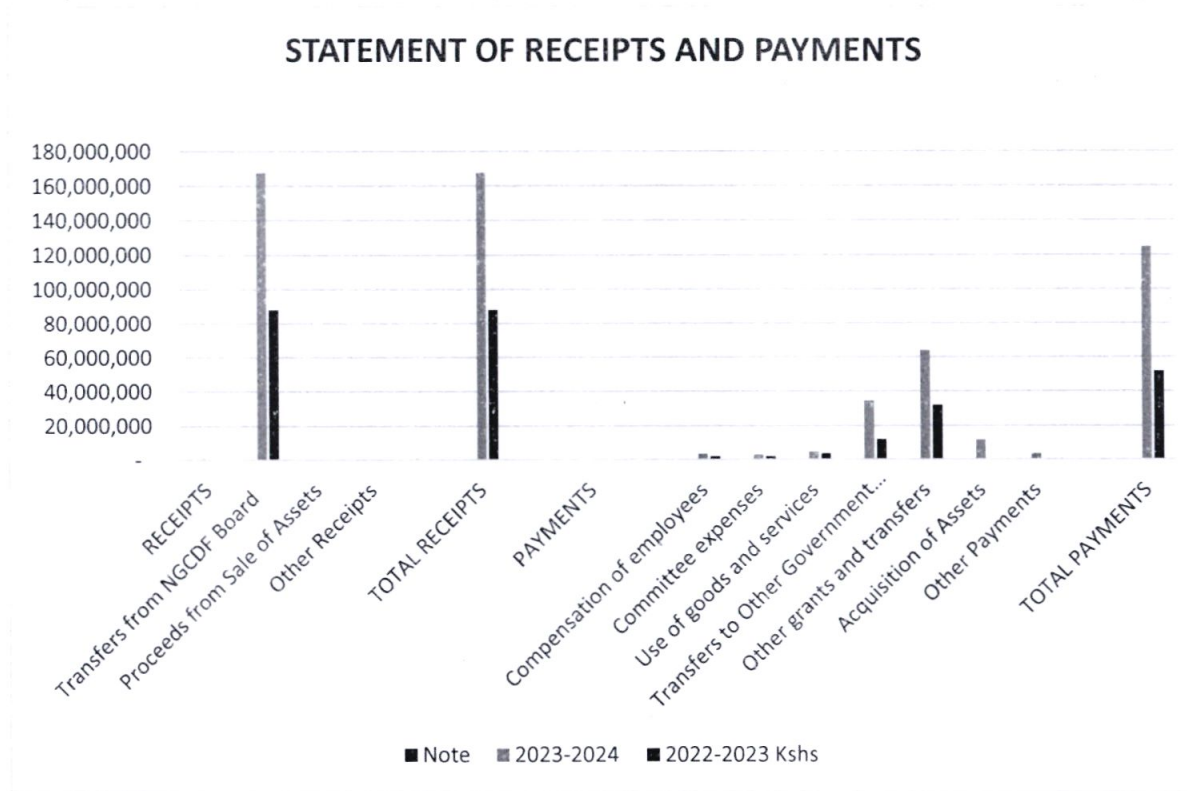
1. The first part of the document discusses the importance of maintaining accurate records.

2. It then moves on to describe the various methods used to collect and analyze data.

3. The final section concludes with a summary of the findings and their implications.



Below is analysis of the expenditure against the final Budget

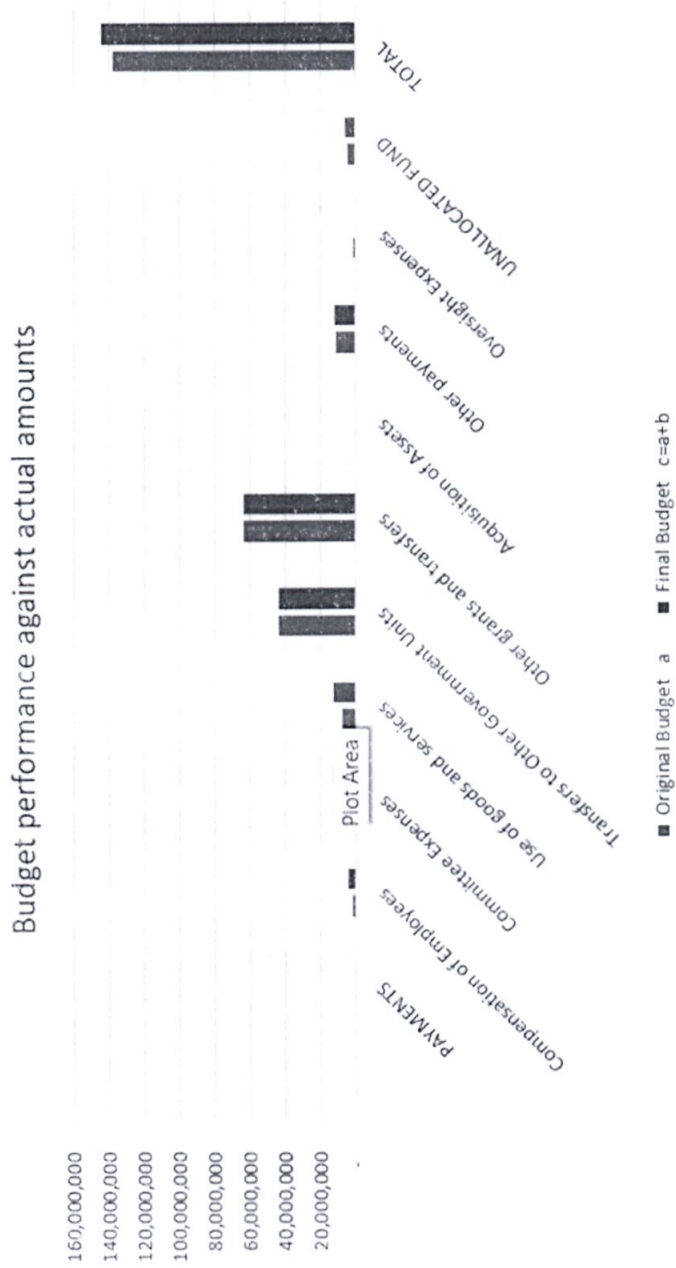




The following information is provided for your information only. It is not intended to be used as a substitute for professional advice. Please consult your attorney for more information.



This is an indicator of a budget performance against actual amounts for the year 2022/2023





Addressing Challenges and Emerging Concerns:

The challenges identified are closely aligned with the key emerging issues mentioned earlier. As a result, the NGCDF committee has made the following recommendations to address them:

- **Targeting Needy Beneficiaries for Bursaries:** To better identify deserving bursary recipients, the Board should create a clear policy to ensure that funds are allocated to those genuinely in need.
- **Improving Transparency in Bursary Fund Management:** To ensure accountability, we have implemented the practice of publicly displaying the list of bursary beneficiaries on our notice board for review and verification
- **Political Interference:** We have initiated efforts to inform the public about the negative consequences of politicizing projects. In addition, we have established a transparent implementation process, ensuring clarity from the project's start to its completion.
- **County Projects Alignment:** For projects under county jurisdiction that are prioritized by the community, the administration sought approval from the county government beforehand. This helps prevent duplication of efforts.
- **School Infrastructure Enhancement:** Significant progress has been made in improving the learning environment in primary schools through classroom renovations. We have also constructed and renovated primary schools with tiles and paths that accommodate People living with disability (PLWDs) and 10 No door toilet with one that accommodate PLWDs .



.....
Name: Peter Kinyita
Chairman NGCDF Committee



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4. Statement of Performance against Predetermined Objectives for FY 2023/24

Introduction

Introduction

Section 81 (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 National Government entity in accordance with the standards and formats prescribed by the Public Sector Accounting Standards Board includes a statement of the national government entity's performance against predetermined objectives.

The key development objectives of *Gatundu South Constituency 2023-2024* plans are to:

- a) Promote and improve the quality of education standards
 - b) Improve the security status, and strengthen security sector
 - c) Improve sports and talents among the youth.
- Enhance quality leadership and policy direction for effective fund management

Progress on attainment of Strategic development objectives

For purposes of implementing and cascading the above development objectives to specific sectors, all the development objectives were made specific, measurable, achievable, realistic and time-bound (SMART) and converted into development outcomes. Attendant indicators were identified for reasons of tracking progress and performance measurement: Below we provide the progress on attaining the stated objectives:

Constituency Sector	Objective	Outcome	Indicator	Performance
Education	To have all children of school going age attending school	Increased enrolment in primary schools and improved transition to secondary schools and tertiary institutions	<ul style="list-style-type: none"> - number of usable physical infrastructure build in primary, secondary, and tertiary institutions - number of bursary's beneficiaries at all levels 	<p>In FY 2023/2024</p> <ul style="list-style-type: none"> -we renovated 6 No classrooms each in Primary schools and constructed toilets with bio digester that accommodate People Living with Disability - Issued bursary for: Day Secondary to all day beneficiaries that had applied, Secondary Boarding, college /University students and

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National Government Constituencies Development Fund (NGCDF)
Gatundu South Constituency
Annual Report and Financial Statements for The Year Ended June 30, 2024

Constituency Sector	Objective	Outcome	Indicator	Performance
				Special schools students. Vocational beneficiaries is still ongoing
Security	To improve security status and strengthen security sector	Renovation of Gatundu police post in Gatundu South Constituency	-Number of police stations in every ward	In FY 2023/24 The Construction of other Karinga police post Kiamworia chiefs office and Gitare assistant Chief office.
Environment	Improve and enhance conservation in the constituency	Tree planting program has been initiated	- Number of institution that the constituency has planted trees.	- Planting of 10,000 Avocado trees in Gatundu Constituency is ongoing
Sports	Empower and develop youths through sports.	Sport tournament has been empowered and initiated	- Engage with the number of teams that are active in the constituency	- The administration organised a tournament for Gatundu South youth.
Emergency	Fire protection facilities has been provided inside and outside the building.	Provision of fire protection and clothing.	- Fire extinguishers are adequate and well maintained	- Number increased from 3-5

5. Governance Statement

Governance Status Overview

Introduction:

This report provides an overview of the procedures for appointing and dismissing NG-CDF Members, as well as the roles and functions of the committee. It also covers the induction and training of members, the number of meetings held, and disclosure policy on conflict of interest, member compensation, ethical standards, and risk management.

Appointment Process:

The members of a Constituency Committee provided for Appointment of under section 43(2) (b), (c) and (d) of the Act shall be selected by a members of Constituency selection panel established under paragraph (4) upon an occurrence of a Committee. Vacancy in the Constituency Committee. Kenya Subsidiary Legislation, 2016 1951 (2) A vacancy shall occur in Constituency Committee upon—

- Commencement of a new parliamentary term
- Dissolution of a Constituency Committee
- Removal of a member of a Constituency committee
- The occurrence of a vacancy in a Constituency Committee.

Upon the occurrence of a vacancy in a Constituency Committee, the Board shall within fourteen days, constitute a selection panel.

The officer of the Board seconded to the Constituency shall within fourteen days of the first meeting of the selection panel invite applications from persons who qualify for appointment to a Constituency Committee in accordance with guidelines issued by the Board.

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The selection panel shall, within fourteen days of receiving the applications under paragraph (5), consider the applications and shall select five applicants taking into account age, gender, special interest groups and regional balance in accordance with section 43(2)(b)(c) and (d) of the Act.

The officer of the Board seconded to the Constituency shall within seven days of the selection process referred to in paragraph (6) submit to the Board the names of the selected candidates together with the report of the selection panel.

The Board shall co-opt the person referred to in section 43(2) (g) of the Act to ensure equitable representation in the membership of a Constituency Committee.

The Board shall, in writing, request the clerk of the National Assembly to notify the Constituency Office to nominate two persons of either gender, pursuant to section 43(2)(e) of the Act and to forward the names to the Office of the Board seconded to the Constituency.

The Board shall submit the names of the seven persons selected from each Constituency in accordance with section 43(2) (b), (c), (d) and (e) of the Act to the National Assembly for approval.

The Board shall, within fourteen days after receipt of the names approved by the National Assembly, appoint the members of a Constituency Committee by notice in the Gazette.

THE KENYA GAZETTE

Gatundu South NG-CDFCs member's approval,

NAME	ROLE	DATE OF GAZETEMENT
Peter Gathiga Kinyita	Male Youth Representative	16 th Dec 2022
Samuel Mungai Kamau	Male Adult Representative	16 th Dec 2022
Rose Wanjiru Waweru	Female Youth Representative	16 th Dec 2022
Salome Njeri Ng'ang'a	Female Adult Representative	16 th Dec 2022

George Wanyoike Kaboro	Representative of the Persons Living with Disability	16 th Dec 2022
Joseph Njoroge Nyamathwe	Nominee of the Constituency Office (Male)	16 th Dec 2022
Faith Muthoni Churu	Nominee of the Constituency Office (Female)	16 th Dec 2022

NG-CDF Committee Tenure

The term of office of the members of the Constituency Committee shall be two years and shall be renewable but shall expire upon the appointment of a new Constituency Committee in the manner provided for in the Act, or as may be approved by the Board.

Induction: During the initial meeting on 4/12/2022, attended by the Member of Parliament Gatundu South, Deputy County Commissioner, and Gatundu South Constituency Fund Account Manager, committee members were introduced to their roles and responsibilities. The Chairperson was appointed, and the core objectives of their position were delineated.

NGCDF Committee Member Removal: Provisions within the NGCDF Act section 43 (13) and (14) outline the process for removing a committee member, which may occur due to various reasons, such as lack of integrity, gross misconduct, embezzlement of public funds, and other infractions affecting the committee's reputation or functioning.

- The members of a Constituency Committee may remove a Removal of a member in accordance with section 43 (13) and (14) of the Act upon receipt of a complaint against a member.
- A complaint against a member of a Constituency Committee shall be deposited with the National Government Constituency Office.

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that proper record-keeping is essential for the integrity of the financial system and for the ability to detect and prevent fraud.

2. The second part of the document outlines the specific requirements for record-keeping, including the need to maintain original documents and to keep copies of all transactions. It also discusses the importance of regular audits and the need to report any discrepancies immediately.

3. The third part of the document discusses the consequences of failing to maintain accurate records, including the potential for legal action and the loss of trust in the financial system. It also discusses the importance of transparency and the need to provide clear and concise information to all stakeholders.

4. The fourth part of the document discusses the role of technology in record-keeping, including the use of electronic databases and the importance of ensuring the security and integrity of digital records. It also discusses the need for regular updates and maintenance of the system.

5. The fifth part of the document discusses the importance of training and education for all staff involved in record-keeping, including the need for ongoing professional development and the importance of clear communication and collaboration between all departments.

6. The sixth part of the document discusses the importance of regular reviews and updates of the record-keeping system, including the need to assess the effectiveness of the system and to make any necessary changes. It also discusses the importance of staying up-to-date with the latest industry standards and best practices.

7. The seventh part of the document discusses the importance of maintaining a clear and concise record-keeping system, including the need to use standardized formats and to avoid unnecessary complexity. It also discusses the importance of ensuring that all records are easily accessible and that the system is user-friendly.

8. The eighth part of the document discusses the importance of maintaining a secure and reliable record-keeping system, including the need for regular backups and the importance of ensuring the integrity of the data. It also discusses the importance of having a disaster recovery plan in place to ensure that records can be recovered in the event of a system failure.

9. The ninth part of the document discusses the importance of maintaining a clear and concise record-keeping system, including the need to use standardized formats and to avoid unnecessary complexity. It also discusses the importance of ensuring that all records are easily accessible and that the system is user-friendly.

10. The tenth part of the document discusses the importance of maintaining a secure and reliable record-keeping system, including the need for regular backups and the importance of ensuring the integrity of the data. It also discusses the importance of having a disaster recovery plan in place to ensure that records can be recovered in the event of a system failure.



- The Secretary shall convene a special meeting in accordance with these Regulations to deliberate on the complaint, but the member against whom the complaint is raised shall not participate in such a meeting.
- If, at a meeting held and members determine that sufficient grounds exist requiring the member against whom the complaint is raised to respond to the issues complained of, the secretary shall by notice, require the member to respond to the issues received in the complaint within fourteen days of the date of the notice.
- A copy of the complaint and any other grounds of removal shall be attached to the notice issued
- The member against whom a complaint is raised may, in addition to the written response required and may call witnesses
- If the member against whom a complaint is raised chooses not to submit a response in writing or to attend the hearings, a Constituency Committee may proceed to determine the matter.
- A Constituency Committee shall issue its decision on the complaint within seven days after the conclusion of the hearing.

Roles and Functions of the Committee:

The NGCDF Board Committee is entrusted with several key responsibilities;

- i. Build the capacity of project management committees and Committee and sensitize the Community on the operations of the Fund.
- ii. Consider all project proposals from all wards in the constituency and any other projects which a Constituency Committee considers beneficial to the Constituency.

- iii. Ensure that all proposed projects that are approved for funding meet the requirements of section 24 of the Act; 1956 - Kenya Subsidiary Legislation, 2016.
- iv. Ensure that project proposals submitted to the Board include detailed budget proposals, procurement plans and work plans and make sure they fall within the functions of the National Government under the Constitution.
- v. Consult with relevant government departments to ensure that all cost estimates for projects are realistic;
- vi. Rank projects proposals in order of priority while ensuring that on-going projects take precedence.
- vii. Ensure that all projects receive adequate funding and are completed within three years.
- viii. Where a project involves purchase of a parcel of land or a building, ensure that the ownership thereof is duly verified and ownership documents authenticated with relevant government agencies.
- ix. Ensure that projects proposed for funding fulfil the requirements provided in the Act and relevant circulars issued by the Board.
- x. Monitor the implementation of projects in accordance with the monitoring and evaluation framework prescribed by the Board;
- xi. Ensure that project reports are prepared and submitted to the Board
- xii. Ensure formation of project management committees, opening of project accounts, project implementation and closure of projects.
- xiii. Ensure that the principles of public finance as provided for under Chapter Twelve of the Constitution and the Public Finance Management legislation are observed in the

management of the Fund; Submit financial statements to the Board within sixty days of the end of the financial year to enable the Board comply with section 39(4) of the Act;

Removal of Constituency committee Member

- The members of a Constituency Committee may remove a Removal of a member in accordance with section 43 (13) and (14) of the Act upon receipt of a complaint against a member.
- A complaint against a member of a Constituency Committee shall be deposited with the National Government Constituency Office.
- The Secretary shall convene a special meeting in accordance with these Regulations to deliberate on the complaint, but the member against whom the complaint is raised shall not participate in such a meeting.
- If, at a meeting held and members determine that sufficient grounds exist requiring the member against whom the complaint is raised to respond to the issues complained of, the secretary shall by notice, require the member to respond to the issues re received in the complaint within fourteen days of the date of the notice.
- A copy of the complaint and any other grounds of removal shall be attached to the notice issued.
- The member against whom a complaint is raised may, in addition to the written response required and may call witnesses
- If the member against whom a complaint is raised chooses not to submit a response in writing or to attend the hearings, a Constituency Committee may proceed to determine the matter.

- A Constituency Committee shall issue its decision on the complaint within seven days after the conclusion of the hearing.

Sub-committee

During the start of the financial year the NGCDFC had formed two sub-committee; bursary and tender committee.

Training

In the fiscal year 2023/2024, the Board Committee participated training session in Mombasa to enhance their effectiveness in fulfilling their duties. These training sessions aimed to equip them with the necessary skills and values for making informed decisions and effectively executing their responsibilities.

Meeting Frequency

The NGCDF Committee convened a total of 24 meetings in the financial year 2023/2024, aligning with the provisions of the act.

Conflict of Interest Policy

While conflict of interest is a recurring topic in their meetings, no member has raised any concerns on this matter.

Remuneration

Committee members do not receive a fixed monthly salary but are granted a 5,000/= allowance per meeting attended.

Ethical Standards and Conduct

To uphold order and ethical standards, members are expected to adhere to principles such as confidentiality, integrity, willingness, openness, and transparency. They take an oath of office before commencing their service.

Risk Management

To effectively manage risks, several measures have been implemented, including oversight by the Project Management Committee, creating a conducive working environment, evaluating bill of quantities prior to fund allocation, establishing mechanisms for efficient bursary issuance, allocating adequate funds for ongoing projects, conducting regular assessments of NGCDF Projects, maintaining a structured communication channel between the Board and the Constituency, accounting for inflation in the Bills of Quantity, and ensuring proper security measures at the office, project sites, and during assessments. Additionally, continuous capacity building efforts target employees, NGCDF committee members, and stakeholders for enhanced effectiveness.

6. Environmental and Sustainability Reporting

Gatundu South NG-CDF exists to transform lives. This is our purpose; the driving force behind everything we do. It's what guides us to deliver our strategy, which is founded on social sector, namely, Education & Training, Security Sector Support, Environment, and Sports. This pillar also makes special provisions for Kenyans with various disabilities and previously marginalized communities.

1. Sustainability strategy and profile -

To ensure sustainability of Gatundu South NG CDF, the committee funds the following key sectors with the following sustainable priorities.

- a. Education and Training:** Gatundu South NG-CDF focus on human capital for constituency development is entrenched in its strategy to support needy and bright students from each ward of the constituency. The intention is to empower the constituents such that in years to come, the beneficiaries at secondary school levels would have transitioned to Tertiary institutions while those at tertiary level would have transitioned to the job market as employees or employers thereby contributing positively to the economic growth of the constituency. This strategy takes care of both marginalised groups including girls and people living with disabilities.

- b. Security Sector Support:** Among its key pillars; NGCDF has security as a priority area with intention to provide better working environment for the security providers within the constituency as well a secure constituency. The strategy is to have a long-term collaborative working approach that enhances community engagement in security activities. This is aimed at eliminating crime and vices in the long run by providing a better working environment for the law enforcement agencies while collaborating with community in trust on matters of security.
- c. Environment:** The Constituency acknowledges that all its operation has an impact on environment. Cognizant of the Sustainable development goals, the NG-CDF has allocated part of its budget on environment conservation through activities such as tree planting, water conservation, sensitization forums for agro-forestry as well as best practices to reduce soil erosion.
- d. Sports:** The NG-CDF has taken sports as a key pillar of cohesion and integration. To sustain this pillar, the strategy taken is that of developing skills through sports with intention of identifying, nurturing talent and encouraging physical fitness among the constituents.

To attain this level of sustainability, we acknowledge challenges currently arising from the effects of Covid- 19 that have adversely affected the sporting activities and thereby limiting the potential benefits envisaged in using sports as development strategy within the constituency. On macro levels FY 21/22 has been a challenging year with limited funding towards these activities which may hamper the success of priority strategies undertaken.

2. Environmental performance

- NGCDF Gatundu south has ensured that the environment we live and work in is protected.
- Our key responsibility and an important aspect is the way in which we carry our operations. For instance, the administration has assigned head teacher in primary schools to plant Avocado trees and encourage their students to take care of them.
- The NGCDF administration has planned renovation and construction of police post, chiefs and assistant chief's offices to raise awareness among the youth about the consequences of substance abuse.

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- The administration is planning to organise a tournament for Gatundu South youth.

3. Employee welfare

We invest in providing the best working environment for our employees. Gatundu South constituency recruitment is guided by Employment Act, NGCDF Act and other regulations as issued from time to time. In line with the law and regulations, the Constituency offers equal opportunity to all while adhering to the one third gender rule and special groups. We also Recognize and appreciate of our employees for exemplary performance. The reward and sanctions system is based on performance appraisal.

The constituency promotes a healthy lifestyle and provides all employees with health insurance cover through a reliable insurance Scheme. Employees are encouraged and supported to continually build on their skills and knowledge. Gatundu South constituency invests in capacity building programs for employees. These include courses on technical competencies relevant to each employee and continuous sensitization on cross cutting issues.

The committee has a policy on safety in compliance with Occupational Safety and Health Act of 2007, (OSHA) and has ensured the work environment is conducive for everybody in terms of movement and accessibility within the office. The Constituency has also put in place disaster mitigating measures including fire extinguishers and accessible escape routes in case of emergency.

4. Market place practices-

Gatundu South NGCDF Constituency is committed to fair and ethical market practises.

The Procurement of goods and services is done through a transparent and competitive bidding process that allows equal opportunities to all participants. We support local vendors drawn from the constituency for purposes of uplifting them economically. Our ethical market practises ensure the fund get value for money on all goods and services procured.

We are also committed to healthy relations with our suppliers which is enhanced through organized sensitization forums that relate to the procurement legal framework and ethical subject matters. We are dedicated to honouring all contracts and settling payments promptly.

NGCDF has put in efforts to ensure:

- a) Responsible competition practice by encouraging fair competition and zero tolerance to corruption

- b) Good business practice including cordial Supply chain and supplier relations by honouring contracts and respecting payment practices.
- c) Responsible marketing and advertisement
- d) Product stewardship by safeguarding consumer rights and interest

5. Community Engagements-

Gatundu South NGCDF has endeavoured to sustain community engagement through CSR as well as appreciating our existence through engaging local contractors and suppliers when necessary. We have also engaged the community through sports and community projects.

Public Participation in Project Identification and Implementation and Monitoring

The NG-CDFC deliberated on project proposals from all the wards in the constituency and considered the most beneficial to the constituency, considering the national development plans and policies and the constituency strategic development plan. The identified list of priority projects, both immediate and long term, was submitted to the NG CDF Board in accordance with the Act.

Public participation is the process that directly engages the concerned stakeholders in decision-making and gives full consideration to public input in making that decision.

The NG CDFC during bursary programme, engaged the community through the community leaders to identify the needy students to be awarded with the bursary.

Public Awareness

This includes mechanisms for participation and cooperation with local, regional and national agencies, and for conducting community-based needs assessments and public awareness campaigns and holding community meetings.

Gatundu South NG-CDF has continually practiced public participation and public awareness during project identification and proposal collections in all the wards in the constituency.

Samuel Mawiyoo

.....
**Name: Samuel Mawiyoo.
Fund Account Manager.**





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7. Statement of Management Responsibilities

Section 81 (1) of the Public Finance Management Act, 2012 requires that, at the end of each financial year, the accounting officer for a National Government Entity shall prepare financial statements in respect of that entity. Section 81 (3) requires the financial statements so prepared to be in a form that complies with relevant accounting standards as prescribed the Public Sector Accounting Standards Board of Kenya from time to time.

The Accounting Officer in charge of the NGCDF- Gatundu South Constituency is responsible for the preparation and presentation of the entity's financial statements, which give a true and fair view of the state of affairs of the entity for and as at the end of the financial year (period) ended on June 30, 2024. 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 entity; (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 entity; (v) selecting and applying appropriate accounting policies; and (vi) making accounting estimates that are reasonable in the circumstances.

The Accounting Officer in charge of the NGCDF- Gatundu South Constituency accepts responsibility for the entity'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 Accounting Officer is of the opinion that the *constituency's* financial statements give a true and fair view of the state of entity's transactions during the financial year ended June 30, 2024, and of the entity's financial position as at that date. The Accounting Officer charge of the NGCDF- Gatundu South Constituency further confirms the completeness of the accounting records maintained for the *constituency*, which have been relied upon in the preparation of the entity's financial statements as well as the adequacy of the systems of internal financial control.



The Accounting Officer in charge of the NGCDF Gatundu South Constituency confirms that the *constituency* has complied fully with applicable Government Regulations and the terms of external financing covenants (where applicable), and that the entity's funds received during the year under audit were used for the eligible purposes for which they were intended and were properly accounted for. Further the Accounting Officer confirms that the *constituency'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 NGCDF- Gatundu South Constituency financial statements were approved and signed by the Accounting Officer on 9th dec. 2024.



.....
Peter Kinyita
Chairman – NGCDF Committee



.....
Samuel Mawiyoo
Fund Account Manager





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REPUBLIC OF KENYA

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P.O Box 30084-00100
NAIROBI

Enhancing Accountability

REPORT OF THE AUDITOR-GENERAL ON NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND - GATUNDU SOUTH CONSTITUENCY FOR THE YEAR ENDED 30 JUNE, 2024

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.

A Qualified Opinion is issued when the Auditor-General concludes that, except for material misstatements noted, 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 are aimed at addressing the statutory roles and responsibilities of the Auditor-General 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

Qualified Opinion

I have audited the accompanying financial statements of National Government Constituencies Development Fund - Gatundu South Constituency set out on pages 1 to

Report of the Auditor-General on National Government Constituencies Development Fund - Gatundu South Constituency for the year ended 30 June, 2024

48, which comprise of the statement of assets and liabilities as at 30 June, 2024 and the statement of receipts and payments, statement of cash flows and summary statement of appropriation 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 effect 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 National Government Constituencies Development Fund - Gatundu South Constituency as at 30 June, 2024 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 National Government Constituencies Development Fund Act, 2015.

Basis for Qualified Opinion

1. Inaccuracies in Cash and Cash Equivalents Balance

The statement of assets and liabilities reflects cash and cash equivalents balance of Kshs.85,390,256 as disclosed in Note 11 to the financial statements. Review of the bank reconciliation statements revealed stale cheques amounting to Kshs.229,900 which had not been reversed in the cash books.

In the circumstances, the accuracy of the cash and cash equivalents balance of Kshs.85,390,256 could not be confirmed.

2. Unsupported Purchase of Motor Vehicle

The statement of receipts and payments reflects acquisition of assets amount of Kshs.11,537,168 relating to acquisition of assets. Included in this amount is Kshs.9,085,000 relating to purchase of vehicles and other transport equipment as disclosed in Note 9 to the financial statements. During the year under review, the Fund Management purchased a motor vehicle at cost of Kshs.9,085,000. However, the logbook was not provided for audit while the vehicle was not available for physical verification.

In addition, the fixed asset register was not provided for audit review. A detailed analysis of records in support of Annex 4 to the financial statements on summary of fixed assets also revealed that no valuation was done to the fixed assets reported. It was therefore not possible to confirm the value and ownership of assets under NGCDF - Gatundu South. The title of the land in which buildings and structures valued at Kshs.11,999,300 was also not provided.

In the circumstances, the accuracy, completeness and existence of the acquisition of assets amount of Kshs.9,085,000 could not be confirmed.

3. Unsupported Project Management Committee Bank Balances

Note 19.4 to the financial statements reflects Project Management Committee (PMC) account balances of Kshs.10,139,697 as disclosed in Annex 5. However, it was noted that the cashbook and the reconciliations of the PMC balance reported in the financial statements was not provided for audit. The bank confirmation certificates were also not provided for audit.

In the circumstance, the accuracy and completeness of PMC account balances of Kshs.10,139,697 could not be confirmed.

The audit was conducted in accordance with International Standards for Supreme Audit Institutions (ISSAIs). I am independent of the National Government Constituencies Development Fund - Gatundu South Constituency 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 qualified opinion.

Emphasis of Matter

Budgetary Control and Performance

The summary statement of appropriation reflects final receipts budget and actual on comparable basis totalling Kshs.299,533,788 and Kshs.210,141,893 respectively resulting to an under funding of Kshs.89,391,894 or 30% of the budget. Similarly, the statement reflects actual expenditure of Kshs.124,751,637 against actual receipts of Kshs.210,141,893 resulting to an under expenditure of Kshs.85,390,256 or 40% of the actual receipts.

The underfunding and underperformance affected the planned activities and may have impacted negatively on service delivery to the public.

My opinion is not modified in respect of this matter.

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. Except for the matters described in the Basis for Qualified Opinion section, I have determined that there are no other key audit matters to communicate in my report.

Other Matter

Unresolved Prior Audit Matters

In the audit report of the previous year, several matters were raised under the Report on Financial Statements and Report on Lawfulness and Effectiveness in Use of Public

Resources. Annex 6 on progress on follow up of prior year Auditor's recommendations indicate that some of the issues have been resolved. However, Management has not provided evidence on how the resolution was arrived at. Therefore, the matters remain unresolved.

Other Information

The Management is responsible for the other information set out on page iv to xxxiii which comprise of Key Entity Information and Management, NG-CDF Chairman's Report, Statement of Performance Against Predetermined Objectives, Governance Statement, Environmental and Sustainability Reporting 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 Fund'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.

My opinion on the financial statements does not cover the Other Information and accordingly, I do not express an audit opinion or any form of assurance conclusion thereon.

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 effect of the matters 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

1. Failure to Report on Emergency Utilization

The statement of receipts and payments and Note 8 to the financial statements reflects other grants and transfers totaling Kshs.64,063,901 which includes emergency expenditure amounting to Kshs.8,520,640. However, Management did not report the emergency expenditure to the Board using the prescribed format contrary to Regulation 20(2) of the NGCDF Regulations, 2016 which requires that the utilization of emergency

reserve shall be reported to the Board within 30 days of the occurrence of Emergency in the format prescribed by the Board.

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

2. Non-Compliance with Set Criteria in Awarding of Bursaries

The statement of receipts and payments and Note 8 to the financial statements reflects other grants and transfers totaling Kshs.64,063,901 which includes bursary expenditure amounting to Kshs.50,317,900 which relates to bursaries to secondary schools of Kshs.18,000,000, tertiary institutions of Kshs.9,270,000, special schools of Kshs.1,650,000 and vocational programs of Kshs.21,397,900. However, Management did not provide evidence of fully constituting the sub-committee of the education bursary, mock examinations and continuous assessment tests committee whose core mandate is vetting of applicants for effective and efficient administration of education bursary schemes contrary to guidelines of the circular.

In addition, there was inconsistency in the bursaries amounts awarded to the beneficiaries. The committee minutes supporting the approval for award of Kshs.5,000 and Kshs.10,000 to secondary and tertiary institutions respectively was not provided for audit verification.

In the circumstances, the regularity and fairness of the vetting process in award of bursaries could not be confirmed.

3. Poor Implementation of Hass Avocado Seedlings Projects to Primary Schools

Review of documents revealed that the Fund disbursed a total of Kshs.2,764,301 for supply, delivery and maintenance of Hass avocado seedlings to selected primary schools during the year. The procurement was through request for quotations at a sum of Kshs.230,000 for Ikuma Primary School, sum of Kshs.230,000 for Nembu Primary School, sum of Kshs.230,000 for Wamitaa Primary School and Kahugu-ini Primary School. However, the contract agreements did not specify the start and completion date for the maintenance of the Hass avocado seedlings, delivery notes were not provided for audit.

Further, opening and evaluation minutes were not signed page by page by all committee members and inspection and acceptance committee report was also not provided for review. The physical verification carried out showed that most of the seedlings had dried up and some stolen.

In the circumstances, the value for money on the expenditure incurred in the procurement of the avocado seedlings could not be confirmed.

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

Failure to Provide Committee Appointment Letters

Review of the gazette notice dated 9 December, 2022 revealed that seven (7) National Government Constituency Development Fund Committee (NG-CDFC) members of Gatundu South Constituency were gazetted by the National Government Constituency Development Fund Board. However, appointment letters for the NGCDF committee members were not provided for audit.

In the circumstances, the effectiveness of the committee members in the governance the Fund 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 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 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 Fund's ability to continue to sustain 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.

Those charged with governance are responsible for overseeing the Fund'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, SBS
AUDITOR-GENERAL

Nairobi

31 December, 2024

National Government Constituencies Development Fund (NGCDF)
Gatundu South Constituency
Annual Report and Financial Statements for The Year Ended June 30, 2024

9. Statement of Receipts and Payments for the Year Ended 30th June 2024

	Note	2023-2024	2022-2023
			Kshs
RECEIPTS			
Transfers from NGCDF Board	1	167,653,041	88,000,000
Proceeds from Sale of Assets	2	-	-
Other Receipts	3	-	-
TOTAL RECEIPTS		167,653,041	88,000,000
PAYMENTS			
Compensation of employees	4	3,562,074	2,102,975
Committee expenses	5	2,923,400	2,122,000
Use of goods and services	6	4,671,095	3,740,218
Transfers to Other Government Units	7	34,500,000	12,000,000
Other grants and transfers	8	64,063,901	31,913,468
Acquisition of Assets	9	11,537,168	-
Other Payments	10	3,494,000	-



*National Government Constituencies Development Fund (NGCDF)
 Gatundu South Constituency
 Annual Report and Financial Statements for The Year Ended June 30, 2024*

TOTAL PAYMENTS		124,751,637	51,878,661
SURPLUS/DEFICIT		42,901,404	36,121,339

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The Constituency financial statements were approved by the NGCDFC on 9th dec 2024 and signed by:

Chairman NG-CDF
 Committee
 Peter Kinyita

Fund Accountant Manager
 Samuel Mawiyoo

National Sub-County
 Accountant
 Name: Juliana Kiarie





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National Government Constituencies Development Fund (NGCDF)
Gatundu South Constituency
Annual Report and Financial Statements for The Year Ended June 30, 2024

10. Statement of Assets and Liabilities as at 30th June, 2024

	Note	2023-2024	2022-2023
		Kshs	Kshs
FINANCIAL ASSETS			
Cash and Cash Equivalents			
Bank Balances (as per the cash book)	11A	85,390,256	42,488,852
Cash Balances (cash at hand)	11B	-	-
Total Cash and Cash Equivalents		85,390,256	42,488,852
Accounts Receivable			
Outstanding Imprests	12	-	-
TOTAL FINANCIAL ASSETS		85,390,256	42,488,852
FINANCIAL LIABILITIES			
Accounts Payable (Deposits)			
Retention	13	-	-
Gratuity	14	-	-



1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. This is essential for ensuring transparency and accountability in the organization's operations.

2. The second part of the document outlines the various methods and tools used to collect and analyze data. This includes the use of surveys, interviews, and data analysis software to gain insights into the organization's performance and identify areas for improvement.


3. The third part of the document describes the process of implementing changes based on the findings of the data analysis. This involves developing a plan of action, communicating the changes to all relevant stakeholders, and monitoring the progress of the implementation.

4. The fourth part of the document discusses the importance of ongoing evaluation and feedback. This involves regularly reviewing the organization's performance and making adjustments as needed to ensure that the organization remains on track and continues to improve over time.


National Government Constituencies Development Fund (NGCDF)
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NET FINANCIAL SSETS		85,390,256	42,488,852
REPRESENTED BY			
Fund balance b/fwd 1st July 2023	15	42,488,852	6,367,513
Prior year adjustments	16	-	-
Surplus/Defict for the year		42,901,404	36,121,339
NET FINANCIAL POSITION		85,390,256	42,488,852


The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The Constituency financial statements were approved by NG CDFC on 9th dec 2024 and signed by:



**Chairman NG-CDF
 Committee
 Peter Kinyita**



**Fund Accountant Manager
 Samuel Mawiyoo**



**National Sub-County
 Accountant
 Juliana Kiarie**



National Government Constituencies Development Fund (NGCDF)
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11. Statement Of Cash Flows for the Year Ended 30th June 2024

STATEMENT OF CASH FLOW			
		2023-2024	2022-2023
		Kshs	Kshs
Receipts from operating activities			
Transfers from NGCDF Board	1	167,653,041	88,000,000
Other Receipts	3	-	-
		167,653,041	88,000,000
Payments for operating activities			
Compensation of Employees	4	3,562,074	2,102,975
Committee expenses	5	2,923,400	2,122,000
Use of goods and services	6	4,671,095	3,740,218
Transfers to Other Government Units	7	34,500,000	12,000,000
Other grants and transfers	8	64,063,901	31,913,468
Other Payments	10	3,494,000	-
		113,214,469	51,878,661
Adjusted for:			
Decrease/(Increase) in Accounts receivable	17	-	-
Increase/(Decrease) in Accounts Payable	18	-	-
Prior year Adjustments	16	-	-
Net Adjustments		-	-

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Net cash flow from operating activities		54,438,572	36,121,339
CASHFLOW FROM INVESTING ACTIVITIES			
Proceeds from Sale of Assets	2	-	-
Acquisition of Assets	9	(11,537,168)	-
Net cash flows from Investing Activities		(11,537,168)	-
NET INCREASE IN CASH AND CASH EQUIVALENT		42,901,404	36,121,339
Cash and cash equivalent at BEGINNING of the year	11	42,488,852	6,367,513
Cash and cash equivalent at END of the year		85,390,256	42,488,852
		(0)	(0)



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[Faint text, possibly a name or title.]

National Government Constituencies Development Fund (NGCDF)
Gatundu South Constituency
Annual Report and Financial Statements for The Year Ended June 30, 2024

12. Summary Statement of Appropriation for The Year Ended 30th June 2024

Receipt/Expense Item	Original Budget		Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilisation Difference	% of Utilisation
	a		b	c=a+b	d	e=c-d	f=d/c %
RECEIPTS		Opening Balance (C/Bk) and AIA	Previous years Outstanding Disbursements				
Transfers from NG-CDF Board	175,829,903	42,488,852	81,215,033	299,533,788	210,141,893	89,391,894	70.2%
Proceeds from Sale of Assets				-	-	-	
Other Receipts				-	-	-	
TOTAL RECEIPTS	175,829,903	42,488,852	81,215,033	299,533,788	210,141,893	89,391,894	70.2%
PAYMENTS							
Compensation of Employees	2,541,500	2,440,602		4,982,102	3,562,074	1,420,028	71.5%
Committee expenses	3,098,000			3,098,000	2,923,400	174,600	94.4%
Use of goods and services	9,353,935	7,375,646		16,729,581	4,671,095	12,058,486	27.9%
Transfers to Other Government Units	61,000,000		32,000,000	93,000,000	34,500,000	58,500,000	37.1%
Other grants and transfers	73,602,473	1,672,603	30,516,178	105,791,254	64,063,901	41,727,354	60.6%

*National Government Constituencies Development Fund (NGCDF)
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Annual Report and Financial Statements for The Year Ended June 30, 2024*

Acquisition of Assets		11,537,168		11,537,168	11,537,168	-	100.0%
Other Payments	4,997,812		12,627,664	17,625,476	3,494,000	14,131,476	19.8%
Funds Pending Approval	21,236,183	19,462,833	6,071,191	46,770,207		46,770,207	0.0%
TOTAL	175,829,903	42,488,852	81,215,033	299,533,788	124,751,637	174,782,151	41.6%

Explanatory Notes.

- a. There was a delay of funds from the ex-chequer that why most of projects vote are under 90%.
- b. The administration had allocated funds to operate the office for the use of goods and services. Consequently, there was a decrease in activities due to a shortage of funds during that period.
- c. In the case of transferring to another government unit, the administration had rearranged projects to align with the community's requested needs.
- d. The administration received funds in July 2024 for other grants and transfers, which will be utilized in the fiscal year 2024/2025

Reconciliation of Summary Statement of Appropriation to Statement of Assets and Liabilities	
Description	Amount
Budget utilisation difference totals	174,782,151
Less undisbursed funds receivable from the Board as at 30 th June 2024	89,391,894
	85,390,256
Increase/(decrease) Accounts payable	0
(Decrease)/Increase Accounts Receivable	0
Add/Less Prior Year Adjustments	0
Cash and Cash Equivalents at the end of the 30 th June 2024	85,390,256

National Government Constituencies Development Fund (NGCDF)
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13. Budget Execution By Sectors And Projects For The Year Ended 30th June 2024

Programme/Sub-programme	Original Budget	Adjustments		Final Budget	Actual on comparable basis	Budget utilization difference
		Opening Balance (C/Bk) and AIA	Previous			
			Years'			
			Outstanding Disbursements			
Kshs	Kshs	Kshs	Kshs	Kshs	Kshs	
1.0 Administration and Recurrent						
1.1 Compensation of employees	2,541,500	2,003,594.49	2,442,036	6,987,131	3562073.9	3,425,057
1.2 Committee allowances	2,048,000	896,000	98,000	3042000	1308000	1734000
1.3 Use of goods and services	5,406,123	1,857,018.00	2,945,410	10208551	1196296	9012255
Sub-total	9,995,623	4,756,612	5,485,446	20,237,682	6066369.9	14,171,312
2.0 Monitoring and evaluation						
2.1 Capacity building		980,000	1,169,070	2149070	914,510	1,234,560
2.2 Committee allowances	1,050,000	884,145	356,842	2290987	677,800	1,613,187
2.3 Use of goods and services	3,947,811.60	2,141,111	2,806,324	8895246.59	3,097,888	5,797,359
Sub-total	4,997,812	4,005,256	4,332,236	13,335,304	4,690,198	8,645,106
3.0 Constituency Oversight Committee (Itemize as per budget)						
3.1 Sitting allowance for Monitoring and evaluation (COC)		300,000		300,000	200,000	100,000

*National Government Constituencies Development Fund (NGCDF)
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3.2 Constituency Oversight Committee Expense			1382150	1,382,150	200,000	1,182,150
				0		0
Sub-total				0		0
4.0 Emergency	8,768,091	3996159		12,764,250		12,764,250
		517,902.69		517,903		517,903
		2,284,587.64		2,284,588		2,284,588
Sub Total	8,768,091	6,798,649.33	7,264,498	22,831,238	8520640	15,566,740
4.1 Primary Schools						
4.2 Secondary schools						
4.3 Tertiary institutions				0		0
4.4 Security projects						
Sub-total				0		0
				0		0
5.0 Bursary and Social Security						
5.2 Secondary Schools	18,000,000	2040	235040	18,237,080	18000000	237,080
5.3 Tertiary Institutions	10,000,000	100	-232,900	9,767,200	9270000	497,200
5.4 Bursary Vocational	19,500,000	10,521,947	10,521,947	40,543,894	21397900	19,145,994
5.5 Bursary special	1,500,000	160000	160,169	1,820,169	1650000	170,169
Additional Secondary Schools	5,172,055			5,172,055		5,172,055
Additional Tertiary Institutions	3,760,000.00			3,760,000		3,760,000
Additional Bursary special	120,000.00			120,000		120,000
5.6 NGCDFC Social security Programme		5,100,000	5,100,000			
Sub-total	58,052,055	15784087	15784256	89,620,398	50317900	29,102,498
6.0 Sports		709,620.78	2,469,862	3,179,482.78	2461060	718422.78

National Government Constituencies Development Fund (NGCDF)

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6.1. Regional Sports			300,000	300,000.00		300,000.00
		709,620.78	2,769,862	3,479,482.78	2461060	1,018,422.78
Sub-total				0		0
7.0 Environment						
7.1 Kiamwangi Primary School	1,665,937.20			1,665,937.20		1,665,937.20
7.2. Munyuini Primary School	1,665,937.20			1,665,937.20		1,665,937.20
7.3 Kahuguini Primary School		1,382,150.33	1,382,150.33			0.00
7.4 Kagera Primary School		1,382,150.33	1,382,150.33			0.00
Sub-total	3,331,874.40	2764300.66	2,764,300.66	8,860,475.72	2764300.66	3,331,874.40
8.0 Primary Schools Projects						
(List all the Projects)						
8.1 Kiamworia Primary School	4,500,000			4,500,000		4,500,000
8.2 Kiawandiga Primary School	4,500,000			4,500,000		4,500,000
8.3. Gachika Primary School	4,500,000			4,500,000		4,500,000
8.4 Gakunju Memorial Primary School	4,500,000			4,500,000		4,500,000
8.5 Kigaa Primary School	4,500,000			4,500,000		4,500,000
8.6 Gathage Primary School	4,500,000			4,500,000		4,500,000
8.7 Gachoka Primary School	4,500,000			4,500,000		4,500,000
8.8 Wamitaa Primary School	4,500,000			4,500,000		4,500,000
8.9 Icaciri Primary School	4,500,000			4,500,000		4,500,000
8.91 Karinga Primary School	4,500,000			4,500,000		4,500,000
9.0 Kirangi Primary School	4,500,000			4,500,000		4,500,000
9.1 Munyuini Primary School	4,500,000			4,500,000		4,500,000
9.2. Githaruru Primary School			3,000,000	3,000,000	3000000	0
9.3 Kahuguini Primary School				0		0
9.4 Gathiru Primary School			3,000,000	3,000,000	3000000	0
9.5 Kiganjo Primary School			3,000,000	3,000,000	3000000	0
9.6 Ndundu Primary School			3,000,000	3,000,000	3000000	0
9.7 Muthiga Primary School			3,000,000	3,000,000	3000000	0

National Government Constituencies Development Fund (NGCDF)

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9.8 Gatitu Primary School			3,000,000	3,000,000	3000000	0
9.9 Kagera Primary School			3,000,000	3,000,000	3000000	0
10.0 Kiamwangi Primary School				0		0
10.1 Kimaruri Primary School				0		0
10.2 Mutunguru Primary School				0		0
10.3 Kibiru Primary school			3,000,000	3,000,000	3000000	0
Sub-total	54,000,000		24000000	78,000,000	24000000	54,000,000
9.0 Secondary Schools Projects (List all the Projects)						
9.1 Githuya Secondary School	1,000,000		1,000,000	2,000,000	1000000	1,000,000
9.2 Handege Secondary School	1,000,000		1,000,000	2,000,000	1000000	1,000,000
9.3 Kiamworia Girls High School	1,000,000		1,000,000	2,000,000	1000000	1,000,000
9.4 Kagio Secondary School	1,000,000		1,000,000	2,000,000	1000000	1,000,000
9.5 Uceke-ini Secondary School	1,000,000		1,000,000	2,000,000	1000000	1,000,000
9.6 Gatitu High School	1,000,000		1,000,000	2,000,000	1000000	1,000,000
9.7 Munyu-ini Secondary School	1,000,000		1,000,000	2,000,000	1000000	1,000,000
9.8 Ndarugu Secondary School		1,000,000	1,000,000	2,000,000	1000000	1,000,000
9.9 Muthiga Girls Secondary					2,500,000	
Sub-total	7,000,000	1000000	8,000,000	16,000,000	10500000	8,000,000
10.0 Tertiary institutions Projects (List all the Projects)						
Sub-total						
11.0 Security Projects						

*National Government Constituencies Development Fund (NGCDF)
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11.1 Gatundu South Sub-County Headquarters Office	1,050,000			1,050,000		1,050,000
Gatundu Law Courts -Children protection unit	2,400,453			2,400,453		2,400,453
Acc Kiamwangi -Ajira center		4,315	4,315	8,630		
Acc Ngenda - Ajira Center		1,550	1,550	3,100		
Mukinye Police Station				0.00		0.00
Kiamworia Chiefs office and Gitare Ass Chiefs office			1,800,000.00	1,800,000.00		1,800,000.00
Kirang Police Post			1,800,000.00	1,800,000.00		1,800,000.00
Sub-total	3,450,453	5865	3,605,865	7,062,183		7,062,183
12.0 Acquisition of assets						
12.1 Motor Vehicles (including motorbikes)		1,600,000		1,600,000		1,600,000
12.2 Renovation of NG-CDF office		700	2200700	2201400	2198128	3272
12.3 Purchase of furniture and equipment				0		0
12.4 Purchase of computers		254560		254560	254040	520
12.5 Purchase of land				0		0
12.6 Motor Vehicle			5,544,800	5,544,800	9085000	-3,540,200
Sub-total		1,855,260	7745500	9,600,760	11537168	-1,936,408
13.0 Others						
13.1 Strategic Plan		3500000	3,500,014	7,000,014	3494000	3,506,014
13.2 Innovation Hub	4,997,812			4,997,812		4,997,812
Sub-total	4997812	3500000	3,500,014	11,997,826	3494000	8,503,826
Unapproved projects	21,236,183		5,061,991	26,298,174		26,298,174
AIA		1,009,200	1,009,200	2,018,400		
PMC savings						

National Government Constituencies Development Fund (NGCDF)

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Sub-total			6,071,191	28,316,574		26,298,174
Total	175,829,903	42,488,851	92,705,319	299,533,788.00	124,751,637	174,782,150.79

14. 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 International Public Sector Accounting Standards (IPSAS) as prescribed by the Public Sector Accounting Standards Board (PSASB) and set out in the accounting policy note below. This cash basis of accounting has been supplemented with accounting for;

- Receivables that include imprests
- Payables that include gratuity and retentions.

The financial statements comply with and conform to the form of presentation prescribed by the PSASB. The accounting policies adopted have been consistently applied to all the years presented.

2. Reporting Entity

The financial statements are for the NGCDF- Gatundu South Constituency. The financial statements encompass the reporting entity as specified under section 81 of the PFM Act 2012

3. Reporting Currency

The financial statements are presented in Kenya Shillings (Kshs), which is the functional and reporting currency of the Government and all values are rounded to the nearest Kenya Shilling.

4. Recognition of Receipts

The *entity* recognizes all receipts from various sources when the event occurs, and the related cash has actually been received by the Entity.

a. Transfers from the National Government Constituency Development Fund (NG-CDF)

Transfers from the NG-CDF to the constituency are recognized when cash is received in the Constituency account.

b. Proceeds from the Sale of Assets

Proceeds from the disposal of assets are recognized as and when cash is received in the constituency account.

c. Other receipts

These include Appropriation-in-Aid and relate to receipts such as proceeds from the sale of tender documents, rent receipts, interest earned on bank balances, hire of Plant/Equipment/Facilities, and Unutilized funds from PMCs among others.

d. Unutilized Funds from PMCs.

All unutilized funds of the Project Management Committee (PMC) are returned to the constituency account. Unutilized funds from PMCs are recognised as other receipts upon return to the constituency account.

e. External Assistance

External assistance refers to grants and loans received from local, multilateral, and bilateral development partners. In the year under review, there was no external assistance received.

5. Recognition of payments

The Entity recognises all payments when the event occurs and the related cash has actually been paid out by the entity.

a) Compensation of Employees

Salaries and wages, allowances, and statutory contributions for employees are recognized in the period when the compensation is paid.

b) Use of Goods and Services

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

c) Acquisition of Fixed Assets

The payment on the 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 constituency and a summary is provided for purposes of consolidation. This summary is disclosed as an annexure to the financial statements.

6. In-kind contributions

In-kind contributions are donations that are made to the constituency 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 constituency includes such value in the statement of receipts and payments both as receipts and as payments in equal and opposite amounts; otherwise, the contribution is not recorded.

7. 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 an insignificant risk of changes in value. Bank account balances include amounts held at various commercial banks at the end of the financial year.

8. 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 are 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.

9. Accounts Payable

For these financial statements, Deposits (gratuity and retentions) held on behalf of third parties have been recognized on an accrual basis (as accounts payables). This is in recognition of the government practice of retaining a portion of contracted services and works pending the fulfilment of obligations by the contractor and holding deposits on behalf of third parties. Gratuity earned monthly is held on behalf of the employee and later paid at the end of the contract period. This is an enhancement to the cash accounting policy adopted by the National Government Constituencies Development Fund as prescribed by PSASB. Other liabilities including pending bills are disclosed in the financial statements.

10. 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 entity at the end of the financial year. When the pending bills are finally settled, such payments are included in the Statement of Receipts and Payments in the year in which the payments are made.

11. Unutilized Fund

Unutilized funds consist of bank balances in the constituency account and funds not yet disbursed by the Board to the constituency at the end of the financial year. These balances are available for use in the subsequent financial year to fund projects approved in the respective prior financial years consistent with sec 6(2) and sec 7(2) of the NGCDF Act, 2015

12. Budget

The budget is developed on a comparable accounting basis (cash basis except for imprest which is accounted for on an accrual basis), the same accounts classification basis, and for the same period as the financial statements. The original budget was approved by Parliament on 30 June 2023 for the period 1st July 2024 to 30th June 2024 as required by law. Included in the adjustments are Cash book opening balance, AIA generated during the year and constituency allocations not yet disbursed at the beginning of the financial year.

A comparison of the actual performance against the comparable budget for the financial year under review has been included in the financial statements.

13. Comparative Figures

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

14. Subsequent Events

There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended 30th June 2024.

15. Prior Period Errors

Material prior period errors are 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, restate the opening balances of assets, liabilities, and net assets/equity for the earliest prior period presented. During the year, errors that have been corrected are disclosed under note 14 explaining the nature and amounts.

16. Related Party Transactions

The Entity regards a related party as a person or an entity with the ability to exert control individually or jointly or to exercise significant influence over the Entity, or vice versa.

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15. Notes To the Financial Statements

1. Transfers from NGCDF Board

Description	<i>FY 2023-2024</i>	<i>FY 2022-2023</i>
NGCDF Board	Kshs	Kshs
AIE NO. B 005108		Kshs
AIE NO. B 030184		7,000,000.00
AIE NO. B 030428		26,000,000.00
AIE NO. B 006370		12,000,000.00
AIE NO. B 042761		12,000,000.00
AIE NO. B 047007		15,000,000.00
AIE NO. B 041083		16,000,000.00
AIE NO. B 047710	45,153,041.30	
AIE NO. B 049297	30,000,000.00	
AIE NO. B 104322	30,000,000.00	
AIE NO. B 096578	2,500,000.00	
AIE NO. B 005108	60,000,000.00	
TOTAL	167,653,041	88,000,000

2. Proceeds From Sale of Assets

	<i>FY 2023-2024</i>	<i>FY 2022-2023</i>
	Kshs	Kshs
Receipts from sale of Buildings	-	-
Receipts from the Sale of Vehicles and Transport Equipment	-	-
Receipts from sale of office and general equipment	-	-
Receipts from the Sale Plant Machinery and Equipment		

National Government Constituencies Development Fund (NGCDF)
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Others (specify)	-	-
Total	-	-

3. Other Receipts

	<i>FY 2023-2024</i>	<i>FY 2022-2023</i>
	Kshs	Kshs
Interest Received	-	-
Rent	-	-
Receipts from sale of tender documents	-	-
Hire of plant/equipment/facilities	-	-
Unutilized funds from PMCs account	-	-
Other Receipts Not Classified Elsewhere (<i>specify</i>)	-	-
Total	-	-

4. Compensation Of Employees

	<i>FY 2023-2024</i>	<i>FY 2022-2023</i>
	Kshs	Kshs
NG-CDFC Basic staff salaries	2,463,197	2,004,015
Personal allowances paid as part of salary	-	-
House Allowance	-	-
Transport Allowance	-	-
Leave allowance	-	-
Gratuity to contractual employees	837,620	-
Employer Contributions Compulsory national social security schemes	174,360	-
Employer Contributions Compulsory Housing levy	71,446.2	-
Employer contributions to National Industrial Training Authority	15,450.80	-
Total	3,562,073	2,004,015

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5. Committee Expenses

	<i>FY 2023-2024</i>	<i>FY 2022-2023</i>
	Kshs	Kshs
A.NG -CDFC		
Sitting allowance	1,987,600.00	937,975.00
Other committee expenses	535,800.00	1,184,025.00
Sub total	2,523,400.00	2,122,000.00
B. Constituency Oversight Committee		
Allowances	300,000.00	-
Other committee expenses	100,000.00	-
Sub total	400,000.00	-
Total (A+B)	2,923,400.00	-

6. Use of Goods and services

	<i>FY 2023-2024</i>	<i>FY 2022-2023</i>
	Kshs	Kshs
Utilities, supplies and services	246,920	-
Communication, supplies and services	361,076	148,000
Domestic travel and subsistence	130,000	371,120
Printing, advertising and information supplies & services	44,300	511,980
Rentals of produced assets	-	-

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Training expenses	1,391,600	66
Hospitality supplies and services	662,405	673,870
Insurance costs	298,878	-
Specialised materials and services	238,960	-
Office and general supplies and services	1,186,731	1,404,624
Fuel , oil & lubricants	37,104	-
Other operating expenses	17,220	-
Bank Charges	55,901	832
Security operations	-	364,026
Routine maintenance - vehicles and other transport equipment		106,500
Routine maintenance- other assets	-	
Water and sewerage		95,300
Electricity		63,900
TOTAL	4,671,095	3,740,218

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7. Transfer To Other Government Units

Description	FY 2023-2024	FY 2022-2023
	Kshs	Kshs
Transfers To Primary Schools	24,000,000	12,000,000
Transfers To Secondary Schools	10,500,000	-
Transfers To Tertiary Institutions	-	-
Total	34,500,000	12,000,000

8. Other Grants and Other transfers

	FY 2023-2024	FY 2022-2023
	Kshs	Kshs
Bursary – secondary schools	18,000,000	21,764,960
Bursary – tertiary institutions	9,270,000	7,232,900
Bursary – special schools	1,650,000	1,340,000
Bursary- Vocational	21,397,900	-
Social Security programmes (NHIF)	-	-
Security projects	-	-
Sports projects	2,461,060	1,200,000
Environment projects	2,764,301	-
Emergency projects	8,520,640	375,608
Roads projects	-	-
Total	64,063,901	31,913,468

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9. Acquisition Of Assets

	<i>FY 2023-2024</i>	<i>FY 2022-2023</i>
	Kshs	Kshs
Purchase of Buildings	-	-
Construction of Buildings	-	-
Refurbishment of Buildings	1,706,248.00	-
Purchase of Vehicles and Other Transport Equipment	9,085,000.00	-
Purchase of Household Furniture and Institutional Equipment	-	-
Purchase of Office Furniture and General Equipment	491,880.00	-
Purchase of ICT Equipment, Software and Other ICT Assets	254,040.00	-
Purchase of Specialized Plant, Equipment and Machinery	-	-
Rehabilitation and renovation of plant, machinery and equipment	-	-
Acquisition of Land	-	-
Acquisition Intangible Assets	-	-
Total	11,537,168.00	-

10. Other Payments

	<i>FY 2023-2024</i>	<i>FY 2022-2023</i>
	Kshs	Kshs
Strategic plan	3,494,000.00	-
ICT Hub	-	-
Others (<i>specify</i>)	-	-
Total	3,494,000.00	-

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11. Cash and Cash Equivalents

Name of Bank and Account No.	FY 2023-2024	FY 2022-2023
	Kshs	Kshs
	Kshs	Kshs
11A: Bank Accounts (Cash Book Bank Balance)	(30/6/2024)	(30/6/2023)
<i>Family Bank (Gatundu South NGCDF)</i>	85,390,256	42,488,852.00
<i>Equity Bank (Gatundu South NGCDF)</i>	-	-
<i>Name of Bank, account No. (Deposit)</i>	-	-
Total	85,390,256	42,488,852.00
11B: Cash Balances		
Location 1	-	-
Location 2	-	-
Other Locations (<i>Specify</i>)	-	-
Total	-	-

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12. Outstanding Imprests

<i>Name of Officer or Institution</i>	<i>Date Imprest Taken</i>	<i>Amount Taken</i>	<i>Amount Surrendered</i>	<i>Balance</i>
		<i>Kshs</i>	<i>Kshs</i>	<i>Kshs</i>
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Total	-	-	-	-

13. Retention

	<i>FY 2023-2024</i>	<i>FY 2022-2023</i>
	KShs	KShs
Retention as at 1 st July (A)	-	-
Retention held during the year (B)	-	-
Retention paid during the Year (C)	-	-
Closing Retention as at 30 th June D= A+B-C	-	-

Retentions aging analysis.

	Insert Current FY	% of the total Retention	Insert Comparative FY	% of the total Retention
Under one year	-	%	-	%
1-2 years	-	%	-	%
2-3 years	-	%	-	%
Over 3 years	-	%	-	%
Total	-		-	

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14. Gratuity

	<i>FY 2023-2024</i>	<i>FY 2022-2023</i>
	KShs	KShs
Gratuity as at 1 st July (A)	-	-
Gratuity held during the year (B)	-	-
Gratuity paid during the Year (C)	-	-
Closing Gratuity as at 30th June D= A+B-C	-	-

Gratuity aging analysis

	Insert Current FY	% of the total Gratuity	Insert Comparative FY	% of the total Gratuity
Under one year	-	%	-	%
1-2 years	-	%	-	%
2-3 years	-	%	-	%
Over 3 years	-	%	-	%
Total	-		-	

The total above should be equal to the Gratuity closing figures)

15. Fund Balance B/F

	(1/7/2023)	(1/7/2022)
	Kshs	Kshs
Bank accounts	42,488,852	6,367,513
Cash in hand		
Imprest	-	-
Total	-	-
Less		
Payables: - Retention	-	-
Payables - Gratuity	-	-
Fund Balance Brought Forward	42,488,852	6,367,513

16. Prior Year Adjustments

	Balance b/f as per Audited Financial statements	Adjustments	Adjusted Balance** BF
Description of the error	Kshs	Kshs	Kshs
Bank account Balances	11,488,851.23	-	11,488,851.23
Cash in hand	-	-	-
Imprests	-	-	-
Retentions	-	-	-
Gratuity	-	-	-
Others (<i>specify</i>)	-	-	-
Total	11,488,851.23	-	11,488,851.23

17. Changes In Accounts Receivable – Outstanding Imprests

	FY 2023-2024	FY 2022-2023
	KShs	KShs
Outstanding Imprest as at 1 st July (A)	-	-
Imprest issued during the year (B)	-	-
Imprest surrendered during the Year (C)	-	-
Closing accounts in account receivables D= A+B-C	-	-
Net changes in accounts Receivables D - A	-	-

18. Changes In Accounts Payable – Gratuities and Retentions

	FY 2023-2024	FY 2022-2023
	KShs	KShs
Gratuities and Retentions as at 1 st July (A)	-	-
Gratuities and Retentions held during the year (B)	-	-
Gratuities and Retentions paid during the Year (C)	-	-
Closing account payables D= A+B-C	-	-

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Net changes in accounts payables D-A	-	-
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19. Other Important Disclosures

19.1: Pending Accounts Payable (See Annex 1)

	FY 2023-2024	FY 2022-2023
	Kshs	Kshs
Construction of buildings	-	-
Construction of civil works	-	-
Supply of goods	-	-
Supply of services	-	-
Total	-	-

Aging Analysis for Pending Accounts Payables

	Insert Current FY	% of the total	Insert Comparative FY	% of the total
Under one year	-	%	-	%
1-2 years	-	%	-	%
2-3 years	-	%	-	%
Over 3 years	-	%	-	%
Total	-		-	

19.2: Pending Staff Payables (See Annex 2)

	FY 2023-2024	FY 2022-2023
	Kshs	Kshs
NGCDFC Staff	-	-
Others (<i>specify</i>)	-	-
Total	-	-

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Aging Analysis for staff Payables

	FY 2023-2024	% of the total	FY 2023-2024	% of the total
Under one year	-	%	-	-
1-2 years	-	%	-	-
2-3 years	-	%	-	-
Over 3 years	-	%	-	-
Total	-		-	

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19.3: Unutilized Fund (See Annex 3)

	<i>FY 2023-2024</i>	<i>FY 2022-2023</i>
	Kshs	Kshs
Compensation of employees	-	-
Committee expense	-	-
Use of goods and services	-	-
Amounts due to other Government entities	-	-
Amounts due to other grants and other transfers	-	-
Acquisition of assets	-	-
Other Payments (specify)	-	-
Funds pending approval	-	-
Total	-	-

19.4: PMC account balances (See Annex 5)

	<i>FY 2023-2024</i>	<i>FY 2022-2023</i>
	Kshs	Kshs
PMC account balances	10,139,697.28	2,340,215
Total	10,139,697.28	2,340,215

19.5 Related Party Transactions

	<i>Insert current FY</i>	<i>Insert Comparative FY</i>
	Kshs	Kshs
Committee Members Remuneration	-	-
Sitting allowance of committee Members during the year	-	-
	-	-
Transaction with the NGCDF Board	-	-
Receipts from the NGCDF Board during the year	-	-
Total	-	-



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16. Annexes

Annexes: 1 Analysis of Pending Accounts Payable

Supplier of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance	Comments
	a	b	c	d=a-c	
Construction of buildings	-	-	-	-	-
1.	-	-	-	-	-
2.	-	-	-	-	-
Sub-Total	-	-	-	-	-
Construction of civil works	-	-	-	-	-
3.	-	-	-	-	-
4.	-	-	-	-	-
5.	-	-	-	-	-
Sub-Total	-	-	-	-	-
Supply of goods	-	-	-	-	-
6.	-	-	-	-	-
7.	-	-	-	-	-
Sub-Total	-	-	-	-	-
Supply of services	-	-	-	-	-
8.	-	-	-	-	-
Sub-Total	-	-	-	-	-
Grand Total	-	-	-	-	-

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Annex 2 - Analysis of Pending Staff Payables

Name of Staff	Designation	Date employed	Outstanding Balance 30 th June 20xx	Comments
NG-CDFC Staff	-	-	-	-
1.	-	-	-	-
2.	-	-	-	-
3.	-	-	-	-
Sub-Total	-	-	-	-
Grand Total	-	-	-	-

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Annex 3 – Unutilized Fund

	Brief Transaction Description	Outstanding Balance	Outstanding Balance
		2023-2024	2022-2023
Administration and other recurrent			
Compensation of employees	Payment 6 No staff of Basic salaries for 13 months	3,425,057	2,440,602.00
Use of goods & services	Payment of NGCDFC allowance	1,734,000	98,000.00
Use of goods & services	Purchase of General Office Supplies	9,012,255	2,945,410.00
Monitoring and Evaluation			
Capacity building	Payment of Accommodation Allowance of NGCDFC, National Government officers and PMC	1,234,560	1,169,070.00
Committee allowances	Payment of NGCDFC allowance	1,613,187	356,842.00
Use of goods and services	Purchase of General Office Supplies	5,797,359	2,806,324.00
Sub-Total		22,816,418	9,816,248.00
Emergency		13,378,326	7,264,498.00
Sub-Total		13,378,326	7,264,498.00
Constituency Oversight Committee			
Sitting allowance for Monitoring and evaluation (COC)	Payment of sitting allowance for COC	100,000	
Constituency Oversight Committee Expenses	Payment for Constituency oversight committee and administration	1,182,150	
Sub Total		1,282,150	

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Amounts due to other Government entities			
Secondary Schools	Payment of bursary to needy students in secondary schools	237,080	235,040.00
Tertiary Institutions	Payment of bursary to needy students in tertiary institutions	497,200	-232,900.00
Social Security	Provision of annual medical insurance cover for 2000 vulnerable families		5,100,000.00
Special Needs	Payment of bursary to needy students in special Institutions	170,169	160,169.00
Bursary Vocational Institution	Payment of training of vocational skills and short courses	19,145,994	10,521,947.00
Additional Secondary Schools	Payment of bursary to needy students in secondary schools	5,172,055	
Additional Tertiary Institutions	Payment of bursary to needy students in tertiary institutions	3,760,000.00	
Additional Bursary special	Payment of bursary to needy students in special Institutions	120,000.00	
Sub Total		29,102,498	15,784,256.00
Sports	Carry out Constituency Sports tournament	718,422.78	2,469,862.00
Regional Sports tournament	To facilitate regional sports tournament in partnership with other Constituencies within the region	300,000	300,000.00
Sub Total		1,018,422.78	2,769,862.00
Kiamwangi Primary School	Leveling of 550 cubic metres and land scaping: Excavation of black cotton soil & re-filling with red soil and at Kshs.1,560,937.20 planting of 100 hass avacado trees at Kshs.105,000.	1,665,937.20	

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Munyuini Primary School	Leveling of 600 cubic metres and land scaping: Excavation of black cotton soil & re-filling with red soil and at Kshs.1,560,937.20 planting of 100 hass avacado trees at Kshs.105,000.	1,665,937.20	
Kahuguini Primary School	Construction to completion of chain-link fence (183m) and Purchase of Avocado trees		1,382,150.33
Kagera Primary School	Construction to completion of chain-link fence (183m) and Purchase of Avocado trees		1,382,150.33
Sub Total		3,331,874.40	2,764,300.66
Amounts due to other grants and other transfers			
Githaruru Primary School	Renovation of 6 No. Classrooms to completion		3,000,000.00
Gathiru Primary School	Renovation of 6 No. Classrooms to completion		3,000,000.00
Kiganjo Primary School	Renovation of 6 No. Classrooms to completion		3,000,000.00
Ndundu Primary School	Renovation of 6 No. Classrooms to completion		3,000,000.00
Muthiga Primary School	Renovation of 6 No. Classrooms to completion		3,000,000.00
Gatitu Primary School	Renovation of 6 No. Classrooms to completion		3,000,000.00
Kagera Primary School	Renovation of 6 No. Classrooms to completion		3,000,000.00
Kibiru Primary School	Renovation of 6 No. Classrooms to completion		3,000,000.00
Kiamworia Primary School	Renovation of 6 No. Classrooms to completion	4,500,000	



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Kiawandiga Primary School	Renovation of 6 No. Classrooms to completion	4,500,000	
Gachika Primary School	Renovation of 6 No. Classrooms to completion	4,500,000	
Gakunju Memorial Primary School	Renovation of 6 No. Classrooms to completion	4,500,000	
Kigaa Primary School	Renovation of 6 No. Classrooms to completion	4,500,000	
Gathage Primary School	Renovation of 6 No. Classrooms to completion	4,500,000	
Gachoka Primary School	Renovation of 6 No. Classrooms to completion	4,500,000	
Wamitaa Primary School	Renovation of 6 No. Classrooms to completion	4,500,000	
Icaciri Primary School	Renovation of 6 No. Classrooms to completion	4,500,000	
Karinga Primary School	Renovation of 6 No. Classrooms to completion	4,500,000	
Kirangi Primary School	Renovation of 6 No. Classrooms to completion	4,500,000	
Munyuini Primary School	Renovation of 6 No. Classrooms to completion	4,500,000	
Sub Total		54000000	24,000,000.00
Githuya Secondary School	Construction to completion of boys 10 No. door block modern toilet	1,000,000.00	1,000,000.00
Handege Secondary School	Construction to completion of boys 10 No. door block modern toilet	1,000,000.00	1,000,000.00
Kiamworia Girls high school	Construction to completion of Girls 10 No. door block modern toilet	1,000,000.00	1,000,000.00
Kagio secondary School	Construction to completion of Boys 10 No. door block modern toilet	1,000,000.00	1,000,000.00

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Uceke-ini Secondary School	Construction to completion of Girls 10 No. door block modern toilet	1,000,000.00	1,000,000.00
Gatitu High School	Construction to completion of Boys 10 No. door block modern toilet	1,000,000.00	1,000,000.00
Ndarugu Secondary School	Construction to completion of Boys 10 No. door block modern toilet	1,000,000.00	1,000,000.00
Munyu-ini Secondary School	Construction to completion of Boys 10 No. door block modern toilet	1,000,000.00	1,000,000.00
Sub Total		8,000,000.00	8,000,000.00
Security			
Kiamworia chiefs office and Gitare Asst chiefs offices	Construction to completion of 4 No. room police station.	1,800,000.00	1,800,000.00
Kirangi Police post	Construction to completion of 3 No. room administrative office.	1,800,000.00	1,800,000.00
Assistant County Commitioner Kiamwangi office (Kiamwangi Ajira Centre)	Renovation of Kiamwangi Ajira Center		4,315.00
Assistant County Commissioner Ngenda office (Gatundu Ajira Centre)	Renovation of Gatundu Ajira Center		1,550.00
Gatundu South Sub-County Headquarters Office	Renovation to completion of 10 doors toilet Painting, flooring (with tiles) plastering interior and render for exterior, door and window installation, installation of 10 water closet and wash hand basin	1,050,000	
Gatundu Law Courts -Children protection unit	Conversion of Old law Courts to Children protection unit Including renovation of 2 roomed offices: Roofing, painting, Windows and door installation, Internal and external wall finishes, flooring(tiles) and Ceiling	2,400,453	
Sub Total		7,050,453	3,605,865.00

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Others (specify)			
Strategic plan	To facilitate Gatundu South NG-CDF Strategic plan for the period between 2023-2027		3,500,013.00
Gatundu South NG-CDF office	Renovation to completion of Gatundu South NG-CDF office	3,272	2,200,700.00
Motor vehicle	Purchase of ISUZU, D-MAX TFS 86 Double Cab Deluxe, 4x4	-3,540,200	5,544,800.00
Constituency oversight Committee Expenses	Payment of Constituency oversight Committee Expenses		1,382,150.00
Supplies and Accessories for Computers and Printers	Purchase of Supplies and Accessories for Computers and Printers	520	
Maintenance Expenses - Motor Vehicles	Payment of Maintenance Expenses - NGCDFC Motor Vehicles	100,000	
Motor Vehicle Insurance	Payment of Motor Vehicle Insurance	200,000	
Refined fuels and lubricants for transport	Purchase of refined fuels and lubricants for transport.	1,300,000	
Sub Total		-1,936,408	12,627,663.00
Strategic Plan	To facilitate in preparation, facts collection designing, typesetting and printing of Gatundu South NG-CDF Strategic plan for the period between 2023-2027	3,506,014	
Innovation Hubs (Ajira Centers)	Purchase of 44 Computer desktops, renovation of toilet and administration	4,997,812	

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Sub Total		8,503,826	0.00
Funds pending approval			
Unapproved projects			5,061,991.00
NGCDF JSS and Ministry of Education JSS Projects	Renovation of 2No. Classrooms in various schools	21,236,183	
Mukinye Police Station	Construction to completion of 4 No. room police station.	2,561,991.69	
Muthiga Girls High School	Completion of 200 student's capacity girl's dormitory - Phase IV- including 1st floor and 2nd floor finishes- flooring(tiles), plastering, fixing of window panes, gutter and storm water drainage, painting, doors and window installation, internal and external finishes.	2,500,000.00	
AIA			1,009,200.00
Sub total		26,298,175	6,071,191.00
Grand Total		174,782,150.79	92,703,883.66

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Annex 4 – Summary of Fixed Asset Register

Asset class	Historical Cost b/f (Kshs)	Additions during the year (Kshs)	Disposals during the year (Kshs)	Historical Cost (Kshs) At Year End
Land	-	-	-	-
Buildings and structures	11,999,300	-	-	11,999,300
Transport equipment	9,085,000	-	-	9,085,000
Office equipment, furniture and fittings	2,772,822	-	-	2,772,822
ICT Equipment, Software and Other ICT Assets	490,440	-	-	490,440
Other Machinery and Equipment	98,600	-	-	98,600
Intangible assets		-	-	
Total	24,446,162	-	-	24,446,162

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Annex 5 –PMC Bank Balances as at 30th June 2024

PMC	Bank	Account number	Bank Balance
			2023-2024
Gatundu Sub-County Police HQRTS	Family	4,000,041,306.00	183583.5
Kiamwangi Primary School-Environment & Renovation	Family	4,000,041,492.00	517749.4
Kimaruri Primary School-Renovation	Family	4,000,041,672.00	304642.2
Mutunguru Primary School-Environment & Renovation	Family	4,000,041,667.00	291736.9
Kagera Primary School -Environment & Renovation	Family	4,000,041,976.00	290841
Ruburi Primary School-Environment	Family	4,000,042,008.00	220
Kahugu-ini Primary School-Environment & Renovation	Family	4,000,041,715.00	287792.4
Kiamworia Primary School-Environment	Family	4,000,042,012.00	370.3
Icaciri Secondary School-Toilets(emergency)	Family	4,000,041,666.00	126871.9
Muthiga Primary School-Renovation	Family	4,000,041,840.00	831286.8
Wamitaa Primary School-Environment	Family	4,000,042,267.00	228
Ikuma Primary School-Environment	Family	4,000,042,209.00	228
Nembu Primary School-Environment	Family	4,000,042,250.00	228
Ndundu Primary School-Environment & Renovation	Family	4,000,042,022.00	290844.9
Githuya Primary School-Environment	Family	4,000,042,223.00	228
Kibiru Primary School-Renovation	Family	4,000,042,243.00	1582
Gatitu Primary School-Renovation	Family	4,000,042,234.00	4581
Gathiru Primary School-Renovation	Family	4,000,042,236.00	2057.65



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Munyu-ini Secondary School-Toilets	Family	4,000,042,245.00	1000000
Handege Secondary School-Toilets	Family	4,000,042,237.00	1000000
Kiganjo Primary School-Renovation	Family	4,000,042,247.00	1913
Kamutua Primary School-Environment	Family	4,000,042,276.00	378.33
Gatitu High School-Toilets	Family	4,000,042,238.00	1000000
St. Verena Ucekeini Girls Sec Sch-Toilets	Family	4,000,042,244.00	1000000
Kagio Secondary School-Toilets	Family	4,000,042,239.00	1000000
Githaruru Primary School-Renovation	Family	4,000,042,249.00	2334
Githuya Secondary School-Toilets	Family	4,000,042,248.00	1000000
St. Mary Girls Sec School-Kiamworia-Toilets	Family	4,000,042,266.00	1000000
Total			10,139,697.28

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Annex 6: 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 and subsequent progress made on the resolution of the issues.

Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
1	Misallocation of Expenditure Kshs.19,348,940	The attached is extract of NGCDF Act 2015 Sec (24) in line with nature of projects: projects to be in respect of national government functions. The Kenya Medical Training Colleges are under Education Tertiary, and therefore the NGCDF Board approved them for implementation. (Annex 1)	Not Solved	30 days
3	Budgetary Performance	The NGCDF Gatundu South had an approved budget of Kshs.86, 810,344.82 and Kshs.11, 379,310.34 respectively totalling to Kshs.101, 074,199 in different 4period, leading to delay in p5roject proposal submission fo5r approval and project	Resolved on Certification	30 days

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Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
		implementation at the end of financial year. Attached are Circular and proposal submission in various period. (Annex 3)		
4	Repair And Maintenance Of Motor Vehicle	We concur with above recommendation, the motor vehicle had an accident on 25 th February, 2015 and the Repair were required, the attached is a police abstract and photos indicating the issue. The attached is the memorandum and article of association of the Cebtec company indicating further service & duties the company can render including Motor vehicle spare parts and implements on pg 2 of 14 (c). We also awarded the company on the basis of recommendation from Motor Hub, being the lowest bidder, The motor vehicle was repaired as per inspection report attached from the	Resolved on Certification	30 days

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Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
		mechanical engineer, the NGCDFC is in process of disposing off the Motor vehicle as per the attached inspection report dated 14 th January, 2019 which indicates it is in good condition except the chassis bent. Attached is the memorandum and article of association, Recommendation Letter, Inspection report, and Disposal committee minutes, for Disposal (Annex 4)		
5	Construction Of Ablution Block At Gatundu Primary School	We concur with above recommendation, the Ksh. 4,635,930 was funds spent from Emergency vote head, which was unforeseen expense at the time of project proposal. Hence the project being in the same institution the PMC combined the BQ. Attached are the Code list indicating how it was financed. Code lists,	Resolved on Certification	

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Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
		Request letter for Emergency (Annex 5)		



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Samuel Mawiyoo
 Fund Account Manager.