

## **DEPARTMENT OF FINANCE & ECONOMIC PLANNING**

The department of Finance and Economic Planning is a service department which mainly supports the rest of the departments. This vital department is led by the County Executive Committee Member Hon. Dr. Patrick Mutai and two Chief Officers, Mr. George Kirer (Finance) and Mrs. Leah Chumba (Economic Planning).

### **Functions of County Treasury**

#### **Finance**

- Preparation of financial statements
- Controlling finance payments
- Cash flow planning
- Accounting and recording all accounting transactions
- Managing the asset register
- Manages all procurement functions up to the point the goods/services are delivered
- Planning the procurement cycle
- Coordinate procurement reports and monitors processes and procedures as stipulated in the PPA&DA 2015
- Provide technical advice on procurement related function
- Coordinate revenue collection function
- Accounting for revenue
- Reconciliation of the revenue collection
- Supervision of revenue clerks accounts
- Preparation of MTEF Budget
- Preparation of County Budget Review and Outlook Paper (CBROP)
- Conduct public participation in the budget making process
- Preparation of County Fiscal Strategy Paper (CFSP) and Debt Management Strategy Paper (CDMSP)
- Carry out Internal Audit function

### **Economic Planning**

- Coordinate, analysis, collate and consolidate preparation of County Integrated Development Plan (CIDP).
- Coordinate, collate and consolidate preparation of Ten Year Sectoral Plans
- Coordinate, collate and consolidate preparation of Annual Development Plans
- Coordinate, analysis and consolidate preparation of County Strategic Plan
- Conduct Monitoring and Evaluation on implementation of annual budget and Annual Development Plan.
- Coordinate and conduct public participation on economic planning related issues
- Coordinate and consolidate quarterly and annual progress reports for non- financial performance.
- Preparation of Economic Policy documents:
  - Integrated Monitoring and evaluation
  - Preparation of planning policy
  - Preparation of Monitoring and Evaluation Indicator handbook
  - Maintenance of an inventory on development and investment programs at the County;
  - Maintenance of County Information and Documentation Centers;
  - Managing County Statistics
  - Carrying out of baseline surveys and research
  - Development of Monitoring & Evaluation systems in the County

### **ACHIEVEMENTS 2013-2017**

- a) **Economic policy documents Approved**
- Kericho County Integrated Development Plan I 2013-2017

- Kericho County Integrated Development Plan II 2018-2022
- County Strategic Plan 2014- 2017
- 5 Annual Development Plans (2014/15, 2015/16, 2016/17, 2017/2018 and 2018/2019)
- Monitoring and evaluation policy (draft)
- Monitoring and evaluation indicator handbook (draft)
- 6 county budget printed estimates
- 5 County Budget review and outlook papers (2014, 2015, 2016, 2017, 2018)
- 4 Debt Management Strategy Papers (2014, 2015, 2016 and 2017)
- 5 Fiscal strategy Papers (2014, 2015, 2016, 2017 and 2018)
- 4 policy documents initiated on Standard Operating Procedures (SOPs)

#### **b) Legislations**

- 4 Finance Acts (2013, 2014, 2015,2016)
- Emergency Fund regulations 2015
- 6 Kericho County Appropriation Acts
- 5 Kericho County Supplementary Appropriation Acts
- Public Finance Management (Kericho County Assembly Members Mortgage Scheme Fund) Regulations, 2016
- Public Finance Management (Kericho County Assembly Members Car Loan Scheme Fund) Regulations, 2016
- Public Finance Management (Kericho County Executive Car Loan Scheme Fund) Regulations, 2016
- Public Finance Management (Kericho County Executive Mortgage Scheme Fund) Regulations, 2016
- Public Finance Management (Kericho County Wages and Benefits of Public Officers) Regulations, 2016
- 2 Revenue legislations (Revenue Administration and Management Bill, 2015 and Rating Bill, 2015) – Draft

#### **c) Projects 2013 – 2017**

- Enterprise Resource Planning (ERP).

- Valuation Roll
- Valuation of County Assets
- Emergency Fund