MZIMA SPRINGS SAVINGS AND CREDIT

COOPERATIVE SOCIETY LIMITED

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2016

MINISTRY OF INDUSTRIALIZATION & ENTERPRISE DEVELOPMENT MAIN RECIGIRY -:6 APR 2017
No P. O. Box 30547-00100 GPO, NAIROBI, KENYA.

### ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016

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#### **SOCIETY INFORMATION**

### Members of the Management Committee

- 1. Mr. John Njane Nduta Chairman
- 2. Ms. Josphine Muli Vice-Chair
- 3. Mr. Fredrick Odhiambo Secretary
- 4. Mr. Josphat Manani Treasurer
- 5. Ms. Caroline Ndambiri Member
- 6. Mr. Were Lwanga Member
- 7. Dr. David Mathuva Member

### **Members of the Supervisory Committee**

- 1. Mr. Moses Muchemi Chairman
- 2. Ms. Juliana Sila Secretary
- 3. Ms. Josphine Kayere

### **Registered Office**

Mzima Springs SACCO Society Ltd Strathmore University next to Madaraka Estate P O Box 59857 - 00200 Nairobi

Telephone: 0703 034336

#### **Auditors**

Kavili & Company Certified Public Accountants P.O. Box 68188- 00200 Nairobi

### **Principal Bankers**

Cooperative Bank of Kenya Ukulima Branch Nairobi

### STATISTICAL INFORMATION FOR THE YEAR ENDED 31 DECEMBER 2016

	2016	2015
Membership	789	659
Members' Deposits	131,813,561.80	103,462,155
Loan to Members	143,021,257.19	111,940,329
Investment	64,000.00	64,000
Assets	154,379,973.00	120,973,738
Liabilities	143,771,207	109,634,411
Interest Income	13,078,014.50	10,922,566
Other Incomes	123,500.00	89,644

### CS/No. 3982 MZIMA SPRINGS SAVINGS AND CREDIT COOPERATIVE SOCIETY LIMITED THE REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 DECEMBER 2016 The Board of Management submit their report together with the audited financial statements for the year ended 31 December 2016 which discloses the state of affairs of the institution. Registration The society is incorporated in Kenya under the Sacco Society Act No. 14 of 2008 vide Registration Certificate No. CS/3981 dated 21st November, 1983 2 Principal Activity The principal activity of the society is to receive deposits from members and provide loans to them. 3 Operating Results The operating results are shown on page 7. **Management Committee** The members of the management committee who served during the year are shown on page 2 The auditors Kavili & Company, Certified Public Accountants of Kenya, were appointed during the year in the Annual General Meeting, to serve as auditors. The auditors have expressed their willingness to continue in office and therefore offer themselves for reappointment. By Order of the Mangement Committee

Mr. Fredrick Odniambo

Secretary.

# MZIMA SPRINGS SAVINGS AND CREDIT COOPERATIVE SOCIETY LIMITED STATEMENT OF MANAGEMENT COMMITTEE'S RESPONSIBILITIES FOR THE YEAR ENDED 31 DECEMBER 2016

### Statements of responsibilities

The Management Committee is required to prepare financial statements for each financial year that give a true and fair view of the Society's state of affairs of the society as at the end of the financial year and of its surplus or deficit and cash flows for that year. The Management Committee should ensure the society keeps proper accounting records that disclose, with reasonable accuracy, the financial position of the Society. It is also responsible for safeguarding the assets of the Society.

The Management Committee accepts responsibility for the annual financial statements which have been prepared using appropriate accounting policies supported by reasonable and prudent judgements and estimates, in conformity with International Financial Reporting Standards and the Co-operative Societies (Amendment) Act 2008.

The Management Committee is of the opinion that the financial statements give a true and fair view of the state of financial affairs of the society and its results. The Management Committee further accepts responsibility for the maintenance of accounting records that may be relied upon in the preparation of the financial statements, as well as adequate systems of internal financial control.

Nothing has come to the attention of the Management Committee to indicate that the Society will not remain a going concern for at least 12 months from the date of this report.

Chairman

**Treasurer** 

Secretary

Date 29-03-2017

Date 29/7/2017

Date 29/03/2017

### KAVILI & COMPANY CERTIFIED PUBLIC ACCOUNTANTS

V.A.T No. 0013848U PIN No. A001094285S Room 131

Jogoo Road Business Centre Bldg. Behind Shell Petrol Station / Uchumi Supermarket

P.O. Box 68188-00200, Nairobi. Tel: (020) 2304250 Mobile: 0722 371 642

Email: info@kavilicom.co.ke/kavilicompany@yahoo.com

KAVILI MUTHENGI C.P.A. (K), C.P.S (K)

Your Ref:	
Our Ref:	Date:

#### INDEPENDENT AUDITORS REPORT TO

### THE MEMBERS OF MZIMA SPRINGS SAVINGS AND CREDIT COOPERATIVE SOCIETY LIMITED FOR THE YEAR ENDED 31 DECEMBER 2016

#### Report on the financial statements

We have audited the accompanying financial statements of the Mzima Springs Savings & Credit Cooperative Society set out on pages 7 - 18 which comprise the statement of financial position at 31st December 2016, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, together with a summary of significant accounting policies and other explanatory notes.

### The Responsibility of the Management Committee for the financial statements

The management committee is responsible for the preparation of financial statements that give a true and fair view in accordance with International Financial Reporting Standard and the requirements of the Kenyan Cooperative Societies' Act 2008 (Ammendment) and for such internal controls as management committee may determine are necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### The Auditor's responsibility

Our responsibility is to express an independent opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risk of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the institution's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### Opinion

In our opinion the accompanying financial statements give a true and fair view of the state of financial affairs of the society as at 31 December 2016 and of its financial performance and cash flows for the year then ended in accordance with the International Financial Reporting Standards and the requirements of the Kenyan Cooperatives Societies Act.

#### Report on other legal requirements

As required by the Cooperative Societies Act (Amendment) of 2008 we report to you, based on our audit, that:

- (i) We have obtained all the information ans explainations which to the best of our knowledge and belief were necessary for the purposes of our audit;
- (ii) In our opinion proper books of account have been kept by the society, so far as appears from our examination of those books; and
- (iii) The society's statement of the financial position and statement of comprehensive income are in agreement with the books of account.

Karih & Company
Nairobi, Kenya 30 th March,

2017

# CS/No. 3982 MZIMA SPRINGS SAVINGS AND CREDIT COOPERATIVE SOCIETY LIMITED STATEMENT OF PROFIT & LOSS FOR THE YEAR ENDED 31 DECEMBER 2016

		2016	2015
Revenue	Note	Kshs	Kshs
Interest from Members Loans	17	13,078,015	10,922,566
Less: Interest on Members Deposits	_	(8,500,000)	(6,000,000)
Net Interest from Members Loans		4,578,015	4,922,566
Interest from Bank	17	5,075	4,744
Total Net Interest Income		4,583,089	4,927,310
Other Incomes	17	123,500	84,900
Total Income		4,706,589	5,012,210
Administrative Expenses	17 _	(4,027,230)	(2,913,275)
Net Operating Surplus for the year		679,360	2,098,935
Income Tax		(18,525)	(12,735)
Net Surplus for the year after tax	_	660,835	2,086,200

### CS/No. 3982 MZIMA SPRINGS SAVINGS AND CREDIT COOPERATIVE SOCIETY LIMITED STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER, 2016

	Notes	2016	2015
		Kshs	Kshs
ASSETS			
Cash and Bank Balances	5	1,416,334	884,183
Trade & Other Receivables	6	9,351,129	7,627,161
Loans to members	7	143,021,257	111,940,329
Investments	8	64,000	64,000
Property, Plant & Equipment	9	172,787	132,565
Intangible Assets	10	186,000	325,500
Unaccounted Cash Receipts		168,466	
		154,379,973	120,973,738
LIABILITIES	and the second s		
Members Deposits	E 13 TES	131,813,562	103,462,155
Trade and Other Payables	S TRATIVE 9012	2,720,457	946,458
Interest on Members Deposits	REGICO. OPE. 49(1)	8,500,000	5,213,064
Tax Provision	SEC. 23 ACT. APR	31,259	12,735
Smartsaver deposits	011	340,000	- ,
Honorarium	COMMENTER	210,000	
Proposed Dividends	CO-OPERA/V	155,930	
	Marian Control	143,771,207	109,634,411
<b>EQUITY AND LIABILITIES</b>			
Share Capital	16	1,559,300	4,000,000
Retained Earnings (Page 9)		4,165,761	5,587,789
Statutory Reserve		4,883,705	1,751,538
		10,608,766	11,339,327
TOTAL LIABILITIES & EQUITY	,	154,379,973	120,973,738
	•		

These financial statements on pages 7 to 18 were approved and signed by

Chairman

Treasurer

Secretary

Date: 29/3/2017

Date: 29 3 2017

Date: 29/03/2017

# CS/No. 3982 MZIMA SPRINGS SAVINGS AND CREDIT COOPERATIVE SOCIETY LIMITED STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 31 DECEMBER 2016

П			Share Capital Kshs	Statutory Reserve Kshs	Retained Surplus Kshs	Total Kshs
	Year Ended 31 December 2015 No	tes				
	As at January 2015		4,000,000	1,353,824	3,996,933	9,350,756
	Surplus for the Year 1	7	-		1,988,570	1,988,570
	Transfer from Surplus Statutory Reserve Fund	_	-	397,714	(397,714)	
	As at 31 December 2015	_	4,000,000	1,751,538	5,587,789	11,339,327
	Year Ended 31 December 2016 Not	tes				
	As at January 2016		4,000,000	1,751,538	5,587,789	11,339,327
	Prior Year's Adjustment				(2,584,766) *	(2,584,766)
	Receipts		1,559,300		,	1,559,300
	Surplus for the Year 17	7	-		660,835	660,835
	Proposed Dividends		- 4		(155,930)	(155,930)
П	Proposed Honorarium				(210,000)	(210,000)
	Transfer from Share Capital		(4,000,000)	3,000,000	1,000,000 *	
	Transfer from Surplus Statutory Reserve Fund	-	-	132,167	(132,167)	•
	As at 31 December 2016	-	1,559,300	4,883,705	4,165,761	10,608,766
-	*PRIOR YEAR'S ADJUSTMENT - KSHS 2,584,766 & KSHS 1,000,000 a) Being overpayment of 2015 interest on deposits b) Reversal of transfer to share capital in the 2012 Audited Acco			2,584,766 1,000,000		

# CS/No. 3982 MZIMA SPRINGS SAVINGS AND CREDIT COOPERATIVE SOCIETY LIMITED NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016

### 1. Accounting policies

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

### a) Statement of compliance & basis of preparation

The financial statements are prepared under the historical cost convention and are in compliance with International Financial Reporting Standards and the Co-operative Societies (Amendment) Act 2008, and are presented in the functional currency.

### b) Revenue recognition

Income is recognised to the extent that it is probable that the economic benefits will flow to the Sacco and the revenue can be reliably measured. Revenue is recognized at fair value of consideration received or receivable taking into account contractually defined terms of payment (mostly monthly) and recognized net taxes. The following recognition criteria must be met before revenue is recognized:

i) Interest from loans to members

Interest on loans to members is calculated on a reducing balance method at a monthly rate of 1%. Interest income is recognized on a time basis by reference to the principal outstanding and the effective interest rate applicable.

ii) Fees and commission income

Fees and commission income is recognized at the time of effecting the transactions.

iii) Dividend Income

Dividend income from equity investment is recognized when the society's right to receive payments as a shareholder is established.

iv) Other Income

Other income is recognized on an accrual basis

### c) Property, plant and equipment

All categories of property, plant and equipment are initially recognised at historical cost. All items of property, plant and equipment are stated at historical cost less accumulated depreciation and accumulated impairment losses.

Subsequent costs are included in the asset's carrying value only when it is probable that future economic benefits associated with the item will flow to the company and the cost of the item can be measured reliably. Repairs and maintenance is charged to the profit and loss account in the year to which it relates. Depreciation is calculated using straight line method to write down the cost of each asset to its residual value over its estimated useful life using the following annual rates:

		<u> Rate - %</u>
Office Equipment		12.5
Computers		30.0
Computer Software	11	30.0

# MZIMA SPRINGS SAVINGS AND CREDIT COOPERATIVE SOCIETY LIMITED NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2016

Property, plant and equipment are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

Gains and losses on disposal of property, plant and equipment are determined by reference to their carrying amount and are taken into account in determining operating profit.

### d) Provision for liabilities and charges

A provision is recognised in the balance sheet when the society has a present legal or constructive obligation as a result of past event and it is more likely than not that an outflow of economic benefits will be required to settle the obligation and it can be reliably estimated.

### e) Taxation

Current tax is provided on the basis of the results for the year, as shown in the financial statements, adusted in accordance with tax legislation.

### f) Reserves

Transfers are made to the statutory reserve fund at a rate of 20% of net operating surplus after tax in compliance with the Co-operative Societies Act (Amendment) of 2008.

### g) Cash and Cash Equivalents

For the purposes of the Cash flow statements, the year end cash and cash equivalents comprise cash on hand and demand deposits and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of changes in value net of bank overdrafts.

### h) Intangible assets

Intangible assets include computer software stated at cost less accumulated amortization. The cost of amortized over the expected useful life of four years on a straight line.

#### i) Interest on members loans

Interest rates are charged at reducing balances at 1% for the Normal and Emergency loans.

#### j) Comparatives

Where necessary, comparative figures have been adjusted to conform to changes in the presentation in the current year.

# MZIMA SPRINGS SAVINGS AND CREDIT COOPERATIVE SOCIETY LIMITED NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2016

### k) Pensions obligations

The society also contributes to statutory defined contribution pension scheme, The National Social Security Fund (NSSF). Contributions are determined by local statute and are currently limited to Kshs 200 per employee per month, with the school contributing a similar amount.

The society contribution to the above schemes are charged to the income and expenditure account in the year in which the relate.

### I) Employee entitlements

Employees entitlements to annual leave are recognised when they accrue to employees. A provision is made for the estimated monetary liability for annual leave at the balance sheet date and recognised as an expense accrual.

### 3. Critical accounting estimates and judgements

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including experience of future events that are believed to be reasonable under the circumstances.

### i) Critical accounting estimates and assumptions

### Property, plant and equipment

Critical estimates are required in determining the depreciation rates for property, plant and equipment. The management determines these rates of depreciation based on their assessment of the useful lives of the various items of property, plant and equipment. These rates are set out in policy 1 (c)

- ii) Critical judgements in applying the entity's accounting policies. In the process of applying the society's accounting policies, management has made judgements in determining:
  - The classification of financial assets and leases
  - · Whether assets are impaired

### 4. Employees

The average number of employees during the year was 2

# MZIMA SPRINGS SAVINGS AND CREDIT COOPERATIVE SOCIETY LIMITED NOTES TO THE FINANCIAL STATEMENT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2016

		2016	2015
5.	BANK AND CASH BALANCES	Kshs	Kshs
٦.	Cash-in-hand	14.074	0.4//
	Co-operative Bank Ltd	14,074 <b>⊁</b> 1,402,260 <b>⊁</b>	9,466
	co operative bank til		874,717
		1,416,334	884,183
6.	RECEIVABLES & PREPAYMENTS		
	Sundry Debtors	8,418,025	503,023
	Due from Resigned Members	859,108	110,471
	Resigned Members Loans		271,230
	Prepaid Insurance	73,995	81,453
	Members Remittances - December		6,660,984
		9,351,129	7,627,161
7.	LOANS TO MEMBERS		
	Balance per Control Account	143,021,257	111,940,329
	Balance per Member Individual Accounts	139,895,049	111,515,145
		3,126,209	425,184
8.	INVESTMENT		
	KUSCO	64,000	64,000
		64,000	64,000

# MZIMA SPRINGS SAVINGS AND CREDIT COOPERATIVE SOCIETY LIMITED NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2016

### 9. PROPERTY, PLANT AND EQUIPMENT SCHEDULE (a) PROPERTY PLANT AND EQUIPMENT SCHEDULE 2016

	Furniture		
	& Fittings	Computers	Totals
	12.5%	30.0%	
	Kshs	Kshs	Kshs
COST			
As at 1 January 2016	205,293	517,725	723,018
Additions		92,000	92,000
As at 31 December 2016	205,293	609,725	815,018
DEPRECIATION			
As at 1 January 2016	116,196	474,257	590,453
Charge for the year	11,137	40,640	51,777
As at 31 December 2016	107 222	F14.000	(40.00)
A3 ul 31 Detellibel 2010	<u>127,333</u>	514,899	642,231
NET BOOK VALUE			
As at 31 December 2016	77,960	94,826	172,787
As at 31 December 2015	89,097	43,468	132,565

# MZIMA SPRINGS SAVINGS AND CREDIT COOPERATIVE SOCIETY LIMITED NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2016

### 10. INTANGIBLE ASSETS SCHEDULE

### (a) PROPERTY PLANT AND EQUIPMENT SCHEDULE 2016

	Computers	
	Software	Totals
COST	30.0% Kshs	Kshs
As at 1 January 2016 Additions	465,000	465,000
As at 31 December 2016	465,000	465,000
AMORTISATION		
As at January 2016	139,500	139,500
Charge for the year	139,500	139,500
As at 31 December 2016	279,000	279,000
NET BOOK VALUE		
As at 31 December 2016	186,000	186,000
As at 31 December 2015	325,500	325,500

# MZIMA SPRINGS SAVINGS AND CREDIT COOPERATIVE SOCIETY LIMITED NOTES TO THE FINANCIAL STATEMENT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2016

			2016 Kshs	2015 Kshs
11.	WORK-IN-PROGRESS			
	Accounting Computer System		-	
12.	PAYABLES AND ACCRUALS			
	Due to resigned members		474,104	277,100
	Audit Fees		74,600	135,000
	Audit Fees Balance B/Forward		(2,750)	
	PAYE		52,245	3,327
	NHIF		320	160
	NSSF Sundry Payables		800 522 471	200
	Investment Company		522,671 1,131,198	506,156 16,515
	CCD		6,200	8,000
	Withholding Tax		392,469	0,000
	Accrued sitting allowances		68,600	
	-		2,720,457	946,458
13.	MEMBERS DEPOSIT			
	Balance per Control Accounts		131,813,562	103,462,155
	Balance per Members Personal Accounts		133,669,297	103,544,124
			1,855,736	81,969
14.	INTEREST ON MEMBERS DEPOSITS			
	Balance Brought Forward		5,213,064	4,659,211
	Paid during the year		(8,377,755)	(5,446,147)
	Adjustment		3,164,691	• • • • • • • • • • • • • • • • • • • •
	Provision for the year		8,500,000	6,000,000
			8,500,000	5,213,064
15	CMART CAVER ACCOUNT			
13	SMART SAVER ACCOUNT			
	Balance Brought Forward		-	-
	Net Receipts for the year		340,000	•
			340,000	
16	SHARE CAPITAL		4 000 000	4.000.000
	Opening Balance Reserves Capitalised in the year		4,000,000	4,000,000
	reserves cupitutiseu ili ille yeur		353,300	
		17	4,353,300	4,000,000
		17		

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MZIMA SPRINGS SAVINGS AND CREDIT COOPERATIVE SOCIETY LIMITED NOTES TO THE FINANCIAL STATEMENT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2016

17 DETAILED STATEMENT OF INCOME OF EVENINGE		2016	2015
17 DETAILED STATEMENT OF INCOME & EXPENDITURE		Kshs	Kshs
Income	Notes		
Interest from Members		13,078,015	10,922,566
Entrance Fees		123,500	84,900
Investment Interest		5,075	4,744
		13,206,589	11,012,210
Administrative Expenses			
Audit Fees - Internal		-	55,000
Supervisory Fees		-	41,529
Repairs & Maintenance		-	1,100
Committee Sitting Allowance		1,239,000	857,560
Salaries & Wages	10	969,000	843,044
AGM Expense		531,687	237,100
Insurance		303,438	324,439
Bank Charges		262,598	64,913
Armotization		139,500	139,500
Marketing Expenses		92,992	13,660
Donations		70,000	120,000
Audit fees - External		69,600	80,000
Depreciation	5	51,778	31,358
Telephone & Postages		34,799	88,970
Printing & Stationery		27,169	67,048
Medical Expeses		17,164	27,684
Supervision fees & Recoverable Expenses		6,200	13,200
NSSF Employer Portion		4,800	4,800
Staff Welfare		88,600	
Staff Training	*	7,500	80
Legal Fees	12	63,000	-
Sundry Expenses		23,405	-
Subscriptions		10,000	-
Website charges		10,000	•
Disbursements		5,000	<u></u>
Total Expenditure		4,027,230	2,913,275

	Kshs
Entrance Fees	84,900.00
Computation 50%	42,450.00
Tax Due 30%	12,735.00
	Kshs
Entrance Fees	123,500.00
Computation 50%	61,750.00
Tax Due 30%	18,525.00