

IN THE THIRD SESSION OF THE SEVENTH  
PARLIAMENT  
OF THE FOURTH REPUBLIC OF GHANA

REPORT OF THE  
PUBLIC ACCOUNTS COMMITTEE

ON THE

REPORT OF THE AUDITOR-GENERAL

ON THE

ACCOUNTS OF DISTRICT ASSEMBLIES  
FOR THE FINANCIAL YEAR ENDED  
31ST DECEMBER 2015

PARLIAMENT OF GHANA LIBRARY

## **1.0 INTRODUCTION**

The reports of the Auditor-General on the Accounts of District Assemblies for the year ended 31<sup>st</sup> December 2015 was presented to Parliament on Wednesday, 31<sup>st</sup> May 2017 in accordance with article 187 (2) and (5) of the 1992 Constitution of the Republic of Ghana.

Pursuant to Order 165 (2) of the Standing Orders of the Parliament of Ghana, the Report was referred to the Public Accounts Committee (PAC) for examination and report.

## **2.0 PURPOSE OF THE AUDIT**

The purpose of the audit was for the Auditor-General to ascertain whether in his opinion:

- i. The accounts had been properly kept;
- ii. All public funds collected had been fully accounted for and their rules, regulations and procedures were sufficient to provide effective check on the assessment, collection and proper allocation of revenue;
- iii. Moneys had been expended for the purposes for which they were appropriated and expenditures made as authorized;
- iv. Essential records were maintained and rules and procedures applied were sufficient to safeguard the Assemblies' assets;
- v. Programs and activities of the Assemblies had been undertaken with due regard to economy, efficiency and effectiveness in relation to the resources utilized and results achieved; and
- vi. Whether the financial statements of the institutions gave a true and fair view of the financial position as at the end of the year 2015.

The Audit was also to ascertain the extent of compliance with the Financial Administration Act, 2003 (654), Financial Administration Regulation, 2004 (L. I. 1802), the Financial memoranda for District Assemblies, 2004 the Public Procurement Act, 2003 (Act 663), among others.

### **3.0 METHODOLOGY**

3.1 To consider the Reports, the Committee categorized the Regions of the country into five (5) zones as stated below:

- Zone 1 – Northern, Upper East and Upper West Regions;
- Zone 2 – Ashanti and Brong –Ahafo Regions;
- Zone 3 – Western and Central Regions
- Zone 4 – Volta and Eastern Regions; and
- Zone 5 – Greater Accra Region

Sittings for zones 1 and 2 were held in Tamale and Sunyani respectively whilst sittings in respect of zones 3, zone 4 and zone 5 were held in Takoradi, Ho and Accra respectively.

3.2 The Committee invited the under-listed officials of Metropolitan, Municipal and District Assemblies (MMDAs) cited by the Auditor-General in his Reports to respond to the queries and issues raised by the Auditor-General:

- i. Metropolitan, Municipal and District Chief Executives
- ii. Metropolitan, Municipal and District Finance officers.
- iii. Presiding Members;
- iv. Metropolitan, Municipal and District Coordinating Directors
- vii. Some officers responsible for acts, commissions and omissions mentioned in the Reports of the Auditor-General

On appearing before the Committee, the witnesses subscribed to the oath of a witness and answered questions relating to the issues raised in the Report of the Auditor-General as well as other issues of national interest.

3.3 The Deputy Auditor-General, Mr. Odame Adjekum and a technical team from the Audit Service were also present at the committee's sittings to offer clarifications on the queries and issues raised by the Auditor-General.

### **4.0 ACKNOWLEDGMENT**

The Committee is grateful to the Hon. Ministers for the Northern, Volta, Western and Brong Ahafo Regions for the warm reception accorded the Committee when it visited their Regions and for participating in the Committee's sittings.

The Committee is also grateful to the Auditor General and his technical team, Chief Executives of MMDAs and their management teams and

other officials of MMDAs for availing themselves to assist the committee in its deliberations.

Finally, the Committee extends its profound appreciation to the German Development Cooperation (GIZ) for supporting the activities of the committee; and the media (print and electronic) for publishing its proceedings.

## 5.0 REFERENCE DOCUMENTS

The Committee referred to the under-listed documents during its deliberation:

- a. The 1992 Constitution of the Republic of Ghana
- b. The Standing Order of the Parliament of Ghana
- c. The Financial Administration Act, 2003 (Act 654)
- d. The Public Procurement Act, 2003 (Act 663)
- e. The Financial Administration Regulations 2004 (L.I 1802)
- f. The Audit Service Act, 2000 (Act 584)
- g. The Internal Audit Agency Act, 2003 (658)
- h. The Stores Regulations, 1994

## 6.0 SUMMARY OF AUDIT FINDINGS

The significant findings of the Auditor-General in his reports related to cash, procurement, tax, payroll, stores and contract irregularities, uncollected staff rent and unaccounted Value Books among others.

The Auditor-General attributed the occurrence of these irregularities to deficiencies and weakness in the internal controls system arising from ineffective supervision, non-enforcement of relevant laws and weak expenditure controls.

Furthermore, the Committee in its consideration also noted low level of commitments by Accountants and Coordinating Directors of MMDAs towards ensuring compliance with the provisions of the Financial Memoranda for MMDAs, the Financial Administration Act, Financial Administration Regulations, the Public Procurement Act as well as the poor performance of the monitoring and supervisory functions of the Finance and Administration sub-COMMITTEE of the Assemblies.

## 7.0 OBSERVATIONS AND RECOMMENDATIONS

### 7.1 OVERVIEW OF FINANCIAL PERFORMANCE

#### 7.1.1 ***State of Accounts Preparation and submission of Financial Statements***

The Committee observed during the public hearings that as at 31<sup>st</sup> December 2015, out of a total number of two hundred and sixteen (216) District Assemblies, two hundred and one (201) Assemblies submitted their Annual



Accounts and Statements for Audit validation in line with Part VII Section 77 and 78 of the Financial Memoranda for District Assemblies. The statements were found to be fairly in accordance with their financial position, the remaining fifteen (15) District Assemblies or 11.1% defaulted Assemblies however were able to submit their financial statements before the year end 31<sup>st</sup> December 2016 for validation by Auditors. These accounts of the defaulted Assemblies were properly captured in the Auditor- General's Reports on Public accounts for year ended 2016. **Ref: Page 3 Executive Summary**

The Committee noted that the status of preparation and submission of financial statements had improved. Almost all Assemblies that appeared before the Committee for the public sittings had prepared and submitted their financial statements for 2015 to the Auditor-General's outfit as required by law. In the view of the Committee, this indicated an improvement over the previous years. The improvement was attributed to management and the Finance and Administration Sub-COMMITTEE of the Assemblies who ensured that District Finance officers (DFOs) prepared and submitted Annual Accounts and Statements on schedule as required by the Financial Memoranda and section 80(1) of the Public Financial Management (PFM) Act, 2016 Act (921).

**RECOMMENDATION:**

The Committee however took notice of the fact that at the time of the Zonal Public hearing, almost all the Assemblies appeared without copies of their financial statements. This made it difficult for them to respond to questions regarding the financial position of their respective Assemblies.

The Committee insist that preparation and presentation of financial statement is part of financial accountability. The Committee therefore recommends that all Assemblies should in future appear before the Committee with their financial statements or will be sanctioned in line with **Regulation 8(4)** of the Financial Administration Regulations, 2004. (LI 1802) which states that **"Sanctions for breach of financial discipline shall include reprimand, suspension, demotion, interdiction and termination."**

### **7.1.2 INTERNALLY GENERATED FUNDS (IGF) REVENUE PERFORMANCE AS 31<sup>ST</sup> DECEMBER 2015- (see page 4 of report)**

As at 31<sup>st</sup> December 2015, total IGF for the reported two hundred and one (201) District Assemblies amounted to **GH¢ 219,771,364.41** (Page 111 Summary of IGF) or 17.9% of total income of all 201 Assemblies for year-end 2015. With the submission of Financial statements by the remaining fifteen (15) defaulted Assemblies before the year end 31<sup>st</sup> December 2016, the total IGF then amounted to **GH¢232,956,044.22** as validated and reported by the Auditor General Report of Public Accounts for District Assemblies as at 31<sup>st</sup> December 2016.

The Committee observed that the collection of internally generated funds was generally low in all the regions of the country. This was largely due to management's inability to identify new sources of income generation as well as failure to devise effective methods of collecting unpaid revenue. In some Districts, management did not involve Sub-COMMITTEE on Finance and Administration to review their rates, some Assemblies lost revenue due to the migration of Fulani cattle owners to other parts of the country, breakdown of Assembly bulldozers and non-patronage of sand winning among others. All these were hitherto sources of revenue generation to some Assemblies.

The Committee further noted that the general low level of IGF performance amongst others was due to Finance officers' inability to account for a number of valued books for proper accountability.

**Table 1: IGF PERFORMANCE REGIONAL BASIS 2015 AGAINST 2014**

REGION	2014 IGF A	2015 IGF B	VARIANCE (B-A)	% increase or Decrease (B- A)
Ashanti	35,456,733.18	43,153,740.30	7,697,007.12	21.71%
Brong Ahafo	14,082,761.57	12,531,205.67	(1,551,55.01)	(11.02%)
Central	10,015,476.63	11,820,209.31	1,804,732.68	18.02%
Eastern	15,013,276.69	16,062,626.05	1,049,349.36	6.99%
Greater Accra	78,386,202.10	91,993,440.05	13,607,237.95	17.36%
Northern	5,609,508.33	8,027,336.49	2,417,828.16	43.1%
U/East	3,494,468.98	5,877,029.04	2,382,560.06	68.18%
U/West	2,465,447.16	2,892,817.96	427,370.80	17.33%
Volta	4,087,209.14	7,588,608.21	3,501,399.07	85.67%
Western	20,970,379.77	19,824,351.33	(1,146,028.44)	(5.46%)
<b>Total</b>	<b>189,581,463.55</b>	<b>219,771,364.41</b>	<b>30,189,900.86</b>	<b>15.92%</b>

*Note: Refer to Report of Auditor-General on the Accounts of District Assemblies for year-end 2015. Page 111 APPENDIX C*

### **7.1.3 EXPENDITURE 2015**

During the year under review, a total expenditure amounting to **GH¢1,095,075,584.65**, was incurred by the two hundred and one (201) Assemblies against a total income of **GH¢1,228,259,398.30**, giving a net surplus of **GH¢133,183,813.65**. (See page 123 summary of operational results) It was however noted that about eighteen (18) District Assemblies recorded higher expenditures over their total income resulting in deficits amounting to **GH¢8,640,697.91**. The Assemblies include the following; (see APPENDIX E page 118-122 operational results for Assemblies with higher expenditures)

## DISTRICT ASSEMBLY

## Excess expenditure

1. Asante Akim Central	- (1,254,708.43)
2. Asutifi North	- (1,550,207.10)
3. Techiman	- (231,552.90)
4. Gomoa West	-( 65,687.36)
5. Komenda/Edina/Eguafo/ Ebirem	- (754,712.58)
6. Mfantseman	- (649,841.74)
7. East Akim	- (372,998.30)
8. Nsawam/Adoagyiri	- (333,915.97)
9. Ningo/Prampram	- (408,447.26)
10. Bunkpurugu/Yunyoo	- (174,755.91)
11. Mamprugu/ Moagduri	- (193,359.51)
12. Saboba	- (341,268.72)
13. Tamale	- (1,203,410.72)
14. Zabzugu	- (159,340.81)
15. Builsa South	- (52,753.91)
16. Kasena Nankana	- (55,652.41)
17. Hohoe	- (259,318.66)
18. Tarkwa Nsuaem	- (578,765.36)

**Table 2: Summary of Actual Income Vs. Actual Expenditure Regional Basis  
2015**

REGION	INCOME 2015 (a)	ACTUAL EXPENDITURE 2015 (b)	VARIANCE (a-b)	% increase or Decrease
Ashanti	192,998,679.93	181,228,093.23	11,770,586.70	6.1%
Brong Ahafo	145,994,997.54	137,458,945.10	8,536,052.44	5.8%
Central	92,132,529.59	83,344,505.41	8,788,024.18	9.5%
Eastern	99,776,838.40	90,770,410.65	9,006,427.75	9.0%
Greater Accra	222,588,347.44	189,865,441.23	32,722,906.21	14.7%
Northern	132,928,936.36	124,790,529.76	8,138,406.60	6.1%
U/East	68,079,370.84	61,845,729.03	6,233,641.81	9.1%
U/West	68,634,234.01	63,462,875.53	5,171,358.48	7.5%
Volta	97,664,845.50	80,238,860.00	17,425,985.50	17.8%
Western	107,460,618.69	82,070,194.71	25,390,423.98	23.6%
<b>Total</b>	<b>1,228,259,398.30</b>	<b>1,095,075,584.65</b>	<b>133,183,813.65</b>	<b>10.8%</b>

*Note: Refer To Report of Auditor-General on Accounts of District Assemblies for Year-End 2015.*

## **8.1 OBSERVATIONS AND RECOMMENDATIONS ON REGIONAL BASES**

### **8.2. DETAILS OF OTHER MANAGEMENT ISSUES – UPPER EAST REGION**

#### ***8.2.1 Cash-Irregularities-Uncollected Revenue, Staff indebtedness among others***

##### COMMITTEE OBSERVATION:

At the public hearing to consider the Upper East Region, the Committee was informed that the Upper East Region comprises three Municipal Assemblies and 10 District Assemblies.

The Committee observed that Eight (8) Assemblies had a number of unresolved breaches of cash irregularities occurring specifically under the following: Uncollected revenue, Staff indebtedness, Unaccounted Payments, and over-Payments to caterers all amounting to **GH¢ 208,027.49**.

The list of Assemblies in breaches of various cash irregularities are attached as **Appendix G7** page 145 of the 2015 Auditor –Generals report.

#### **8.2.2 Unrecovered Payments from Caterers- GH¢43,116.53.-Para 241**

Builsa North was cited for not recovering overpayments made to caterers amounting to GH¢43,116.53. So far GH¢21,847.20 has been recovered with a remaining balance of GH¢21,269.24 outstanding in their books.

#### **8.2.3 Uncollected Revenue- GH¢45,960.00-Para 244**

In considering Bolgatanga Municipal Assembly, the Committee observed that revenue officers failed to collect revenue amounting to GH¢45,960.00. So far an amount of GH¢6,890.00 was accounted for and verified by audit staff at the meeting. A balance of GH¢8,110.00 is yet to be accounted for by Bolgatanga.

Management however indicated that they could not account for an amount of **GH¢ 30,960.00** of the market sheds since those sheds were not occupied at the time of audit.

#### **8.2.4 Unaccounted Payments- GH¢115,050.96- Para 248**

Auditor General reported that six District Assemblies, namely Binduri, Bongo, Builsa South Garu, Pusiga and Talensi made payments to the tune of **GH¢115,050.96** without the necessary supporting payment documents. So far, payment vouchers amounting to **GH¢23,636.35** have been accounted for by Bongo and Talensi and have been verified and cleared by auditors from the region.

**Table 3 Detail Recoveries.**

No	Assembly	Amount due GH¢	Amount recovered GH¢	Balance GH¢	Recommendations
1	Binduri	4,856.00	-	4,856.00	
2	Bongo	5,145.35	5,145.35	-	Verified and discharged
3	Builsa South	22,136.50	-	22,136.50	
4	Garu-Timpana	31,920.00	-	31,920.00	
5	Pusiga	32,502.11	-	32,502.11	
6	Talensi	18,491.00	18,491.00	-	Verified and cleared
	<b>Total</b>	<b>115,050.96</b>	<b>23,636.35</b>	<b>91,414.61</b>	

A remaining balance of **GH¢91,414.61** is yet to be accounted for by the remaining four Districts Binduri, Builsa South, Pusiga and Garu.

#### **8.2.5 Staff indebtedness- GH¢3,900.00-Para 251**

The Committee observed that the finance officer at Pusiga did not ensure repayment of advance made to fourteen staffs totaling **GH¢3,900.00** in contravention of Financial Regulation 110 which requires Finance officers to pursue full recovery of advances paid to staff.

#### **8.2.6 Unpresented Value Books- Para 253**

Auditors reported that during their visit to Builsa North they detected 14 counterfoil receipts that were issued to revenue collectors were not accounted for during the audit period. According to them there was no effort by the assembly to report the matter to the Police.

However, upon receipt of invitation letter from the PAC, the Assembly recovered the 14 GCRs. These were verified and cleared by auditors

#### **Recommendation**

The Committee therefore recommends that the officers concerned should be sanctioned for poor supervision, in accordance with Regulation 8 (4) of the Financial Administration Regulations for allowing these infractions to occur and ensure that all outstanding revenue be recovered from the Finance and revenue collectors and reprimand them in accordance with **Regulation 8(4)** which states "**Sanctions for breach of Financial discipline shall include reprimand, suspension, demotion, interdiction and termination.**"

Furthermore, the officials of Assemblies be surcharged for losses in cases where expenditures are not accounted for by revenue and Finance officers.

### **8.3.0 DETAILS OF MANAGEMENT ISSUES- UPPER WEST REGION.**

#### **COMMITTEE OBSERVATION:**

In considering the accounts of the Upper West Region, the Committee observed that seven Assemblies were in violation of various cash and tax regulations amounting to **GH¢ 3,512,888.46**.

List of Assemblies involved are captured as Appendix **G8** page 146 and page 76-79 of the Report.

#### **8.3.1 Revenue Not Accounted for - GH¢4,230.00-Para 268**

The Committee noted that Finance officers failed to supervise revenue collectors to collect revenue and pay to assembly at the stipulated time resulting in unpaid revenue of **GH¢ 4,230.00** in respect of Lawra **GH¢2,761.00** and Wa East **GH¢1,469.00** respectively.

Upon invitation to attend to the Committee, these Assemblies immediately accounted for the said amount and presented the necessary documents which were verified and cleared by Auditor General's officials.

#### **8.3.2 Payment to Caterers not Monitored GH¢ 3,360, 015.84.-Para 271**

In the case of Wa Municipal, the Committee observed that contrary to Section 2.6 and 2.7 of the Operations manual for School feeding program which requires all Districts to establish a District and School Implementation Committee to monitor the operations of caterers, Wa Municipal Assembly did not have a District School Feeding Implementation Committee to monitor the operations of school feeding caterers resulting in the loss of **GH¢ 3,360 015.84**.

Management informed the Committee that they had earlier recommended to the office not to pay the caterers because numbers of caterers given by some schools were not consistent with the GES data and they also noticed poor service rendered by some caterers. They contended that the officer who was in charge of the disbursement is deceased while his assistant was also on transfer. This resulted in the difficulty in recovery of the amount in question.

#### **RECOMMENDATION:**

The Committee recommends that all schools must adhere to the implementations of the operations manuals of the School feeding program and thereby ensuring the establishment of a District and School Implementation Committee to monitor the operations of caterers. Furthermore, all schools should introduce the completion of funds retirement forms to ensure that Government receives value for payments made to caterers.

The Committee also demands that management of Wa Municipal Assembly should ensure a refund of all wrongful payments to beneficiaries or identifiable officers be surcharged to serve as deterrent to others.

### **8.3.3 Unaccounted Payment- GH¢102,418.22- Para 275**

Dafiama-Busie-Isah, Tumu, Lambusi Kani and WA East District Assemblies made payments without the necessary accounting documents to the tune of **GH¢102,418.22**. All these Assemblies had their issues addressed and cleared by Audit officials.

The Committee therefore cautioned the Assemblies involved to desist from the practice as they will in future be surcharged without an opportunity to present the documents later.

### **8.3.4 Unwithheld and Unremitted tax- GH¢27,478.40- Para 281**

The Auditor General reported that, Wa East Municipal Assembly retained an amount of **GH¢24,362.85 and GH¢1,608.30** as taxes withheld from payments made to suppliers for goods and services to be paid to the Ghana Revenue Authority, but the amount was not remitted.

Managers of the Assembly explained that, the tax component was a counterpart funding agreement on a contract in line with the sustainable rural water and sanitation project. The project was to expand access to, and ensure sustainable water supply and sanitation services in rural and small town communities in six regions of Ghana of which the Upper West Region was a beneficiary.

Management stated that the contract agreement of the project required that, the Assembly will fund the 5% tax component of the amount payable to suppliers and contractors while the World bank pays 95%.

The tax amount due the GRA was the community counterpart funding to the project. Although the assembly had committed the amount, it was unable to pay the amount due to revenue challenges it incurred in the year under review. The assembly however assured the Committee that the amount has been budgeted for in their composite budget for 2019 in order to remit same to GRA

With respect to unremitted tax of **GH¢1,507.25**, Wa Municipal Assembly did not deduct the said amount as withholding taxes from payments made to service providers.

Managers of the Assembly informed the Committee that **Ghc19, 000** out of **GH¢27,478.40** has been paid through three (3) installments and was verified by Auditors and the balance is yet to be accounted for. It was again stated that the amount has been budgeted for 2019.



## **RECOMMENDATION:**

The Committee was of the view that the two Assemblies, Wa East and Wa Municipal were in violation of Section 84(2) of the Internal Revenue Act with respect to tax irregularities. According to the Committee, non-deduction and payment of taxes to the relevant Authorities is a breach of the Regulation.

The Committee recommends that the two Assemblies should desist from that practice, but must ensure that the revenue is recovered to the GRA. If the Finance officers fail to recover the revenue, the accounting officers responsible for this infraction should be sanctioned in line with Regulation 8 (4) of the Financial Administration Regulation, 2004. L. I. 1802 and the relevant tax laws of the country.

The Committee also urges the Ghana Revenue Authority to be more vigilant and proactive in recovering these outstanding tax revenues.

### **8.4.0 DETAILS OF OTHER MANGEMENT ISSUES- NORTHERN REGION**

#### *COMMITTEE OBSERVATION:*

#### **8.4.1 Unaccounted payment of GH¢185,778.35 –Para 218**

The Committee observed that eleven District Assemblies in the northern region made unsubstantiated payments totalling **GH¢185,778.35**.

Upon invitation to appear before the Committee, ten Assemblies were able to substantiate payment of 73 payment Vouchers amounting to **GH¢172,467.35**. These were verified and cleared by Auditors at the time of hearing. Only Bunkpurugu Yunyoo could not account for the outstanding balance of **GH¢ 13,311.00**.

#### **8.4.2 Staff Indebtedness- GH¢22,171.50- Para 221**

The Committee in its deliberation noted that Karaga, Sagnerigu and North Gonja Assemblies contravened Regulation 288(1) of the Financial Administration Regulation which requires management to convert unaccounted imprest balances into personal advance in the name of the imprest holder and deduct same from their salaries. This breach resulted in staff indebtedness to the tune of **GH¢22,171.50** standing in the books of the three Assemblies.

North Gonja and Karaga were cleared with the recovery of amount of **GH¢17,017.00** with a remaining balance of **GH¢5,154.50** with respect to North Gonja still unaccounted for.

#### **8.4.3 Unaccounted Value Books (GCRs) - Para 224**

The Report of the Auditor General also indicated that East Gonja and Mamprugu Moagduri Assemblies did not account for Eleven GCRs and cash collected using these books at the time of audit.

Seven (7) GCRs have been accounted for by Mamprugu Moagduri while East Gonja also accounted for Three (3) GCRs with one (1) GCR outstanding in the books of East Gonja. These were all verified and cleared by auditors.

#### **8.4.4 Fuel not accounted for- GH¢ 61,891.00- Para 227**

The Committee again observed that six Assemblies, East Gonja, Mamprugu Moagduri, Sagnerigu, Nanumba South, Saveligu Nanton and West Gonja failed to log fuel into the log book to substantiate purchase and utilization of same to the tune of **GH¢ 61,891.00**.

Management informed the Committee that all six Assemblies authenticated payments of **GH¢61,891.00**. The payments were verified and cleared by the Staff of the Auditor –General.

#### **Recommendation:**

The Committee noted that these lapses occurred due to negligence on the part of Finance officers and management of the Districts involved.

The Committee reiterates its recommendations that the Finance officers and Managers, supervisors be sanctioned in accordance with Regulation 8(4) of FAR. (LI 1802)

Furthermore they are to ensure that all the outstanding payment vouchers in respect of Bunkpurugu Yunyoo are validated or be surcharged with the amount and report on the compliance of this directive to the Committee. The Committee again insist that management of North Gonja District Assembly should recover all outstanding balances, failure of which surcharge will be sanctioned on them.

### **8.5.0 DETAILS OF OTHER MANAGEMENT ISSUES -BRONG AHAFO REGION**

#### **COMMITTEE OBSERVATION:**

During the public hearing to consider the Brong Ahafo Region, the Committee was informed that twenty-seven (27) Assemblies comprising eight (8) Municipals and Nineteen (19) District Assemblies were audited for the period ending 31<sup>st</sup> December 2015. Out of these, eighteen Assemblies had some unresolved and adverse findings in respect to cash, payroll, Stores, and tax irregularities, all amounting to **GH¢855,019.74**.

Details of the findings on the Assemblies are as follows:

#### **8.5.1 Unaccounted Revenue- GH¢12,869.00-**

The Committee noted that Asutifi South, Kintampo South and Nkoranza did not account for revenues from various revenue sources including rest rooms, building permits, market tickets and GCRs in violation of Part 11 Regulation 15(i) of Financial Administration Regulation 2004, which requires public officers to collect and bank all revenues or public funds into the banks within twenty-four hours.

**Table 4 Summary of recoveries made during the meeting.**

No	Assembly	Infraction	Amount GH¢	Amount recovered GH¢	Balance GH¢	Remarks
1	Asutifi North	REST ROOM FEES	5,699.00	-	5,699.00	Uncleared
2	Kintampo South	Building permits	1,870.00	1,870.00	-	Verified and acquitted
3	Nkoranza South	126 Market tickets	5,300.00	5,300.00	-	Verified and acquitted
		<b>TOTAL</b>	<b>12,869.00</b>	<b>7,170.00</b>	<b>5,699.00</b>	

**8.5.2 Uncollected Revenue- GH¢227,816.00- Para 91**

The Committee observed that six Assemblies in the Brong Ahafo region defaulted in the collection of revenue amounting to **GH¢227,816.00**.

The Auditor General attributed this to negligence on the part of management to abide by Part 1 Section 1 (IV) of the Financial Memoranda which mandates Finance and Administrative Sub-COMMITTEE to inspect the statements of revenue and expenditure to ensure that revenue is collected in accordance with the approved rates and estimates. Table 5 is the summary of recoveries by defaulting Assemblies.

**Table 5- Recoveries of Uncollected Revenues- GH¢227,816.00**

No	Assembly	Amount due GH¢	Amount Recovered GH¢	Balance outstanding GH¢
1	Asunafo North	26,000.00	-	26,000.00
2	Berekum Munincipal	51,214.00	-	51,214.00
3	Dormaa Central	44,860.00	-	44,860.00
4	Kintampo South	7,605.00	6,420.00	1,185.00
5	Tano North	15,487.00	-	15,487.00
6	Wenchi	82,650.00	82,650.00	Verified and acquitted
	<b>Total</b>	<b>227,816.00</b>	<b>89,070.00</b>	<b>138,746.00</b>

Management of Tano North informed the Committee that their issue was verified and cleared.

**Staff Indebtedness- GH¢252,846.99- Para 94**

The Committee observed that Staff of Seven (7) Assemblies owed various sums of moneys belonging to the Assemblies in lieu of rent arrears and unretired imprest

So far the following Assemblies were able to recover various sums as indicated in table 6 below.

**Table 6. Summary of recoveries- Staff Indebtedness- GH¢252,846.99**

No	Assembly	Infraction	Amount Due GH¢	Amount recovered GH¢	balance GH¢
1	Asunafo North	Unaccounted imprest	46,447.00	-	46,447.00
2	Asutifi South	Unpaid Rent	9,120.00	-	9,120.00
3	Atebubu-Amantin	Unaccounted imprest	9,970.00	9,970.00	-
4	Berekum	Unaccounted imprest	2,000.00	2,000.00	-
5	Dormaa Central	Unaccounted imprest	17,362.26	3,000.00	14,362.26
6	Pru	Unaccounted imprest	2,905.00	2,905.00	-
7	Sunyani	Unpaid Rent	7,473.00	4,300.00	3,173.00
8	Tain	Unpaid Rent	157,569.73	157,569.73	Verified and cleared
		<b>Total</b>	<b>252,846.99</b>	<b>179,744.73</b>	<b>73,102.26</b>

**8.5.4 Unaccounted Payments- GH¢13, 340.00- Para 97**

Techiman Assembly paid an amount of GH¢13, 340.00 on four occasions to a task force without any record of work done. According to the Auditor-General, there were no terms of reference, records of their movement or otherwise to confirm work done.

Management informed the Committee that the amount could not be recovered due to wrong filling of the documents with regards to the payments made. The Assembly contend that a report of a committee on the matter has since been delivered to the Attorney General's Department for prosecution.

The Committee recommends that Audit officials should do a verification visit to Techiman to authenticate their submission and report back to the Committee.

**8.5.5 Unearned Salaries- GH¢81,586.39- Para 99**

Regulation 297 (11) of the Financial Administration Regulations, 2004 (L.I 1802) requires spending officers of government institutions to stop the payment of salaries to an officer when that officer has been absent from duty without leave or reasonable cause or has resigned, retired, been convicted or is deceased.

The Committee however observed that five District Assemblies failed to review the payroll regularly, and ensure that the names of affected staff were deleted from their payrolls. The Assembly also failed to notify the bankers of the affected staff to stop the payment of salaries of the staff resulting in payment of unearned salaries of **GH¢62,940.100** to seven separated staff, while Mr Richard Oppong who was found to have indulged in Payroll fraud was maintained at post and earned salary totalling **GH¢19, 346.29**.

The Committee was informed by management that Mr. Richard Oppong has been interdicted while police was assisting the Assembly to recover the said amount.

### **Committee Recommendations**

The Committee is of the view that the numerous occurrence of unearned salaries implies that spending officers are not performing their functions effectively and efficiently as spelt out in regulation 298 of the Financial Administration Regulations, 2004 which requires that all spending officers of government institutions must scrutinize monthly payrolls and approve it before they are given out for payment. This is to ensure that the payroll as approved is accurate and reflect the total staff at work.

The Committee recommends that Metropolitan, Municipal and District Coordinating Directors should sanction the spending officers involved in accordance with the Financial Administration Regulations. Furthermore, all outstanding amounts should be recovered by the Assemblies. A report on the compliance of this directive should be submitted to the Committee.

With regards to the stores unaccounted for, the Committee recommends that both store keepers and Finance officers involved should be sanctioned and further made to account for the stores. A report on the compliance of this directive should be submitted to the Committee

**Table 7 Details of Unearned Salaries - GH¢81,586.39 Para 100**

<b>No</b>	<b>Assembly</b>	<b>Name of Receipients</b>	<b>Amount due GH¢</b>	<b>Amount recovered GH¢</b>	<b>Balance Outstanding GH¢</b>
1	Asunafo North –	Richard Oppong	19,346.29		19,346.29
2	Asutifi North,	John Pieni	1,274.88	1,200.00	74.88
3	Dormaa Central-	Yakubu Kramo	13,564.44	-	13,564.44

4	Jaman North	Samson Derry	2,590.00	-	2,590.00
5	Jaman South	Anthony Amoa	16,112.91		16,112.91
		Lydia Hanson	12,655.72	-	12,655.72
		Okyere Adjaotor	11,752.24	-	11,752.24
6	Kintampo North	Gyarko Opoku	4,289.91	-	4,289.91
		<b>Total</b>	<b>GH¢81,586.39</b>	<b>GH¢1,200.00</b>	<b>GH¢80,386.39</b>

It was explained that three of the defaulters had travelled outside the country and as such, no recovery was made in respect of the three persons. Regarding the unearned salary, Management informed the Committee that they had written to defaulters and recoveries had begun.

The Committee recommends to management to pursue the matter by contacting the three officials through international police (Interpol) namely, Lydia Hanson, Okyere Adjaotor and Anthony Amoa

#### **8.5.6 Stores not accounted for - GH¢104, 199.79- Para 103**

The Committee noted however that three District Assemblies, Sunyani West, Tain and Tano North procured 83 bags of 50kg sugar at **GH¢15,789.42** and paid for fuel at **GH¢88,410.37** without making relevant entries in the stores records.

According to the Auditor General, the irregularity occurred due poor supervision on the part of the Coordinating Directors and Finance officers to whom the store keepers report to.

At the public hearing all these Assemblies failed to recover, account for or regularise to substantiate the store items.

#### **8.5.7 Unremitted Tax of GH¢15,491.14-Para 106**

The Committee was informed that Tano South, Wenchi Municipal and Tain did not remit tax totalling GHC 15,491.14 to the GRA in violation of Section 87(2) of the Internal Revenue Act 592(Act 2000).

Management of these three Assemblies informed the Committee that these unremitted taxes were a counterpart funding of a world bank contract agreement of projects on Sustainable Rural Water Projects which was 95% funded by the International Development Agency (IDA) of the World bank and a 5% counterpart funding by the Assemblies to take care of the Tax component.

All the three Assemblies had rectified the issue by paying the tax amounts to GRA and copy of tax receipts were submitted to auditors and were verified and cleared.

The Committee cautioned the Assemblies and indicated the Assemblies will be made to pay interest and officers may be surcharged if it occurs in future,

#### **8.5.8 Abandoned Generator. GH¢146,870.4, -**

Management of the Assembly informed the Committee that the said generator was procured for use by the proposed District hospital and has been handed over to the Kenyaasi Health Centre and is currently been used during power outages as at time of public hearing.

### **8.6.0 DETAILS OF OTHER MANAGEMENT ISSUES-ASHANTI REGION**

#### *COMMITTEE OBSERVATION:*

The Auditor –General in his report informed the Committee that thirty (30) Assemblies comprising one Metropolitan Assembly, seven Municipals and twenty-two (22) Districts Assemblies were audited for the 2015 financial year.

The Auditor General reported that eleven (11) Assemblies had a number of unresolved management issues including uncollected revenue, staff indebtedness of unpaid rent, unpaid advances, salary overpayment and tax irregularities amongst others, the Committee observed the following:

#### **8.6.1 Uncollected Revenue- GH¢23,458,374.21- Para 56**

The Committee observed that Kumasi Metropolitan Assembly had collected **GH¢811,311.40** or only 8% of total estimated revenue of **GH¢9,989,976.49** from property rates leaving a balance of **GH¢9,178,665.09**. This together with uncollected opening balance of **GH¢14,286,475.84** resulted in a total uncollected revenue of **GH¢23,458,374.21**.

Management informed the Committee that the outstanding property rate was due to several factors including the non-update of records by revenues collectors as at time of Audit, and the reliance on an outdated register which captured some non- ratable items. According to management, to resolve this issue the Assembly set up a committee to review the rates and status of the properties in the metropolis to reflect the current property rate data and that current revenue records are being updated to reflect the actual collection and arrears.

Furthermore, a task force set up since yielded positive results. Management also resolved to reduce the property rate arrears and hence compiled defaulter list to prosecute defaulters in the law courts.

Reports from task force indicated that revenue agents were not able to collect revenue due from property rates and as at date of hearing, contracts of three revenue agents have been terminated since 6th October 2016. Auditor General verified termination letters during public hearing.

### **8.6.2 Staff indebtedness (unpaid rent GH¢33,052.00 and unpaid advances GH¢14,256.54)-Para 64**

The Committee noted that during the period of audit, unpaid rent and unpaid advances amounting to **GH¢33,052.00** and **GH¢14,256.54** respectively due from defaulters in eight District Assemblies namely Asante Akim, Mampong Ahafo Anor south, Offinso North, Offinso, Sekyere south, Obuasi and Sekyere Kumawu had not been recovered.

As at the time of the Public hearing, Sekyere Kumawu recovered an amount of **GH¢1,446.00** from unpaid advances. Obuasi also recovered an amount of **GH¢ 3,737.00** out of **GH¢ 12,810.45** leaving an unpaid balance of **GH¢8,947.45**.

The Assembly indicated that this particular issue has been with them over a long period of time spanning different administrations. Management therefore pleaded with the Committee and Audit officials to allow them write it off as bad debts since most defaulters have passed away.

With regards to the unpaid rent, Mampong recovered an amount of GH¢ 3,432.00 from some tenants leaving a balance of GH¢ 5,781.0.

*Sekyere South recovered all unpaid rent of GH¢5,425.00, and Asante Akim Central also recovered GH¢3,000.00 while all remaining Assemblies could not recover any of the unpaid rent. Therefore, an amount of GH¢11,857.00 has been recovered and outstanding balance of GH¢21,195.00 yet to be accounted for from Ashanti region.*

#### **Committee Recommendation**

The Committee is of the view that management must recover the moneys since some of the beneficiaries are staff of the Assemblies who are duly paid by them whilst the others who have been transferred can still be traced as they are still on government payroll.

The Committee therefore recommends that the Assemblies should pursue and demand accountability of the staff indebtedness of unpaid rent and unpaid advances from the salaries of beneficiaries. Failure to recover the debt before the next audit, the Auditor-General should identify all the officers of have been negligent of their duties over the period and consider surcharging them with the amount as well as sanction them in accordance with the penalties spelt out in the FAR to serve as deterrent to others.

### **8.6.3 Salary over payment- GH¢ 10,445.94-Para 67**

The Committee observed over payment of salary amounting to - **GH¢ 10,445.94** to two staff of the Social welfare Department of the Asante Akim Assembly who were wrongly placed on higher salary grades.

Management provided evidence during the public sitting that the said amount had been recovered. Supporting documents were submitted and



were duly verified and cleared by the audit staff responsible for the District Assembly.

#### **8.6.4 Tax not withheld and Unremitted tax- GH¢100,115.9**

The Auditor-General reported that four Assemblies, Ahafo Ano South, Atwima Kwanwoma, Kumasi Metropolitan and Offinso had flouted existing laws on withholding taxes resulting in liabilities of **GH¢100,115.93** standing against the Assemblies. The outstanding liabilities were made up of taxes not withheld and unremitted taxes.

During the hearing, the Committee observed that all the Assemblies except Ahafo Ano South remitted and paid withholding tax of **GH¢ 95,712.63** to the GRA. The Auditor-General staff verified all source documents and cleared them with the amounts. A balance of **GH¢ 4,403.30** is still outstanding in the name of Ahafo Ano South.

#### **Committee Recommendation**

The Committee holds the view that non-deduction and payment of taxes to the relevant Authorities is a breach of financial laws. The Committee recommends that Finance officers responsible for the infraction should be sanctioned in line with Regulation 8 (4) of the Financial Administration Regulations, 2004. L. I. 1802 and the relevant tax laws.

The Committee also urges the Ghana Revenue Authority to device more proactive way of recovering all its tax revenues using advance IT system to ensure automatic tax recovery when service providers are being paid by Assemblies.

The Committee recommends to the GRA to ensure that the Ahafo-Ano South Assembly pay all outstanding amounts including the penalties involved or its management be surcharged if the Assembly fails to pay by the next audit period.

#### **8.7.0 DETAILS OF OTHER MANAGEMENT ISSUES - WESTERN REGION**

In the Western Region, audit was conducted in twenty-two Assemblies comprised one Metropolitan, two Municipality and nineteen District Assemblies. The Committee at a public sitting observed that some of the Assemblies flouted existing financial laws as follows:

#### **COMMITTEE OBSERVATION:**

##### **8.7.1 Misappropriation of stool lands Revenue- GH¢150,981-Para322**

The Auditor – General reported that, at Sefwi Akontonbra, a former Coordinating Director and his Finance officer teamed up to defraud the Assembly by opening a private bank account into which they lodged Assembly stool lands Cheques to the tune of **GH¢88,165.00**, whilst another Finance officer at Suaman failed to account for an amount of **GH¢62,816.00** revenue collected from stool land bringing the total revenue misappropriation of stool lands in the western region to **GH¢150,981.00**.

Management of the two Assemblies informed the Committee that the case had been reported to the police as theft and the matters are being investigated by the police for further action.

The Committee recommend to the Auditor-General to do a verification of the matter and report back to the Committee

### 8.7.2 Uncollected Revenue- GH¢233,544.28

During the deliberations in Western Region, it emerged that contrary to Financial Memorandum 1 (part1), five Assemblies namely Jomorro , Nzema East, Tarkwa Nsuaem, Wasa Amenfi and Wasa East failed to involve their Finance and Administration Sub-COMMITTEE in the collection of property rates and business operation permits, resulting in the accruals of unpaid rates and fees to the tune of **GH¢233,544.28**.

**Table 9 - Recovery of Revenue by five Assemblies**

Irregularity	Assembly	Amount Due GH¢	Amount Recovered GH¢	Outstanding balance GH¢
Uncollected Revenue	Jomoro	45,170.00	21,240.00	23,390.00
-do-	Nzema East	8,240.00	8,240.00	Verified and Cleared
-do-	Tarkwa Nsuaem	19,611.75	12,746.75	6,865.00
-do-	Wasa East	27, 554.28.	27, 554.28.	Verified and Cleared
-do-	Wasa Amenfi West	27,554.28	Nil	27,554.28
<b>Total</b>		<b>221,374.03</b>	<b>42,226.75</b>	<b>179,147.28</b>

It is significant to note that total uncollected revenue stood at **GH¢221,374.03** instead of **GH¢233,544.28** as recorded in the Auditor – General's report because Management of Tarkwa Nsuaem Assembly informed the Committee that the original figure of **GH¢31,782.00** recorded against them in the 2015 Auditor General report was over stated. Management indicated that the correct uncollected revenue was **GH¢19,611.75** in respect of rent and property rates uncollected.

The Committee noted that names of the defaulting officers were not captured in the Report of the Auditor-General. The Committee recommend to the Auditor-General to state names of revenue collectors for the sake of transparency.

Out of this amount, **GH¢12,746.75** had been recovered leaving a balance of **GH¢ 6,865.00** as indicated on table 9 above. Even though Auditors corroborated their submission, the Committee recommended that Auditors should go back to the assembly for a reconciliation of their books and report to the Committee.

**8.7.3 Unaccounted Revenue- GH¢4,916.00- Para 328** During the discussions, it came to light that four revenue officers at Nzema East failed to account for an amount of **GH¢2,295.00**, whilst other five revenue collectors at Shama failed to account for revenue to the tune of **GH¢2,621.00** bringing the total to **GH¢4,916.00** as unaccounted revenue for these Assemblies.

Shama Assembly was able to retrieve an amount of **GH¢1,554.00** and a remaining balance of **GH¢1,067.00** is still unaccounted for.

### **Committee Recommendation**

The Committee noted that most Assemblies outsourced their revenue collection to contractors who did not comply with the rules of engagement thereby depriving the Assemblies of the needed revenues.

The Committee is of the view that management of these Assemblies did not intensify their efforts to recover the outstanding balance of **GH¢1,067.00** at Shama and **GH¢2,295.00** at Nzema East.

The Committee therefore recommends that management should recover all amounts and surrender same to the Assemblies and report back to the Committee or officers directly responsible be surcharged by the Auditor-General.

### **8.7.4 Unaccounted Payments- GH¢251,924.94-Para 331**

The Committee observed that five Assemblies namely Nzema East, Jomoro, Sefwi Akontonbra, Tarkwa and Wasa East were in violation of Financial Memoranda 7 and 13(Part IX) which requires all Assemblies to provide supporting documents such as receipts, purchase orders, invoices among others as bases of payments, these Assemblies made expenditures to the tune of **GH¢251,924.94** without any supporting documents.

Two of the Assemblies, Jomoro and Tarkwa provided evidence to substantiate and account for expenditures of **GH¢90,855.15** and **GH¢25,747.43** respectively. These were verified and cleared by the auditors.

Nzema East, accounted for **GH¢79,000.00** out of **GH¢93,573.10** the remaining balance of **GH¢14,573.10** is yet to be cleared.

Management of Sefwi Akontonbra produced their Payment Vouchers which were verified by auditors at the time of sitting.

### **Committee Recommendation**

The Committee recommends that Sefwi Akontonbra should submit their documents to Audit officials for verification and report back to Committee or management be surcharged to pay the amounts involved.

The Committee also noted that Wasa Amenfi did not appear before it and there was no evidence of recovery of an amount of **GH¢18,449.50** against them.

The Committee recommend to management of the Assembly to ensure that officers concerned account for the amount to the Assembly. Furthermore, officers should be sanctioned in accordance with Regulation 8(4) of the Financial Administration Regulation.

### **8.8.0 DETAILS OF OTHER MANAGEMENT ISSUES - CENTRAL REGION**

#### **8.8.1 Unpaid Rent - GH¢8,493.00-Para 125**

The 2015 Auditor General's report indicated that three Assemblies, namely Agona West, Ajumako Enyan Essiam and Asikuma Odoben Brakwa let out residential accommodation to their staff without collecting rent resulting in accumulated amount of **GH¢8,493.00**.

The Committee noted in its deliberations that Agona West recovered **GH¢2,184** as unpaid rent owed by its employees and were verified and acquitted while Ajumako-Enyan-Essiam recovered **GH¢1,541.00** out of total rent owed of **GH¢3,547.00** and a remaining balance of **GH¢2,006.00** outstanding in their records.

Asikuma-Odoben-Brakwa however informed the Committee that their issue was referred to EOCO and the affected officials paid the rent areas to EOCO, however as at the time of the public hearing, management were unable to get receipts for payment to be verified by auditors.

The Committee recommend to EOCO to affect payment for the rent collected to the Assembly.

#### **8.8.2 Unretired imprest- GH¢5,958.00-Para 125**

Agona West and Ekumfi whose officials were given imprest for official assignment did not account for an amount of **GH¢5,958.00**.

Management of the two Assemblies produced evidence of recovery of an amount of **GH¢2,350.00** and **GH¢3,608.00** respectively. Audit staff verified their claim and cleared the two Assemblies.

#### **8.8.3 Unpaid advances- GH¢7,282.30-Para 125**

The Committee noted that thirty three (33) staff of the Agona West Assembly in the Central Region were advanced an amount of **GH¢7,282.30** as loan but defaulted in payment.

The Assembly had recovered only **GH¢175.00** with an outstanding balance of **GH¢7,107.30** as at the time of appearing before the Committee.

Management of the Assembly informed the Committee that a management Committee had been set up to look into the matter as some of the officers have retired, some are on transfer and others have left the service.

The Committee encourages management to speed up the process to recover the money and report to the Committee.

#### **8.8.4 Unpresented GCRs-3-**

The Committee noted that two Zonal Council Members from the Komenda - Edina-Eguafo-Abrem Assembly did not account for three General Counterfoil receipts which were used in collecting unspecified amount and could not be accounted for at the period of Audit.

Management of the Assembly informed the Committee that the GCRs were a subject of investigation by EOCO, a letter dated 2/8/2017 with reference no EOCO/CR/03/infor/v5/86 was tendered in evidence that the matter is before EOCO. Management indicated that there has been series of correspondence and actions by the Assembly to retrieve the GCRs.

#### **8.8.5 Unearned Salaries- GH¢8,917.00- Para 130**

It was reported that a former coordinating Director of Twifo Atti Morkwa and two former employees of Cape Coast Assembly who were on retirement continued to receive unearned Salaries totaling **GH¢8,917.00** for six months before their names were deleted from the payroll.

Management of the two Assemblies informed the Committee that they were able to recover the said amounts from the beneficiaries. Officials from Audit verified their receipts of payments and they were cleared.

#### **8.8.6 Unaccounted Stores/ fuel- GH¢32,030.50**

Twifo Hemang, Lower Denkyira and Upper Denkyira East Assemblies disbursed an amount of **GH¢32,030.50** for purchase of fuel and other stores items without any documentary evidence or records of receipts or log book to substantiate the purchase or utilization of the items.

In the case of Twifo Hemang, Lower Denkyira, Management claimed that the amount of **GH¢19,834.50** was used to purchase fuel. They presented a log book purported to be an account of the purchase and utilization of the fuel. The Committee after a careful scrutiny of the presented log book cited numerous inaccuracies. Both The Committee and the Auditor General officials observed that the log book was fraught with alterations and inconsistencies as it was clear that management of the assembly rushed to log the fuel in an attempt to cover up the mess caused by their predecessors thereby falsifying the log book.

#### **Recommendation.**

The Committee recommends that the officials who were at post and cited for this infraction be surcharged to pay the amount of **GH¢19,834.50** to the Assembly.

### **Unaccounted Stores**

The Committee noted that in Upper Denkyira East, store items including Cement, paints, roofing sheets and other building materials worth an amount of **GH¢12,196.00** were issued out without records in the stores ledger.

Auditors informed the Committee that there was no evidence of issue or recipients of items by engineer on site.

Even though management tried to explain that the store officer issued receipts for the items, this could not be substantiated by auditors, they claimed that relevant documents had been submitted to EOCO for investigation and authentication.

The Committee recommend that the following officers who were at post during the Audit should account for the amount of **GH¢12,196.00** to the Assembly or be reported to the police for criminal investigation, if no evidence of utilization is provided by the next audit. They include;

1. Emilia Ankom- Former Municipal Chief Executive (MCE)
2. Thaddeus Sarzan -former District Coordinating Director
3. Ernest Cudjoe- Store keeper

### **8.8.7 Unremitted SSF Contribution- GH¢4,268.58-Para135**

The Committee observed that Agona East Assembly flouted existing laws on social security contributions resulting in liability of **GH¢4,268.5** in breach of Section 63(1) of the National Pension Act 2008, Act 766, which requires the Assembly to pay 13.5% of staff salary deductions to SSNIT within fourteen days after the end of every month.

The Committee noted that upon receipt of its letter of invitation to appear before it, the assembly quickly remitted the said amount to SSNIT. The Assembly submitted supporting documents for verification and were cleared by Audit officials.

### **8.8.8 Expenditure on the Funeral of the late DCE- GH¢21,709.00**

The Auditor General in his report stated that an amount of **GH¢21,709.00** was spent on the funeral activities of the late DCE although the initial budget for this expenditure was **GH¢9,702.00**. The overrun of expenditure was funded from the IGF source of the Assembly.

Management informed the Committee that the Assembly was moderate in its planned expenditure in respect of food, drinks and transportation. Management explained that the overrun occurred due to the attendance of an unexpected high powered delegation led by His Excellency the President of the Republic of Ghana at the time to the funeral thereby necessitating the increase in expenditure as more people attended and more security agencies were present due to the presence of H.E. the President.

## 8.9.0 DETAILS OF MANAGEMENT ISSUES RAISED IN THE REPORT- VOLTA REGION

The Auditor General conducted audits in twenty-five (25) Assemblies in the Volta region and uncovered various infractions as follows:

### 8.9.1 Unaccounted Revenue - GH¢110,557.69

The Committee observed that six Assemblies in the Volta Region had revenue losses resulting from revenue collected but not accounted for by revenue collectors. The Auditor General reported that these officers were not sanctioned.

**Table 10 Summary of recoveries of Unaccounted Revenue**

Assembly	Amount due GH¢	Amount Recovered GH¢	Outstanding Balance GH¢	remarks
Akasti North	2,076.00	2,076.00	-	Verified and acquitted
Biakoye	2,000.00	2,000.00	-	Verified and acquired
Ho	53,650.0	40,240.00	<b>13,410.00</b>	Balance to be paid on agreed payment plan
Hohoe	22,265.00	22,265.00	-	Verified and acquitted
Kpando	3,693.00	3,693.00	-	Verified and acquitted
Nkwanta South	25,958.69	16,695.69	<b>9,263.00</b>	Payments to be deducted from his salary
South Tongu	915.00	915.00	-	verified and acquitted
<b>Total</b>	<b>110,557.69</b>	<b>87,884.69</b>	<b>22,673.00</b>	

### 8.9.2 Unaccounted Payments- GH¢170,894.

Thirteen Assemblies in the region could not provide evidence of payments with supporting documents i.e. memos, invoices and receipts to substantiate expenditure on goods and services.

**Table 11- Summary of recoveries of Unaccounted Payments- GH¢170,894.69**

Assembly	Amount due GH¢	Amount Recovered GH¢	Outstanding Balance GH¢	remarks
Adaklu- Waya	38,437.17	38,437.17	-	Verified and acquitted
Afadzato-South	2,801.00	2,801.00	-	Verified and acquitted
Biakoye	2,420.00	-	2,420.00	There are no records of the issue in the Assembly books
Central Tongu	3,115.00	3,115.00	-	Verified and acquitted
Ho	14,120.25	14,120.25	-	Verified and cleared by auditors
Hohoe	28,994.58	23,746.08	<b>5,248.50</b>	Assembly to recover the rest or be surcharged
Ketu North	1,826.80	614.80	<b>1,212.00</b>	2 PVs were accounted for but not receipted. Clearance and verification not done by Auditors



Krachi Nchumuru	15,186.00	-	<b>15,186.00</b>	Documents submitted to Attorney-Gen for legal action. Auditors to meet with assembly and resolve the matter and report to Committee.
North Dayi	8,048.80	6,687.05	<b>1,361.75</b>	Documents yet to be verified by Auditors
North Tongu	25,227.79	25,227.79	-	Verified and cleared by auditors
Nkwanta North	16,861.00	16,861.00	-	Evidence of payments made at sitting but yet to be verified by auditors
Nkwanta South	13,856.30	-	<b>13,856.30</b>	Committee gives 2 weeks to finance officer to consult with former finance officer to resolve the issue and report back to Auditors or be surcharged
<b>Total</b>	<b>170,894.69</b>	<b>131,610.14</b>	<b>39,284.55</b>	

### 8.9.3 STAFF INDEBTEDNESS - GH¢81,981.00

The Committee observed that Eight (8) Assemblies failed to recover unpaid advances and unaccounted imprest paid to staff of their Assemblies. The Auditor General attributed this to inaction on the part of management in pursuing payments of these advances.

**Table 12- Summary of Recoveries of Staff Indebtedness - GH¢81,981.00**

Assembly	Infraction	Amount Due GH¢	Amount recovered GH¢	Balance GH¢	Remarks
AKatsi south	Loan/advance	34,695.00	34,695.00	-	Verified and cleared by auditors
Agotime-Ziope	Rent Arrears	12,849.00	12,849.00	-	Verified and cleared by auditors
Ho West	Loan/advance	1,608.00	1,608.00	-	Verified and cleared by auditors
Ketu North	Rent Arrears	9,590.00	5,693.00	<b>3,897.00</b>	The matter is being pursued in court
Kpando	Rent arrears	12,432.00	5,000.00	<b>7,432.00</b>	Receipts shown at sitting but yet to be verified by auditors
Nkwanta North	Loan/advance	2,892.00	1,400.00	<b>1,492.00</b>	Finance officer to retrieve the balance within one month or surcharged
Nkwanta South	Rent arrears	6,087.00	3,987.00	<b>2,100.00</b>	
North Dayi	Unretired Imprest	1,828.00	1,828.00	-	Yet to be verified by auditors
<b>Total</b>		<b>81,981.00</b>	<b>67,060.00</b>	<b>14,921.00</b>	

#### 8.9.4 Unearned Salaries- GH¢5,633.55-

Akatsi South and Hohoe Assemblies Finance officers failed to stop salaries of separated staff which resulted in payment of unearned salaries amounting to GH¢5,633.55 by the two Assemblies. During the hearing, the Committee observed that both Hohoe Municipal and Akatsi South had recovered GH¢ 3,380.83 and GH¢ 2,252.72 respectively and lodged the amount into accounts of the Assemblies. These were verified and cleared by Audit staff.

#### 8.9.5 Unaccounted Value Book (159 Market Tickets and 84 GCRs)

The Committee noted that Finance officers of six Assemblies did not account 84 GCRs and 159 Market tickets.

**Table 13. Summary of retrieved valued books**

No	Assembly	Unaccounted valued books	Quantity accounted for	Outstanding
1	Adaklu- Waya	19 GCRs	19 GCRs accounted for and cleared by auditors	-
2	Akatsi- North	21 GCRs	21 GCRs	Verified and cleared by auditors
3	Akatsi- North	152 Market tickets	152 market tickets accounted for, verified and cleared by auditors.	-
4	Biakoye	20 GCRs	-	20 GCRs
5	Ho Manuncipal	4 GCRs	4GCRs accounted for and cleared by auditors	-
6	Nkwanta – South	24 GCRs	15 verified, 9 yet to be verified	9GCRS outstanding
	<b>Total</b>	<b>240</b>	<b>211</b>	<b>29</b>

**Recommendation:**

All outstanding issues to be followed up by the Auditors and report back to the Committee in their subsequent audits.

**8.10.0 Details of Management Issues Raised In Report- Eastern Region**

Twenty- six (26) Assemblies in the Eastern Region were audited and reported by the Auditor-General.

**8.10.1 Uncollected Revenue – GH¢867,698.21**

The Committee noted that Four Assemblies in the Eastern Region were negligent in the supervision and reviews of their revenue collections and this resulted in uncollected revenue of **GH¢867,698.21**.

The Committee was informed by auditors during the public hearing that the following recoveries were made upon receipts of letters of invitation to appear before the committee.

**Table 14 Summary of Recoveries - Uncollected Revenue – GH¢867,698.21**

No	Assembly	Infraction	Amount Due GH¢	Amount recovered GH¢	outstanding balance GH¢	Remarks
1	Nsawam Adoagyir	Property Rates	754,558.00	219,213.18	<b>535,344.82</b>	The figure reported by AG is In dispute as management claim its an overbilling
2	West Akim	Property Rate	30,076.66	30,076.66	-	Receipts presented at Committee but Yet to be verified by Auditors
3	Lower Manya Krobo	Property Rate	70,291.55	-	70,291.55	
4	Yilo Krobo	Rent from stalls	12,772.00	12,772.00	-	Verified and cleared by auditors
	<b>Total</b>		<b>867,698.21</b>	<b>262,061.84</b>	<b>605,636.37</b>	

With respect to Lower Manya Krobo, management of the Assembly informed the Committee that the matter had to do with Akuse. The status of Akuse was disputed in court as to which District it belongs to, Consequently, the VRA

stopped paying revenue due to the Assemblies as it was not clear as to which of the Assemblies to be paid to,

However, after the decision of the Court, VRA has been written to, but the VRA is yet to respond. The Assembly stated that demand notices are being prepared to serve VRA and other residents of the area to resume payment of property rates to the Assembly.

### 8.10.2 Unaccounted Revenue – GH¢79,637.35

The Committee observed that Finance Officers of seven Assemblies failed in their supervisory role to ensure that revenue is collected and accounted for thereby allowing 79 revenue collectors a field day of not accounting for revenue up to the tune of GH¢79,637.35, 62 GCRs . In the view of the Committee this is a violation of Part V111 Section 1 of the FAR which requires Finance officers to supervise revenue collectors.

**Table 15: Summary of recoveries and accounting for Value books**

No	Assembly	Infraction	Amount due/ Quantity	Recoveries	Outstanding balance	Remarks
1	Asuogyaman	Unaccounted GCRs	11	11	-	All value books have been verified including amounts lodged into assembly accounts and cleared by auditors
	Asuogyama	9 Market tickets	2,617.60	9 2,617.60	-	Verified and cleared
	Asuogyaman	4 Lorry park tickets	12,300.00	4 12,300.00	-	Verified and cleared
2	Atiwa	GCRs	4	4	-	Verified and cleared by auditors
3	Ayensuano	51GCRs	38,800.00	38,800.00	-	Verified and cleared by auditors
4	Suhum	19 GCRs	At no par value	6	13	Committee gives assembly one month to collect all moneys from their guarantors
5	Birim Central -do- -do- -do-	17 GCRs 90 Lorry park tickets 125Market tickets		13,800.00	1,600.22	Three revenue collectors have been relieved of their post

		12 Rest room tickets	15,400.22			while efforts should be made to collect outstanding balance.
6	Kwahu Afram Plains	14 GCRs	At no par value	11	3	Auditors confirmed 3 GCRs outstanding
7	West Akim	12 GCRs	1,869.70	1,869.70	-	Verified and acquitted
	<b>Total</b>		<b>70,987.52</b>	<b>69,387.30</b>	<b>1,600.22</b>	

### 8.10.3 Staff Indebtedness – GH¢49,159.00-Para 162

The Committee noted that six Assemblies in the Eastern Region failed to adhere to Financial Regulation 104(c) to ensure the recovery of advances granted to staff of these Assemblies who occupied Assembly accommodation without paying rent.

**Table 16 Summary of affected Assemblies and recoveries so far.**

<b>No</b>	<b>Assembly</b>	<b>Infraction</b>	<b>Amount due GH¢</b>	<b>Amount recovered- GH¢</b>	<b>Outstanding balance- GH¢</b>	<b>Remarks</b>
1	Atiwa	Unrecovered Advances	7,000.00	7,000.00	-	Verified and cleared by auditors
2	Ayensuano	-do-	1,350.00	1,350.00	-	Verified and cleared by auditors
3	Fanteakwa	Unpaid Rent	1,039.00	1,039.00	-	All five officers paid, verified and cleared by auditors
		Unrecovered Advances	1,360.00	1,360.00		
4	Kwahu North	Unrecovered advances	3,175.00	2,341.00	840.00	Committee demands that management should contact remaining officers who have been transferred outside the District and recover the balance within two months
5	Kwahu South	Unpaid Rent	1,350.00	-	1,350.00	Management of the Assembly should recover the money from the staff.

6	New Juaben	Unrecovered advances	2,910.00	2,910.00	-	Verified and cleared by auditors
7	Nsawam-Adoagyiri	Unpaid Rent	9,515.00	10,024.00	9,491.00	Assembly to recover the balance from the Staff
		Unrecovered advance	3,780.00	-	3,780.00	
8	Suhum	Unpaid Rent	5,208.00	-	5,208.00	Assembly to recover amounts from their claims of defaulters
9	West Akim	Unpaid Rent	2,472.00	2,472.00	-	Verified and cleared by auditors
	<b>Total</b>		<b>49,159.00</b>	<b>28,496.00</b>	<b>20,663.00</b>	

#### 8.10.4 Unaccounted Fuel and Asset - GH¢65,465.52- Para 165

The Committee noted that eight (8) Assemblies in the Eastern Region did not log in fuel purchased nor indicate utilization of same to authenticate expenditure, even though there was a disbursement of an amount of **GH¢65,465.52**.

**Table 17-Summary of unaccounted fuel recovery.**

No	Assembly	Infraction	Amount due GH¢	Amount recovered	Outstanding balance	Recommendation/Remarks
1	Suhum Municipal	Unaccounted fuel	9,725.00	9,725.00	-	Accounted for. Documents should be submitted to auditors for verification
2	Akuapim South	-do-	4,760.00	4,760.00	-	Verified and cleared by auditors
3	Akyemansa District	-do-	2,587.00	2,587.00	-	Fuel has properly been lodged verified and cleared by Auditors
4	Kwahu West Manunicipal	-do-	14,021.48	14,021.48	-	Committee demands necessary documents be submitted to auditors for verification
5	Kwahu South District	-do-	5,342.00	5,342.00	-	Verified and discharged

6	Kwahu Afram plains South District Assembly	-do-	16,368.00	16,368.00	-	Necessary documents have been submitted to auditors verified and cleared.
7	New Juaben Municipal	-do-	3,734.04	3,734.04	-	Verified
8	Upper West Akim	Laptop Computer	-			New Laptop be bought for the assembly
9	Yilo Krobo Municipal	Unaccounted fuel	8,928.00	8,928.00	-	Verified and cleared by auditors
		<b>TOTAL</b>	<b>65,465.52</b>	<b>65,465.52</b>		

#### 8.10.5 Unearned Salaries – GH¢31,591.53

The Committee noted that three Assemblies, namely Akuapem South, Fanteakwa and Suhum do not regularly check and delete names of staff who were not at post from payroll resulting in accumulation of unearned salaries of **GH¢31,591.53** in violation of Regulation 297 and 298 of the FAR.

Fanteakwa made full recovery from one person with a balance of **GH¢3,010.00** to be cleared by the Auditors.

Management of Suhum informed the Committee that the affected person is currently on pension and his bankers have been duly informed to stop crediting his account. The Amount is still outstanding in their books as uncleared.

Akuapim South reacted in time and got the bank to transfer the amount from his bank account back to government chest.

#### 8.10.6 Undeducted / Unremitted Tax GH¢26,943.07

The Committee observed that eight Assemblies violated Sections 84(2) and 87(1) of the internal revenue Act, 2000, Act (592) by failing to deduct tax and remit same to the GRA. Asuogyaman and four other Assemblies did not withhold taxes for GRA.

**Table 18- Summary of tax remitted to GRA as at sitting.**

N o	Assembly	Infraction	Amount Due GH¢	Amount Remitted GH¢	Outstanding balance GH¢	Recommendations
1	Nsawam-Adoagyiri	Undeducted tax	608.85	608.85	-	Tax paid to GRA and verified



<b>2</b>	Birim Central	-do-unremitted	1,400.00 15,585.00	815.00 15,585.00	585.00 -	
<b>3</b>	Kwahu West	-do-unremitted	638.00 2,064.19	638.00 2,064.19	-	Verified and cleared
<b>4</b>	Kwahu South	-do-unremitted	235.09 319.38	235.09 319.38	-	Verified
<b>5</b>	Asuogyaman	-do-	4,982.80			
<b>6</b>	Suhum	Unremitted Tax	646,.80	-	646.80	All amount should be paid by next week Friday and report to auditors
<b>7</b>	Akyemansa	-do-	234.00	234.00	-	Amount paid to GRA, verified and cleared by auditors
<b>8</b>	Kwahu Afram Plains North	-do-	228.00	228.00	-	Remitted to GRA
	<b>Total</b>		<b>26,943.07</b>	<b>25,711.27</b>	<b>1,231.80</b>	

### Recommendations:

The Committee expressed its disapproval of violation of Section 84(2) and 87(1) of the internal revenue Act, 2000, Act (592) by Assemblies as it appeared to be a common phenomenon among the Assemblies.

The Committee cautioned that this practice must stop or the Auditor-General should consider surcharging Assemblies with the amounts involved together with interest and officers involved are sanctioned in accordance with the provisions of the FAR.

With respect to the unearned salaries, the Committee recommends that all outstanding balances be recovered by the management of the Assemblies involved or the matter be reported to appropriate security agencies where the persons involved are not responsive or cannot be traced.

With regards to unaccounted fuel expenses, the Committee is of the view that the reliability of fuel accounted for after audit has been conducted is doubtful.

The Committee therefore recommends to the Auditor General to ensure that Finance officers of Assemblies properly account for fuel and recover assets belonging to Assemblies within time permitted by law or be surcharged with the stated amounts as any case may merit.

### 8.11.0 DETAILS OF OTHER MANAGEMENT ISSUES -GREATER ACCRA

In Greater Accra, sixteen (16) Assemblies comprising two Metropolitan Assemblies, ten Municipals and four District Assemblies were audited. Six Assemblies were found to have various unresolved management issues as stated below.

#### 8.11.1 Unaccounted Revenue – GH¢44,361.90-

The Committee has observed that 142 revenue collectors within the Greater Accra Region were unable to account for GH¢44,361.90.

During the public hearing the following recoveries were reported as indicated in table 19 below.

**Table 19 Summary of Recoveries at Public Sitting- Unaccounted Revenue – GH¢44,361.90**

No	Assembly	Infraction	Amount GH¢	Amount recovered GH¢	Amount outstanding GH¢	Recommendations
1	Ga South	Rest room fees	18,750.00	6,300.00		
	-do-	-do-	15,540.00	15,540.00		
2	Ga West	Fees & rates	2,657.00	2,657.00	-	
3	Ga Central	Fees & rates	806.00	7,114.90	300.00	
	-do-	-do-	6,608.00			
		<b>Total</b>	<b>44,361.90</b>	<b>44,061.90</b>	<b>300.00</b>	

#### Overpayments and Advances to Assembly Members- GH¢21,000.00

Management explained that they had recovered part of the moneys from the Assembly Members but were unable to report the amount so far recovered with substantive evidence to the Auditors or the PAC.

The Committee recommends to the Assembly to recover the full amount and report to the Committee.

#### **8.11.2 Staff Indebtedness- GH¢18,990.00- Para 197**

The Committee noted that Ga South and Ningo-Prampram Assemblies failed to recover advances to staff resulting in staff indebtedness to the tune of GH¢18,990.00.

Ningo Prampram recovered the outstanding balance of **GH¢2,200.00** which were verified and acquitted at the hearing.

Ga South still has unresolved staff indebtedness of **GH¢16,790.00** balance outstanding in their records.

The Committee urges management to recover the amount and pay to the Assembly.

#### **8.11.3 Unpresented Value Books (GCRs) -34 –Para 199**

The Auditor General reported that officials at Shai Osu-Doku District Assembly could not account for 34 value books at the time of audit.

The GCRs were later accounted for by the Assembly on a subsequent verification visit by auditors. The Assembly was therefore acquitted.

#### **8.11.4 Unearned Salary - GH¢12,715.59-**

The Committee observed that management of the Ledzokuku Assembly failed to ensure that the names of three staff members who were no more on duty were deleted from their payrolls resulting in payment of **GH¢12,715.59**.

Regulation 297 (11) of the FAR, 2004 (L.I 1802) requires that spending officers of government institutions stop the payment of salaries to an officer when that officer has been absent from duty without leave or reasonable cause or has resigned, retired, been convicted or is deceased.

So far only Benjamin K. Danso paid an amount of **GH¢1,332.32**. The remaining two, Mr. Eric Bortey and Zaneku Zoriage were pensioners who were indisposed at time of hearing.

The Committee recommends that the Finance Officer of the Assembly recovers all the outstanding amounts or all relevant officers to the matter be surcharged to pay the amount involved.

#### **8.11.5 Tax Not Remitted - GH¢1,463.25-**

Ningo Prampram failed to remit tax to the tune of **GH¢1,463.25** to GRA even though they had deducted the amount.

Upon invitation to appear before the Committee, management remitted the total sum of GH¢1,463.25 to GRA. This was verified and acquitted at hearing.

The Committee cautioned that it will in the future cause the Assembly to pay interest thereof if the act is repeated again by the Assembly.

#### **8.11.6 Tax Not Deducted- GH¢7,095.73- Para205**

Ga South and Ningo Prampram all in the Greater Accra Region did not Withhold tax to the tune of - GH¢7,095.73.

As at the public hearing, Ningo Prampram made payments of **GH¢ 3,750.76** and were verified and acquitted while Ga South still has outstanding balances of **GH¢3,344.97** of tax not withheld in their records.

The Committee noted that Ga South Assembly perpetuated most of the infractions committed in the Greater Accra Region without any recoveries.

While demanding the settlement of all outstanding issues by the Ga South Assembly with sanctions on culpable officers, the Committee recommends to the Auditor General to consider conducting a special audit on the financial activities of the Ga South Assembly during the period under review with specific interest to the performance of the Finance Department of the Assembly.

### **9.0 General Observations and Recommendations. -**

#### **9.1 Unaccounted Payments, Unaccounted Revenue etc**

In the course of its deliberations, the Committee observed that the Finance Officers of most of the Assemblies found culpable in the above irregularities could not present payment vouchers for payments made or provide documentation to substantiate the payments during the audit. Management of the Assemblies cited poor filing systems, relocation of offices, and absence of Finance Officers during the time of the audit as some of the reasons why the payments could not be substantiated during the audit.

The Committee is of the considered view that failure to apply sanctions over the years has contributed immensely to the violations.

Furthermore, the Committee observed that some officers of some Assemblies either do not appreciate the enormity of the sanctions involved or lack knowledge of what is pertained in the law.

The Committee therefore urges the Local Government Service and the Controller and Accountant General to embark on vigorous retraining and improve the capacity of staff attached to the Assemblies, especially with respect to the Financial laws of the Country,

The Committee further recommends to the Auditor General to begin to identify officers responsible for specific transactions and surcharge them so as to serve as deterrent to potential violators.

## **9.2 Unearned Salaries**

Management of some Assemblies informed the Committee that the persistent payment of unearned salaries was mainly as a result of delays in the deletion of names of staff from the payroll by the Controller and Accountant General's Department (CAGD) as it often delays in deleting the names after the Department has been notified. Also, some banks deliberately pay the persons involved after they have been duly notified not to pay. This is because the officers involved sometimes take loans from the banks and the banks are interested in the deductions to recover their money hence, the banks turn blind eyes to the letters written to them.

The Committee recommends that the CAGD should stop using manual means of correspondence to delete names of retired or disengaged officers from the payroll, but develop electronic systems between District Assemblies and the CAGD to ensure timely deletion of names from payroll before salaries are paid every month.

Also, Banks that deliberately effect payment after receipt of letters from Assemblies in time must be made to repay the money with interest where it is applicable.

## **9.3 Unaccounted Fuel**

Part XIII, section 60 of the Financial Memoranda for MMDAs requires Assemblies to maintain log book for recording particulars of fuel purchased and journeys undertaken with fuel received.

The Committee however noted that some Assemblies did not ensure that fuel purchased was logged to provide record of acquisition and utilization. This was done in breach of Regulation 1604 of the stores regulations, 1984.

The Committee recommends to the Auditor General to ensure that Finance officers and Drivers directly involved in fuel irregularities are surcharged without the opportunity to clear themselves later if usage is not accounted for within the period of thirty days after the exit conference as provided by law.

## **9.4 General Transfers of Finance officers**

The Committee generally observed that some Assemblies had problems responding to audit queries due to frequent transfers of Finance officers by the Controller and Accountant General. Some of these transfers are done without adequate time for outgoing officers to leave adequate notes for the incoming to continue smoothly.

The Committee recommends to the C&AG Department to request for a clearance certificate from the Audit COMMITTEE of Assemblies before transfers

are effected. This is to ensure that all audit issues under the officers are adequately addressed or responded to prior to the transfer.

### **9.5 Internal Audit Units**

The Committee recommends to the Ministry of Finance that capacity of all Internal Auditors in all Ministries, Departments and Agencies should be strengthened to ensure that various infractions identified by the Auditor-General are prevented or minimized.

### **10.0 AUDITOR-GENERAL'S COMMENTS**

The Auditor-General attributed the infractions observed to internal control weaknesses and lack of supervision as the major causes of irregularities in the financial management of Assemblies.

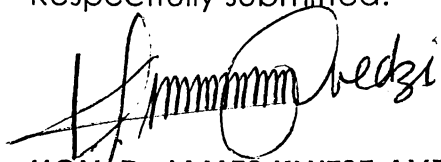
He further noted that the failure of the Assemblies to establish an effective and viable Audit Committee has contributed to the failure to put in corrective measures and actions in line with his recommendations.

The Committee agrees with the comment of the Auditor-General and recommends that the Ministry of Finance should ensure that Audit Committee are established in all Assemblies to implement all the recommendations in the Auditor General's report as well as Parliament in accordance with Section 88(a) (ii) and 88(b) (ii) of the Public Financial Management Act, 2016 Act 921.

### **11.0 CONCLUSION**

The Committee therefore recommends to the House to adopt its Report on the Report of the Auditor- General together with its recommendations alongside the recommendations of the Auditor-General on the Accounts of District Assemblies for the year ending 31 December 2015.

Respectfully submitted.



**HON. Dr. JAMES KLUTSE AVEDZI**  
**CHAIRMAN**



**AYISHA SALIFU**  
**FOR, CLERK, PUBLIC ACCOUNTS COMMITTEE**

2015

## APPENDIX C Contd.

## IGF Performance - 2013 to 2015

Assembly	2013	2014	2015
Ahanta West	582,209.73	1,040,045.15	883,439.47
Amenfi Central	252,933.64	286,437.63	
Amenfi East	413,874.91	861,172.07	
Amenfi West	348,161.77	354,328.42	232,214.59
Aowin	264,304.47	668,789.05	670,264.14
Bia East	54,583.03	164,258.48	208,194.42
Bia West	136,486.28	173,228.96	171,229.18
Bibiani/Anhwiaso	589,570.70	1,031,543.77	1,714,093.43
Bodi	112,746.32	78,980.63	
Ellembele	315,245.55		1,043,679.50
Jomoro	430,616.65	870,102.01	896,839.19
Juaboso	236,636.98	237,844.04	309,408.00
Mpohor	168,561.14	291,964.34	238,197.02
Nzema East	112,630.89	123,808.99	272,161.76
Prestea-Huni Valley	631,576.35	3,015,521.64	1,010,604.66
Sefwi Akontombra	236,386.50	125,806.36	660,420.52
Sefwi Wiawso	346,017.12	923,334.27	884,822.23
Sekondi/Takoradi	4,579,262.38	4,762,737.27	5,960,776.37
Shama	326,713.62	357,630.89	338,455.73
Suaman	72,921.35	142,122.50	140,534.00
Tarkwa-Nsuaem	1,599,106.60	4,968,637.31	3,365,405.77
Wassa East	261,198.98	492,085.99	823,611.35
<b>Total</b>	<b>12,071,744.96</b>	<b>20,970,379.77</b>	<b>19,824,351.33</b>

## SUMMARY

Region	2013	2014	2015
Ashanti	25,004,155.74	35,456,733.18	43,153,740.30
Brong Ahafo	11,626,990.19	14,082,761.57	12,531,205.67
Central	7,626,491.94	10,015,476.63	11,820,209.31
Eastern	11,848,874.84	15,013,276.69	16,062,626.05
Greater Accra	58,375,564.17	78,386,202.10	91,993,440.05
Northern	4,265,544.61	5,609,508.33	8,027,336.49
Upper East	2,755,768.40	3,494,468.98	5,877,029.04
Upper West	1,771,625.17	2,465,447.16	2,892,817.96
Volta	4,979,886.81	4,087,209.14	7,588,608.21
Western	12,071,744.96	20,970,379.77	19,824,351.33
<b>Total</b>	<b>140,326,646.83</b>	<b>189,581,463.55</b>	<b>219,771,364.41</b>

## Operational Results - 2015

No.	Assembly	Income	Expenditure	Surplus/(Deficit)
<b>Ashanti Region</b>				
1	Adansi North	4,186,664.64	3,493,777.00	692,887.64
2	Adansi South	4,217,297.55	4,001,003.24	216,294.31
3	Afigya Kwabre	5,426,001.94	4,421,711.33	1,004,290.61
4	Ahafo Ano North	4,622,833.58	4,017,561.37	605,272.21
5	Ahafo Ano South	3,606,783.68	3,489,983.65	116,800.03
6	Amansie Central	4,143,633.79	3,798,748.33	344,885.46
7	Amansie West	4,921,661.14	4,592,811.69	328,849.45
8	Asante Akim Central	2,979,745.57	4,234,454.00	(1,254,708.43)
9	Asante Akim North	4,327,569.49	3,711,771.47	615,798.02
10	Asante Akim South	4,577,687.30	3,911,990.76	665,696.54
11	Asokore Mampong	5,399,542.91	5,280,165.60	119,377.31
12	Atwima Kwanwoma	3,325,675.80	2,942,478.61	383,197.19
13	Atwima Mponua	3,822,534.26	3,471,906.55	350,627.71
14	Atwima Nwabiagya	3,835,802.33	3,798,051.62	37,750.71
15	Bekwai	6,735,332.62	6,424,474.56	310,858.06
16	Bosome Freho	3,508,596.51	3,015,142.44	493,454.07
17	Bosomtwe	4,159,859.15	3,827,843.14	332,016.01
18	Ejisu Juaben	9,423,181.24	8,916,662.61	506,518.63
19	Ejura Sekyedumase	7,030,713.79	6,660,256.80	370,456.99
20	Kumasi Metro	53,807,301.06	52,097,792.19	1,709,508.87
21	Kwabre East	4,343,665.58	3,798,979.34	544,686.24
22	Mampong	6,089,916.48	5,466,129.77	623,786.71
23	Obuasi	8,028,267.27	7,406,546.82	621,720.45
24	Offinso North	4,913,242.57	4,803,027.20	110,215.37
25	Offinso South	5,043,284.28	4,703,894.95	339,389.33
26	Sekyere Afram Plains	3,636,009.55	3,106,007.87	530,001.68
27	Sekyere Central	4,899,815.88	4,790,174.58	109,641.30
28	Sekyere East	3,785,804.38	3,496,164.80	289,639.58
29	Sekyere Kumawu	3,253,839.25	2,979,127.76	274,711.49
30	Sekyere South	4,946,416.34	4,569,453.18	376,963.16
	<b>Total</b>	<b>192,998,679.93</b>	<b>181,228,093.23</b>	<b>11,770,586.70</b>

<b>Brong Ahafo</b>				
1	Asunafo North	7,908,366.11	7,574,801.22	333,564.89
2	Asunafo South	4,839,761.36	4,624,341.90	215,419.46
3	Asutifi North	4,866,949.18	6,417,156.28	(1,550,207.10)
4	Asutifi South	4,578,925.09	4,137,142.14	441,782.95
5	Atebubu-Amanten	5,784,922.62	5,481,357.32	303,565.30
6	Banda	3,372,997.86	3,334,319.50	38,678.36
7	Berekum	7,769,227.98	7,136,994.98	632,233.00
8	Dormaa Central	5,910,571.71	5,065,202.61	845,369.10
9	Dormaa East	3,984,317.33	3,373,625.92	610,691.41
10	Dormaa West	4,105,829.47	3,457,402.59	648,426.88
11	Jaman North	3,562,288.66	3,368,469.08	193,819.58
12	Jaman South	4,553,118.36	4,278,239.59	274,878.77
13	Kintampo	6,478,356.85	5,902,666.78	575,690.07
14	Kintampo South	5,006,110.41	4,104,801.37	901,309.04
15	Nkoranza North	4,248,164.11	3,836,098.02	412,066.09
16	Nkoranza South	5,606,931.20	5,435,811.92	171,119.28
17	Pru	6,198,950.72	5,710,919.98	488,030.74
18	Sene East	4,211,527.50	3,705,521.63	506,005.87



## APPENDIX E

## Operational Results - 2015

No.	Assembly	Income	Expenditure	Surplus/(Deficit)
<b>Brong Ahafo contd.</b>				
19	Sene West	4,444,884.55	4,317,108.54	127,776.01
20	Sunyani	8,304,208.58	8,194,357.11	109,851.47
21	Sunyani West	5,192,980.50	5,179,657.09	13,323.41
22	Tain	5,321,071.76	5,278,015.77	43,055.99
23	Tano North	3,727,938.96	3,220,025.14	507,913.82
24	Tano South	5,868,886.21	5,105,743.49	763,142.72
25	Techiman	10,357,789.48	10,589,342.38	(231,552.90)
26	Techiman North	3,457,505.94	2,844,813.77	612,692.17
27	Wenchi	6,332,415.04	5,785,008.98	547,406.06
	<b>Total</b>	<b>145,994,997.54</b>	<b>137,458,945.10</b>	<b>8,536,052.44</b>

<b>Central</b>				
1	Abura/Asebu/Kwamankese	2,727,671.35	2,238,985.65	488,685.70
2	Agona East			-
3	Agona West	5,120,291.97	4,495,446.32	624,845.65
4	Ajumako-Enyan-Essiam	3,260,230.95	2,695,138.68	565,092.27
5	Asikuma Odoben Brakwa	4,814,831.41	4,214,734.69	600,096.72
6	Assin North	8,673,233.23	7,761,529.95	911,703.28
7	Assin South	5,993,961.12	5,364,163.92	629,797.20
8	Awutu Senya	5,314,866.46	4,904,719.20	410,147.26
9	Awutu Senya East	5,678,905.01	4,570,309.61	1,108,595.40
10	Cape Coast	7,692,742.82	7,618,253.22	74,489.60
11	Effutu	6,134,940.82	5,841,829.58	293,111.24
12	Ekumfi	3,352,582.79	2,901,601.85	450,980.94
13	Gomoa East	4,322,842.94	3,524,349.77	798,493.17
14	Gomoa West	4,288,755.51	4,354,442.87	(65,687.36)
15	Komenda/Edina/Eguafo/Abirem	2,985,055.26	3,739,767.84	(754,712.58)
16	Mfantseman	3,802,849.88	4,452,691.62	(649,841.74)
17	Twifo Ati-Morkwa	3,765,574.26	1,180,112.44	2,585,461.82
18	Hemang Lower Denkyira	3,040,457.89	2,848,912.47	191,545.42
19	Upper Denkyira East	5,251,975.70	5,211,774.90	40,200.80
20	Upper Denkyira West	5,910,760.22	5,425,740.83	485,019.39
	<b>Total</b>	<b>92,132,529.59</b>	<b>83,344,505.41</b>	<b>8,788,024.18</b>

<b>Eastern</b>				
1	Akuapem North			-
2	Akuapem South			-
3	Akyemasa	4,811,266.48	4,142,324.29	668,942.19
4	Asuogyaman	4,327,180.56	3,962,622.12	364,558.44
5	Atiwa	5,461,297.32	4,852,175.57	609,121.75
6	Ayensuano	2,630,723.19	2,298,117.33	332,605.86
7	Birim Central	6,337,763.61	6,060,613.61	277,150.00
8	Birim North	3,260,094.15	2,954,932.55	305,161.60
9	Birim South	3,541,281.56	2,690,319.80	850,961.76
10	Denkyembour	3,572,739.49	3,086,823.33	485,916.16
11	East Akim	6,791,558.51	7,164,556.81	(372,998.30)
12	Fanteakwa	4,606,989.67	4,158,768.72	448,220.95
13	Kwaebibirim	3,809,218.92	3,544,500.21	264,718.71
14	Kwahu Afram Plains North			-

## Operational Results - 2015

No.	Assembly	Income	Expenditure	Surplus/(Deficit)
<b>Eastern</b>				
15	Kwahu Afram Plains South	3,386,778.03	2,414,503.66	972,274.37
16	Kwahu East	4,223,334.59	3,919,124.10	304,210.49
17	Kwahu South	3,716,814.43	3,323,816.19	392,998.24
18	Kwahu West			-
19	Lower Manya Krobo	8,845,257.83	8,362,408.66	482,849.17
20	New Juaben	10,666,756.11	9,079,789.49	1,586,966.62
21	Nsawam/Adoagyiri	2,823,174.09	3,157,090.06	(333,915.97)
22	Suhum	3,669,306.77	3,196,888.95	472,417.82
23	Upper Manya Krobo	3,697,829.27	3,330,589.95	367,239.32
24	Upper West Akim	3,661,279.62	3,564,479.04	96,800.58
25	West Akim			-
26	Yilo Krobo	5,936,194.20	5,505,966.21	430,227.99
	<b>Total</b>	<b>99,776,838.40</b>	<b>90,770,410.65</b>	<b>9,006,427.75</b>

<b>Greater Accra</b>				
No.	Assembly			
1	Accra	89,746,372.23	67,994,680.02	21,751,692.21
2	Ada East	4,611,520.76	4,226,650.47	384,870.29
3	Ada West	3,882,015.06	3,334,283.40	547,731.66
4	Adenta	10,024,704.56	9,251,065.39	773,639.17
5	Ashaiman	10,330,504.04	10,276,983.68	53,520.36
6	Ga Central	7,974,626.67	3,363,619.85	4,611,006.82
7	Ga East			-
8	Ga South	15,336,082.55	13,551,654.9	1,784,427.65
9	Ga West	8,612,366.32	7,185,262.99	1,507,103.33
10	Kpone Katamanso	9,434,292.23	8,965,674.59	528,617.64
11	La Dade-Kotopon			-
12	La Nkwatanang Madina	6,613,661.56	6,547,285.99	131,375.57
13	Lejokuku-Krowor	11,673,903.71	10,916,303.80	754,599.91
14	Ningo/Prampram	4,975,565.20	5,384,012.46	(408,447.26)
15	Shai/Osudoku	4,866,781.58	4,653,975.98	212,805.60
16	Tema	34,303,950.97	34,213,987.71	89,963.26
	<b>Total</b>	<b>222,588,347.44</b>	<b>189,865,441.23</b>	<b>32,722,906.21</b>

<b>Northern</b>				
No.	Assembly			
1	Bole	9,031,751.89	8,827,591.94	204,159.95
2	Bunkpurugu/Yunyoo	4,561,186.25	4,735,942.16	(174,755.91)
3	Central Gonja	5,610,940.86	5,556,125.54	54,815.32
4	Chereponi			-
5	East Gonja	6,961,079.69	5,834,753.31	1,126,326.38
6	East Mamprusi	6,726,383.79	5,716,368.36	1,010,015.43
7	Gushiegu	5,170,654.37	4,867,114.33	303,540.04
8	Karaga	3,622,505.16	3,166,722.85	455,782.31
9	Kpandai	5,107,193.09	4,659,823.67	447,369.42
10	Kumbungu	2,782,027.80	1,292,220.78	1,489,807.02
11	Mamprugu-Moagduri	1,184,691.35	1,378,050.86	(193,359.51)
12	Mion	3,645,681.26	3,058,043.98	587,637.28
13	Nanumba North	8,987,416.12	8,460,841.62	526,574.50
14	Nanumba South	6,575,594.15	6,139,459.20	436,134.95

## Operational Results - 2015

Assembly	Income	Expenditure	Surplus/(Deficit)
North Gonja	4,421,488.80	4,011,578.14	409,910.66
Saboba	5,460,365.18	5,801,633.90	(341,268.72)
Sagnerigu	3,747,727.05	3,287,985.75	459,741.30
Savelugu/Nanton			-
Sawla/Tuna/Kalba	4,509,360.90	4,212,137.21	297,223.69
Tamale	17,023,482.09	18,226,892.81	(1,203,410.72)
Tatale Sanguli	3,065,297.23	2,219,451.82	845,845.41
Tolon	4,991,023.39	4,548,715.31	442,308.08
West Gonja	4,040,240.75	3,598,363.76	441,876.99
West Mamprusi	6,176,982.90	5,704,243.54	472,739.36
Yendi	6,312,497.42	6,113,763.24	198,734.18
Zabzugu	3,213,364.87	3,372,705.68	(159,340.81)
<b>Total</b>	<b>132,928,936.36</b>	<b>124,790,529.76</b>	<b>8,138,406.60</b>

Upper East			
1 Bawku	5,924,888.40	5,057,708.40	867,180.00
2 Bawku West	5,718,198.72	5,503,105.18	215,093.54
3 Binduri	4,467,572.19	3,787,661.53	679,910.66
4 Bolga	8,617,912.48	7,351,827.19	1,266,085.29
5 Bongo	4,959,791.06	4,904,130.53	55,660.53
6 Builsa North	3,806,753.74	3,420,562.33	386,191.41
7 Builsa South	2,606,082.90	2,658,836.81	(52,753.91)
8 Garu Tempene	6,860,645.35	5,892,842.12	967,803.23
9 Kassena Nankana East	7,233,403.27	7,289,055.68	(55,652.41)
10 Kassena Nankana West	5,838,835.55	5,603,437.33	235,398.22
11 Nabdram	2,960,174.24	2,413,419.85	546,754.39
12 Pusiga	4,693,905.92	3,850,978.75	842,927.17
13 Talensi	4,391,207.02	4,112,163.33	279,043.69
<b>Total</b>	<b>68,079,370.84</b>	<b>61,845,729.03</b>	<b>6,233,641.81</b>

Upper West			
1 Daffiama-Bussie-Issa	3,443,987.22	3,247,669.18	196,318.04
2 Jirapa	4,520,870.44	4,329,277.93	191,592.51
3 Lambussie-Karni	5,898,551.54	5,480,290.34	418,261.20
4 Lawra	4,446,498.32	3,912,123.21	534,375.11
5 Nadowli Kaleo	7,512,244.90	7,223,676.07	288,568.83
6 Nandom	4,131,437.76	3,557,327.81	574,109.95
7 Sissala East	6,305,211.98	6,131,523.52	173,688.46
8 Sissala West	4,431,928.85	3,979,543.70	452,385.15
9 Wa East	8,522,386.42	7,894,120.30	628,266.12
10 Wa	9,497,430.36	8,220,227.14	1,277,203.22
11 Wa West	9,923,686.22	9,487,096.33	436,589.89
<b>Total</b>	<b>68,634,234.01</b>	<b>63,462,875.53</b>	<b>5,171,358.48</b>

## Operational Results - 2015

No.	Assembly	Income	Expenditure	Surplus/(Deficit)
<b>Volta</b>				
1	Adaklu			-
2	Afadzeto South	3,069,859.40	2,357,089.51	712,769.89
3	Agotime-Ziope	3,212,365.20	2,994,399.02	217,966.18
4	Akatsi North	3,811,526.65	3,214,550.04	596,976.61
5	Akatsi South	3,736,305.47	3,570,085.69	166,219.78
6	Biakoye	3,507,420.85	3,068,568.92	438,851.93
7	Central Tongu	3,805,697.21	3,698,322.20	107,375.01
8	Ho	7,581,030.80	5,327,350.85	2,253,679.95
9	Ho West	3,526,245.46	3,128,373.63	397,871.83
10	Hohoe	6,807,140.49	7,066,459.15	(259,318.66)
11	Jasikan	3,418,810.45	3,006,086.11	412,724.34
12	Kadjebi	2,759,070.89	2,417,705.35	341,365.54
13	Keta	7,814,582.80	4,187,303.72	3,627,279.08
14	Ketu North	6,327,809.22	3,363,718.22	2,964,091.00
15	Ketu South	5,661,512.04	5,388,305.16	273,206.88
16	Kpando	3,167,425.64	2,757,538.21	409,887.43
17	Krachi East	3,401,202.12	3,202,824.89	198,377.23
18	Krachi West	3,661,686.03	3,390,580.45	271,105.58
19	Krachi Ntsumuru	2,912,320.15	2,318,960.36	593,359.79
20	Nkwanta North	3,546,056.07	3,310,631.83	235,424.24
21	Nkwanta South	4,590,875.75	3,410,653.67	1,180,222.08
22	North Dayi	3,093,219.91	2,588,857.77	504,362.14
23	North Tongu	3,970,808.92	2,791,311.95	1,179,496.97
24	South Dayi			-
25	South Tongu	4,281,873.98	3,679,183.30	602,690.68
<b>Total</b>		<b>97,664,845.50</b>	<b>80,238,860.00</b>	<b>17,425,985.50</b>

<b>Western</b>				
1	Ahanta West	5,447,737.78	4,750,815.41	696,922.37
2	Amenfi Central			-
3	Amenfi East			-
4	Amenfi West	4,680,998.68	4,268,887.04	412,111.64
5	Aowin	3,966,301.10	3,355,214.57	611,086.53
6	Bia East	4,229,989.85	2,877,793.18	1,352,196.67
7	Bia West	3,815,170.84	3,475,590.78	339,580.06
8	Bibiani/Anhwiaso	5,238,372.41	4,238,912.94	999,459.47
9	Bodi			-
10	Ellembele	6,529,700.51	2,923,296.40	3,606,404.11
11	Jomoro	4,051,860.90	2,721,242.13	1,330,618.77
12	Juaboso	3,262,888.81	2,866,768.38	396,120.43
13	Mpohor	3,861,028.76	1,774,098.06	2,086,930.70
14	Nzema East	2,941,148.54	2,753,498.46	187,650.08
15	Prestea-Huni Valley	6,141,051.83	6,013,666.77	127,385.06
16	Sefwi Akontombra	3,392,508.20	2,926,956.24	465,551.96
17	Sefwi Wiawso	3,695,101.34	1,621,946.99	2,073,154.35
18	Sekondi/Takoradi	22,541,563.76	14,056,437.78	8,485,125.98
19	Shama	4,544,179.81	2,999,129.33	1,545,050.48
20	Suaman	3,077,493.15	2,602,109.57	475,383.58
21	Tarkwa-Nsuaem	10,230,922.82	10,809,688.44	(578,765.62)
22	Wassa East	5,812,599.60	5,034,142.24	778,457.36
<b>Total</b>		<b>107,460,618.69</b>	<b>82,070,194.71</b>	<b>25,390,423.98</b>



**SUMMARY**

Region	Income	Expenditure	Surplus/(Deficit)
Ashanti	192,998,679.93	181,228,093.23	11,770,586.70
Brong Ahafo	145,994,997.54	137,458,945.10	8,536,052.44
Central	92,132,529.59	83,344,505.41	8,788,024.18
Eastern	99,776,838.40	90,770,410.65	9,006,427.75
Greater Accra	222,588,347.44	189,865,441.23	32,722,906.21
Northern	132,928,936.36	124,790,529.76	8,138,406.60
Upper East	68,079,370.84	61,845,729.03	6,233,641.81
Upper West	68,634,234.01	63,462,875.53	5,171,358.48
Volta	97,664,845.50	80,238,860.00	17,425,985.50
Western	107,460,618.69	82,070,194.71	25,390,423.98
<b>Total</b>	<b>1,228,259,398.30</b>	<b>1,095,075,584.65</b>	<b>133,183,813.65</b>