



REPUBLIC OF KENYA



**Council of
Legal Education**

ANNUAL REPORT 2023/2024





REPUBLIC OF KENYA



**Council of
Legal Education**

ANNUAL REPORT 2023/2024



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OUR VISION

Innovative Legal Professionals Transforming Society



OUR MISSION

To ensure quality legal education through responsive regulation and administration of Bar Examination



CORE VALUES

- Accountability
- Excellence
- Integrity
- Inclusiveness
- Innovation



STRATEGIC GOAL

Transformative legal education and training in Kenya

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LIST OF ACRONYMS & ABBREVIATIONS

ACT!	- Act Change Transform
ADA	- Alcohol & Drug Abuse
A-I-A	- Appropriation in Aid
ATP	- Advocates Training Programme
BCP	- Business Continuity Plan
BEL	- Bar Examination Loan
BETA	- Bottom-Up Economic Transformation Agenda
CBE	- Competency Based Education
CAJ	- Commission on Administrative Justice
CEO	- Chief Executive Officer
CLE	- Council of Legal Education
CPD	- Continuous Professional Development
CRAMP	- Corruption Risk and Mitigation Plan
DCI	- Directorate of Criminal Investigations
ERC	- Examination Reforms Committee
ERP	- Enterprise Resource Planning
FY	- Financial Year
HELB	- Higher Education Loans Board
HIA	- Head of Internal Audit
HIV	- Human Immunodeficiency Virus
HR	- Human Resource
HRAC	- Human Resource Advisory Committee
ICT	- Information Communication Technology
ICTA	- Information Communication Technology Authority
IDLO	- International Development Law Organization
IPPF	- International Professional Practices Framework
ISO	- International Organization for Standardization
JAMS	- Judiciary Advocates Management Systems
KASNEB	- Kenya Accountants & Secretaries National Examination Board
KeNHA	- Kenya National Highways Authority
KRA	- Key Result Area

LIST OF ACRONYMS & ABBREVIATIONS

KSL	- Kenya School of Law
LSK	- Law Society of Kenya
MCDAs	- Ministries, Counties, Departments & Agencies
MSME	- Micro, Small & Medium Enterprise
MTP	- Medium Term Plan
NACADA	- National Authority for Campaign Against Drug Abuse
NTSA	- National Transport and Safety Authority
OAG	- Office of the Attorney General
PC	- Performance Contracting
PFMA	- Public Finance Management Act
PIC	- Public Investment Committee
PPADA	- Public Procurement & Asset Disposal Act
PSASB	- Public Sector Accounting Standards Board
PSC	- Public Service Commission
QAIP	- Quality Assurance & Improvement Program
SCAC	- State Corporations Advisory Committee
SLS&C	- Standards Licensing Supervision & Compliance
SP	- Strategic Plan
SSL	- Secure Socket Layer
STI	- Science Technology & Innovation
TNA	- Training Needs Assessment
UN	- United Nations

DEFINITION OF TERMS

Balance Score Card (BSC): A strategic performance management tool used by the Council of Legal Education (CLE) to align business activities with its vision and strategy, improve internal and external communications, and monitor organizational performance against strategic goals.

Key Result Areas (KRAs): Specific areas identified by the CLE where achieving results is essential to meet organizational objectives. KRAs are used to set targets and measure performance, ensuring that efforts are concentrated on activities that drive strategic success.

Strategic Plan: A comprehensive document outlining the long-term goals, objectives, and strategies of the CLE. The strategic plan provides a roadmap for achieving the organization's vision and mission, detailing the initiatives and actions needed to address key challenges and opportunities.

Bar Examination Loans: Financial assistance provided to students preparing for the bar examination. These loans are intended to support aspiring advocates in covering the costs associated with bar exam preparation and related expenses.

Stakeholders: Individuals, groups, or organizations that have an interest in or are affected by the activities and decisions of the CLE. Stakeholders include students, faculty, staff, government agencies, legal professionals, and the broader community.

Financial Year (FY): The 12-month period usually July to June of the subsequent year used by the CLE for reporting, accounting and budgeting purposes. The financial year is used to track financial performance, plan budgets, and report on financial activities.

STATEMENT FROM THE CHAIRPERSON



I am pleased to present the Council of Legal Education's Annual Report for the Financial Year ending 30th June 2024. This is the first year of implementing the Council's Strategic Plan 2023-2027.

Since its establishment, CLE has made concerted efforts in promoting and enhancing the quality of legal education in Kenya. CLE continues to play a pivotal role in transforming legal education and training in Kenya as mandated by the

Law. As a regulator, CLE continues to set and maintain high standards in legal education and training.

During the review period, we made remarkable progress towards realizing our mandate. The Council remained strong and provided strategic leadership and good governance in line with the CLE's mandate. We remained cognizant of the value created by strategic collaborations and partnerships.

We established linkages, partnerships and collaborations with various stakeholders. I single out the immense stakeholders support CLE received during the development of various regulatory frameworks, Strategic Plan development and launch as well as the continued partnership with Higher Education Loans Board (HELB) to administer the Bar Examination Loans (BEL) to ATP candidates.

Despite the outlined achievements, we encountered challenges that made us stronger moving into the future. We are cognizant of the challenges such as inadequate budgetary allocation, rapidly changing technologies and corporate image management among others. Our commitment to deliver our mandate in the dynamic environment remains our greatest focus to all our clients.

The Council continues to put in place measures to ensure effective implementation of our mandate and achieve our goal of transformative legal education. We remain committed to addressing the existing legislative and regulatory gaps as well as ensuring a responsive Advocate Training Programme (ATP) curriculum.

Our focus is sustainable growth and long-term value creation in the legal education and training sector. Priorities for the upcoming year include full implementation of the year

STATEMENT FROM THE CHAIRPERSON

two programs and activities as outlined in the Key Result Areas namely innovative curricula, regulatory framework and policy, image, partnerships and collaborative engagements, and institutional strengthening and sustainability.

Lastly, I reiterate our commitment to our vision of innovative legal professionals transforming society and our mission of ensuring quality legal education through responsive regulation and administration of the Bar Examination. I call upon all our stakeholders to support our efforts to create a positive impact and transform the legal education sector in Kenya.

Thank you for your continued trust in the Council of Legal Education.



Prof. Collins Odote Oloo,
CHAIRPERSON,
COUNCIL OF LEGAL EDUCATION.

FOREWORD



The Council of Legal Education FY 2023/24 Annual Report focuses on the delivery based on our mission of ensuring quality legal education through responsive regulation and administration of credible Bar Examination.

The Report presents an in-depth analysis of the programs and activities that were implemented in the FY 2023/24 . Further, the report broadly presents CLE's financial status, highlights challenges faced during the year and makes recommendations.

Key achievements were made during the FY 2023/24 which is the first year of implementing the 2023-2027 Strategic Plan. During the period CLE reviewed the regulatory framework, conducted audits and inspections of Legal Education Providers, initiated examination reforms and developed various policies and guidelines on examination processes.

Additionally, we successfully conducted ATP examination series in November 2023 and April 2024. A total number of Four Thousand, Seven Hundred and Fifty-Two (4,752) candidates were examined during the period under review.

In line with the Strategic Plan, CLE reviewed the service delivery systems and carried out programs aimed at ensuring prudent management of financial resources, performance management, and risk management. Further, we continued to enhance our human resource capacity, providing a conducive working environment for staff, strengthening ICT infrastructure and reviewing institutional, legal and regulatory framework.

I am happy to note that all these achievements were made possible through the strategic guidance of the Council, stewardship of Management and the commitment demonstrated by the Staff. I appreciate the Management and the entire staff for their continued commitment, teamwork and zeal that saw CLE surmount various challenges during the period to achieve these great milestones. My sincere gratitude to all the stakeholders for their unwavering support during the year under review.

Finally, I acknowledge and appreciate the Annual Report Committee for putting together this report and the Heads of Directorates, Divisions, Units, Committees and the entire staff for providing invaluable information of activities implemented during the review period.

Ms. Jennifer Gitiri, HSC
AG. SECRETARY/CHIEF EXECUTIVE OFFICER
COUNCIL OF LEGAL EDUCATION



Prof. Collins Odote

Chairperson

MEMBERS OF THE COUNCIL

Prof. Collins Odote is the Chairperson of the Council of Legal Education. He holds a Doctor of Philosophy degree in Law from the University of Nairobi. He is also an Advocate of the High Court of Kenya and a member of the Law Society of Kenya. Odote is an Associate Professor of Law and currently serving as the Associate Dean at the Faculty of Law and Research Director of the Centre for Advanced Studies in Environmental Law and Policy (CASELAP), both at the University of Nairobi. He is an arbitrator and a Fellow of the Chartered Institute of Arbitrators.

Further, Prof. Odote serves as the President of the Association of Environmental Law Lecturers in Africa (ASELLAU) - a continental network of scholars focusing on capacity building, research and knowledge exchange amongst universities and lecturers on teaching of environmental law in Africa.

His teaching and research instruments include land law, environment, natural resource management and governance. He is an accomplished consultant, facilitator, trainer, public speaker and an intellectual across legal and policy environments both nationally and internationally.

He was appointed to the Council on 6th October 2023.

MEMBERS OF THE COUNCIL

Justice Wanjala is a Judge of the Supreme Court of Kenya since 2011. He holds a Bachelor of Laws (LL.B, Hons.) degree from the University of Nairobi, a Diploma in Law from the Kenya School of Law, a Master of Laws (LL.M) from Columbia University, New York and a Doctorate of Law degree from the University of Ghent, Belgium. He is an accomplished academician, widely published and read.

Justice Wanjala is among the founder members of the Centre for Law and Research International (CLARION) which pioneered Civic Education in Kenya. Additionally, he is a member of the International Commission of Jurists, ICJKenya Chapter and the Kenya National Academy of Sciences.

He represents the Judiciary in the Council and serves as the Chairperson of the Quality Assurance & Compliance Committee and a member of the Audit and Risk Committee of the Council.

He was appointed to the Council on 23rd January 2020.



Professor Winfred Wambui Kamau
PhD, LLM, LLB

Prof. Winfred Kamau holds a Doctor of Philosophy Degree in Law, an LLM and LLB. She is an Advocate of the High Court of Kenya of over 30 periods' standing. She is also an Associate Professor at the University of Nairobi and is currently the Dean of the Faculty of Law.

Prof. Kamau represents the Public Universities in the Council. She is the Chairperson of the Audit and Risk Committee and a member of the Examination Committee of the Council.

She was appointed to the Council on 9th July 2021.

MEMBERS OF THE COUNCIL



Dr. Nelly Wamaitha Kamangu

Dr. Nelly Wamaitha Kamangu holds a Doctor of Philosophy degree in Law Enforcement and Justice Administration from Mt. Kenya University (MKU), LLB and LLM from the University of Nairobi. Dr. Wamaitha served as a State Counsel in the Office of the Attorney General from the year 2006 to 2013. Currently, she is a Law lecturer at Mt. Kenya University (MKU) and the Director MKU Law Campus. Earlier, Dr. Wamaitha served as Dean School of Law at MKU between 2015 to 2018.

Dr. Wamaitha represents the Private Universities in the Council. She serves as the Chairperson of the Examination Committee and a member of the Finance, Human Resource & Administration Committee of the Council.

She was appointed to the Council on 9th July, 2021.

Mr Oscar Mmene Eredi OGW

Mr. Eredi is the Chief State Counsel in the Office of the Attorney General. He heads the Specialised Courts Section (consisting of the Land and Environment Courts Division as well as the Employment and Labour Relations Courts Division) in the Civil Litigation Department.

Mr. Eredi represents the Hon. Solicitor General in the Council. He serves as a member of the Examination Committee and Quality Assurance & Compliance Committee of the Council.

He was appointed to the Council in February 2022.



MEMBERS OF THE COUNCIL

Mr. George Nyakundi, LL.B

Mr. George Nyakundi is a State Counsel and an advocate of the High Court of Kenya since 1996. He holds a Bachelor of Laws LL.B from the University of Nairobi.

Mr. Nyakundi represents the Hon. Attorney General in the Council. He serves as the Chairperson of the Finance, Human Resource & Administration Committee and a member of the Quality Assurance & Compliance Committee of the Council.

He was appointed to the Council on 20th May 2023.



CPA Rita Njiru

Ms. Rita Njiru is a CPA(K) graduate and holds a Master's degree in Business Administration (MBA) in Strategic Management from Daystar University and a member of the Institute of Certified Public Accountants of Kenya (ICPAK).

Ms. Njiru has a stellar career in Civil Service, particularly in Finance and Accounting. Currently, she serves at the National Treasury as an Assistant Accountant General.

Ms. Njiru represents the Cabinet Secretary, The National Treasury and Economic Planning in the Council. She is a member of the Finance, Human Resource & Administration Committee and the Audit & Risk Committee of the Council.

She was appointed to the Council on 30th September 2019.



MEMBERS OF THE COUNCIL



Ms. Aisha Abdallah

Ms. Aisha is a Partner at ALN Kenya | Anjarwalla & Khanna where she heads the regional Dispute Resolution department based at the Nairobi Head Office. She holds an LL.B from the University of Bristol, and an LL.M from the King's College London, University of London in comparative Competition Law, comparative law of trust, Islamic law of succession and International law of the sea. She was admitted to the bar as an advocate of the High Court of Kenya in the year 2000 and as a solicitor of the Supreme Court of England and Wales in 2004.

Ms. Aisha is passionate about the rule of law and the impact of quality legal training. She is the first female and second African lawyer to be admitted to the International Association for Defence Counsel, an invitation-only group of distinguished litigation counsel.

Ms. Aisha represents the Law Society of Kenya (LSK) in the Council. She serves as a member of the Audit and Risk Committee as well as the Quality Assurance & Compliance Committee of the Council.

She was appointed to the Council on 29th September 2023.

Mr. Sam Alosa

Mr. Samson Alosa is an Advocate of the High Court of Kenya with over fifteen (15) years of experience. Currently, he is the Managing Partner at Alosa Advocates LLP. He holds a Master of Laws (LLM) in Constitutional and Administrative Law from the University of Dar Es Salaam, a Post Graduate Diploma in Law from the Kenya School of Law and a Bachelor of Laws (LLB) from Nagpur University.

Mr. Alosa represents the LSK in the Council. He is a member of the Finance, Human Resource, & Administration Committee and the Examination Committee of the Council.

He was appointed to the Council on 9th February 2024.



MEMBERS OF THE COUNCIL

Ms. Jennifer Gitiri is an Advocate of the High Court of Kenya with over ten (10) years of experience. She is currently the Acting Secretary/CEO of the Council of Legal Education. She is a Certified Public Secretary (CPS-K) and trained assessor under the Eastern and South Africa Anti-Money Laundering Group (ESAAMLG).

Ms. Gitiri holds a Master of Laws (LLM) in Comparative Constitutional Law from the Central European University, a second LLM in Public International Law from the University of Nairobi, an Advanced Masters course in International Human Rights Law from the University of Oslo, a Post Graduate Diploma in Law from the Kenya School of Law and a Bachelor of Laws (LLB) from the University of Nairobi.

Ms. Gitiri is an awardee of the Head of State Commendation by the President of the Republic of Kenya for her outstanding service to the Nation.

She was appointed to the Council on 11th October 2023



Ms. Jennifer Gitiri, HSC
Ag. Secretary/Chief Executive Officer
Council of Legal Education



Chief Executive Officer Ms. Jennifer Gitiri, HSC speaks at the launch of the Strategic Plan 2023 - 2027

MEMBERS OF THE MANAGEMENT



Ms. Jennifer Gitiri, HSC
Ag. Secretary/Chief Executive Officer



Mr. George W. Wafula
Director Examination



Mr. Moses Muchiri
Ag. Director Quality Assurance and Compliance

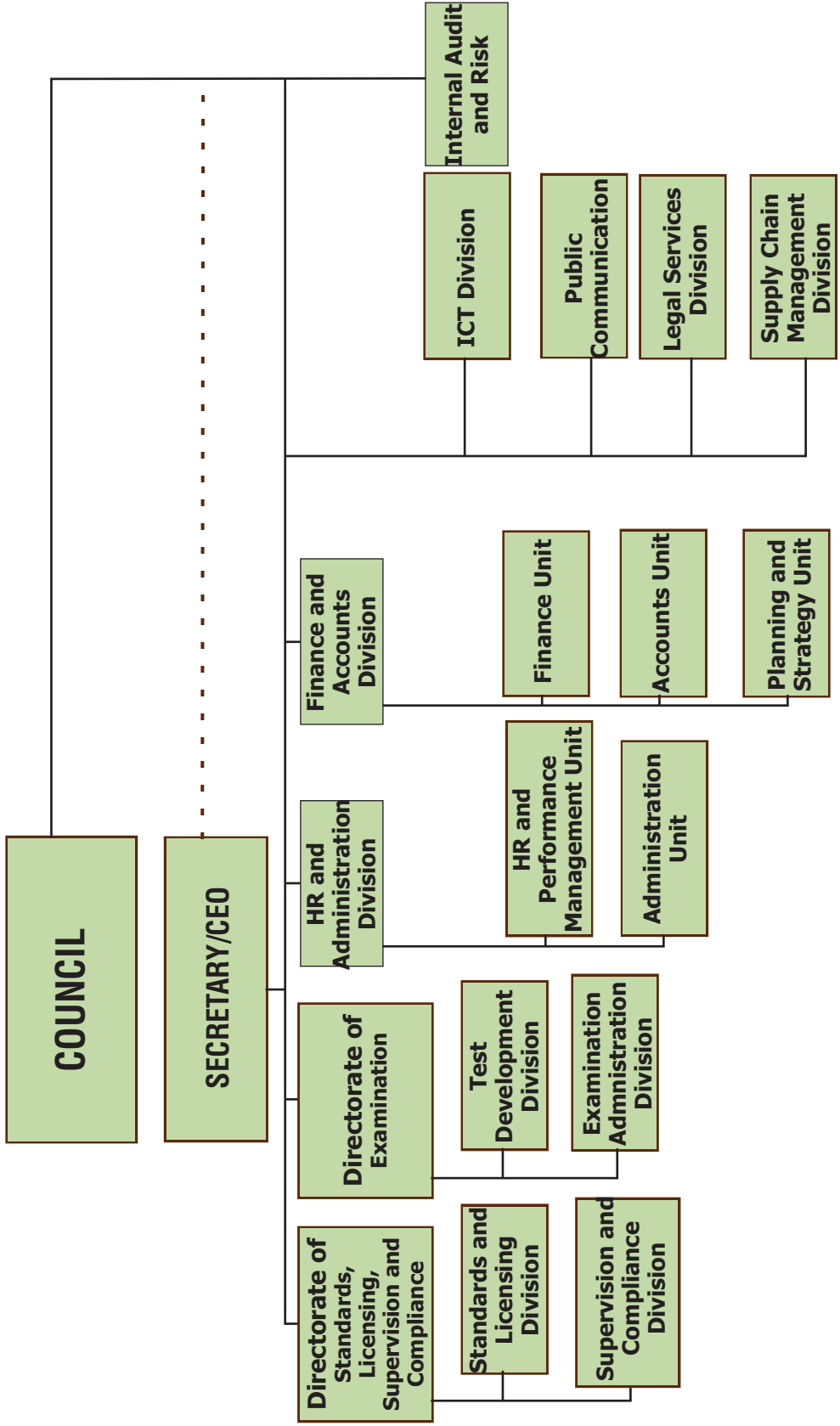


CPA Ednah Kerubo Oyori
Director Corporate Services



Ms. Ignazia K. Kaimba
Manager Internal Audit

ORGANIZATION STRUCTURE



MEMBERS OF THE MANAGEMENT

Fiduciary Management

Other key management personnel who held office during the Financial Year ended 30th June 2024 and who had direct fiduciary responsibility were:

No.	Designation	Name
1	Manager, Examination Administration	Mr. Peter Chirchir
2	Principal, Human Resource and Administration Officer	Ms. Faith Mwangi
3	Principal, Finance & Accounts Officer	Mr. Duncan Nalwenge
4	Assistant Director Supply Chain Management	Mr. Timothy Seurey
5	Assistant Director Information Communication Technology	Mr. Lawrence Njoroge
6	Senior Strategy & Planning Officer	Mr. Morris Gitonga
7	Senior Legal Officer	Ms. Victoria Wahu
8	Senior Communications Officer	Mr. Duncan Wanyama
9	Senior Test Development Officer	Mr. Zadock Amboko

EXECUTIVE SUMMARY

The FY 2023/24 was a momentous year for the CLE where great progress was realized in line with its mandate. Fundamentally, during this year, the Council of Legal Education (CLE) launched its 3rd Strategic Plan (SP), 2023-2027. Therefore, this Annual Report, presents the Year-One implementation achievements and assesses the progress made towards the attainment of transformative legal education and the Vision of “Innovative Legal Professionals Transforming Society”.

Programs and activities implemented by various Directorates/Divisions/Units and Committees have been outlined organised in Key Results Areas (KRAs) in the Strategic Plan which is a blueprint for delivering CLE mandate.

Chapter One of the report outlines the introduction, the Background and History of CLE. It further presents the Mandate, Quality Policy Statement, and the Governing Structure of the Council.

Chapter Two elaborates on the Council of Legal Education’s mandate pursuant to Section 8 of the Legal Education Act. The chapter broadly highlights the programs and activities that CLE undertakes in furtherance of the mandate.

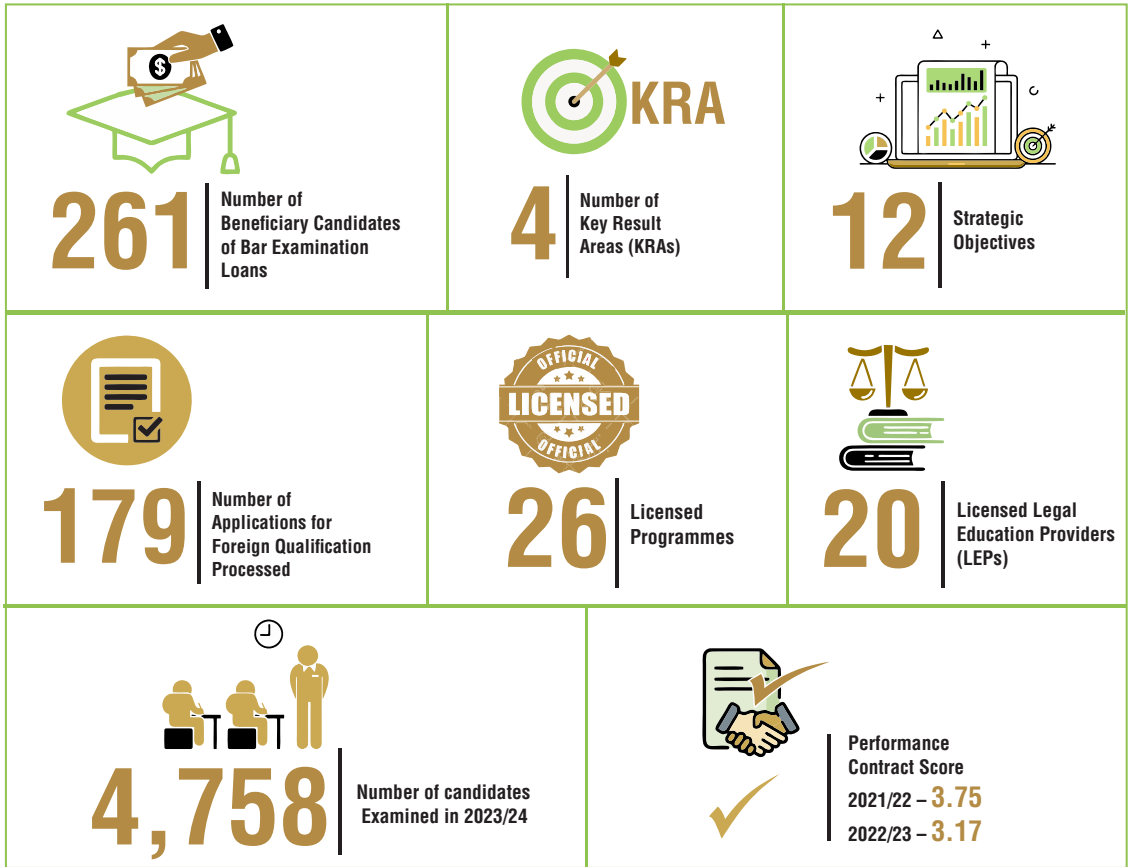
Chapter Three of the report contains the performance review for the period. Milestones achievements are presented in line with the four Key Result Areas; KRA 1: Innovative Curricula; KRA 2: Legal Education Regulatory Framework and Policy; KRA 3: Image, Partnerships, and Collaborative Engagements; KRA 4: Institutional Strengthening and Sustainability.

Chapter Four provides the CLE’s Financial Performance for the period under review. From the report, CLE shows remarkable progress in budget absorption and financial prudence. CLE remained committed to implementing planned activities within the set timelines and allocated ceilings.

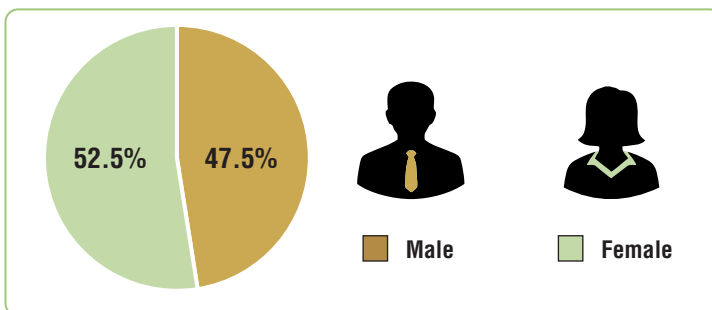
The Chapter, further provides a Comparative Analysis of Budget Performance in the last five financial years; a Statement of financial performance for the year ended 30th June 2024; a statement of financial assets and financial liabilities as at 30th June 2024; as well as the statement of cash flows for the year ended 30th June 2024.

Chapter Five of the report highlights the challenges faced by CLE during the review period and makes recommendations that aim to enhance performance moving to the future.

FY 2023/2024 KEY HIGHLIGHTS



Staff Gender Composition





CHAPTER ONE

INTRODUCTION



1.1 Background and History of CLE

The history of Legal Education dates back to 1960, when the British government appointed a Committee, chaired by Lord Denning, to review and make recommendations on how to strengthen members of local bars in Africa who had obtained legal qualification in Britain. The Committee concluded the task in 1961 and recommended that those trained in Britain should have additional local training in Africa. The report underlined the need for legal training to focus on practical experience, local context, and procedures. This informed the establishment of schools of law in Africa.

In Kenya, this development saw the establishment of the Kenya School of Law. At the same time, the Advocates Ordinance of 1961 led to the establishment of the Council of Legal Education with a mandate to vet those who would be admitted as Advocates in Kenya. However, the Council was placed under the Attorney General and, therefore, had limited independence in decision-making. The 1990s witnessed several efforts to address the challenge of legal education. First, in 1995, the government established the Justice Akiwumi Task Force to streamline the management of the Kenya School of Law and the provision of legal education. The Committee recommended the re-establishment of the Council of Legal Education, which would also have the Kenya School of Law as an agent to provide legal education. Secondly, in 1998, Justice Richard Kwach chaired a committee that also examined broader matters of the Administration of Justice.

Intertwining the Council of Legal Education and the Kenya School of Law remained problematic. In 2004, another task force chaired by Professor Githu Muigai was established and mandated to recommend an institutional design for the provision of legal education. The team recommended the establishment of both the Kenya School of Law and the Council of Legal Education as separate bodies. In 2012, these were established under separate laws - the Legal Education Act, Act Number 27 of 2012; and the Kenya School of Law Act, Act No. 26 of 2012.

There have been several recommendations in the past on how to improve legal education, but their implementation has not registered adequate success. Stakeholders continually demand improvement in the regulatory environment and enforcement, administration of examinations, and increased engagement between CLE and relevant institutions. The Strategic Plan recognises the importance of these past interventions and the need to be responsive to stakeholders. This Strategic Plan, therefore, has identified core objectives and strategies that will improve the quality of legal education. It has identified innovative strategies which, if applied, will make legal education transformative and fit for the multifaceted world.

1.2 CLE Mandate

The Council of Legal Education is a state corporation under the State Law office in the Office of the Attorney General and Department of Justice. The Council of Legal Education was established in 2014 through the Legal Education Act No. 27 of 2012. The mandate of the Council of Legal Education as provided under the Legal Education Act No. 27 of 2012 is to:

- i. Regulate legal education and training in Kenya offered by legal education providers;
- ii. License legal education providers;
- iii. Supervise legal education providers;
- iv. Advise the Government on matters relating to legal education and training;
- v. Recognize and approve qualifications obtained outside Kenya for purposes of admission to the Roll; and
- vi. Administer Advocates Training Programme examination.

1.3 Council Committees

In the financial year 2023/24, various committees of the Council continued to perform their duties and execute their terms of reference. The following are the standing committee of Council:

1.3.1 Quality Assurance, Compliance & Licensing (QCL) Committee

The committee's terms of reference are as follows:-

- i. Recommend approval of standards set to meet or exceed expectations prescribed in the mandate of the Council in Section 8 of the Legal Education Act.
- ii. Enforce standards and ensure compliance with the standards set to ensure quality legal education.

1.3.2 Examinations Committee

The committee's terms of reference are as follows-;

- i. Overseeing the ATP Examination function of the Council while remaining accountable and focused on the Council's strategic plan.
- ii. Recommending the release of the ATP examination to the Council.
- iii. Overseeing the implementation of Examination policy and regulatory guidelines.

INTRODUCTION

- iv. Recommending for approval to the Council Budgetary requirements for the ATP Examination.
- v. Recommending for approval to the Council personnel engaged in the delivery of the ATP Examination.
- vi. Hear appeals by candidates on examination-related matters.
- vii. Overseeing the development and implementation of structures and infrastructure that assure quality, credible, and defensible ATP Examinations.
- viii. Following up on Council's resolutions on the Directorate of Examinations.
- ix. Providing strategic direction to the Directorate of Examination.
- x. Recommending to Council for approval the recommendations of the Disciplinary Committee on examination irregularities.

1.3.3 Finance, Human Resource & Administration Committee

The Committee terms of reference are as follows:-

Finance matters:

- i. Establishing and reviewing the overall budgeting and budgetary control policies of the Council.
- ii. Developing and recommending for approval by Council financial policies and procedures in line with international best practices and relevant regulations and guidelines.
- iii. Periodically reviewing the Council's financial statements before submission to relevant statutory bodies.
- iv. Recommending to the Council areas where the Council may invest any of its funds in securities in which trustees may by law invest trust funds, or in any other securities, which the Treasury may from time to time approve for that purpose.
- v. Recommending for approval by the Council the annual estimates before the commencement of the financial year to which they relate.
- vi. Causing to be kept all proper books and records of account of the income, expenditure, and assets of the Council.
- vii. Ensuring that expenditure is in line with regulations, budgets, and strategic plan objectives.

Human Resources and Administration matters:

- i. Creating and establishing a conducive working environment for a high-performance organizational culture.
- ii. Establishing and regularly reviewing the Human Resources and Administration strategies and policies of CLE.
- iii. Establishing and periodically reviewing the overall remuneration and benefits policy for all employees of CLE.
- iv. Reviewing and recommending an appropriate Organizational Structure that effectively supports the Council in fulfilling its constitutional mandate.
- v. Performing or delegating, reviewing, and monitoring the Sponsor function of the Council concerning the employee pension scheme sponsored by the Council.
- vi. Ensuring compliance with relevant legislation and practices governing human resources strategy.
- vii. Establishing and enforce the performance management system.

Planning & Strategy matters:

- i. Reviewing the strategic plan of the Council.
- ii. Ensuring the Strategic Plan is aligned with the core mandate of the Council.
- iii. Periodically monitoring the implementation of the Strategic Plan.
- iv. Receiving and review quarterly reports on the performance of CLE.
- v. Overseeing review and implementation of the quality management systems of CLE.
- vi. Ensuring a versatile risk management framework at all times.

Supply Chain Management Matters:

- I. Overseeing compliance with the Public Procurement and Asset Disposal Act, 2015 (PPDA) and Regulations issued thereunder.
- ii. Establishing a procurement policy that promotes sustainability, high ethical standards, and best practices.
- iii. Ensuring that CLE's credibility is enhanced by promoting fair dealings with suppliers and other stakeholders.

- iv. Recommending approval of the annual procurement plan that is aligned with the budget.
- v. Receiving and review quarterly reports on the implementation of the procurement plan.

Communication matters:

- i. Ensuring CLE develops a strategy for corporate reputation and image.
- ii. Ensure that there is a robust policy framework for effective internal and external communication.
- iii. Ensuring that the communication department has the most accurate and up-to-date information on the Council's mandate, operations and activities.
- iv. Ensuring a positive image of the Council is maintained at all times.

ICT matters:

- i. Establishing and review ICT policy that is aligned with the CLE objectives and make appropriate recommendations to the Council.
- ii. Reviewing the Council's ICT governance structure.
- iii. Assisting the Council in fulfilling its oversight responsibilities for the implementation of ICT infrastructure within the CLE and ensure ICT integration in CLE operations.
- iv. Ensuring an appropriate BCP is in place.
- v. Ensuring ICT risks are identified and managed.
- vi. Utilizing ICT in monitoring the performance of CLE.

1.3.4 Audit and Risk Committee

The mandate of the Committee is as set out in Section 174 of PFMA 2015, the operationalizing Audit Committee Guidelines of 2016, and the Mwongozo Code of Governance 2015 which empowers the Committee, through the Council, to:

- i. Investigating any matters within the Council's terms of reference;
- ii. Having unrestricted access to information and resources;
- iii. Obtaining any professional advice and if necessary, invite third parties with relevant expertise including the Council's external auditor to attend meetings to carry out such work as is necessary;

- iv. Summoning anyone connected with the CLE directly or indirectly to provide information to the Committee to enable it to achieve its objectives;
- v. Driving the assessment of the performance of the Head of Internal Audit (HIA);
- vi. Examining internal and external audit reports and recommendations after management response to ensure action is taken.
- vii. Receiving assurance from Management that adequate mechanisms exist for enabling the Committee to facilitate adequate disposal of PIC and or Office of the Auditor General recommendations.

1.4 Quality Policy Statement

The Council of Legal Education is committed to setting standards for legal education and training, licensing of legal education providers, recognition and approval of foreign legal qualifications, and administration of credible ATP examinations in conjunction with our partners and in compliance with the legislative and regulatory framework. The aim is to not only meet, but exceed the expectations of stakeholders. This quality policy statement is communicated and availed to stakeholders.

It will be reviewed continuously in order to take into account the dynamics in the operating environment and emerging best practices in quality management.



Cake Cutting Session at the CLE Strategic Plan launch



CHAPTER TWO

DELIVERY ON THE MANDATE



This chapter elaborates the mandate of the Council of Legal Education pursuant to Section 8 of the Legal Education Act.

2.1 Regulation, Supervision, and Licensing of Legal Education Providers and Programs In Kenya

These processes are guided by relevant provisions of the Legal Education Act and applicable Regulations. According to the Act, a legal education provider is any institution licensed to offer legal education or training for the award of a certificate, diploma or degree including those granted a charter under section 19 of the Universities Act, Cap 210.

A licensed Institution is required to:

- i. Comply with the quality standards set out in the applicable Regulations.
- ii. Comply with such conditions and requirements as may from time to time be prescribed by Council;
- iii. Submit Annual Reports of its activities and progress of compliance with the license;

To ensure that licensed legal education Institution adheres to the set quality standards, CLE undertakes routine quality audits of these institutions. CLE may on its motion or at the request of any person investigate whether or not a legal education provider is complying with the Act, Regulations, and license conditions.

2.2 Recognition and Approval of Foreign Law Qualifications.

Section 8(1)(e) of the Legal Education Act, vests the Council with the mandate of recognition and approval of qualifications obtained outside Kenya for purposes of admission to the Roll. The applicable procedure for recognition and approval of foreign qualifications is set out in the Regulations.

All persons holding foreign qualifications in law and who are desirous to join the Advocates Training Programme in Kenya are required by law to apply to have their foreign qualifications in law recognized by CLE.

2.3 Advising the Government on Matters Legal Education and Training.

Section 8 (1)(d) of the Legal Education Act, 2012 requires CLE to advise the Government on matters relating to legal education and training. In this regard, CLE undertakes research on legal education and training and gives advisories to the Government through the office of the Attorney-General. This is done through advisory reports, policy briefs and position papers.

2.4 Administer Advocates Training Programme Examination

This is provided for under Section 8(1)(f) of the Legal Education Act. Since inception, CLE has been fulfilling this mandate by developing and adopting various policies and procedures to ensure the Advocates Training Programme (ATP) examination is credible, viable, and objective.

To effectively carry out this mandate, CLE collaborates with stakeholders from academia, legal practice, the Judiciary, government, and the private sector. CLE has so far examined and gazetted a significant number of candidates for admission to the roll of advocates.

To address the 21st-century assessment challenges, including those arising from digitalization, Artificial Intelligence (AI), Competency-Based Curriculum, and globalization, CLE continues to implement examination reforms, developing responsive curricula as well as ensuring agile regulatory and policy frameworks that promote innovation.

In summary during FY 2023/24, CLE implemented several programs and activities in line with its mandate. CLE continued to ensure effective regulation of the sector as well as Administration of the Bar Examination. The launch and dissemination of CLE strategic Plan 2023-2027 whose mission is to ensure Quality Legal Education and Training continues to energize CLE's quest of transforming legal Education in Kenya.

The year under review marks the first year of implementing this Strategic Plan. The specific programs and activities implemented during the period have been organized according to KRAs in the Strategic Plan and presented in chapter three.



Hon. Justice Isaac Lenaola Graces CLE Strategic Plan Launch on Behalf of H.E. The Chief Justice Martha Koome



CHAPTER THREE

ACHIEVEMENTS FOR THE YEAR

CLE Annual Report FY 2023/2024



This chapter highlights the achievements as per the four KRAs outlined in Strategic Plan. The four KRAs include; Innovative Curricula; Legal Education Regulatory Framework and Policy; Image, Partnership and Collaborative Engagements and Institutional Strengthening and Sustainability.

3.1 Key Result Area 1: Innovative Curricula

This section presents the achievements record in KRA 1 on Innovative Curricula. Broadly the issues under this KRA include; Aligning the university curricula to the CBC and other contextual imperatives; Developing and implementing a responsive ATP curriculum; Developing and implementing the paralegal curriculum and; Reforming the administration of the Bar Examination. Specific achievements include;

3.1.1 Test Development

During the Financial Year 2023/24, CLE held two setting/ item development activities in February and September 2023 and developed a total of fifty-four (54) papers to enhance the ATP examinations' items database.

The set papers were moderated by independent moderators/ quality assurance officers. CLE compiled a total of eighteen (18) final papers that were administered in November 2023 and April 2024 series.

3.1.2 November 2023 ATP Examination

Registration for the ATP examination for the November 2023 series took place from 14th August to 20th September 2023 with an extension of seven (7) days following a request by the candidates.

The Examination was administered from 16th to 28th November 2023 in four (4) examination Centres in Nairobi including Kenya School of Law, KASNEB, Co-operative University of Kenya and Jomo Kenyatta University of Agriculture and Technology, and one (1) examination Centre in Nakuru, Kenyatta University. A total of two thousand nine Hundred and forty-eight (2,948) candidates were examined.

Marking took place from 4th to 16th day of December 2023 The moderation process was conducted from 8th to 13th January 2024 and results released on 7th February 2024.

Re-mark Process

Applications for re-mark of the November 2023 ATP Examination commenced on 6th February and closed on 5th March 2024. The re-marking exercise was conducted from 11th to 14th March 2024 and results released on 22nd March 2024.

3.1.3 April 2024 ATP Examination

Registration commenced on 13th February 2024 and closed on 19th March 2024 with an extension of seven (7) days following a request by the candidates.

The ATP examination was administered from 11th to 23rd April 2024 in four (4) Examination Centres in Nairobi including Kenya School of Law, The Co-operative University of Kenya and Jomo Kenyatta University of Agriculture and Technology, and one (1) examination Centre in Nakuru, Kenyatta University. A total of one thousand eight hundred and ten (1810) candidates were examined. Marking took place from the 30th April 2024 to 6th May 2024 and moderation from 9th to 20th May 2024 and results released on 9th July 2024.

3.1.4 Gazettement of Candidates

CLE gazetted a total of one thousand three hundred and fifty-eight (1,358) candidates who had satisfied all the requirements. The following is the breakdown of gazettelement per quarter.

S.No.	Period	Number
1	Quarter one	569
2	Quarter two	331
3	Quarter three	395
4	Quarter four	63
Total		1358

3.1.5 Examination Reforms

Towards continuous improvement of the examination processes, a committee was appointed to evaluate and recommend improvements to the administration and management of the Advocates' Training Programme examination.

The Committee formulated two (2) guiding objectives, formulated within the ATP examination processes with a view to:

- a. Identify gaps in the current processes that need improvement.
- b. Suggest interim as well as long-term recommendations for consideration.

The committee examined the gaps in the various examination processes and activities and evaluated the processes involved in the management and administration of the ATP examination. In order to give suitable recommendations, the Committee benchmarked with institutions with similar mandates. The committee presented its report and findings for implementation.



The Chairperson, Examination Committee of the Council, Dr. Nelly Wamaitha (2nd left), Committee Members and officers from KASNEB Secretariat during a benchmarking visit on 29th May 2024.

3.1.6 Advocates Training Programme Curriculum

During the review period, the draft ATP Curriculum was presented to Council for consideration. The Council directed that the Curriculum be subject to a final round of stakeholder intervention. Consequently, a stakeholder workshop was held in November 2023.

3.1.7 Paralegal Education and Training Regulations and Curriculum

During the review period, CLE developed the following:

- i. Report on the Development of a Regulatory Framework for the Accreditation of Paralegal Education in Kenya dated 7th June 2023; with proposals of the development of the regulatory framework for paralegal education and training; and
- ii. The Stoke Curriculum for Paralegal Education in Kenya (June 2023).

Consequently, a stakeholder engagement was held, and the documents were approved by the Council and forwarded to the Office of the Attorney General in September 2023.



CLE staff and Stakeholders pose for a Group Photo during the Paralegal Education and Training Regulations and Curriculum Validation workshop held in October, 2023

3.1.8 Bar Examination Loan

The Bar Examination Loan (BEL) Fund was established by the Council in June 2019 and is administered by HELB on behalf of CLE. The Fund provides examination loans to needy ATP candidates. CLE, has to date allocated **Kshs. 119,000,000.00** towards this kitty out of which **Kshs. 56,365,500.00** has been disbursed.

During the year, two hundred and sixty-one (261) candidates benefited from the Fund with a total disbursement of **Kshs. 11,875,500.**

3.2 Key Result Area 2: Legal Education Regulatory Framework and Policy

This section highlights the achievements recorded in KRA 2 Legal Education Regulatory Framework and Policy. Broadly the issues under this KRA include: reforming and harmonising legal education laws and policies; advocating for the development and implementation of the national legal education and training policy and; review the standards and guidelines for regulating legal education and training. Specific achievements include;

3.2.1 Examination Guidelines, Evaluation Tools, and Test Development Guide

CLE reviewed various examination guidelines that were geared towards aligning CLE documents. CLE also developed evaluation tools for use in evaluating the performance of various examination service providers. The following guidelines were developed during the period:

- a) Guidelines for Setters

ACHIEVEMENTS FOR THE YEAR

- b) Guidelines for the Moderators of questionsc) Guidelines for Moderators of examination scripts
- d) Guidelines for Markers
- e) Guidelines for Re-markers and
- f) Invigilators guidelines.

The following evaluation tools were also developed:

- i) Setters' evaluation tool
- ii) Moderators of questions evaluation tool
- iii) Markers, Moderation of Scripts and re-markers evaluation tool and
- iv) Invigilators evaluation tool

3.2.2 Development of the Test Development Guide

During the review period, CLE developed a Setting and Moderation Guide (Test Development Guide). The guide is an internal document that consolidates the test development processes relating to setting and moderation of the ATP examination. In addition, it provides the duties and responsibilities of the staff members as well as the service providers performing the various roles in test development.



CLE Staff Participating in the development of Test Development Guide in Morendat Institute of Oil and Gas, Naivasha, in May 2024.

3.2.3 Development of a Code of Conduct for the Service Providers

During the period under review, CLE developed a code of conduct for service providers involved in examination processes. The Code spells out how service providers should conduct themselves while conducting CLE Examination activities and provides for penalties for misconduct.

3.2.4 Presentation of Examination Policy Documents To Examination Committee

The following policy documents developed in FY 2023/24 were presented to the Examination Committee of the Council for recommendation to the full Council for approval:

1. Guidelines on Setting and Moderation
2. Guidelines on Invigilation
3. Guidelines on Marking and Moderation of scripts
4. Guidelines on Re-marking
5. Code of Conduct for service providers
6. Evaluation tools including setter's evaluation tool, moderator's evaluation tool, and the markers' evaluation tool.



Examination Committee of the Council led by Dr. Nelly Wamaitha (Front row seated, middle) & CEO, Ms. J. Gitiri, HSC (Seated front row 2nd) and CLE Staff During Presentation Of Examination Policy Documents in June 2024.

3.2.5 Proposed Amendments to the Legal Education Act Presented in the 14th Parliament

The Report of the Taskforce on Legal Sector Reforms (also known as the *Ojiambo*

Taskforce) recommended the review and amendment of applicable laws and regulations to ensure consistency and harmonized admission requirements to both the Bachelor of Laws and the Advocates Training Programmes. The Taskforce further recommended that the admission requirements should be anchored in the Legal Education Act.

As part of the implementation of the recommendations of the Ojiambo Report of the Taskforce on Legal Sector Reforms, CLE jointly with the Kenya School of Law petitioned the Hon Attorney General to cause amendments to the Legal Education Act and the Kenya School of Law Act so as to regularise the anomaly presented by the admission criteria to the Advocates Training Programme which is currently domiciled in the parent Act of the Kenya School of Law.

The Bills were introduced in the 14th Parliament and await the second reading. The Bills are critical to harmonizing the admission requirements.

3.2.6 Audits of Legal Education Providers

CLE undertakes at least two (2) audits in the lifetime of a license for licensed legal education providers and as many audits as may be necessary for institutions that have applied for licensing and are in the process of vetting for purposes of licensing. These audits serve the purpose of enforcing compliance with quality standards and where applicable, the license conditions are conducted on-site at Schools of Law.

During the financial year 2023/24, CLE audited the following institutions:

1. Kenya Institute Management - 10th November 2023
2. Africa Nazarene University, School of Law - 14th May 2024
3. Chuka University, School of Law - 16th May 2024
4. Moi University, School of Law - 21st May 2024

3.2.7 Inspection of Legal Education Providers

CLE undertakes at least one inspection in the lifetime of a license for licensed legal education providers and as many inspections as may be necessary for institutions that have applied for licensing and are in the process of vetting for purposes of licensing. These inspections enforce compliance with quality standards and, where applicable, the license conditions are conducted on-site at Schools of Law.

During the financial year 2023/24, CLE inspected the following institutions:

1. Daystar University, LL.B. Programme 19th October 2023
2. MKU LL.B. & Diploma in Programmes 26th October 2023
3. Kenya School of Law, Diploma in Law Paralegal Studies 1st November 2023
4. Kisii University, Bachelor of Laws (LL.B.) & Diploma in Law Programmes 8th March 2024
5. University of Embu, Bachelor of Laws (LL.B.) 15th March 2024

3.2.8 Licensing of Legal Education Providers

During the Financial Year 2023/24, CLE issued licenses to five (5) LL. B and two (2) Diploma in Law programmes as follows:

1. Daystar LL.B. Programme, valid until 9th April 2029
2. Kisii University Bachelor of Laws (LL.B.) & Diploma in Law Programmes, valid until 9th April 2029
3. University of Embu, Bachelor of Laws (LL.B.), valid until 9th April 2029
4. MKU LL.B. & Diploma in Programmes, valid until 9th April 2029
5. Kenya School of Law Diploma in Law Paralegal Studies, valid until 9th April 2029

3.2.9 Supervision of Legal Education Providers

During the financial year 2023/24, CLE continued to monitor and evaluate compliance of licensed legal education providers. In this regard, CLE received and reviewed Annual Reports from the following institutions:

- i. Kenyatta University 29th January 2024
- ii. University of Embu 12th February 2024
- iii. Egerton University 15th February 2024
- iv. Daystar University 15th February 2024
- v. Umma University 19th February 2024
- vi. Strathmore University 21st February 2024
- vii. Moi university 27th February 2024
- viii. South Eastern Kenya University (SEKU) 29th February 2024
- ix. Riara University 29th February 2024
- x. Maseno University 29th February 2024
- xi. Jomo Kenyatta University of Agriculture & Technology 8th March 2024
- xii. Mount Kenya University 8th March 2024
- xiii. Chuka University 19th April 2024
- xiv. Africa Nazarene University 14th May 2024
- xv. Kisii University 28th June 2024

3.2.10 Advocates Training Programme Policy and Regulations

In the FY 2023/24, CLE developed regulatory proposals for the ATP to provide a framework for the development and review of the ATP curriculum, development of practical ATP training structures by ATP providers, and licensing of ATP providers. During the period under review, the following regulatory proposals were developed:

- (i) Working Paper on the ATP Policy;
- (ii) Draft Advocates Training Programme Policy; and
- (iii) Draft Legal Education (Advocates Training Programme) Regulations, 2023

A stakeholder Forum was conducted and feedback incorporated into the final proposed ATP Policy and Regulations in April 2024.



Council Members, Staff and Stakeholders during a Validation Workshop held between 7th - 9th November 2023 at KCB Leadership Centre, Karen

3.2.11 Legal Education (Accreditation and Quality Assurance) Regulations, 2024

During the Financial Year 2023/24, CLE initiated the substantive review of the Legal Education Regulations 2016. This was necessitated by the Court of Appeal's decision in KSL vs. Otene Richard Akomo & 41 Others, Nairobi Civ. Appeal. E472 of 2021 where it was held that the Legal Education (Accreditation and Quality Assurance) Regulations, 2016 were invalid since they were not tabled before the National Assembly for formal

adoption as required by Section 11 (4) of the statutory Instruments Act, 2013. The said review will factor in:

- a. The harmonization of accreditation framework between CUE and professional regulators.
- b. Mainstreaming Competency Based Education (CBE) framework.
- c. Alignment of legal education and training standards with the national CBE Framework.
- d. Embedding developing trends in legal education and training standards, including Open and Distance Learning, clinical legal education and experiential learning.

3.2.12 Advisories on Legal Education and Training

During the review period, CLE engaged with the Office of the Chief of Staff and Head of Public Service, Commission for University Education (CUE) and respective heads of professional regulatory bodies for purposes of follow up on progress towards collaboration in the accreditation of academic programmes in universities. Subsequently, CLE submitted recommendations on harmonization of standards as well as proposals on a joint regulatory framework for academic programmes to the Office of the Chief of Staff and Head of Public Service.

3.3 Key Result Area 3: Image, Partnerships, Engagements, and Collaborations

This section highlights the achievements recorded in KRA 3 on Corporate image, Partnerships, Engagements, and Collaborations. Broadly the issues under this KRA include, strengthening collaboration and partnership in legal education and training and Enhancing CLE's corporate image and brand identity. Specific achievements include;

3.3.1 Interactive Social Media

In the Financial Year 2023/24, CLE continued to improve its engagements with the stakeholders to boost its corporate image. CLE continued to enhance its Social Media engagement through the X (Twitter) handle which currently has over 9,000 followers with some of tweets/announcements garnering over 60,000 views and official Facebook account which has over 8,000 followers. The Council continued to explore other social media platforms.

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A snapshot of CLE Twitter (X) Account

3.3.2 Website Redesign and Hosting

CLE revamped its website in the FY 2023/2024 to enhance its image and visibility in line with the Strategic Plan. The process was supported by technical officers from Information Communication Technology Authority (ICTA).

The website committee developed the content and redesigned the site to enhance user experience, improve site performance, and align the website with modern design trends.



Snapshot of the revamped CLE website

3.3.3 Information Communication Technology Systems Integration

In the FY 2023/24, CLE initiated the process of integrating its Enterprise Resource planner (ERP) and the Judiciary Advocates Management Systems (JAMS). Officers from the Advocates Section of the Judiciary, the Judiciary's dynamic ICT team, and CLE (Directorate of Examination and Division of ICT) agreed and recommended the inclusion of the Kenya School of Law (KSL) in the process. A tripartite institutions meeting was held on 31st May 2024 at CLE.

The three (3) institutions agreed on the proposed systems' integration and a technical committee from the three (3) institutions was established to steer the integration. The team was tasked to propose a cost-effective system integration approach. The technical team had its first meeting on the same day with subsequent meetings held thereafter to actualize the integration.



Tripartite meeting to discuss on the ICT systems integration

3.3.4 Staff Participation in the Attorney General Tournament

During the review period, CLE participated in the Attorney General (AG) Cup Tournament, held on July 1, 2023, at the KSL. The event was graced by the Solicitor General Hon. Shadrack Mose. It involved staff from the AG office and the Semi-Autonomous Government Agencies (SAGAs) under the AG's office. CLE took part in various sports, including football, athletics, and volleyball.

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The event aimed at enhancing inter-agency cooperation and showcasing the importance of physical fitness and sportsmanship. The Tournament Cup created a platform for fostering teamwork, building partnerships, and promoting collaborative engagements among the SAGAs under the AG's office.



A Section of CLE Staff Participate at the AG Tournament

3.3.5 Biennial IBA African Regional Forum Conference

During the review period, the Ag. Secretary/CEO attended the IBA African Regional Forum Biennial Conference as a Speaker in Kigali, Rwanda between 14th - 15th September 2023. The conference theme was ***'Future-proofing the African legal profession: Meeting the opportunities & challenges of regional integration, technological disruption and innovation for sustainability'***.

The sessions focused on;

- Training the future lawyer: Is the current legal education provision fit for 21st-century purposes?
- With regional integration becoming a reality on the continent, how can law schools ensure they are producing lawyers that can operate cross-border?

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- Harmonization/mutual recognition of training standards and curricula - is this the way to go?
- Prospects for collaboration between providers and regulators of legal education across the continent
- How can legal education provision in Africa innovate to meet the needs of firms and the wider market and economies of the future?
- What are employers looking for in their newly qualified lawyers and how can they collaborate with providers to shape courses and curricula?

3.3.6 Admission to The Roll of Advocates

During the FY 2023/24 CLE participated in four (4) admission ceremonies. The Ag. Secretary/CEO represented CLE during the admission to the roll. A total of 1,358 candidates were admitted in the Financial Year.



A past admission of Advocates ceremony (FY 2023/2024)

Key Result Area 4: Institutional Capacity Strengthening and Sustainability

This section captures the achievements recorded in KRA 4 on Institutional capacity strengthening and sustainability. Broadly the issues under this KRA focuses on enhancing staff capacity, morale, and performance; improving financial sustainability and revamping the corporate governance. Specific achievements include;

3.4.1 Corporate Planning and Performance

3.4.1.1 Development of CLE 2023-2027 Strategic Plan

During the year under review, the Council embarked on a consultative and rigorous process of developing its 3rd Strategic Plan for 2023 - 2027. The goal of the Strategic Plan is to transform legal education and training in Kenya. It is aligned with the Government's Bottom-Up Economic Transformation Agenda (BETA) and other relevant National, Regional, and International commitments. The strategies were designed to achieve the long-term development aspirations of the Kenya Vision 2030 and its fourth Medium-Term Plan (MTP IV). A validation workshop was held in March 2024 which sought stakeholders' input into the draft Strategic Plan



Council members, the Strategic Plan Committee, and the Consultant Pause for a Group Photo during a Strategic Plan Meeting in Naivasha.



A section of staff during SP development session at KCB Karen



Council Members, Management, and Consultant pose for a group photo in a Strategic Planning meeting at KCB Karen

3.4.1.2 Launch and Dissemination of CLE 2023-2027 Strategic Plan

CLE launched its 3rd SP which spells out the CLE's strategic direction for the period 2023-27. It focuses on transforming Legal Education in Kenya to make it responsive to emerging issues, and advancement in technology while drawing on the need for the establishment and strengthening strategic collaborations.

The event was graced by the former Attorney General The Hon. J.B Muturi, the chief guest; Hon. Justice Isaac Lenaola delivered the keynote speech on behalf of the Chief Justice.

The launch provided CLE with an opportunity to raise awareness and publicize the CLE new strategic direction; reinforce the CLE corporate image and brand; promote goodwill from CLE stakeholders and; create an avenue to bring CLE stakeholders together.



Chairperson, Council of Legal education Prof. Collins Odote gifts the Chief Guest Hon. J.B. Muturi during the SPLaunch

3.4.1.3 Annual Planning Meeting

The launch and dissemination of the CLE Strategic Plan 2023-2027 ushered the institution into a new planning cycle. The SP is implemented through development and implementation of comprehensive Annual Work Plan, Performance Contracts, and Procurement Plans, and cascading them into individual annual performance targets.

Towards the end of the FY 2023/2024, CLE held an Annual Planning forum for HODs to take stock of the year and prepare for the FY 2024/25. During the meeting, the members reviewed the year one achievements on implementation of the SP; and developed the annual budget, Annual Work Plan, Performance Contract, and Procurement Plan, for the FY 2024/25.



Ag.CEO Ms Jennifer Gitiri HSC, (front 2nd right) joins HODS for a Group Photo During the Annual Planning Meeting Workshop.

3.4.2 Human Resource and Capacity Development

3.4.2.1 Council Induction

During the financial year, CLE received new Council members. The Management organised and held an induction workshop for the Council members in June 2024. The Members were taken through the CLE processes, Mandate, Organization Structure and Establishment, the achievements, and challenges. Members were also taken through the Examination Reforms Committee report and the policy guidelines/regulations governing the examination service providers.

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The Council members were also briefed on Council Committees Charters as well the Full Council charter.

The Council members were also sensitized on the Performance Improvement plan and tool formulation by officers from the State Corporation Advisory Committee, and Transformative Leadership by officers from Jubilee Holdings Ltd.



Council Members and Management pose for a group photo during the Induction Workshop In June 2024

3.4.2.2 Council Members Evaluation

During the review period, the Council evaluation was conducted. The objective was to assess the performance and compare it with the best principles and practices of good governance as well as track progress over time.

3.4.2.3 Staff Team Building

CLE organised for staff team building activity in February 2024. This initiative aimed at promoting healthy working relations and enhancing work performance by strengthening team morale and fostering harmony.

Various topical areas were covered including the magic of thinking big, design thinking and working as a team, personal branding and grooming, Organizational culture development and management, Effective communication within an organization for optimum delivery, mental wellness, etiquette among others.

CLE remains committed to the wellbeing of its staff and a conducive work environment in order to realize its mission, vision and its mandate.



CLE Staff pose for a group photo during the team building event.

3.4.2.4 Human Resource Advisory Committee Capacity Building

In the period under review, CLE trained its Human Resource Advisory Committee (HRAC) to equip its members with the necessary skills and knowledge on HR matters. The training was facilitated by representatives from the Ministry of Public Service and Office of the Attorney General.

The Committee was trained on various issues including understanding the mandate of HRAC, recruitment and selection, discipline procedures, human resource planning, leading and managing change, performance management, human resource development, change management and skills inventory.



Members of the HRAC and facilitators pose for a photo during the training.

ACHIEVEMENTS FOR THE YEAR

3.4.2.5 Staff Continuous Professional Development Training

CLE facilitated training of seven officers for Continuing Professional Development (CPD) training sessions from their respective professional bodies. By investing in the professional growth of these individuals, CLE aims to enhance organizational effectiveness and uphold high standards of service delivery.

The officers were drawn from Finance and Account, Corporate Communication, Strategy & Planning, and Internal Audit and Risk divisions.

3.4.2.6 Quality Assurance and Improvement Program Training

This training was conducted by the Institute of Internal Auditors (Kenya) to build the capacity of the Internal Audit Staff to undertake quality assessment reviews.

The training complies with the requirements of the international professional Practices Framework (standards) IPPF and the Code of Ethics - adopted by the Kenya Government through Regulation 161 of the Public Finance Management Regulations 2015.

3.4.2.7 Internships

During the FY 2023/24, CLE engaged four (4) interns through the Public Service Internship Program. The interns were attached in the ICT, Strategy and Planning, Finance and Accounts and Supply Chain Management Divisions.

3.4.2.8 Training Needs Assessment

CLE conducted a comprehensive Training Needs Assessment (TNA) (2024/25 - 2026/27 Financial Year) to identify the training gaps. The TNA Report outlined training-related and non-training challenges, highlighted necessary training areas, and made recommendations.



CLE staff and the facilitator during TNA report writing workshop.

They are joined by the CEO Ms Jeniffer Gitiri (Front middle seated)

3.4.2.9 Staff Performance Appraisal

During the period under review, CLE staff members set their targets as required. Regular performance reviews were conducted to assess progress, provide feedback, and identify areas for development. This continuous feedback loop helps employees stay aligned with organisational priorities, adjust their efforts as needed, and develop their skills. The evaluation of staff members for the reporting period is set to be completed by the end of July 2024.

3.4.2.10 Review of Performance Appraisal Systems

During the period under review, CLE developed new staff appraisal tools designed to better reflect and support the strategic plan's goals. Additionally, staff were sensitized on the tool to ensure they were acquainted with the new appraisal tools.

3.4.2.11 Recruitment

During the financial year, CLE undertook recruitment to fill eight positions that became vacant due to staff exits. The positions filled included:

- i. Assistant Director, Information Communication Technology
- ii. Assistant Director, Supply Chain Management
- iii. Senior Records Management Officer
- iv. Senior Supervision and Compliance Officer
- v. Office Administrator I
- vi. Two (2) Senior Office Assistants
- vii. Senior Driver

3.4.2.12 Staff Car Loan and Mortgage Scheme

CLE Staff Car Loan and Mortgage Scheme was established in 2020 to offer this benefit to eligible Staff members.

In the period under review, a total of Kshs. 69,994,000.00 was disbursed to nine (9) staff members who benefited from the Staff Mortgage loan and a total of Kshs. 4,280,828.00 was disbursed to two (2) staff members who benefited from the Car loan.

3.4.2.13 Human Resource Policy Instruments Review

CLE embarked on the review of the Human Resource Instruments during the review period to align with the requirements of PSC. CLE engaged PSC in reviewing the Organogram, staff establishment, and grading structure. A Committee with representatives from Directorates, Divisions, and Units was appointed to develop the Career Guidelines and the HR Manual.



Representatives from Directorates, Divisions and Units during the Review of Human Resource Policy Instruments. The CEO Ms Jennifer Gitiri (4th left, front row) joins

3.4.2. 14 Annual Staff Sensitization Forum

During the FY 2023/24, CLE developed and reviewed various policies and strategies to enhance the institutional policy framework in line with Key result Area No. 4 on Institutional Strengthening and Sustainability. These policies and strategies were developed by committees comprised of representatives from the Directorates and Divisions.

CLE organized a three-day staff sensitization workshop on the new and existing policies and frameworks in June 2024.

The forum was attended by staff and interns and it was facilitated by technical officers from various specialized agencies coordinating the implementation of cross-cutting Performance Contract indicators in the 19th and 20th cycle Performance Contract (PC). Staff were sensitized on the following;

- i. Reviewed Examination guidelines and Evaluation Tools
- ii. Setting, and moderation of set examination guide
- iii. Examination reform committee report
- iv. Citizens Service Delivery Charter

ACHIEVEMENTS FOR THE YEAR

- v. CLE Staff Pension Scheme
- vi. Internal Audit Strategic Plan
- vii. CLE Alcohol and Drug Abuse Policy
- viii. Digitalization of Government services and Business Process Re-Engineering
- ix. Staff car Loan and Mortgage
- x. CLE IP Policy
- xi. National Cohesion and Values
- xii. Complaints handling Framework/ Mechanism
- xiii. Data Protection Policy
- xiv. Road Safety Mainstreaming
- xv. Productivity Mainstreaming
- xvi. Science Technology and Innovation (STI) Mainstreaming
- xvii. Partnerships Policy and Guidelines



Ms. Jeniffer Gitiri the Ag. CEO, giving her opening remarks during the sensitization forum.



CLE Staff Pose for A Group Photo During The Annual Staff Sensitization Forum In A Hotel In Machakos

3.4.3 Information Communication Technology

3.4.3.1 Enterprise Resource Planning Training

In April 2024, CLE staff were trained on Enterprise Resource Planning (ERP) user modules. The aim of the training was to improve user optimization skills of the ERP.



CLE staff during the ERP Training

3.4.3.2 Automation and Digital Maturity Survey

In FY 2023/24, CLE engaged the Information Communication Technology Authority (ICTA) to carry out an Automation and Digital Maturity survey.

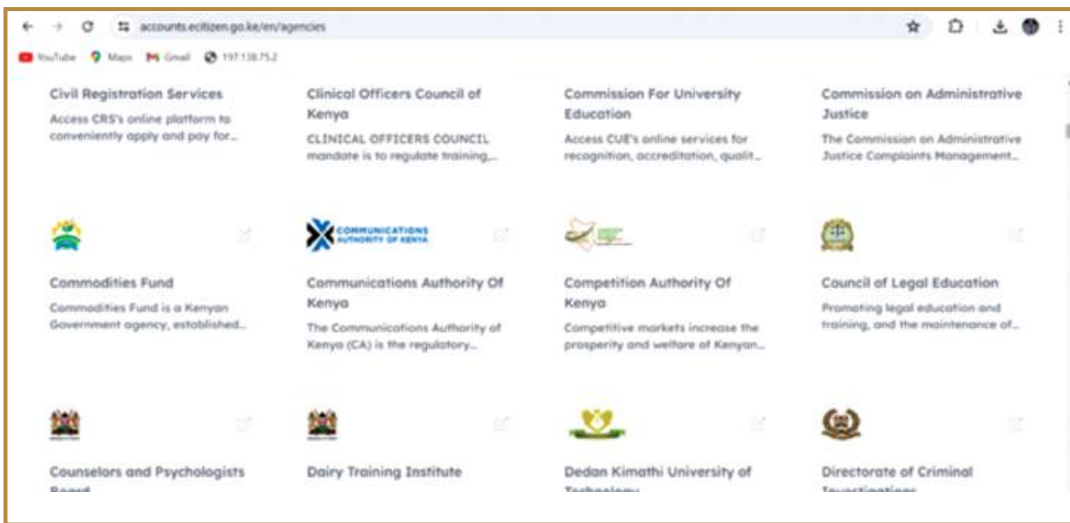
3.4.3.3 Migration of CLE Cloud Server to Konza Technopolis

In the FY 2023/2024, CLE migrated all its servers, the website, and Email hosting to Konza Technopolis to enhance efficient service delivery and build on business resilience through making use of cloud computing. This move was aimed at complying with the Government directive on utilizing existing cloud computing data centers for business continuity purposes.

3.4.3.4 On-Boarding of CLE Services on E-Citizen

CLE complied with the Government directive on onboarding all government services to the e-Citizen payment platform.

CLE embarked on the onboarding process in September 2023 through a series of trainings, and meetings with the Government Digital Payments entity which was steering the onboarding process and the system developer to facilitate the systems integration.



CLE on the e-Citizen dashboard

3.4.4 Cross-Cutting Committee’s Achievement

3.4.4.1 Resolution of Public Complaints

The Committee members were trained in resolving public complaints. During the review period the committee received and processed all complaints, facilitated access to information, and created awareness on the complaint handling mechanism.



Members of the Public Complaints Committee during a past training event

3.4.4.2 Transport and Road Safety Mainstreaming

In the FY 2023/24 CLE held the following road safety mainstreaming initiatives; developed the Annual Road Safety Work Plan and submitted them in accordance with NTSA guidelines, Road safety elements were included in staff induction, Safety belt reminders were placed in CLE vehicles, facilitated renewals for its drivers' licenses and provided them with personal protective equipment.

Sensitizations on anti-drunk and anti-drug driving were conducted for staff. Committee members underwent a four-day road safety training, followed by an all-staff road safety mainstreaming sensitization. CLE vehicles were inspected for speed limit and other compliance requirements. The Committee also participated in road safety events, including the UN World Day of Remembrance and the launch of the National Road Safety Action Plan. Additionally, two drivers were trained on defensive driving.

3.4.4.3 Data Protection

A training for the data protection committee was conducted in May 2024, facilitated by the Office of the Data Protection Commissioner (ODPC). Further, a sensitization for all members of staff was carried out to create awareness on their respective roles on matters of data protection. CLE is registered as a processor and controller of data by ODPC.



Data Protection Committee Training in May 2024

3.4.4.4 National Cohesion & Values

During the year, the Committee reported on two targets which included four (4) Government Commitments and seventeen (17) National Values and Principles of Governance. The Commitments included;

- i) Implementing measures to support the five pillars of the Government Plan as outlined in the Bottom Up Economic Transformation Agenda (2022-2027) namely: Agriculture, Micro, Small, and Medium Enterprise (MSME) Economy, Improved Healthcare for all Kenyans and Digital Superhighway and Creative Economy.
- ii) Enhancing adherence to the provisions of Article 10 of the Constitution through civic education, training and sensitization, and mainstreaming of national values and principles of governance.
- iii) Implementing measures to promote accountability and openness in the management of public affairs and institutions.
- iv) Continue to implement measures to protect the environment and mitigate climate change.

Under the National Values and Principles of Governance, CLE continues to mainstream the values and reported on the seventeen (17) principles as outlined in article 10 of the constitution. Further, the Committee sensitized staff on the National Values and Principles of Governance.



National Cohesion & Values Committee during Annual report FY 2023/2024 Development

3.4.4.5 Productivity Mainstreaming

The 20th Cycle Performance Contracting Guidelines for the 2023/24FY introduced Productivity Mainstreaming and required MDAs to develop and implement strategies and interventions that entrenched a culture of productivity.

The committee was trained on the overview of Productivity Measurements; How to develop productivity metrics; Factors influencing productivity and; How to measure productivity in the public sector. The Committee developed a framework for mainstreaming Productivity at CLE. The Metrics developed will be monitored for the next five (5) years.



CLE Productivity Mainstreaming Committee poses for a group Photo with the NPCC Facilitators in Morendat Naivasha During the Committee Training and Metrics Development

3.4.4.6 Business Continuity

In compliance with the Government's 20th cycle Performance Contract guidelines that required the public sector institutions to put in place measures that ensured continuity of business in case of unplanned disruption of services, CLE reviewed the Business Continuity Policy and developed the Business Continuity Plan.



Heads of Directorates and Divisions pose for a group photo during the BCP Policy and Plan review workshop. They are joined by CEO Ms Jennifer Gitiri (Front row seated middle)

3.4.5 Internal Policies and Frameworks

3.4.5.1 Finance Policies

CLE developed the following Policies that are awaiting approval;

- a. Assets Management Policy - the purpose of the Policy is to govern and manage CLE assets.
- b. Revenue Policy - the objective of the Policy is to ensure accurate recording and management of all revenue streams and maintain robust controls over receivables to ensure timely collection.
- c. Investment Policy - the objective of the policy is to establish a framework for the management of CLE investment.

3.4.5.2 ICT Policy

In the period under review, CLE presented the draft ICT Policy to the Council's Finance Human Resource and Administration Committee. The policy seeks to guide CLE in the management of end user devices by ensuring that the devices are appropriately acquisitioned, maintained and recorded in the inventory and that retired equipment are properly disposed.

3.4.5.3 Records and Knowledge Management Policy

During the year CLE developed a draft Records and Archives Management Policy which is pending approval. Once approved, the Policy will facilitate the digitization of CLE records, ensure records are structured, properly referenced, classified, and achieve compliance through enhanced modern methods of records storage i.e. the use of mechanical bulk filing units.



Mr. Annald Ongwenyi, Senior Records Management Officer facilitates a session during the Records Policy development workshop in June 2024.

3.4.5.4 Partnerships Policy and Guidelines

During the FY 2023/24, CLE developed a draft Partnership Policy and Guidelines. This was informed by the understanding of the critical role strategic partnerships and collaborations play in the performance of the CLE mandate. The Policy which awaits Council approval spells out a clear direction regarding strategic partnerships and collaborations management.

3.4.5.5 Internal Audit Manual

During the Financial Year 2023/2024, CLE developed a draft Internal Audit Manual. The purpose of the Manual is to set out internal audit policies and procedures and to provide essential guidelines to the internal audit staff in performing their duties.

The Manual ensures compliance with International Standards for the Professional Practice of Internal Auditing (Standards) issued by the Institute of Internal Auditors (IIA) and adopted by the Government through Gazette Notice No 5440 in July 2014.

3.4.5.6 Review of the Internal Audit Charter

During the Financial Year 2023/24, CLE reviewed the Internal Audit Charter 2015 to attune it to changes in the operating environment. The Charter was reviewed in compliance with the requirements of IPPF and conforms with the internal controls, risk management, and governance processes. The Charter anchors the Internal Audit Division and expresses the purpose, authority, and responsibilities of the internal audit function.

3.4.5.7 ISO 9001:2015 Certification

During the period under review, CLE continued to adhere to its mark of excellence, ISO 9001:2015 Certified in the Year 2019. Additionally, CLE trained staff as auditors on ISO 9001:2015 standards.



CLE staff and Lead ISO Auditor during a Management Review Meeting in CLE Boardroom

3.4.6 Implementation of Presidential Directives and Affirmative Action

3.4.6.1 Tree Growing

CLE staff members planted a total of One-Thousand-Five-Hundred (1500) trees at the Aberdare Forest, Murang'a County in November 2023. Additionally, CLE staff and Stakeholders planted a total of one thousand (1000) trees at Chaka, Laikipia County in April 2024. On 10th May 2024 which was declared a National Tree Planting Day, CLE planted trees in Machakos and Kona Baridi in Ngong, Kajiado County in conjunction with staff from the Attorney-General's office.



Ag. CEO Ms. Jennifer Gitiri, HSC, during tree planting exercise at Aberdare Forest, Murang'a County on 13th November 2023



SSHE Committee members during tree planting exercise on 4th May 2024 at Chaka, Laikipia County

ACHIEVEMENTS FOR THE YEAR



CLE Staff Pose for A Photo During Trees Planting Event in Kona Baridi, Kajiado County



CLE Staff and stakeholders during tree planting exercise on 13th November 2023 at Aberdare Forest, Murang'a County

3.4.6.2 AGPO and Buy Kenya Build Kenya Achievements

During the review period, CLE reserved 30% allocation to AGPO group from the procurement plan as provided for by the law continued to implement the buy Kenya build Kenya government directive as per the table below:-

S/No.	Period	AGPO (Kshs.)	Buy Kenya Build Kenya (Kshs.)
1	Quarter 1	3,267,970	17,448,306
2	Quarter 2	4,456,110	15,376,669
3	Quarter 3	3,267,970	5,085,104
4	Quarter 4	3,444,007	28,905,578
	Total (Kshs.)	14,436,057	66,815,656

3.4.6.3 AGPO Group Sensitization

During the year under review, CLE conducted supplier sensitization on AGPO in June 2024. The objective of the training was to empower enterprises owned by women, youth, and persons with disabilities with information on the Public Procurement and Asset Disposal Act, (PPADA) 2015 and opportunities available at CLE.

By providing this training, CLE aimed to improve the quality of bids and increase participation from disadvantaged groups in government procurement opportunities, ultimately contributing to the economic empowerment of targeted groups.



Guests Attending the CLE 2023-2027 Strategic Plan Launch



CHAPTER 4

FINANCIAL PERFORMANCE

CLE Annual Report FY 2023/2024



This chapter presents the Council of Legal Education's financial performance for the period under review.

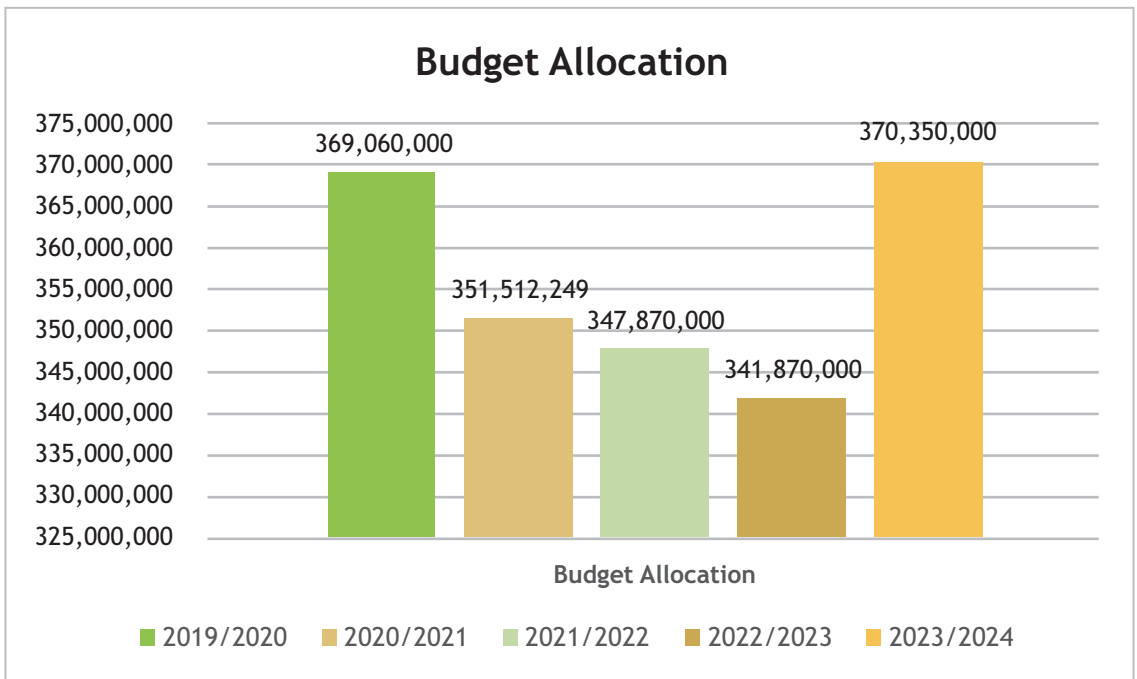
4.2 Budget Performance for the FY 2023/2024

CLE was allocated Gross Recurrent Estimates of Kshs. 370.3 million comprising of Kshs.200.2 million Government transfer and Kshs. 170.1 million AIA collections.

The overall absorption of the voted funds in 2023/2024 Fiscal Year was 100% depicting CLE commitment to implement planned activities within the set timelines and allocated ceilings.

4.3 Comparative Analysis on budget performance in the last five financial years

The Budgetary allocation for CLE has increased in the past five years from Kshs. 369.1 million in the FY 2019/2020 to Kshs. 370.3 million in the financial year 2023/2024 transforming to 3.2% increase. Below is a graphical representation of the increment;



CLE has improved its operations having launched and commenced implementation of its Strategic Plan 2023- 2027. The expenditure on the other hand increased from Kshs. 286.8 million to Kshs. 394 million.

The sustained high absorption rates across the period were due to the adoption of best management practices in the execution of the mandate.

4.4 Statement of Financial Performance for the Year Ended 30th June 2024

Table below shows the statement of Financial Performance for the Year ended 30th June 2024.

	Notes	June 30 th 2024 Kshs	Comparative Period Kshs
Revenue from non-exchange transactions			
Transfers from other governments entities	4	200,250,000	171,770,000
		200,250,000	171,770,000
Revenue from exchange transactions			
Rendering of services	5	134,442,029	123,043,588
Finance income	6	11,686,200	15,847,487
		146,128,229	138,891,075
Total revenue		346,378,229	310,661,075
Expenses			
Use of goods and services	7	112,010,097	111,722,997
Employee costs	8	133,071,638	125,257,321
Council Expenses	9	14,446,917	13,939,511
Depreciation and amortization expense	10	14,448,536	21,799,924

FINANCIAL PERFORMANCE

	Notes	June 30 th 2024 Kshs	Comparative Period Kshs
Repairs and maintenance	11	2,076,153	1,261,222
ICT related costs	12	5,871,973	4,584,691
Examination Related Costs	13	63,836,212	67,143,847
Audit Fees	28	600,000	600,000
Loss on Disposal		-	560,539
Total expenses		346,361,526	346,870,052
Surplus/(deficit) for the period		16,703	(36,208,977)
Surplus attributable to owners of the controlling Council			
Total Surplus/(deficit)		16,703	(36,208,977)

FINANCIAL PERFORMANCE

4.5 Statement of Financial Assets and Financial Liabilities as at 30th June 2024

Table below shows the statement of Financial Position as at 30th June 2024

	Notes	June 30 th 2024	Comparative Period
		Kshs	Kshs
Assets			
Current Assets			
Cash and Cash equivalents	14	71,128,625	54,945,586
Receivables from Non-Exchange Transactions	15	9,476,135	1,694,719
Inventories	16	5,294,143	4,775,180
Investments	17	145,161,120	204,905,610
Total Current Assets		231,060,023	266,321,095
Non-Current Assets			
Bar Examination Loan	18	119,000,000	119,000,000
Property, Plant and Equipment	19	40,657,944	50,770,499
Intangible Assets	20	143,688	2,378,170
Total Non-Current Assets		159,801,632	172,148,669
Total Assets		390,861,655	438,469,764

FINANCIAL PERFORMANCE

	Notes	June 30 th 2024	Comparative Period
		Kshs	Kshs
Liabilities			
Current Liabilities			
Trade and Other Payables	21	29,611,892	7,678,525
Unutilized funds from students	22 (a)	22,885,346	20,013,469
Deferred Income	22 (b)	-	2,430,000
Current Provision-Audit fees	23	1,200,000	1,200,000
Total Current Liabilities		53,697,238	31,321,994
Non-Current Liabilities		-	-
Total Non-Current Liabilities		-	-
Total Liabilities		53,697,238	31,321,994
Net Assets			
Accumulated Surplus	24	104,491,859	160,026,677
Revaluation Reserves	25	30,087,470	38,896,064

FINANCIAL PERFORMANCE

	Notes	June 30 th 2024	Comparative Period
		Kshs	Kshs
Bar examination loan		119,000,000	119,000,000
Asset Replacement	26	72,870,923	74,972,423
Capital Fund		10,714,165	14,252,606
Total Net Assets		337,164,417	407,147,770
Total Net Assets and Liabilities		390,861,655	438,469,764

4.6 Statement of Cash Flows for the Year Ended 30th June 2024

The table below shows the of Cash Flows for the year ended 30th June 2024

	Notes	June 30 th 2024	Comparative Period
		kshs	Kshs
Cash generated from operations			
Surplus for the year before tax		16,703	(36,208,977)
Adjusted for:			
Depreciation	18	14,448,536	21,799,924
Working capital adjustments:			
Decrease/(Increase) in inventory		(518,963)	(97,487)
Decrease/(Increase) in receivables		51,963,018	871,024

FINANCIAL PERFORMANCE

Increase in HELB Loan Fund	-	-
Increase/(Decrease) in payables	22,375,244	(6,093,458)
Prior year adjustment	-	-
Decrease/(Increase) in treasury bills	-	-
Decrease/(Increase) in remission of NT	-	-
Transfer to Car & Mortgage Reserve	(70,000,000)	-
Net cash flows from operating activities	18,284,538	(19,728,975)
Cash flow from investment activities		
Purchase/Revaluation of Property Plant and Equipment	(2,101,500)	(4,323,868)
Net Cashflow used in investment activities	(2,101,500)	(4,323,868)
Cash flow from investment activities		
Loss on Disposal		560,539
increase in Investment in T/Bills		(11,991,204)
Net cash flows used in financing activities	-	(11,430,665)
Net Increase in Cash and Cash Equivalent s	16,183,038	(35,483,508)
Cash and Cash Equivalent as at 1st July	54,945,586	90,429,094
Cash and Cash equivalent as at 30 June	14 71,128,625	54,945,586

FINANCIAL PERFORMANCE

4.7 Statement of Comparison of Budget and Actual Amounts for FY2023/2024

The table below shows the Statement of Comparison of Budget and Actual Amounts for FY2023/2024

	Final budget	Actual on comparable basis	Performance difference	% of utilization	
	Kshs	Kshs	Kshs		
	a	d	e=(c-d)	f=d/c*100	
Revenue					
GoK Grants - Recurrent	200,250,000	200,250,000	-	-	
Appropriation in Aid (Accreditation fees)	7,300,000	7,300,000	-	-	
Examination Fees	125,739,000	126,501,873	(762,873)	101	
Foreign Qualification Equation	560,156	540,156	20,000	96	
Experiential Learning	150,000	100,000	50,000	67	
Finance Income	11,686,200	11,686,200	-	-	
Total Income	345,685,356	346,378,229	(692,873)		
Expenses					
Use of Goods and Services	112,014,166	112,010,097	4,069	100%	

FINANCIAL PERFORMANCE

	Final budget	Actual on comparable basis	Performance difference	% of utilization	
	Kshs	Kshs	Kshs		
Employee costs	133,072,214	133,071,638	576	100%	
Remuneration of Directors	14,449,595	14,446,917	2,678	100%	
Depreciation & amortization	14,448,536	14,448,536	-	100%	
Repairs and Maintenance	2,080,329	2,080,329	4,176	100%	
ICT Related Expenses	5,876,107	5,871,973	4,134	100%	
Bar Examination Expenses	63,789,262	63,836,212	(46,950)	100%	
Audit Fees	600,000	600,000	-	100%	
Total Expenditure	346,330,209	346,361,526	(31,317)		
Surplus/(deficit) for the period		16,703			
Capital Expenditure					

4.8 Notes to the Financial Statements

a) Property, plant and equipment

All property, plant and equipment are stated at cost less accumulated depreciation and impairment losses. Depreciation on assets is charged on a straight-line basis over the useful life of the asset. Full depreciation is charged on the period of acquisition.

b) Intangible Asset

Intangible assets acquired separately are initially recognized at cost. Internally generated intangible assets, excluding capitalized development costs, are not capitalized and expenditure is reflected in the surplus or deficit in the period in which they were incurred. The useful life of the intangible assets is assessed as either finite or indefinite

c) Leases

Finance leases are leases that transfer substantially the entire risks and benefits incidental to ownership of the leased item to CLE.

Operating leases are leases that do not transfer substantially all the risks and benefits incidental to ownership of the leased item to CLE.

d) Inventories

Inventory is measured at cost upon initial recognition. To the extent that inventory was received through non-exchange transactions (for no cost or for a nominal cost), the cost of the inventory is its fair value at the date of acquisition. After initial recognition, inventory is measured at the lower of cost and net realizable value.

e) Provisions

Provisions are recognized when CLE has a present obligation (legal or constructive) as a result of a past event. It is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation.

f) Nature and purpose of reserves

The Council creates and maintains reserves in terms of specific requirements as below:

- i) Retained Earnings - this is the sum of all accumulated surplus and deficits as at the reporting date
- ii) Asset Replacement Reserve - this represents funds set aside by the Council to help in replacement of assets effected as per the State Corporations ACT Chapter 446 Section 16

- iii) Bar Education Loan fund reserve - this represents funds set aside for the legal Education Revolving Fund, to assist needy students during registration of the ATP examination.
- iv) CLE Car Loan and Mortgage Scheme - this represents funds set aside to benefit Staff on subsidized loans to assist in ownership of cars and mortgages.

g) Changes in accounting policies and estimates

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

h) Employee benefits

Retirement benefit plans

CLE provides retirement benefits for its Directors and Employees.

i) Retirement benefit Plans

The Council operates a defined contribution pension scheme managed by Jubilee Insurance. The assets of the scheme are held in a separate trustee administered fund, which is funded by contributions from both CLE at 20% and employees at 10% of the basic salary. Currently, the Council contributes monthly 31% gratuity for CLE Scale 1 and 2.

CLE and its employees also contribute to the National Social Security Fund, a statutory defined contribution pension scheme. CLE contributions in respect of retirement benefits are charged as expenses in the period to which they become payable.

ii) Short Term Employee Benefits

The cost of short-term employee benefits, such as leave pay, is recognized during the period in which the employee renders related services.

i) Related parties

The Council regards a related party as a person or an entity with the ability to exert control individually or jointly, or to exercise significant influence over the Council, or vice versa. Members of key management are regarded as related parties and comprise the directors, the CEO and senior managers.

j) Cash and cash equivalents

This comprises cash on hand and cash at bank, short-term deposits on call and highly liquid investments with an original maturity of three months or less. Bank account balances include amounts held at the Central Bank of Kenya and at various commercial banks at the end of the financial period.

k) Comparative figures

The comparative figures for the period ended June 30, 2024 are given for ease reference.

l) Subsequent events

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

m) Useful lives and residual value

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

- a) The condition of the asset based on the assessment of experts employed by the Council.
- b) The nature of the asset, its susceptibility and adaptability to changes in technology and processes.
- c) The nature of the processes in which the asset is deployed.
- d) Availability of funding to replace the asset.
- e) Changes in the market in relation to the asset

n) Provisions

Provisions were raised and management determined an estimate based on the information available. Provisions are measured at the management's best estimate of the expenditure required to settle the obligation at the reporting date, and are discounted to present value where the effect is material.

o) Provision for depreciation and amortization

The following rates were applied for the purposes of providing for the usage of the assets and providing for their replacement. The Review of the CLE Finance Policy approved new depreciation rates as from FY 2023/2024 as follows:

Class of Asset	Old rate	New rate
Motor Vehicles	20%	12.5%
Plant and equipment	20%	12.5%
Computers, Computer Accessories and Infrastructure	33.3%	25%
Intangible Assets	33.3%	10%
Furniture, Fittings and equipment	12.5%	12.5%

Note 4: Transfers from Other Government entities

Description	June 30 th 2024	Comparative Period
	KShs	KShs
Unconditional Grants		
Operational Grant	200,250,000	171,770,000
Total Government Grants and Subsidies	200,250,000	171,770,000

Note 4b) Transfers from Ministries, Departments and Agencies (MDAs)

Name of The Council Sending the Grant	Amount recognized to Statement of Financial performance	Amount deferred under deferred income	Amount recognised in capital fund.	Total transfers 2023 -24	Prior period 2022 -2023
	KShs	KShs	KShs	KShs	KShs
State Law and Department of Justice	200,250,000		-	200,250,000	171,770,000
Total	200,250,000	-	-	200,250,000	171,770,000

The entire amount recorded above as having been received from the Office of the Attorney General is fully reconciled to the amount recorded by the Ministry. Acknowledgement receipts were issued in favour of the Office of the Attorney General.

Note 5: Rendering of Services

Description	June 30 th 2024	Comparative Period
	KShs	KShs
Accreditation fees	7,300,000	5,700,000
Equating Foreign qualification	540,156	610,000
ATP Examination	126,501,873	116,733,588
Experiential Learning	100,000	50,000
Total Revenue from The Rendering of Services	134,442,029	123,093,588

Note 6: Finance Income

Description	June 30 th 2024	Comparative Period
	Kshs	Kshs
Interest income from Treasury Bills	11,686,200	15,847,487
Total finance income	11,686,200	15,847,487

Note 7: Use of Goods and Services

Description	June 30 th 2024	Comparative Period
	Kshs	Kshs
Advertising and publicity	3,675,739	2,541,735
Office rent	36,440,301	28,412,430
Strategic Plan	1,509,664	4,738,746
Newspapers and Journals	422,822	535,819
Printing and Stationery	2,065,823	2,772,438
Cleaning materials and Services	186,682	163,620
Security services	2,194,817	2,068,053
Travel and accommodation	3,545,263	10,156,222
Fuel	2,866,069	2,229,858
Insurance expenses	1,021,609	566,139
Postage and delivery	51,566	58,789
Telephone and Faxes	4,419,559	3,658,293
Electricity and Electrical items	1,467,989	1,129,386

FINANCIAL PERFORMANCE

Description	June 30 th 2024	Comparative Period
	Kshs	Kshs
Professional fees	8,774,859	12,463,669
Official entertainment	2,834,569	2,179,146
Staff welfare	910,093	1,074,732
Training and Development	1,473,620	1,281,755
Conferences and workshops	23,522,383	25,736,291
Bank Charges	441,327	516,521
CSR Activities	-	-
Corporate Communication	617,720	2,055,762
Staff Uniform	-	-
Core Mandate/SP/PC Expenditure	11,767,195	-
Other Taxes, Levies and Penalties	1,800,429	7,383,591
Total use of Goods and Services	112,010,097	111,722,997

Note 8: Employee Costs

Description	June 30 th 2024	Comparative Period
	Kshs	Kshs
Basic Salaries	69,888,464	70,545,453
House Allowance	16,995,730	18,004,557
Commuter Allowance	4,925,451	4,999,085
Leave allowance	1,627,656	1,940,508
Medical Scheme Expenditure	19,480,299	12,256,160
NSSF Employer contribution	712,071	202,800
Pension employer contribution	10,839,495	10,947,035
Gratuity employer contribution	3,761,912	4,170,021
Club Subscription	-	456,236
WIBA & GPA	3,529,184	1,753,387
Housing Levy	1,311,376	-
Total Employee costs	133,071,638	125,275,242

Note 9: Council Expenses

Description	June 30 th 2024	Comparative Period
	Kshs	Kshs
Council Allowances and expenses	13,242,538	12,513,649
Finance and General -Purpose Committee	424,379	404,000
Quality Assurance and Accreditation Committee	200,000	200,000
Risk and Audit Committee	260,000	240,000
Examination Committee	320,000	589,862
Total	14,446,917	13,947,511

Note 10: Depreciation and Amortization Expense

Description	June 30 th 2024	Comparative Period
	Kshs	Kshs
Property, plant and equipment	12,214,055	19,515,447
Intangible assets	2,234,482	2,284,477
Total depreciation and amortization	14,448,536	21,799,924

FINANCIAL PERFORMANCE

NB: The Depreciation provided in the note has been calculated for the whole year. Note 18 gives the actual as at end of the 4th Quarter FY 2023/2024.

Note 11: Repairs and Maintenance

Description	June 30 th 2024	Comparative Period
	Kshs	Kshs
Building repair & Maintenance	212,996	446,690
Plant and equipment repair and maintenance	619,420	232,860
Motor vehicle repair and maintenance	1,243,737	660,542
Total Repairs and Maintenance	2,076,153	1,340,092

Note 12: ICT Related Costs

Description	June 30 th 2024	Comparative Period
	Kshs	Kshs
Web Hosting	390,930	1,183,200
Internet and E -mail	3,942,753	3,280,086
Computer Repairs and Maintenance	323,848	121,404

FINANCIAL PERFORMANCE

Software and hardware maintenance	614,442	-
Ecitizen Onboarding	600,000	-
Total ICT costs	5,871,973	4,584,691

Note 13: Examinations Expenses

Description	June 30 th 2024	Comparative Period
	Kshs	Kshs
Hire of Examination Administration Centres	3,109,654	4,472,490
Exam Setting & Moderation	5,961,516	7,145,521
Exam Marking, Moderation & Checking	16,555,651	14,989,735
Exam Marking Centres	22,518,200	25,293,364
Examination Invigilation	6,886,980	7,166,151
Examination Printing	331,510	646,238
Exam Answer Booklets	1,805,100	701,948
Projects and Oral Examination	6,667,600	6,728,400
Total Examinations costs	63,836,211	67,143,847

Note 14: Cash and Cash Equivalents

Description	June 30 th 2024	Prior year period
	Kshs	Kshs
Current account	71,128,625	54,945,586
Cash in hand	-	-
Total Cash and Cash Equivalents	71,128,625	54,945,586

Note 15: Receivables from Exchange Transactions

Description	June 30 th 2024	Prior year Period
	Kshs	Kshs
Receivables		
Accounts Receivable	5,775,797	1,032,417
Prepayments	3,610,864	408,784
Staff Advances	-	-
Income Tax Payable	-	-
Pension Payable	-	-

FINANCIAL PERFORMANCE

	June 30 th 2024	Prior year Period
Description	Kshs	Kshs
NSSF Payable	4	-
Imprest	-	-
Insurance Recoveries Payable	-	-
Withholding Tax Payable	4,964	-
Online Subscription Recoveries	84,506	253,502
Imprest Account	-	-
Total Current Receivables	9,476,135	1,694,719

Note 16: Inventories

	June 30 th 2024	Prior year Period
Description	Kshs	Kshs
Consumable stores	5,294,143	4,775,180
Total inventories at the lower of cost	5,294,143	4,775,180

Note 17: Investments

Description	June 30 th 2024	Comparative Period
	Kshs	Kshs
a) Investment in Treasury bills and bonds		
Financial institution		
Central Bank of Kenya	145,161,120	204,905,610
Grand total	145,161,120	204,905,610

Note 18: Property, Plant and Equipment

	Furniture, Fittings & fixture 12.5%	Motor Vehicle 20%	Plant and equipment 20%	Computer equipment 33.3%	Computer equipment 25%	Total
Cost	Kshs	Kshs	Kshs	Kshs	Kshs	Kshs
At 1 July 2023	40,511,568	19,950,000	7,702,202	23,652,650	-	91,816,420
Additions	1,092,500	-	393,728	2,837,640	-	4,323,868
Revaluation Reserve	-	-	-	-	-	-
Disposal /fully depreciated items	-480,000	-	-34,000	-170,000	-	-684,000

FINANCIAL PERFORMANCE

As At 30th Jun 2024	41,124,068	19,950,000	8,061,930	26,320,290	-	95,456,288
At 1 July 2023	41,124,068	19,950,000	8,061,930	26,320,290		95,456,288

	Furniture, Fittings & fixture 12.5%	Motor Vehicle 20%	Plant and equipment 20%	Computer equipment 33.3%	Computer equipment 25%	Total
Cost	Kshs	Kshs	Kshs	Kshs	Kshs	Kshs
						-
Additions	-	-	-	-	2,101,500	2,101,500
Transfer to Intangibles	-	-	-	-	-	-
Revaluation Reserve	-	-	-	-	-	-
Fully depreciated assets	-	-	-	-	-	-
As at 30th June 2024	41,124,068	19,950,000	8,061,930	26,320,290	2,101,500	97,557,788
Depreciation and Impairment						
At 1 July 2022	5,063,946	3,990,000	1,540,440	7,883,429	-	18,477,815
Depreciation for the year	5,140,508	3,990,000	1,612,386	8,772,553	-	19,515,447

FINANCIAL PERFORMANCE

	Furniture, Fittings & fixture 12.5%	Motor Vehicle 20%	Plant and equipment 20%	Computer equipment 33.3%	Computer equipment 25%	Total
Cost	Kshs	Kshs	Kshs	Kshs	Kshs	Kshs
Disposals/fully depreciated items	-60,000	-	-6,800	-56,661	-	-123,461
At 30th June 2023	10,144,454	7,980,000	3,146,026	16,599,321	-	37,869,801
As At 1 July 2023	10,144,454	7,980,000	3,146,026	16,599,321	-	37,869,801
Depreciation	5,140,508	3,990,000	1,612,386	945,785	525,375	12,214,055
Transfer/Adjustment	-	-	-	-	-	-
As At 30 th June 2024	15,284,963	11,970,000	4,758,412	17,545,106	525,375	50,083,856
Net Book Values						
As At 30 th June 2023	30,979,613	11,970,000	4,915,904	9,720,969	-	57,586,487
Prior adjustment Year	1,280,241	(1,298,937)	893,587	(7,690,879)		(6,815,988)

FINANCIAL PERFORMANCE

	Furniture, Fittings & fixture	Motor Vehicle	Plant and equipment	Computer equipment	Computer equipment	Total
	12.5%	20%	20%	33.3%	25%	
Cost	Kshs	Kshs	Kshs	Kshs	Kshs	Kshs
Adjusted NBV as at 30th June 2023	32,259,854	10,671,063	5,809,491	2,030,090		50,770,499
As At 30 th June 2024	25,839,105	7,980,000	3,303,518	8,775,184	1,576,125	47,473,932

Quarter1 Depreciation	1,285,127	997,500	403,097	236,446	131,343.75	3,053,514
Quarter2 Depreciation	1,285,127	997,500	403,097	236,446	131,343.75	3,053,514
Quarter3 Depreciation	1,285,127	997,500	403,097	236,446	131,343.75	3,053,514
Quarter4 Depreciation	1,285,127	997,500	403,097	236,446	131,343.75	3,053,514
NBV to Position	27,124,232	8,977,500	3,706,615	9,011,630	1,576,125	47,473,932
Prior Year adjustment	1,280,241	(1,298,937)	893,587	(7,690,879)	-	(6,815,988)

Adjusted NBV as at 30th June 2024 to Position	28,404,473	7,678,563	4,600,202	1,320,751	1,576,125	40,657,944
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NB: Fully Depreciated Assets

No	Asset Class	Amount (Kshs.)
1	Computer and Computer Equipment	23,482,650

Note 19: Intangible Assets

Description	June 30 th 2024	Prior year period
	Kshs	Kshs
Cost		
At beginning of the period	6,854,115	6,854,115
Transfer to PPE		
Additions	-	-
At end of the period	6,854,115	6,854,115
Amortization and impairment		
At beginning of the period	4,568,954	2,284,477
Amortization	2,234,482	2,284,477
At end of the period	-	4,568,954
Impairment loss		
At end of the period	6,803,435	4,568,954
NBV	50,680	2,285,161

FINANCIAL PERFORMANCE

Prior Year Adjustment	93,008	93,008
Adjusted NBV as at 30th June 2023	2,378,170	2,378,170

Quarter1 Depreciation	558,620
Quarter2 Depreciation	558,620
Quarter3 Depreciation	558,620

Quarter #4 Depreciation	558,620
NBV	50,680
Prior Year Adjustment	93,008
Adjusted NBV as at 30th June 2024 to Position	143,688

Note 20: Bar Examination Loan Transfer

Description	June 30 th 2024	Prior year period
	Kshs	Kshs
Bar Examination loan fund	119,000,000	119,000,000
Total Bar Examination Loan Transfer	119,000,000	119,000,000

Note 21: Trade and Other Payables

Description	June 30 th 2024	Prior year period
	Kshs	Kshs
Trade payables	25,974,594	5,951,637
Other payables	3,637,298	1,726,943
Total trade and other payables	29,611,892	7,678,580

Note 22 (a): Refundable Deposits and Pre-payments from Customers

Description	June 30 th 2024	Prior year period
	Kshs	Kshs
Students' deposits	22,885,346	20,013,469
Total deposits	22,885,346	20,013,469

The Refundable Deposits are credits that are in the Students portal awaiting registration for the ATP Examination.

Note 22 (b): Deferred income

Description	June 30 th 2024	Prior year period
	Kshs	Kshs
Examination fees in advance	-	2,430,000
Total Deferred income	-	2,430,000

Note 23: Provision for Audit fees

Description	June 30 th 2024	Prior year period
	Kshs	Kshs
Audit fees	1,200,000	1,200,000
Total Audit Fees	1,200,000	1,200,000

Note 24: Accumulated surplus

Description	June 30 th 2024	Prior year period
	Kshs	Kshs
Accumulated Surplus	104,491,859	160,026,677
Asset Replacement Reserve	72,870,923	74,972,423
Revaluation Reserve	30,087,470	38,896,064
Bar Examination Loan	119,000,000	119,000,000
Capital Fund	10,714,164	14,252,606
Total Surplus	337,164,416	407,147,770

Note 25: Revaluation Reserve

Description	June 30 th 2024	Prior year period
	Kshs	Kshs
Revaluation reserve	30,087,470	38,896,064
Total	30,087,470	38,896,064

Note 26: Asset Replacement Reserve

Description	June 30 th 2024	Prior year period
	Kshs	Kshs
Asset replacement reserve	72,870,923	74,972,423
Total	72,870,923	74,972,423

Note 27: Cash Generated from Operations

	June 30 th 2024	Prior year period
	Kshs	Kshs
Surplus/(deficit) for the period before tax	16,703	(36,208,977)
Adjusted for:		

FINANCIAL PERFORMANCE

	June 30 th 2024	Prior year period
	Kshs	Kshs
Depreciation	14,448,536	21,799,924
Working Capital Adjustments:		
Decrease/(Increase) in inventory	(518,963)	(97,487)
Decrease/(Increase) in Receivables	51,963,018	871,024
Decrease/Increase in Payables	22,375,244	(6,093,458)
Transfer to Car & Mortgage Reserve	(70,000,000)	-
Net Cash flow from Operating Activities	18,284,538	(19,728,975)

Note 28: Audit fees

Description	June 30 th 2024	Prior year period
	Kshs	Kshs
Audit fees	600,000	600,000
Total Audit Fees	600,000	600,000

14 Events after the Reporting Period

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

15 Ultimate and Holding Council

The Council of Legal Education is a Semi-Autonomous Government Agency under the State Law Office and Department of Justice. Its ultimate parent is the Government of Kenya.

16 Currency

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



Prof. Collins Odote, Chairperson, Council of Legal Education addressing guests during CLE 2023-2027 Strategic Plan Launch.



CHAPTER FIVE

CHALLENGES & RECOMMENDATION



5.1 Challenges

1. Adapting the regulatory framework and curricula in legal education to prepare market-ready legal professionals in light of emerging global realities and trends: The legal profession continues to evolve in response to advancements in technology, globalization, and changing client expectations which call for responsive training. At the same time, the need to adapt the regulatory framework governing legal education and training becomes increasingly critical. The traditional models of legal education and training, while foundational, may no longer adequately prepare future legal professionals for the dynamic and multifaceted nature of modern legal practice.

Moreover, the regulatory frameworks governing legal training often lack the flexibility to incorporate emerging fields such as cyber law, artificial intelligence, machine learning, climate change data privacy, and legal tech. This rigidity can result in a disconnect between the skills taught in legal education programs and those demanded by the evolving job market.

2. Inadequate ICT infrastructure: The existing CLE technology infrastructure dates back to the 2014/2015 financial year. This affects operational performance efficiency. Further, the evolving malware and ransomware landscape in the world poses significant challenges to CLE in terms of information security.
3. Inadequate budget allocation: Over the years CLE has experienced a steady decline in budgetary allocation hindering its ability to effectively execute its mandate. Additionally, CLE has experienced a steady decline in AIA collection in the last six (6) years from Ksh.185,612, 248 in FY 2017/18 to 146,128,229 during the FY 2023/24.
4. Staffing levels: CLE is currently operating with a staffing level of 41 employees, which is significantly below the proposed establishment of 87 staff members. This staffing shortfall may impact the council's ability to effectively execute its mandate and meet operational demands.

5.2 Recommendations

1. Curriculum Reform: Legal education curricula should be continuously updated to reflect current and anticipated trends in the legal profession. This includes integrating courses on technology, global legal practices, and interdisciplinary approaches that address emerging legal issues. Teaching faculty must be continuously trained on evolving pedagogy and and ragogy and innovative delivery methodologies.

CHALLENGES & RECOMMENDATION

2. **Responsive Regulatory Standards:** There is need to adopt flexible standards that allow legal education programs to innovate and incorporate new areas of practice. This could involve creating pathways for specialization in emerging fields and recognizing alternative forms of legal training that align with market needs.
3. **Enhancing experiential learning:** There should be a greater emphasis on practical training through attachments, fieldwork, mooting, advocacy seminars, and clinical legal education within legal education programs. This includes expanding opportunities for students to engage in real-world legal work through clinics, simulated practice environments, and collaborative projects with legal professionals and organizations.
4. **Stakeholder Collaboration:** Regulators, educators, and practitioners must collaborate frequently to ensure that legal education programs are aligned with the current and future needs of the legal profession. Regular feedback from the legal community will guide curriculum development and training standards.
5. There is a need to improve CLE's existing ICT infrastructure to enhance service delivery and mitigate cyber security risks.
6. Find short-term temporary solutions like internal re-deployment of staff to critically understaffed functions. Additionally, CLE should pursue Government funding and approvals to recruit the most critical vacant positions within the approved staff establishment.
7. Engage the Parent Ministry and lobby from the National Treasury for increased Government subvention, before and during the budget development process.
8. Build and sustain strategic partnerships with stakeholders in legal education and training. This is important in mobilizing resources and creating a shared vision.
9. Ensure adequate regular and timely communication with stakeholders. This will help to demystify the public misconception and enhance the corporate image.
10. Continuously invest in staff development through training and capacity building, this enhances organizational effectiveness and service delivery. Regular training and sensitization sessions are essential for compliance with emerging legislation and regulations.
11. Fast-track the implementation of the Examination Reforms Committee report recommendations.



Participants enjoy a light moment at the CLE 2023-2027 Strategic Plan Launch

ANNEXES



SECRETARIAT COMMITTEES

Committees serve to enhance the operations of organisations and hasten the process of decision-making. CLE ensured equality and equity in the appointment of staff to the committees. During the financial year 2023/2024, CLE had the following committee;

Management Committee

The Committee comprises the Heads of Directorates and Technical Persons from the Divisions. The Committee meets often to discuss reports from Directorates and Divisions for validation and make recommendations to the Council on matters that require Council's approval. The committee also identifies potential risks to the organisation and develops strategies to ensure compliance with CLE Policies and regulations.

Human Resource Advisory Committee

The Committee comprises five (5) members and one (1) co-opted legal expert. The Committee advises the Secretary/CEO and supports the management on various human resources matters.

Bar Examination Loan Committee

The Committee is constituted of members from the Directorate of Examination, SLSC and the Division of Finance and Accounts. The Committee is responsible for administration and supervision of the Bar Examination Loan which is a revolving fund for supporting regular ATP candidates.

Budget Implementation Committee

The Committee comprises the CEO as the Chairperson, Heads of Directorates and Divisions as members, and the Head of Finance and Accounts as the Secretary. The Committee advises the CEO on budgetary matters.

Staff Car Loan & Mortgage Scheme Committee

The Committee exists to oversee the processing of staff applications for the Car and Mortgage loans, advise and make recommendations for consideration by the CEO.

Performance Contracting Committee

The Committee includes representatives from the Directorates and Divisions. It is responsible for the preparation of Directorates and Divisions' Performance Contracting (PC) annual targets, championing the implementation of PC related matters in their specific Directorates and Divisions and submitting PC quarterly reports to the Planning Strategy Division.

Gender & Disability Mainstreaming Committee

The Committee is responsible for ensuring implementation of the National Policy on Gender

& Development at CLE. Additionally, it oversees the mainstreaming of disability at CLE.

Transport and Road Safety Committee

The Committee mainstreams matters of road safety within CLE activities that contribute to the prevention and management of Road Traffic accidents injuries and fatalities.

Environment, Health, Safety & Security Committee

The Committee comprises of representatives from the Directorates and Divisions. The Committee is responsible for implementing measures to protect the environment and mitigate climate change and mechanisms to mitigate against technical hazards like fire, and natural disasters.

Prevention of HIV Infections and other non-communicable diseases Committee

The Committee is constituted of representatives from the Directorates and Divisions. The committee is in charge of implementing programmes and initiatives that prevent HIV and AIDs and Non-Communicable Diseases.

Alcohol & Drug Abuse Committee

The Committee comprises of representatives from the Directorates and Divisions. The Committee is in charge of developing and implementing workplace ADA Policy and Strategies and establishing and operationalizing support mechanisms for members of staff with drug abuse disorders .

Resolution of Public Complaints Committee

The Committee Comprises of representatives from the Directorates and Divisions. The terms of reference to the Committee is to ensure proactive disclosure of information to the public as well as process public complaints referred to CLE directly or channelled through CAJ.

National Cohesion & Values Committee

The Committee comprises of representatives from the Directorates and Divisions. The Committee is in charge of fast tracking implementation of Annual Presidential Report & Principles of Governance and mainstreaming of National values and principles of governance in accordance with Article 10 of the Constitution.

Science, Technology & Innovations (STI) Mainstreaming Committee

The Committee comprises of representatives from the Directorates and Divisions from various levels. The Committee is in charge of Mainstreaming research, Technology and Innovation at CLE.

Productivity Mainstreaming Committee

The Committee comprises of representatives from Directorates and Divisions. The committee is in charge of developing and implementing Productivity Metrics and mainstreaming productivity at CLE.

Records & Knowledge Management Committee

The Committee comprises of representatives from the Directorates and Divisions. The Committee is responsible for developing the Records Management Policy.

Integrity Committee

The Committee comprises of Heads of Directorates and Divisions. The committee is responsible for conducting a Corruption Risk Assessment and corruption perception Index Survey, developing and maintaining the CLE Corruption Risk and Mitigation Plan (CRAMP).

Digitalization Committee

The Committee is incharge of identifying and prioritising citizen-facing and back-office services to be digitalized, as well as undertaking business processes Re- Engineering. This is aimed at accelerating the adoption of ICT solutions at CLE for ease of access, cost reduction, convenience and efficiency in service delivery.

Business Continuity Committee

The Committee is responsible for Developing, Implementing CLE's Business Continuity Policy.

Data Protection Committee

The Committee comprises of representatives from all Directorates and Divisions. The Committee is responsible of undertaking proactive steps in ensuring CLE is in compliance with Data Protection Act.



CLE Staff Pose for a Group Photo During a Strategic Planning Workshop



Hon. J.B. Muturi, Attorney General, Addressing Guests during CLE 2023-2027 Strategic Plan Launch Event



*At the CLE 2023-2027 Strategic Plan Launch
(L-R: CEO Ms Jennifer Gitiri, HSC, Council Chairperson Prof. Collins Odote, Hon. J.B. Muturi, Attorney General
and Hon. Justice Isaac Lenaola)*



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