



REPUBLIC OF KENYA



MIGORI MUNICIPALITY



MIGORI COUNTY

DEPARTMENT OF LANDS, HOUSING, PHYSICAL PLANNING & URBAN DEVELOPMENT  
PHYSICAL PLANNING & URBAN DEVELOPMENT SECTION

Tel: +254-059-20928

Telegrams: "MIGORI COUNTY" Migori

P O Box 195 – 40400

SUNA-MIGORI, KENYA

ACTIVITY	EXPECTED OUTPUT	TIME FRAME				ACTORS	INPUT/RESOURCES REQUIRED	APPROX BUDGET
		Q1	Q2	Q3	Q4			
Planning, technical, infrastructure and training committee	Committee Minutes	July 2023				- Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	73,500
Audit, Risk & Compliance committee meeting	Committee Minutes	July 2023				- Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	73,500



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SUNA-MIGORI, KENYA

Finance committee meeting	Committee Minutes	August 2023				Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	71,500
Human resource and administration committee	Committee Minutes	August 2023				Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	71,500
Preparation and approval of Annual Urban	Annual Urban	August 2023				- Municipal manager	Sitting allowances. Transport allowances	280,000



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Investment Plan (AUIP)	Investment Plan (AUIP)					- Municipal Board members. - Relevant stakeholders	Refreshments	
Citizen Fora	Citizen Fora Report	August 2023				-Municipal manager - Municipal Board members. -Relevant stakeholders. -Members of the public	Sitting allowances. Transport allowances Refreshments Event organization	259,000



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SUNA-MIGORI, KENYA

Review of Migori Municipality bylaws	Reviewed bylaws	Sep 2023				Municipal manager - Municipal Board members. -Municipal planner. -Municipal Engineer. - Municipal Environment officer. - Legal officers	Sitting allowances. Transport allowances Refreshments	1,060,000
Cleaning and solid waste management	Clean and healthy municipality	Sep 2023				-Municipal manager -Casuals.	Wages and Daily Subsistence Allowance	300,000



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						- Environment officer. -Public Health		
Full Municipal Board meeting	Full Board Minutes	Sept 2023				- Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	134,000
Planning, technical, infrastructure and training committee	Committee Minutes		Oct - 2023			- Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	73,500



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Audit, Risk & Compliance committee meeting	Committee Minutes		Oct 2023			- Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	73,500
Finance committee meeting	Committee Minutes		Nov 2023			Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	71,500



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SUNA-MIGORI, KENYA

Training at Kenya school of government	Certificate in senior management course		Nov 2023			-Municipal manager	Perdiem Training fee	200,000
Human resource and administration committee	Committee Minutes		Nov 2023			Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	71,500
Citizen Fora	Minutes of the Citizen fora and resolutions.		Dec 2023			-Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	259,000



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SUNA-MIGORI, KENYA

						-Relevant stakeholders. -Members of the public		
Cleaning and solid waste management	Clean and healthy municipality		Dec 2023			-Municipal manager -Casuals. - Environment officer. -Public Health	Wages and Daily Subsistence Allowance	300,000





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Review of Migori Integrated Development Plan (IdeP)	Revised Migori Integrated Development Plan		Dec 2023			Municipal manager - Municipal Board members. -Municipal Planner. - Technical Team	Sitting allowances. Transport allowances Refreshments	654,000
Full Municipal Board meeting	Full board Minutes		Dec 2023.			- Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	134,000



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SUNA-MIGORI, KENYA

Peer learning interactions	-Back to office reports. -Enhanced capacity			Jan 2024		- Municipal manager - Municipal Board members. -Technical team/key staff	-Transport and Perdiem allowances. -Entry fees -Other nominal fees	1,650,000



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Planning, technical, infrastructure and training committee	Committee Minutes			Jan 2024		- Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	73,500
Audit, Risk & Compliance committee meeting	Committee Minutes			Feb 2024		- Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	73,500



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Finance committee meeting	Committee Minutes			Feb 2024		Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	71,500
Human resource and administration committee	Committee Minutes			March 2024		Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	71,500
Cleaning and solid waste management	Clean and healthy municipality			March 2023		-Municipal manager -Casuals.	Wages and Daily Subsistence Allowance	300,000



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						- Environment officer. -Public Health		
Citizen Fora	Minutes of the Citizen fora and resolutions.			March 2024		-Municipal manager - Municipal Board members. -Relevant stakeholders. -Members of the public	Sitting allowances. Transport allowances Refreshments	259,000



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Full Municipal Board meeting	Full board Minutes			March 2024		- Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	134,000
Planning, technical, infrastructure and training committee	Committee Minutes				April 2024	- Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	73,500



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Audit, Risk & Compliance committee meeting	Committee Minutes				April 2024	- Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	73,500
Finance committee meeting	Committee Minutes				May 2024	Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	71,500



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Human resource and administration committee	Committee Minutes				May 2024	Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	71,500
Review of Migori Municipality strategic plan	Migori municipality strategic plan				June 2024	Municipal manager - Municipal Board members. -Key staff	Sitting allowances. Transport allowances Refreshments Perdiems Transport allowances	1,600,000





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Citizen Fora	Minutes of the Citizen fora and resolutions.				June 2024	-Municipal manager - Municipal Board members. -Relevant stakeholders. -Members of the public	Sitting allowances. Transport allowances Refreshments	259,000
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Cleaning and solid waste management	Clean and healthy municipality				June 2023	-Municipal manager -Casuals. - Environment officer. -Public Health	Wages and Daily Subsistence Allowance	300,000
Full Municipal Board meeting	Full board Minutes				June 2024	- Municipal manager - Municipal Board members.	Sitting allowances. Transport allowances Refreshments	134,000
<b>TOTAL ESTIMATE</b>								<b>9,376,000</b>



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SUNA-MIGORI, KENYA

**Prepared By:**

**Signature**

**Date**

**Municipal Manager**

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**Migori Municipality**