

## KERICHO MUNICIPAL BOARD

### SCHEDULE/WORK PLAN FY 2024/2025

NO	ACTIVITY	OBJECTIVE	DATE
<b>1<sup>ST</sup> QUARTER</b>			
1.	Citizen Fora	To get views from the Stakeholders/Publics	July 2024
2.	Committee Meeting	<ul style="list-style-type: none"> <li>• Trade and Investment(mucipalities)</li> <li>• Urban Planning &amp; Infrastructure</li> <li>• Audit and Compliance</li> <li>• Finance and Admnistration</li> </ul>	Between August and July  At least one Committee Meetings Per Quarters
3.	Special Board Meeting		August 2024
4.	Full Board Meeting		September 2024
<b>2<sup>ND</sup> QUARTER</b>			
5.	Citizen Fora		October 2024
6.	Special Meeting		November 2024
7.	Committee Meetings		At least one meeting Per quarter. Before full Board Meeting
8.	Full Board Meeting		December 2024
<b>3<sup>RD</sup> QUARTER</b>			
9.	Citizen Fora		January 2025
10.	Special Meeting		February 2025
11.	Committee Meeting		At least one meeting per

			quarter, Before Full Board Meeting
12.	Full Board Meeting		March 2025
<b>4<sup>TH</sup> QUARTER</b>			
13.	Citizen Fora	To get Views from the Stakeholders/Public	April 2025
14.	Committee Meetings		One meeting per quarter, Before full Board Meeting
15.	Special Meeting		May 2025
16.	Full Board Meeting		June 2025

**N/B**

- ❖ The tentative days for committee meetings will be done by the manager with consultation with committee chairs.
- ❖ The Special Meeting will be on need basis.
- ❖ Board Retreat/Training/Capacity Building- One per quarter.
- ❖ Board training on Governance and Leadership by October 2024.
- ❖ Cleaning exercise one per quarter (Mandatory).
- ❖ All committees should meet at least one per quarter before Full Board Meeting.

**Prepared By:** MUNICIPAL MANAGER.

**Sign**

*Mohammed*