



OLD TAFO MUNICIPAL ASSEMBLY

**2021 ANNUAL ACTION
PLAN**

**PREPARED BY:
MUNICIPAL PLANNING CO-ORDINATING UNIT (MPCU)
SEPTEMBER 2020**

DEVELOPMENT DIMENSION 1: ECONOMIC DEVELOPMENT

No.	Activities	Location	Output Indicators	Time Schedule				Indicative Budget	Implementation Agencies	
				1 Qtr	2 Qtr	3 Qtr	4 Qtr		Lead	Collaborating
D1.1	Preparation of Annual Revenue Improvement Action Plan	Mun. Admin	Revenue Improvement Action Plan prepared					100,000	Revenue Dept.	Budget
D1.2	Preparation of Annual Fee Fixing Resolution	Mun. Admin	Fee fixing resolution prepared					200,000	Budget Unit	Revenue Dept.
D1.3	GIFMIS Installation and Management	Mun. Admin	GIFMIS installed					130,000	Budget Unit	MA
D1.4	Support to Finance Department	Mun. Admin	Finance Dept. supported					45,000	Finance	Finance
D1.5	Generate and update revenue database Annually	Mun. Admin	Revenue database					280,000	Revenue	Finance
D1.6	Support farmers and market women on the storage of agricultural produce, food safety and post-harvest technology	Mun. wide	Storage of agricultural produce, food safety and post-harvest technology improved					200,000	Agric Dept	MA
D1.7	Staff Development/Capacity Building	Mun. Admin	Staff capacity built					10,000	HR Dept.	MA
D1.8	Capacity building of SMEs on business proposal writing, financial literacy and agro processing	Mun. wide	No. of MSMEs supported					200,000	BAC	LED Focal Person

No.	Activities	Location	Output Indicators	Time Schedule				Indicative Budget	Implementation Agencies	
				1 Qtr	2 Qtr	3 Qtr	4 Qtr		Lead	Collaborating
D1.9	Stakeholder awareness creation on value addition (branding and packaging)	Mun. wide	No. of MSMEs supported					200,000	BAC	LED Focal Person
D1.10	Support to culture and tourism activities	Mun. wide	Culture and tourism activities supported					40,000	Central Admin.	NCCE
D1.11	Support to Statistics Department	Mun. wide	Statistics activities supported					40,000	Statistics Dept.	MA

DEVELOPMENT DIMENSION 2: SOCIAL DEVELOPMENT

No.	Activities	Location	Output Indicators	Time Schedule				Indicative Budget	Implementation Agencies	
				1 Qtr	2 Qtr	3 Qtr	4 Qtr		Lead	Collaborating
D2.1	Provide sponsorship for 50 (35 girls and 15 boys) needy but brilliant students (MP CF)	Mun. wide	Disbursement report					170,099	Education Dept	MA
D2.2	Municipal Education Fund (2%)	Mun. wide	Education fund supported					299,770	Works	GES
D2.3	Procurement of furniture for basic schools	Mun. wide	Furniture procured					450,000	Central Admin.	GES
D2.4	Construction of 1No 21 Unit Classroom Block with washrooms for boys and girls	Pankrono	1No 3 Unit K.G Block with ancillary facilities constructed					2,450,000	Central Admin.	GES
D2.5	Construction of 1No 3 Unit K.G Block with washrooms for boys and girls	Pankrono	1No 3 Unit K.G Block with ancillary facilities constructed					250,000	Central Admin.	GES

No.	Activities	Location	Output Indicators	Time Schedule				Indicative Budget	Implementation Agencies	
				1 Qtr	2 Qtr	3 Qtr	4 Qtr		Lead	Collaborating
D2.6	Municipal Sports Development & Culture	Mun. wide	Sports Development & Culture supported					65,000	Central Admin.	GES
D2.7	Support for the MSHAP/ Malaria Prevention & HIV Campaign (0.5%)	Mun. wide	MSHAP/ Malaria prevention & HIV campaign supported					141,280	GHS	MA
D2.8	Procurement of medical equipment and consumables	Health Directorate / Tafo Gov't Hospital	Medical equipment procured					90,000	Central Admin.	GHS
D2.9	Provision of Covid-19 Relief Items	Mun. wide	Covid-19 relief items provided					35,000	Central Admin.	GHS
D2.10	Train and support Persons with Disabilities (PWDs) with income generating activities	Mun. wide	Persons with Disabilities supported					200,000	SWCD	BAC
D2.11	Community mass education domestic violence	Mun. wide	Mass education organised					110,000	SWCD	BAC
D2.12	Identify and address families with child protection issues (i.e. Child marriage, sexual harassment, streetism, parental neglect)	Mun. wide	Child protection issues addressed					5,000	SWCD	MA
D2.13	Organise mass meetings with women and men groups within the Municipality on child rights and responsibilities	Mun. wide	Mass meeting organised					5,000	SWCD	MA
D2.14	Conduct fumigation exercise	Mun. wide	Fumigation undertaken					236,000	EHU	MA
D2.15	Community Initiative Projects (5%)	Mun. wide	Community initiative projects implemented					85,000	Central Admin.	SWCD

No.	Activities	Location	Output Indicators	Time Schedule				Indicative Budget	Implementation Agencies	
				1 Qtr	2 Qtr	3 Qtr	4 Qtr		Lead	Collaborating
D2.17	Solid & liquid waste management, noise control & air quality management	Mun. wide	Sanitation improved					920,000	EHU	MA
D2.18	Food safety and hygiene education, environmental health and sanitation education	Mun. wide	Waste management improved					1,000,000	EHU	MA
D2.19	MP's support to social development	Mun. wide	Social development					200,000	Central Admin.	SWCD

DEVELOPMENT DIMENSION 3: ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT

No.	Activities	Location	Output Indicators	Time Schedule				Indicative Budget	Implementation Agencies	
				1 Qtr	2 Qtr	3 Qtr	4 Qtr		Lead	Collaborating
D3.1	Reshaping of 10km unpaved roads	Municipal wide	Reshaping of 10 km unpaved roads					2,000,000	Urban Roads	Works
D3.2	Construction of 6 No. culvert bridge	Municipal wide	6 No. Culvert Bridge					700,000	Urban Roads	Works
D3.3	Construction of community footbridges	Municipal wide	Community Footbridges constructed					555,000	Urban Roads	Works
D3.4	Construction of 6 No. storm drains	Mun. wide	6 No. storm drains constructed					400,000	Urban Roads	Works
D3.5	Road safety management (Spot improvement, pothole patching and zebra crossing provision)	Mun. wide	Spot improvement, pothole patching and zebra crossing completed					1,500,000	Urban Roads	Works

D3.6	Disaster education and sensitization	Mun. wide	Sensitization reports					100,000	NADMO	MA
D3.7	Emergency works and supplies	Mun. wide	Emergency Works and Supplies supported					100,000	NADMO	MA
D3.8	Undertake tree planting exercise	Mun. wide	Tree planting exercise undertaken					35,000	Agriculture Dept	NADMO
D3.9	Street Naming and Property Address System	Mun. wide	Street Naming undertaken					90,000	PPD	Works, Planning Unit
D3.10	Spatial Plans Prep./EPA Permit	Mun. wide	Spatial plans prepared					100,000	PPD	Works
D3.11	Valuation of Properties	Mun. wide	Properties valued					63,000	PPD	Works

DEVELOPMENT DIMENSION 4: GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY

No.	Activities	Location	Output Indicators	Time Schedule				Indicative Budget	Implementation Agencies	
				1 Qtr	2 Qtr	3 Qtr	4 Qtr		Lead	Collaborating
D4.1	National Days Celebrations	Mun. Admin	National days celebrated					80,000	Central Admin.	NCCE, Information
D4.2	Farmers Days Celebrations	Mun. Admin	Farmers days celebrated					60,000	Central Admin.	Agric
D4.3	Public engagements, policy dissemination and Publications (Townhall meeting, Stakeholders' Fora & Others)	Mun. Admin	Public engagements held					260,000	Central Admin.	NCCE, Information
D4.4	Procurement and Installation of Streetlights and Fixtures	Mun. wide	Streetlights installed and fixed					230,000	Works	MA
D4.5	Support Municipal Sub-Structures - Zonal Councils	Mun. wide	Municipal sub-structures supported					299,767	Central Admin.	Finance
D4.6	Office Accommodation Rental	Mun. Admin	Office accommodation rented					140,000	Works	MA

No.	Activities	Location	Output Indicators	Time Schedule				Indicative Budget	Implementation Agencies	
				1 Qtr	2 Qtr	3 Qtr	4 Qtr		Lead	Collaborating
D4.7	Residential Accommodation Rental	Mun. Admin	Office accommodation rented					128,000	Works	MA
D4.8	Construction of Fire Station with changing rooms for women	Pankrono	Fire Station constructed					230,000	Works	MA
D4.9	Construction of Municipal Police Station/Command with changing rooms for women	Pankrono	Police Station with changing rooms for women constructed					250,000	Works	MA
D4.10	Procurement and supply of office consumables	Mun. Admin	Office consumables procured					50,000	Central Admin.	Finance
D4.11	Maintenance of Office Equipment	Mun. Admin	Office equipment maintained					50,000	Central Admin.	Finance
D4.12	Staff Durbars/Fora Organization	Mun. Admin	Staff fora organized					80,000	HR	MA
D4.13	Maintenance of Office Vehicles	Mun. Admin	Office vehicles maintained					100,000	Works	MA
D4.14	Maintenance of Law and Order	Mun. Admin	Law and Order maintained					75,000	Works	MA
D4.15	Emergency Works (Contingency)	Mun. Admin	Emergency Works supported					125,000	Works	MA
D4.16	Composite Budget Preparation & Execution	Mun. Admin	Composite Budget prepared					100,000	Budget	MA
D4.17	MMTDP Preparation & Execution	Mun. Admin	MMTDP prepared					80,000	Planning Unit	MA
D4.18	Monitoring & Evaluation of development projects and programmes	Mun. Admin	Development projects and programmes monitored					190,000	Planning Unit	MA