



2022 ANNUAL ACTION PLAN

PREPARED BY:

MUNICIPAL PLANNING CO-ORDINATING UNIT (MPCU)

SEPTEMBER 2021

DEVELOPMENT DIMENSION 1: ECONOMIC DEVELOPMENT

Programmes (PBB)	Sub-Programmes (PBB)	Broad Activities	Location	Timeframe (2022)				Cost			Programme Status		Implementing Institution/Dept.	
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
Management and administration	Finance and audit	Preparation of Annual Revenue Improvement Action Plan	Mun. Admin					100,000					Finance Dept/ Revenue	Budget Unit
		Preparation of Annual Fee Fixing Resolution	Mun. Admin					200,000					Budget Unit	Finance Dept./ Revenue
		Build the capacity of the Internal Audit and Finance and Budget Departments for effective Public Finance Management	Mun. Admin					20,000					Budget/ Internal Audit/ Finance Dept	Human Resource Dept.
Economic development	Agriculture services and management	Carry out mass vaccination of dogs and cats against rabies	Mun. Wide					17,990					Agric Dept.	Finance Dept
		Carry out disease surveillance	Mun. Wide					5,000					Agric Dept.	Finance Dept
		Agriculture post-harvest technology	Mun. Wide					50,000					Agric Dept.	Finance Dept
		Support for Planting for foods and jobs flagship programme	Mun. Wide					100,000					Agric Dept.	Finance Dept
Economic development	Trade and industrial development	Construction of 1 No. Market Facility with 150 No. Stores, 100 No. Stalls, Fire Station, Creche, 20-Seater WC with Mechanized borehole, 1 No. Waste Transfer pad and 53.2m length pavement works with 250m length 30mm diameter U-drain at Moro Market	Moro Market							6,692,300 (UDG)			Works Dept.	Finance Dept.
		Support to One District, One Factory Initiative	Mun. Wide					400,000					MOTI	MPCU
		Enterprise Skills Training and Development	Mun. Wide					75,000	15,000				BAC	Finance Dept.

DEVELOPMENT DIMENSION 2: SOCIAL DEVELOPMENT

Programmes (PBB)	Sub-Programmes (PBB)	Broad Activities	Location	Time Schedule (2022)				Cost			Programme Status		Implementing Institution/Dept.	
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
Social services delivery	Education, youth and sports services	Orientation for newly and re-posted teachers	Mun. Wide						7,000				Education Dept.	Finance Dept
		Rehabilitate 3 No. Educational Facilities	Mun. Wide					150,000					Works Dept.	Education Dept., Finance Dept
		Provide sponsorship for 50 (35 girls and 15 boys) needy but brilliant students	Mun. Wide					170,000					Education Dept.	SWCD
		Carry out School Feeding Programmes in selected schools	Mun. Wide					15,200					Education Dept.	SWCD

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				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
		Support the organisation of "My First Day at School" in 9 basic schools to welcome KG and Primary 1 pupils	Mun. Wide						36,000				Education Dept	Finance Dept
		District Education Fund (2%)	Mun. Wide					299,770					Education Dept	Finance Dept.
Social services delivery	Public health services and management	Completion of Pankrono community Clinic	Pankrono					100,000					Works Dept	Health Dept.
		Support for the National Malaria Prevention Campaign (0.5%)	Mun. Wide					141,280					Health Dept	Finance Dept.
		Support for the Municipal Response Initiative (0.5%)	Mun. Wide					141,280					Health Dept	Finance Dept.
		Mass immunization & other health issues	Mun. Wide					80,000					Health Dept	Finance Dept
		Organize public education on TB related issues on radio stations, churches and mosque quarterly	Mun. Wide						5,000				Health Dept	Information Unit
	Social welfare and community development	Identify and organise adult education sessions for women artisans	Mun. Wide					2,000					SWCD	BAC
		Organize stakeholder's forum on self-help community projects.	Mun. Wide					2,500					SWCD	Finance Dept
		Organize workshops for drivers on road safety	Mun. Wide					4,000					NCCE	NRSC
Social services delivery	Social welfare and community development	Organise mass meetings with women groups on child rights and responsibilities	Mun. Wide					5,000					NCCE	SWCD
		Registration and support of vulnerable groups, including the disabled and widows, orphans.	Mun. Wide					25,000					SWCD	FBOs/NGOs/CBOs
		Carry out LEAP activities to benefit 1,000 beneficiaries	Mun. Wide					37,500					SWCD	FBOs/NGOs/CBOs
		Organise vulnerability management mass meetings	Mun. Wide					2,000					SWCD	Information Unit, NCCE
Social services delivery	Social welfare and community development	Train and support persons with disabilities, widows, orphans and other groups with income generating activities	Mun. Wide					20,000					SWCD	BAC
		Construction of 4No. mechanised boreholes in some selected communities	Dabanka, Kwame Senti					120,000					Works Dept	Finance Dept
		Fumigation	Mun. Wide					725,000					Env't Health Unit	Finance Dept
		Solid & liquid waste management	Mun. Wide					1,000,000					Env't Health Unit	Finance Dept
		Organise talk sessions with traders and driver unions within the Municipality proper sanitation and personal hygiene	Mun. Wide					1,500					NCCE/ Env't Health Unit	SWCD

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				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
Social services delivery	Sports Development	Support to Municipal sports development	Mun. Wide					50,000					YEA	Finance Dept.

DEVELOPMENT DIMENSION 3: ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT

Programmes (PBB)	Sub-Programmes (PBB)	Broad Activities	Location	Time Schedule (2022)				Cost			Programme Status		Implementing Institution/ Dept.	
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
Infrastructure delivery and management	Roads management	Construction of 4 No. metal footbridges over rivers/streams in selected communities	Boawene, Bediako, Adabraka, Kwame Senti					160,000					Urban Roads Dept.	Works Dept.
		Spot improvement, pothole patching and road safety management	Mun. Wide					1,500,000					Urban Roads Dept.	Works Dept.
Infrastructure delivery and management	Public works services	Sensitization sessions with all electoral areas on greening the environs	Mun. Wide						10,000				NCCE	Information Unit
		Plant and nurture 2500 seedlings in 5 schools	Mun. Wide						10,000				Agric Dept	Env't Health Unit, NADMO
		Public education for preventive and mitigation of possible disaster outbreaks	Mun. Wide						5,000				NADMO	Assembly members, Env't Health Unit
		Relief administration (distribution of relief items to victims)	Mun. Wide						5,000				NADMO	Finance Dept
		Construction of 1000m storm drain	Mun. Wide					1,000,000					Works Dept.	Finance Dept
		Construction of 3No. culvert bridges over drains	Boawene, Adabraka, Adompom					100,000					Works Dept.	Finance Dept
Infrastructure delivery and management	Physical and spatial planning development	To create the awareness of acquisition of building permit	Mun. Wide						12,000				Physical Planning Dept, Works Dept.	NCCE, Information Unit
		Street Naming and Property Address System	Mun. Wide					47,500					PPD	Works Dept.
		Spatial Plans Prep./EPA Permit	Mun. Wide						100,000				PPD	Works Dept.

DEVELOPMENT DIMENSION 4: GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY

Programmes (PBB)	Sub-Programmes (PBB)	Broad Activities	Location	Time Schedule (2022)				Cost			Programme Status		Implementing Institution/ Dept.	
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
Management and administration	General administration	National Days Celebrations	Mun. Admin					360,000					NCCE, Information Unit	MPCU
		Public engagements, policy dissemination and Publications (Stakeholders' Fora & Others)	Mun. Admin					260,000					NCCE, Information Unit	MPCU
		Procurement and installation of streetlights, poles and fixtures	Mun. Wide					80,000					Procurement Unit, Works Dept.	Assembly Members
		Support to the security services	Mun. Wide					100,000					Works Dept.	Finance Dept.
		Support Municipal Sub-Structures - Zonal Councils	Mun. Wide					299,767					Zonal Councils	Finance Dept.
		Support to community-initiated projects	Mun. Wide					749,420					Works Dept.	Finance Dept.
		Residential accommodation rental	Mun. Admin					80,000					Works Dept.	Finance Dept.
		Procurement and supply of office consumables	Mun. Admin						50,000				Procurement Unit	Finance Dept.
		Staff Durbars/Fora Organization	Mun. Admin					80,000					Human Resources Dept.	Finance Dept.
		Staff Dev't / Capacity Building	Mun. Admin					170,000					Human Resources Dept.	Finance Dept.
		Assembly Members Capacity Building	Mun. Wide					80,000					Human Resources Dept.	Finance Dept.
		Composite Budget Preparation & Execution	Mun. Admin					80,000	30,000				Budget Unit	Finance Dept.
		Procurement and Contract Management	Mun. Admin					25,000					Procurement Unit	Finance Dept.
		Improve ICT Infrastructure in the Assembly	Mun. Admin					100,000	50,000				MIS, Procurement Unit	Finance Dept.
		Support to Revenue Mobilisation Task Force	Mun. Admin						100,000				Finance Dept., Revenue	MPCU
		Organize quarterly revenue mobilization campaign on local FM stations/durbars	Mun. Admin						50,000				Revenue, Information Unit	Finance Dept.

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		Organize training workshop for revenue collectors and key staff of the Assembly on revenue mobilisation	Mun. Admin					50,000					Human Resources Dept.	Revenue Unit, Budget Unit

DEVELOPMENT DIMENSION 5: EMERGENCY PLANNING AND RESPONSE (INCLUDING COVID-19 RECOVERY PLAN)

Programmes (PBB)	Sub-Programmes (PBB)	Broad Activities	Location	Time Schedule (2022)				Cost			Programme Status		Implementing Institution/ Dept.	
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
Social services delivery	Public health services and management	Educate households on how to keep their environment clean	Mun. Wide					15,000					Env't Health Unit	NCCE, Information Unit
		Educate school children on proper handwashing with soap in the municipality	Mun. Wide					10,000					Education Dept	NCCE, Information Unit
		Outreach programmes on COVID-19	Mun. Wide					25,000					NCCE, Information Unit	Finance Dept.
		In-service training for health staff on IDSR	Mun. Wide					15,000					Health Dept	Finance Dept.

DEVELOPMENT DIMENSION 6: IMPLEMENTATION, COORDINATION, MONITORING AND EVALUATION

Programmes (PBB)	Sub-Programmes (PBB)	Broad Activities	Location	Time Schedule (2022)				Cost			Programme Status		Implementing Institution/ Dept.	
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
Management and administration	Planning, coordination and statistics	Monitoring & evaluation of development projects and programmes	Mun. Wide					190,000					Planning Unit	Finance Dept.