



# **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	X	X	X	X	100,000			X		Finance Dept./ Revenue	Budget Unit
		Preparation of Annual Fee Fixing Resolution	Mun. Admin	X	X	X	X	200,000			X		Budget Unit	Finance Dept./ Revenue
		GIFMIS management	Mun. Admin	X	X	X	X	20,000				X	Budget/ Internal Audit Unit	Finance Dept
Economic development	Trade and industrial development	Support farmers and market women on the storage of agricultural produce, food safety and post-harvest technology	Mun. Wide	X	X	X	X	100,000				X	Agric Dept.	Finance Dept
		Carry out disease surveillance and mass vaccination of animals	Mun. Wide	X	X	X	X	5,000				X	Agric Dept.	Finance Dept
		Support for Planting for Foods and Jobs flagship programme	Mun. Wide	X	X	X	X	100,000				X	Agric Dept.	Finance Dept
		Support Modernizing Agricultural in Ghana (MAG)	Mun. Wide	X	X	X	X	80,000				X	Agric Dept.	Finance Dept
		Training on branding and packaging for local beverage food producers	Mun. Wide	X	X	X	X	25,000	3,500		X		Planning Unit/ BAC	Finance Dept.
		Support to One District, One Factory (1D1F) Initiative	Mun. Wide	X	X	X	X	100,000				X	MOTI	MPCU
		Facilitate the training of MSMEs in the development of One Area One Product (1A1P)	Mun. Wide	X	X	X	X	15,000	10,000		X		Planning Unit/ BAC	Finance Dept.
Local Economic Development capacity building workshop for Micro Small and Medium Enterprises (MSMEs) and National Service Personnel	Mun. Wide	X	X	X	X	37,000			X		Planning Unit/ 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	Const. of 1No. 6-unit classroom block with office & store	Ulthmaniya Islamic Sch.	X	X	X	X	1,910,000			X		Education Dept.	Finance Dept
		Const. of 2No. 2-unit KG classroom block with ancillary facilities	Father Chrishe, Pankrono RC Schools	X	X	X	X	1,255,000			X		Education Dept.	Finance Dept
		Rehabilitate 1No. 4-unit classroom block with office & store	TAPASS 'A'	X	X	X	X	260,000				X	Works Dept.	Education Dept., Finance Dept

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	
		Provide sponsorship for 50 (35 girls and 15 boys) needy but brilliant students	Mun. Wide	X	X	X	X	170,000				X	Education Dept.	SWCD	
		Supply of 280 No. Dual and 350 No. Mono Desks for schools	Ulthmaniya Islamic Sch, Pankrono R/C	X	X	X	X	180,000			X		Education Dept.	Finance Dept.	
		District Education Fund (2%)	Mun. Wide	X	X	X	X	299,770				X	Education Dept.	Finance Dept.	
Social services delivery	Public health services and management	Procurement of medical equipment and consumables	Mun. Wide	X	X	X	X	90,000			X		Health Dept.	Finance Dept.	
		Support for the National Malaria Prevention Campaign (0.5%)	Mun. Wide	X	X	X	X	141,280				X	Health Dept.	Finance Dept.	
		Support for the Municipal Response Initiative (0.5%)	Mun. Wide	X	X	X	X	141,280				X	Health Dept.	Finance Dept.	
			Mass immunization & other health issues	Mun. Wide	X	X	X	X	80,000				X	Health Dept.	Finance Dept.
		Social welfare and community development	Create awareness on sexual and gender-based violence	Mun. Wide	X	X	X	X	10,000				X	Gender Desk Officer	Finance Dept.
			Educate women and men in leadership skills	Mun. Wide	X	X	X	X	10,000				X	Gender Desk Officer	Finance Dept.
			Sensitization and training of women in employable skills	Mun. Wide	X	X	X	X	8,000				X	Gender Desk Officer	Finance Dept.
			Sensitization of women and men on domestic violence issues	Mun. Wide	X	X	X	X	5,000				X	Gender Desk Officer	Finance Dept.
			Awareness creation on breast cancer and screening	Mun. Wide	X	X	X	X	5,000				X	Gender Desk Officer	Finance Dept.
			Social education on internet safety measures	Mun. Wide	X	X	X	X	12,000				X	SWCD	Finance Dept.
			Manage child protection cases in the area of maintenance, custody, welfare, paternity, missing children etc.	Mun. Wide	X	X	X	X	15,500				X	SWCD	Finance Dept.
			Sensitization on adolescent health and personal hygiene	Mun. Wide	X	X	X	X	10,000				X	SWCD	Finance Dept.
			Identify, register and monitor day care centers	Mun. Wide	X	X	X	X	3,000				X	SWCD	Finance Dept.
	Sensitization of men and women on understanding leaders		Mun. Wide	X	X	X	X	5,000				X	SWCD	Finance Dept.	
	Carry out LEAP activities for 55 beneficiaries	Mun. Wide	X	X	X	X	57,500				X	SWCD	Finance Dept.		
		Sensitization on child labour and indiscipline behaviour	Mun. Wide	X	X	X	X	10,000				X	SWCD	Finance Dept.	

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
		Registration, training and support for PWDs with income generating activities	Mun. Wide	X	X	X	X	65,000				X	SWCD	BAC
Social services delivery	Sports development	Support to Municipal sports development	Mun. Wide	X	X	X	X	50,000				X	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	Rehabilitation of 2km OKESS - Kwasi Oppong road	Ahenbrunum North	X	X	X	X	6,398,200				X	Urban Roads Dept.	Works Dept.
		Rehabilitation of 2km Akrugu, Pia, Dabanka and Sir John roads	Ahenbrunum	X	X	X	X	6,398,200				X	Urban Roads Dept.	Works Dept.
		Rehabilitation of Arizona road (269m), Abed Roundabout road (114m) and Richard Appiah road (446m)	Pankrono East	X	X	X	X	3,455,480			X		Urban Roads Dept.	Works Dept.
		Installation of speed hump and road signs	Trinity, Okomfo Anokye roads	X	X	X	X	105,000				X	Urban Roads Dept.	Works Dept.
		Provision of road markings for road safety	Tafo Pankrono roads	X	X	X	X	75,000				X	Urban Roads Dept.	Works Dept.
		Pothole patching on selected roads	Municipal wide	X	X	X	X	200,000				X	Urban Roads Dept.	Works Dept.
		Spot improvement	Dabanka	X	X	X	X	210,000				X	Urban Roads Dept.	Works Dept.
Infrastructure delivery and management	Public works services	Sensitization sessions with all electoral areas on greening the environs	Mun. Wide	X	X	X	X		10,000			X	NCCE	Information Unit
		Plant and nurture 500 seedlings in 5 schools	Mun. Wide	X	X	X	X		10,000			X	Agric Dept	Env't Health Unit, NADMO
		Public education for preventive and mitigation of possible disaster outbreaks	Mun. Wide	X	X	X	X		48,000			X	NADMO	Assembly members, Env't Health Unit
		Relief administration (distribution of relief items to victims)	Mun. Wide	X	X	X	X		75,000			X	NADMO	Finance Dept.
		Undertake tree planting exercise	Mun. Wide	X	X	X	X		45,000			X	Agric. Dept.	NADMO, Env't Health Unit
		Organise public education on climate change and its effects	Mun. Wide	X	X	X	X	15,000				X	NADMO, Env't Health	Agric. Dept.

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	
		Construction of 5 No. metal footbridges over rivers/streams in selected communities	Boawene, Ahenbrunum, Adabraka, Dabanka Kwame Senti	X	X	X	X	580,000					X	Urban Roads Dept.	Works Dept.
		Paving of the new administration block of the Old Tafo Municipal Assembly	Pankrono Estate Junction	X	X	X	X	450,000				X		Works Dept.	Urban Roads Dept.
		Construction of 0.9m U-drain	Moro Market	X	X	X	X	200,000					X	Urban Roads Dept.	Works Dept.
		Desilting and cleansing of drains along selected roads	Mun. Wide	X	X	X	X	1,000,000					X	Env't Health Unit	Finance Dept.
		Construction of 1.2m reinforcement drain	Adabraka	X	X	X	X	115,000					X	Urban Roads Dept.	Works Dept.
		Construction of 3m x 1.5m Storm Drain 200m, 1.2m U-drain (50m), 0.9m U-drain (165m) and 0.6m U-drain (50m)	Santan	X	X	X	X	1,600,000				X		Urban Roads	Works Dept.
		Construction of 3.5m x 1.5 Storm Drain 138m	Santan	X	X	X	X	1,400,000				X		Urban Roads	Works Dept.
		Construction of culvert bridges	Mun. Wide	X	X	X	X	400,000				X		Urban Roads	Works Dept.
		Construction of gender friendly household and institutional toilet facilities with water connection (WASH)	Mun. Wide	X	X	X	X	10,725,000				X		GKMA	Env't Health Unit
		Construction of 4No. mechanised boreholes in some selected communities	Pankrono, Kwame Senti	X	X	X	X	120,000					X	Works Dept.	Finance Dept.
		Conduct fumigation exercise	Mun. Wide	X	X	X	X	725,000					X	Env't Health Unit	Finance Dept.
		Solid & liquid waste management	Mun. Wide	X	X	X	X	1,000,000					X	Env't Health Unit	Finance Dept.
		Organise clean up exercises	Mun. Wide	X	X	X	X	25,000					X	Env't Health Unit	Finance Dept.
		Registration of food vendors	Mun. Wide	X	X	X	X	15,000					X	Env't Health Unit	Finance Dept.
		Sensitization on noise control and air quality management	Mun. Wide	X	X	X	X	18,000					X	Env't Health Unit	Finance Dept.
		Disinfection and weeding of public cemetery	Mun. Wide	X	X	X	X	50,000					X	Env't Health Unit	Finance Dept.
		Organise food safety and hygiene education	Mun. Wide	X	X	X	X		15,000				X	Env't Health Unit	Finance Dept.
	Physical and spatial planning development	Awareness creation on acquisition of building permit	Mun. Wide	X	X	X	X		12,000				X	Physical Planning Dept	Works Dept.
		Street Naming and Property Address (SNPA) system	Mun. Wide	X	X	X	X	170,500					X	Physical Planning Dept	Works Dept.

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		Spatial plans preparation and EPA permits	Mun. Wide	X	X	X	X		100,000				X	Physical Planning Dept	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	X	X	X	X	360,000					X	NCCE, Information	MPCU	
		Public engagements, policy dissemination and publications (stakeholders' fora & others)	Mun. Admin	X	X	X	X	260,000						X	NCCE, Information	MPCU
		Procurement and installation of streetlights, poles and fixtures	Mun. Wide	X	X	X	X	80,000						X	Procurement Unit, Works	Assembly Members
		Support to the security services	Mun. Wide	X	X	X	X	100,000				X			Works Dept.	Finance Dept.
		Support culture and tourism activities	Mun. Wide	X	X	X	X	25,000				X			Central Admin	Finance Dept.
		Support Municipal Sub-Structures - Zonal Councils	Mun. Wide	X	X	X	X	299,767						X	Zonal Councils	Finance Dept.
		Support to community-initiated projects	Mun. Wide	X	X	X	X	749,420				X			Works Dept.	Finance Dept.
		Residential accommodation rental	Mun. Admin	X	X	X	X	80,000						X	Works Dept.	Finance Dept.
		Construction of MCE bungalow	Old Tafo	X	X	X	X	400,000						X	Works Dept.	Finance Dept.
		Maintenance of office vehicles	Mun. Admin	X	X	X	X	150,000						X	Central Admin.	Finance Dept.
		Procurement and supply of office consumables	Mun. Admin	X	X	X	X		50,000					X	Procurement Unit	Finance Dept.
		Conversion of 1No 6-unit classroom block into Assembly offices	Pankrono Estate Junction	X	X	X	X	280,000				X			Works Dept.	Finance Dept.
		Data collection and statistical survey and compilation	Mun. Wide	X	X	X	X	55,000						X	Statistics Dept.	Finance Dept.
		Staff durbars / fora organization	Mun. Admin	X	X	X	X		80,000					X	Human Resources	Finance Dept.
		Staff development / capacity building	Mun. Admin	X	X	X	X	170,000						X	Human Resources	Finance Dept.
Assembly members capacity building	Mun. Wide	X	X	X	X	80,000						X	Human Resources	Finance Dept.		

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
		Composite budget preparation & execution	Mun. Admin	X	X	X	X	80,000	30,000			X	Budget Unit	Finance Dept.
		Procurement and contract management	Mun. Admin	X	X	X	X	25,000				X	Procurement	Finance Dept.
		Improve ICT Infrastructure in the Assembly	Mun. Admin	X	X	X	X	100,000	50,000			X	MIS, Procurement	Finance Dept.
		Support to Revenue Mobilisation Task Force	Mun. Admin	X	X	X	X		100,000			X	Finance Dept.	MPCU
		Organize quarterly revenue mobilization campaign on local FM stations/durbars	Mun. Admin	X	X	X	X		50,000			X	Information Unit	Finance Dept.
		Organize training workshop for revenue collectors and key staff of the Assembly on revenue mobilization	Mun. Admin	X	X	X	X	50,000				X	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	X	X	X	X	15,000				X	Env't Health Unit	NCCE, Information Unit
		Educate school children on proper handwashing with soap in the municipality	Mun. Wide	X	X	X	X	10,000				X	Education Dept	NCCE, Information Unit
		Outreach programmes on COVID-19	Mun. Wide	X	X	X	X	25,000				X	NCCE, Information Unit	Finance Dept.
		In-service training for health staff on IDSR	Mun. Wide	X	X	X	X	15,000				X	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 programmes and projects	Mun. Wide	X	X	X	X	190,000				X	Planning Unit	Finance Dept.