



# **2025 ANNUAL ACTION PLAN**

**PREPARED BY:**

**MUNICIPAL PLANNING CO-ORDINATING UNIT  
(MPCU)**

**DECEMBER 2024**

## DEVELOPMENT DIMENSION 1: ECONOMIC DEVELOPMENT

Programmes (PBB)	Sub-Programmes (PBB)	Broad Activities	Location	Timeframe (2025)				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	55,000				X	Finance Dept/ Revenue	Budget Unit
		Preparation of Annual Fee Fixing Resolution	Mun. Admin	X	X	X	X	90,000				X	Budget Unit	Finance Dept./ Revenue
		Organisation of Audit committee meetings	Mun. Admin	X	X	X	X	25,000				X	Internal Audit Unit	Finance Dept.
		GIFMIS management	Mun. Admin	X	X	X	X	20,000				X	Budget/ Internal Audit	Finance Dept
Economic development	Trade and industrial development	Carry out disease surveillance and mass vaccination of animals	Mun. Wide	X	X	X	X	10,000				X	Agric Dept.	Finance Dept
		Support farmers and market women on the storage of agricultural produce, food safety and post-harvest technology	Mun. Wide	X	X	X	X	110,000				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	75,000				X	Agric Dept.	Finance Dept
		Training of footwear artisans on branding and packaging of leather works	Mun. Wide	X	X	X	X	25,000				X	BAC	Finance Dept.
		Facilitate the training on business formalization and registration	Mun. Wide	X	X	X	X	75,000	15,000			X	BAC	Finance Dept.
		Organise financial management training for MSMEs	Mun. Wide	X	X	X	X	75,000	15,000			X	BAC	Finance Dept.

## DEVELOPMENT DIMENSION 2: SOCIAL DEVELOPMENT

Programmes (PBB)	Sub-Programmes (PBB)	Broad Activities	Location	Time Schedule (2025)				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	Rehabilitation of 1No. 6-unit classroom block	St. Benedict R/C School	X	X	X	X	600,000				X	Works Dept.	Education Dept., Finance Dept
		Rehabilitation of Tafo Methodist school and library	Tafo Methodist	X	X	X	X	800,000				X	Works Dept.	Education Dept., Finance Dept
		Construction of 1No. 6-unit classroom block with office (Phase I – Ground floor)	Ulthmaniya Islamic Sch.	X	X	X	X	1,200,000				X	Works Dept.	Education Dept., Finance Dept
		Construction of 1 storey 6-unit classroom block with office & store (Phase II)	Ulthmaniya Islamic Sch.	X	X	X	X	930,000				X	Works Dept.	Education Dept., Finance Dept
		Construction of 1No. 6-Unit Classroom Block at Uthmaniya Islamic Basic JHS (Phase III)	Ulthmaniya Islamic Sch.	X	X	X	X	1,439,848				X	Works Dept.	Education Dept., Finance Dept

Programmes (PBB)	Sub-Programmes (PBB)	Broad Activities	Location	Time Schedule (2025)				Cost			Programme Status		Implementing Institution/Dept.	
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
		Construction of 1No. 6-Unit Classroom Block	Rockanjie Presbyterian School	X	X	X	X	1,189,451			X		Works Dept.	Education Dept., Finance Dept
		Construction of 1No. 3-Unit Classroom Block	Islamic Badriya JHS	X	X	X	X	719,511			X		Works Dept.	Education Dept., Finance Dept
		Provide sponsorship for 50 (35 girls and 15 boys) needy but brilliant students	Mun. Wide	X	X	X	X	170,000				X	Education Dept.	Finance Dept
		Support the organisation of "My First Day at School" in 9 basic schools to welcome KG and Primary one pupils	Mun. Wide	X	X	X	X		36,000			X	Education Dept.	Finance Dept.
		Procurement of computers and accessories to schools and ICT centers	Mun. Wide	X	X	X	X	200,000				X	Education Dept.	Finance Dept.
		District Education Fund (2%)	Mun. Wide	X	X	X	X	299,770				X	Education 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.
		Construction of 2-Storey, 2 Bedroom Semi-Detached Medical Officers Bungalow for Tafo Government Hospital (Phase I)	Tafo	X	X	X	X	1,860,504			X		Works Dept	. Health Dept.
		Construction and Furnishing of 1No. CHPS Compound	Ahenbrunum	X	X	X	X	1,807,772			X		Works Dept	. Health Dept.
		Mass immunization & education on health issues	Mun. Wide	X	X	X	X	80,000				X	Health Dept.	Finance Dept.
		Procurement of medical equipment and consumables	Mun. Wide	X	X	X	X	90,000				X	Health Dept.	Finance Dept.
	Social welfare and community development	Education on menstrual hygiene	Mun. Wide	X	X	X	X	10,000				X	Gender Desk Officer	Finance Dept.
		Education on gender-based violence and its implication	Mun. Wide	X	X	X	X	8,000				X	Gender Desk Officer	Finance Dept.
		Training on menstrual pads reusable	Mun. Wide	X	X	X	X	10,000				X	Gender Desk Officer	Finance Dept.
		Child protection/promotion and family welfare programme	Mun. Wide	X	X	X	X	12,000				X	SWCD	Finance Dept.
		Social enquiry on custody and paternity cases as well as missing and abandoned children	Mun. Wide	X	X	X	X	15,500				X	SWCD	Finance Dept.
		Community mobilization and mass education programme	Mun. Wide	X	X	X	X	10,000				X	SWCD	Finance Dept.

Programmes (PBB)	Sub-Programmes (PBB)	Broad Activities	Location	Time Schedule (2025)				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	20,500				X	SWCD	Finance Dept.
		Carry out LEAP activities for 55 beneficiaries	Mun. Wide	X	X	X	X	57,500				X	SWCD	Finance Dept.
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 (2025)				Cost			Programme Status		Implementing Institution/ Dept.	
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
Infrastructure delivery and management	Roads management	Installation of speed hump and road signs	Mun. Wide	X	X	X	X	105,000				X	Urban Roads	Works Dept.
		Provision of road markings for road safety	Tafo Pankrono roads	X	X	X	X	75,000				X	Urban Roads	Works Dept.
		Road maintenance, pothole patching on selected road	Mun. Wide	X	X	X	X	2,000,000				X	Urban Roads	Works Dept.
		Spot improvement	Dabanka	X	X	X	X	410,000				X	Urban Roads	Works Dept.
		Grading works on selected roads	Mun. Wide	X	X	X	X	1,750,000				X	Urban Roads	Works Dept.
		Construction of Amangoase, Agric Ghana, Pankrono Roman Catholic, Adabraka, Osei Bonsu roads	Tafo, Estate Pankrono, Moro Market, Adabraka	X	X	X	X	11,000,000				X	Urban Roads	Works Dept.
		Maintenance of pedestrian walk ways	Mun. Wide	X	X	X	X	1,500,000				X	Urban Roads	Works Dept.
		Fabrication of passengers awaiting shade	Tafo Lorry Station	X	X	X	X	150,000				X	Urban Roads	Works Dept.
		Maintenance of drainage networks	Mun. Wide	X	X	X	X	1,500,000				X	Urban Roads	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

Programmes (PBB)	Sub-Programmes (PBB)	Broad Activities	Location	Time Schedule (2025)				Cost			Programme Status		Implementing Institution/ Dept.	
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
		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	105,000				X	NADMO, Env't Health	Agric. Dept.
		Construction of 4No. rectangular reinforced storm drains under UDG 3	Bediako, Abed, Tafo Zongo, Ahenbronum	X	X	X	X	15,570,000				X	Urban Roads	Works Dept.
		Construction of 1.2m reinforcement U-drain	Pankrono	X	X	X	X	180,000				X	Urban Roads Dept.	Works Dept.
		Construction of a multi-purpose recreational urban park with ancillary facilities	Ahenbronum north	X	X	X	X	10,190,900				X	Works Dept.	Finance 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-SWP	Env't Health Unit
		Drilling and mechanization of 15No. boreholes	Mun. Wide	X	X	X	X	1,275,000			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, noise control and air quality management	Mun. Wide	X	X	X	X	21,000				X	Env't Health Unit	Finance Dept.
		Organise food safety and hygiene education and registration of food vendors	Mun. Wide	X	X	X	X		35,000			X	Env't Health Unit	Finance Dept.
Infrastructure delivery and management	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.
		Spatial development framework and local plans preparation and EPA permits	Mun. Wide	X	X	X	X		100,000				X	Physical Planning Dept

## DEVELOPMENT DIMENSION 4: GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY

Programmes (PBB)	Sub-Programmes (PBB)	Broad Activities	Location	Time Schedule (2025)				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.
		Maintenance and repairs of office vehicles	Mun. Admin	X	X	X	X	150,000				X	Central Admin.	Finance Dept.
		Maintenance of equipment and facilities	Mun. Admin	X	X	X	X	75,000				X	Central Admin.	Finance Dept.
		Procurement and supply of office consumables	Mun. Admin	X	X	X	X		50,000			X	Procurement Unit	Finance Dept.
		Procurement and installation of internet wireless network within the Municipal Assembly block	Mun. Admin	X	X	X	X			50,000	X		MIS Unit, Procurement	Finance Dept.
		Construction of 3 storey office complex for Education, Agriculture and Health Directorate	Old Tafo	X	X	X	X	10,500,000				X	Works Dept.	Finance Dept.
		Construction of ambulance and fire service bay and offices	Pankrono	X	X	X	X	6,500,000			X		Works Dept.	Finance Dept.
		Construction of marriage registry centre	Old Tafo	X	X	X	X	250,000			X		Works Dept.	Finance Dept.
Modernisation of Old Agric block into Assembly offices	Old Tafo	X	X	X	X	450,000				X	Works Dept.	Finance Dept.		
Data collection and statistical survey and compilation	Mun. Wide	X	X	X	X	65,000				X	Statistics Dept.	Finance Dept.		
Construction of staff bungalows	Old Tafo	X	X	X	X	1,000,000			X		Works Dept.	Finance Dept.		

Programmes (PBB)	Sub-Programmes (PBB)	Broad Activities	Location	Time Schedule (2025)				Cost			Programme Status		Implementing Institution/ Dept.	
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
		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.
		Composite budget preparation & execution	Mun. Admin	X	X	X	X	50,000	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 (2025)				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 (2025)				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	X	X	X	X	250,000				X	Planning Unit	Finance Dept.