

KPANDO MUNICIPAL ASSEMBLY (KpMA)



2026 ANNUAL ACTION PLAN (DRAFT)

KPANDO MUNICIPAL ASSEMBLY (KpMA)

Prepared by: MPCU OCTOBER, 2025

ECONOMIC DEVELOPMENT												
OBJECTIVE: To increase SMEs growth of 70 % in 2025 to 82% by the end of December 2029												
PROGRAMME: Local Economic Development (LED)												
BUSINESS RESOURCE CENTRE												
Programs & Projects	Location	Time Frame	Cost				Project Status (New/Ongoing)	Collaborating Institution / Department				
			GoG	DACF	IGF	Others		Lead	Collaboration			
1	Apprenticeship to Entrepreneurship.Technical /Skills training	Municipal Wide				5,000.00	Nil	Nil	10,000.00	Ongoing	BRC	Agric
2	Renovation and revamp one agro processing factory in the municipality	Sovie				Nil	10,000	Nil	25,000.00	Ongoing	BRC	Works/Agric
3	Organize 1No tourism promotion event	Kpando Municipal				Nil	20,000.00	Nil	Nil	New	BRC	Admin/Culture
4	Coaching, mentoring and follow-up on new jobs created	Municipal Wide				Nil	9,000.00	Nil	Nil	ongoing	BRC	Admin/Agric
5	Facilitate 50 MSEs access to finance to improve upon their businesses	Municipal Wide				Nil	20,000.00	Nil	Nil	New	BRC	Admin/Finance
OBJECTIVE: Double agricultural productivity and increase incomes of small-scale food producers												
PROGRAMME: Agriculture modernization and post-harvest												
AGRICULTURE DEPARTMENT												
6	Supervise and monitor 6 AEAs to carry out agricultural activities	Municipal Wide				4,500	4,500.00	4,500	Nil	Ongoing	Agric	AEAs
7	Facilitate establishment of 2-acre improved cassava multiplication field in each operational area for distribution to farmers	Municipal Wide				Nil	80,500.00	Nil	Nil	New	Agric	Central Admin
8	Train women farmers on beekeeping and mushroom production as alternative livelihood	Municipal Wide				Nil	Nil	10,500.00	Nil	New	Agric	Central Admin

9	Train women in the processing of cassava in various flavours of gari	Municipal Wide			Nil	5,000.80	Nil	Nil	New	Agric	AEAs
10	Supervise and monitor activities of AEAs, DAOs and Government flagship programs including supervising the distribution of poultry birds under the “nkokor nkitinkitin”	Municipal Wide			5,000.00	3,8250.80	Nil	Nil	New	Agric	MEHA
11	Establish 3 maize demo fields per each operational area	Municipal Wide			Nil	4,000.80	5000.20	Nil	New	Agric	AEAs
12	Organize trainings on the reduction of post-harvest losses in cassava and maize	Municipal Wide			Nil	5,000.50	Nil	Nil	New	Agric	BRC/Central Admin.
13	Establish one rice demo fields per each operational area, and Organize 1 farmers' field days per operational area	Municipal Wide			2000.00	3,000.00	4,500.00	Nil	New	Agric	MPCU
14	Supervise the writing and submission of monthly and quarterly reports by the MIS and DDA	Municipal Wide			1000.00	1 000.00	500.00	Nil	New	Agric	MPCU
SOCIAL DEVELOPMENT											
OBJECTIVE: To ensure inclusive and equitable participation in quality education and equal access for all at all levels by 2029											
PROGRAMME: Quality Education											
GHANA EDUCATION SERVICE											
15	Support for BECE	Municipal Wide			Nil	90,200.00	Nil	Nil	New	GES	Central Adm.
16	Provide sponsorship / bursaries to needy but brilliant pupils	Municipal Wide			Nil	60,000.00	10,000.00	Nil	New	Central Adm	GES

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17	Support MEOC monitoring activities & STEM programmes	Municipal Wide				Nil	20,000.00	19,000.00	Nil	New	GES	Central Adm.
18	Support District Sports and Cultural Festivals	Municipal Wide				Nil	20,000.00	10,000.00	Nil	New	GES	Central Adm.
19	Supply of school desks to Public Schools in the Municipality.	Municipal Wide				Nil	Nil	1,400,000.00	Nil	New	GES	Central Adm.
20	Construction of Institutional Latrines with changing rooms at Gabi R.C Girls Prim., Kpando, and at Fesi E.P Basic School.	Gabi and Fesi				Nil	90,000.00	Nil	20,000.00	New	Central Admin	GES
21	Construction of 2No. 6unit classroom blocks with ancillary facilities	Kpantech Demo and Tokor RC Primary				Nil	3,854,681.77	Nil	Nil	New	MWD	GES
22	6th March Celebration (Independence Day)	Municipal Wide				10,000.00	20,000.00	Nil	Nil	New	GES	Central Adm.
23	My First Day at School Activities	Municipal Wide				Nil	15,000.00	12,000.00	Nil	New	GES	Central Adm.
24	Construction of 1No. 3unit classroom block at Abanu JHS	Abanu				Nil	223,000.00	Nil	Nil	New	Central Admin	GES
25	Rehabilitate 6 Unit classroom block at Avenue	Sovie-Avenue				Nil	90,000.00	10,000.00	Nil	Ongoing	MWD	GES
OBJECTIVE: To improve access to quality healthcare through the provision of modern health facilities, accommodation, and essential medical equipment by 2029												
PROGRAMME: Health Management and Improvement												
GHANA HEALTH SERVICE												
26	Renovation of Gbefi Maternity block	Gbefi				Nil	200,000.00	Nil	50,000.00	New	Central Admin	GHS
27	Renovation of Gadza Health Center	Gadza				Nil	200,000.00	Nil	100,000.00	New	Central	GHS
28	Carry out public education prevention of HIV / AIDS and other diseases in the municipality	Municipal wide				Nil	40,000.00	10,000.00	30,000.00	New	GHS	Central Admin
29	Construction of 1No. CHPS compound	Adofe				Nil	2,254,681.77	Nil	Nil	New	MWD	Central Admin
30	Upgrading of 1No. CHPS compound	Dafor				Nil	800,000.00	Nil	Nil	New	MWD	Central Admin
31	Help complete Maternity block and Computer lab initiated by the people are at lintel level by the people of Dafor themselves.	Dafor				Nil	50,000.00	10,000.00	30,000.00	Ongoing	Central Admin	GHS

OBJECTIVE: To eradicate sanitation issues with the Municipality and promote Public Health												
PROGRAMME: Environmental Health, Sanitation and Sustainability												
ENVIRONMENTAL HEALTH DEPARTMENT												
32	Prepare and update data on Municipal Environmental Sanitation Strategy Action Plan (MESSAP).	Municipal Wide				Nil	7,000.00	Nil	Nil	New	MEHA	MPCU
33	Inspect at least 10 hospitality industries.	Municipal Wide				Nil	Nil	5,000.00	Nil	Ongoing	MEHA	EHOs/GTA
34	Facilitate medical screening and monitoring of 2,500 food and drink Vendors.	Municipal Wide				Nil	5,000.00	5,000.00	Nil	New	MEHA	PO/Service Provider
35	Supervise and monitor Zoomlion operations in the Municipality.	Municipal Wide				Nil	82,000.00	2,000.00	Nil	Ongoing	MEHA	Zoomlion
36	Capacity building, Training and workshops for Assembly members	Municipal Wide				Nil	100,000.00	Nil	Nil	New	MEHA	PO/Assembly members
37	Organize monthly clean up exercises (N.S.D) in the Municipality.	Municipal Wide				Nil	30,000.00	20,000.00	Nil	Ongoing	MEHA	EHOs/Chiefs/Assembly members
38	Supervise Levelling and Pushing of refuse at the final disposal site.	Municipal Wide				Nil	160,000.00	14,000.00	Nil	Ongoing	MEHA	MWE/DRIP Coord.
39	Conduct the arrest of Stray animals.	Municipal Wide				Nil	Nil	24,000.00	Nil	Ongoing	MEHA	Assembly Members/chiefs/EHOs
40	Education on Climate change mitigation, noise pollution, Personal & Environmental Health, Hygiene in schools and communities.	Municipal Wide				Nil	20,000.00	18,000.00	Nil	Ongoing	MEHA	EPA/EHOs
41	Procure sanitary tools, Motorbikes and Laptops for sanitation activities	Municipal Wide				Nil	150,000.00	Nil	Nil	New	MEHA	PO
42	Procure toiletries/ Sanitary consumables & insecticides for sanitation activities.	Municipal Wide				Nil	30,000.00	6,000.00	Nil	New	MEHA	PO
43	Intensify the implementation of CLTS/ Household Latrine Promotion.	Municipal Wide				Nil	40,000.00	15,000.00	Nil	Ongoing	MEHA	MICCS/EHOs
44	Procure Sanitation Improvement Package (SIP) containers	Municipal Wide				Nil	960,000.00	15,000.00	Nil	ongoing	MEHA	MWE/DRIP Coord.

45	Dislodgement of septic tanks.	Municipal Wide				Nil	60,000.00	50,000.00	Nil	Ongoing	MEHA	Estate Manager
46	Transportation and Fuel for Environmental Health Activities	Municipal Wide				Nil	30,000.00	12,000.00	Nil	Ongoing	MEHA	EHOs
OBJECTIVE: To ensure that all have equal rights to economic resources and build resilience of the poor, marginalized, less privilege, vulnerable and People living with disability												
PROGRAMME: Vulnerability, Social and Child Right Protection												
DEPARTMENT OF SOCIAL WELFARE AND COMMUNITY DEVELOPMENT												
48	Handling of child custody, child maintenance, child abuse, paternity cases, family reconciliation/Juvenile/Family Tribunal cases	Municipal Wide				2,000.00	Nil	Nil	2,000.00	New	DSW&CD	GPS /Judicial Service/NCCE
49	Formation and Training of Community Child Protection Committees in 20 Communities	Municipal Wide				4,000.00	Nil	Nil	4,000.00	New	DSW&CD	Central Admin/ Chiefs/ Assembly Members
50	Celebration of International Day Against Child Labour	Municipal Wide				2,000.00	Nil	3,000.00	1,000.00	New	DSW&CD	Central Admin/ GES/GHS/ NCCE
51	Rescuing, profiling, reunification and monitoring trafficked child laborers	Municipal Wide				1,000.00	Nil	500.00	1,000.00	New	DSW&CD	Central Admin/ Assembly Members/ NPOs
52	Supervision and monitoring of early childhood development centers and transitional shelter in the municipality	Municipal Wide				1,000.00	Nil	Nil	1,000.00	New	DSW&CD	RHC/ GES/ GHS
53	Community sensitization in 5 communities on the effects of domestic violence	Municipal wide				1,000.00	Nil	Nil	2,000.00	New	DSW&CD	GPS/ CHRAJ/ NCCE
54	Payment of LEAP grant Registration and renewal of indigents on NHIS, monitoring /follow-ups on LEAP households with GHS	Beneficiary communities				Nil	Nil	1,500.00	1,750.00	New	DSW&CD	Central Admin/ Weto Rural Bank/ GHS,
55	Celebration of world disability day PWDs					Nil	Nil	Nil	8,000.00	New	DSW&CD	DFMC, PWDs, Assembly Members
56	Support and distribute items to selected PWDs. Organize skills training for PWDs and their care givers.	Municipal Wide				Nil	192,00.00	Nil	Nil	New	DSW&CD	Central Admin/ DFMC/ Agric/

57	Training of 3 youth groups on alternative livelihood skills in 3 communities	Municipal Wide				3,000.00	2,000.00	Nil	Nil	New	DSW&CD	Central Admin, NCCE, EHU, Assembly members
BIRTH AND DEATH REGISTRY												
58	Carry out Public Education on Importance of Births and Deaths Registration	Agbenorxoe, Dafor, Dafor Tornu, Fesi, Bame, Aloyi Zongo, Sovie, Deme, Aziave, Dzoanti,				5,000.00	Nil	Nil	Nil	New	Births and death	Central Admin.
59	Mass infant Births registration	Agbenorxoe, Dafor, Dafor Tornu, Gbefi Hoeme, Gabi and Kudzra				Nil	5,000,00	Nil	Nil	New	Births and death	Central Admin.
ENVIRONMENT, INFRASTRUCTURE AND SPATIAL DEVELOPMENT												
OBJECTIVE: To Make Cities and Human Settlement inclusive, safe and sustainable												
PROGRAMME: Spatial Planning												
PHYSICAL PLANNING DEPARTMENT												
60	Review Kpando Central Structure and Local Plan	Aziave- Fesi				2,000.00	70,000.00	10,000.00	Nil	New	PPD	LUSPA, Central Adm Works
61	Street Naming and property Address	Torkor				Nil	60,000	Nil	5,000.00	New	PPD	Works/ Central Administration
62	Statutory Meetings & Technical Committee meetings	Municipal Wide				Nil	120,000.00	Nil	Nil	New	PPD	Central Admin/ works
63	Improve Community participation in planning Education and development processes	Aziave through to Fesi				Nil	Nil	10,000.00	Nil	ongoing	PPD	Works/Admin Hon. Assemblyman
64	Solicit for funds for the Construction of fence wall to protect land for Park and Gardens	Municipal Wide				Nil	20,000.00	Nil	500,000.00	New	PPD	German Embassy/ works/ Admin
OBJECTIVE: To ensure effective and equitable access to socio-economic opportunities, roads, and infrastructure.												
PROGRAMME: Infrastructure Provision and Maintenance												
MUNICIPAL WORKS DEPARTMENT												
65	Drilling, Rehabilitation and mechanization of 10no. Boreholes at selected communities	Selected communities				Nil	150,000.00	Nil	50,852,00	Ongoing	MWD	Central Admin.
66	Design and construction of 24hr Economy Model Market	Kpando Municipal				Nil	5,636,704.42	Nil	Nil	New	MWD	Central Admin.

67	Reshaping, Patching and improvement of spots in the Kpando township roads	Municipal Wide				20,000.00	Nil	Nil	100,000.00	New	Drip Coordinator	MWD
68	Renovation of MCEs bungalow	Kpando Todzi				Nil	450,000.00	Nil	Nil	New	MWD	Central Admin.
69	Renovation of MCDs bungalow	Kpando Todzi				Nil	170,000.00	Nil	Nil	New	MWD	Central Admin.
70	Facilitate the construction of the road from Kpando to Torkor	Kpando Torkor				100,000.00	Nil	Nil	50,000.00	New	Urban road	MWD
71	Completion of Gbefi Zonal Council office	Gbefi				Nil	150,253.00	Nil	Nil	Ongoing	MWD	Central Admin
72	Opening of access road through Tornu – Tafi	Gbefi Tornu				Nil	50,000.00	Nil	Nil	New	DRIP	MWD/ Feeder Road
OBJECTIVE: Promote peaceful and inclusive societies for sustainable development												
PROGRAMME: Justice and Public Safety												
JUDICIAL SERVICE												
73	Renovation of District Court	Tsakpe New Town				Nil	45,220,000	5,200.00	Nil	New	MWD	Judicial Service
OBJECTIVE: To ensure access to affordable, reliable, sustainable electricity within the municipality												
PROGRAMME: Electricity sustainability and management												
74	Installation and maintenance of streetlight	Municipal Wide				Nil	Nil	Nil	220,630.00	Ongoing	Central Adm	Ministry of Energy
75	Extension of electricity to new settlement	Municipal Wide				Nil	20,000.00	Nil	1,500,875.00	New	Ministry of Energy	ECG
OBJECTIVE: Strengthen resilience and adaptive capacity to climate-related hazards												
PROGRAMME: Climate Change and Environmental Sustainability												
NATIONAL DISASTER MANAGEMENT ORGANIZATION (NADMO)												
76	Sensitization on avoidance of domestic or bush fire, flooding, and rainstorms	Municipal Wide				30,000	Nil	10,100.00	NIL	Ongoing	NADMO	Central Admin
77	Organize quarterly Disaster Management Committee meetings	Municipal Wide				20,000.00	10,000.00	Nil	Nil	Ongoing	NADMO	Central Admin
GOVERNANCE AND INSTITUTIONAL DEVELOPMENT												
OBJECTIVE: To Develop effective, accountable and transparent institutions at all levels												
PROGRAMME: Decentralisation and Local Governance												
CENTRAL ADMINISTRATION												
78	Organize Executive Committee and Ordinary meeting	Municipal Wide				Nil	80,000.00	42,610.00	Nil	New	Central Admin	MIS

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79	Organize MCEs engagement	Municipal wide				Nil	48,253.00	22,700.00	Nil	New	Central Admin	DPO/PPD/
80	Prepare Quarterly Progress Report, Annual Progress Report and Annual Action Plan	Municipal Wide				Nil	20,000.00	10,500.00	Nil	New	DPO	Central Admin.
81	Organize quarterly MPCU, and Development Planning Sub-committee meetings	Municipal Wide				Nil	20,000.00	8,690.00	Nil	New	DPO	Central Admin.
82	Conduct quarterly Monitoring and Evaluation	Municipal Wide				Nil	10,000.00	15,000.00	Nil	New	DPO	Central Admin.
83	Organization and Support of National events	Municipal Wide				20,000.00	90,000.00	50,000.00	20,000.00	New	Central Admin	GES/Agric/ MEHA
84	Preparation of Annual Composite Budget	Municipal Wide				Nil	50,000.00	Nil	Nil	New	Budget	Central Admin
85	Data Collection on businesses in the Municipality	Municipal Wide				Nil	90,450.00	Nil	Nil	New	Budget / Statistics	Central Admin
86	Strengthen the functioning of the Sub-structures	Municipal Wide				Nil	200,000.00	Nil	Nil	New	Central admin.	MPCU
87	Support security operations within the municipality.	Municipal Wide				Nil	20,000.00	28,500.00	Nil	New	Central admin.	MEOC
88	Facilitate the preparation and implementation of 2026 Revenue Improvement Action Plan (RIAP)	Kpando Municipal				Nil	20,000.00	Nil	Nil	New	Budget	Central Admin
89	Procurement of office equipment, value books, laptops, accessories and logistics	Kpando Municipal				Nil	90,500.00	Nil	50,000.00	New	Procurement	Central Admin / finance / MPCU
90	Organized Budget Committee Meetings	Kpando Municipal				Nil	10,500.00	4,000.00	Nil	New	Budget	Central Admin
Objective: To achieve full and productive employment and decent work												
Program: Deepen Political and Administrative Decentralization												
DEPARTMENT OF HUMAN RESOURCE												
91	Implementation of 2026 Capacity Building (Training & Development) Plan, Submission of Quarterly & 2026 Annual implementation reports to OHLGS/VRCC	Municipal Wide				Nil	30,000.00	40,000.00	Nil	Ongoing	HRD	Central Admin
92	Prepare, update & submit Staff Promotion Register and Bi-annual promotion list to OHLGS/VRCC	Municipal Wide				Nil	8,000.00	10,000.00	Nil	Ongoing	HRD	Central Admin

	and support staff to Attend Promotion Training and Interview										
93	Organize/arrange for End-of year Incentives & awards for Staff. Organize send-off party & package for outgoing National Service Persons & orientation for incoming	Municipal wide			Nil	50,000.00	40,000.00	Nil	New	HRD	Central Admin
94	Purchase of 4no. Laptops to some department of the Assembly	Municipal wide			Nil	Nil	Nil	50,000.00	New	HRD	Procure/MIS
95	Organize Staff Durbar, Meetings, trainings, going for funeral or wedding of staff and donations	Municipal wide			Nil	50,000.00	30,000.00	Nil	Ongoing	HRD	Central Admin
OBJECTIVE: To improve upon Internally Generated Funds and revenue mobilization in the municipality											
PROGRAMME: Financial Management											
FINANCE DEPARTMENT											
96	Update revenue database, organize refresher course for revenue collectors and commission collectors, and distributions of bills and demand notices	Municipal Wide			Nil	10,000.00	20,430	Nil	Ongoing	Finance	Budget/MIS
97	Prepare and submit financial statement	Municipal Wide			Nil	Nil	50,000.00	Nil	Ongoing	Finance	Central Admin.
98	Intensify mobilization and supervision of all revenue collections & valuation of all fixed assets	Municipal Wide			Nil	Nil	50,000.00	Nil	Ongoing	Finance	Revenue Unit

Thank you!!!