**EFFIA KWESIMINTSIM MUNICIPAL ASSEMBLY**

**2022 REVENUE IMPROVEMENT ACTION PLAN**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No** | **Activities** | Expected Outcomes | **Time Schedule (Quarters)** | **Implementing Offices/Officers** | **Resources required** | **Estimated Cost GHc** |
|  |  |  | **1st** | **2nd** | **3rd** | **4th** |  |  |  |
| **1.** | **Improve on Database in major Communities in the Municipality through Data collection** | **To help improve upon establish data base to improve revenue collection.** |  |  |  |  | **MCD, MBA,MFO, MRH, MIS & STATS** | **Stationaries, Vehicle, Fuel & Allowance** | **40,000.00** |
| **2.** | **Valuation and Revaluation of Properties** | **To improve on Revenue from Property Rates** |  |  |  |  | **MCD, MBA,MFO & MRH, MWE, MPP – Land Valuation Division** | **Funds for Allowance and T&T** | **100,000.00** |
| **3.** | **Organize Training Workshop for Revenue Collectors and Provision of Logistics to Revenue Mobilization Units** | **To Apply Modern techniques of revenue mobilization.** |  |  |  |  | **MCD, MBA,MFO, MRH & HRM, MIA** | **Print Materials, Refreshments & Allowances** | **15,000.00** |
| **4.** | **Hold Stakeholders discussions on Fee Fixing Resolution** | **Sensitize Identifiable groups on fees and payments.** |  |  |  |  | **MCD, MBA,MFO & MIA** | **Refreshments, Vehicle, Fuel & Allowances** | **12,000.00** |
| **5.** | **Publication of Revenue & Expenditure Performance on Notice Board monthly**  | **To ensure Transparency and Accountability to the Public** |  |  |  |  | **MCD, MFO & MBA** | **Notice Board & Print Materials** | **1,000.00** |
| **6.** | **Out sourcing of Selected Revenue items for Collection** | **To widen the coverage and improve on collection** |  |  |  |  | **MCD, MBA, MFO & MRH,**  |  | **40,000.00** |
| **7.** | **Formation of Revenue Mgt. Team to Strengthening the activities of the Revenue Tax Force in enforcing Vehicle and Tax Compliance** | **To enforce compliance by recalcitrant tax payers**  |  |  |  |  | **MCD, MBA, MFO, MRH & MUN. GUARDS, HRM, WORKS, PHYSICAL PLAN, MEHO.** | **Vehicle, Fuel & Allowances** | **30,000.00** |
| **8.** | **Reward Hardworking Revenue Collectors**  | **To Improve on Performance** |  |  |  |  |  **MCD, MBA,MFO, MRH & HRM** | **Funds** | **10,000.00** |
| **9.** | **Gazette Fee Fixing to be able to Prosecute Recalcitrant Tax Defaulters**  | **To take legal action for payment** |  |  |  |  | **MCD, MBA,MFO, REGISTRY & MRH** | **Funds** | **20,000.00** |
|  | **GRAND TOTAL** |  |  |  |  |  |  | **268,000.00** |