

ATWIMA NWABIAGYA MUNICIPAL ASSEMBLY



ANNUAL ACTION PLAN (2023)

COMPILED BY:

MUNICIPAL PLANNING AND COORDINATING UNIT (MPCU)

THEME: “AN AGENDA FOR IMPROVED AND QUALITY LIVELIHOODS”.

DEVELOPMENT DIMENSIONS;

There are Five (5) Development Dimensions namely;

1. ECONOMIC DEVELOPMENT

2. SOCIAL DEVELOPMENT

3. ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT

4. GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY

5. IMPLEMENTATION, COORDINATION, MONITORING AND EVALUATION

➤ ECONOMIC DEVELOPMENT

Financial Management

Agricultural Programmes and Activities

Business and Advisory Centre Training Programmes

➤ **SOCIAL DEVELOPMENT**

Education

Health

Social Protection (SWCD)

➤ **ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT**

Water and Sanitation

Roads

Electricity

Forestry Activities

Disaster Prevention Programmes and Activities

Spatial Planning (Local Plans, Street naming and property addressing system)

➤ **GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY**

Support to Departments and Substructures

Logistics and Office supplies

Repairs & Maintenance

Training and Capacity Development

Utilities.

➤ **IMPLEMENTATION, COORDINATION, MONITORING AND EVALUATION**

Planning and Budgeting

Monitoring and Evaluation Activities

PRORAMMES AND PROJECETS UNDER THE 5 DIMENSIONS

- ECONOMIC = 43
- SOCIAL = 85
- ENV'T = 24
- GOVERNANCE = 20
- MONITORING = 1

ANNUAL ACTION PLAN, 2023

Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Time Frame (2023)				Cost (GHc)			Programme status		Implementing Agencies	
				Q 1	Q 2	Q 3	Q 4	GOG	IGF	Others	New	On-going	Lead	Collaboration
ECONOMIC DEVELOPMENT														
FINANCIAL MANAGEMENT														
Revenue mobilization and expenditure management improvement	Revenue mobilization	Strengthen Municipal Revenue Taskforce	Municipal Wide						2,000.00	5,000.00		√	Finance Dept.	MA Revenue Collectors Rate payers Budget Office Dept. of Spatial Planning
		Develop and implement revenue improvement plan	Municipal Wide						5,000.00	20,000.00		√	Finance Dept.	MA Revenue Collectors Rate payers Budget Office Dept. of Spatial Planning
		Update data on all ratable properties in the Municipal, annually	Municipal wide						5,000.00	12,500.00		√	Finance Dept.	MA Revenue Collectors Rate payers Budget Office Dept. of Spatial Planning Internal Audit Unit

		Organize 2No. capacity building workshops for revenue collectors	Nkawie					5,000.00	20,000.00		√	Finance Dept.	MA/Revenue Collectors/Rate payers /Budget Office/Dept. of Spatial Planning /CSOs/IAU
	Expenditure management	Organize annual stakeholders meeting on revenue mobilization and public expenditure	Nkawie					8,000.00	60,000.00		√	Finance, Budget, internal, Dev't Plg	MA Revenue Collectors Budget Office Consultants PO
BUSINESS ADVISORY CENTRE (BAC) ACTIVITIES													
Livelihood improvement	Skills development	Awarding NVTI Certification to 100 graduate apprentice	Municipal wide						25,000.00	√		BAC	MA/CLIENTS
		To organize training in Technology improvement in oil palm processing							14,000.00			BAC	MA/REP/NBSS I/CLIENTS
	Poverty reduction	To train oil palm producers in KAIZEN implementation to increase productivity	Municipal wide						4,500.00			BAC	MA/REP/NBSS I/CLIENTS/JIC A
Private sector performance improvement	Skills development	Train 15 local garages in new computerized electronic system	Nkawie						13,500.00			BAC	MA/REP/NBSS I/CLIENTS
		Register 200 youth (16-35) to establish their businesses through Young Africa Works	Municipal wide						5,000.00			BAC	NBSSI, Mastercard Foundation
		Organize Business counseling for 200 BAC clients	Municipal wide					4,000.00				BAC	MA/REP/NBSS I
		Sensitize 100 entrepreneurs to register their businesses at RGDs, GSA. And FIMA.	Municipal wide						2,000.00			BAC	CLIENTS
Tourism development	Tourism infrastructural development	Develop tourist sites in the Municipality	Nkaakom						250,000.00	√		MA	PPD/Ghana Tourism Authority

		Prepare a Tourism Profile for the Municipality	Nkawie					40,000.00	√		MA	PPD/Ghana Tourism Authority
AGRICULTURAL ACTIVITIES												
Agriculture productivity enhancement	increase crop production	Nursery establishment for 30,000 oil palm Seedlings for farmers	Municipal wide					90,000.00			Agric. Dept.	MA
	Introduce climate Smart agriculture to farmers	Embark on sensitization and education on climate change	Municipal wide					10,000.00			Agric. Dept.	NADMO/MAG /FIRE SERVICE
		Liaise with fire service to educate communities on the control of bushfires					3,100.00	5,400.00			Agric. Dept.	NADMO/MAG /FIRE SERVICE
	Livestock Development	Training on Anti-rabies, feed preparation for birds, disease surveillance, animal housing and management	Municipal wide					5,730.00			Agric. Dept.	MAG/NGO
	Postharvest management	Training of staff in postharvest management, agricultural value chain, rice extensions, FBO formation, etc.	Municipal wide					3,000.00			Agric. Dept.	MAG/MA/NG O
	Extension delivery	Conduct staff and home visits and monitor Planting for Food and Job fields	Municipal wide					19,800.00			Agric. Dept.	MA/MAG/NG O/JICA
Agric-Business Development	Women empowerment	Train 50 lactating women farmers on formulation of fortified food for infants/babies under 5yrs	Municipal wide					3,000.00			Agric. Dept.	MAG/MA/NG O/
		Educate 100 households on gender mainstreaming on its impact on agriculture	Municipal wide					3,800.00			Agric. Dept.	MA/MAG/NG O/JICA/HEALTH
		Train 100 women on liquid soap and shower gel preparation	Municipal wide					7,500.00			Agric. Dept.	MA/MAG/NG O/JICA/HEALTH, BAC
		Monitoring of agro-inputs shops	Municipal wide					1,300.00			Agric. Dept.	MA

Technology dissemination		Organize RELC activities						3,000.00				Agric. Dept.	MA
Sector management enhancement	Monitoring and evaluation	Conduct MDOs supervision and monitor activities of extension staff	Municipal wide					14,400.00				Agric. Dept.	MA
		Conduct monitoring and evaluation of all Agric projects by MMA, MCD, and MCE	Municipal wide					4,000.00				Agric. Dept.	MA
		Conduct Technical Review meeting and train staff on emerging issues in agriculture	Municipal wide					6,400.00				Agric. Dept.	MA
		Conduct data collection of crops, livestock, market, tree crops, processing facilities, agro inputs outlets, etc.	Municipal wide					2,600.00				Agric. Dept.	MA
		Conduct baseline and yield studies on cereals, roots and tubers, legumes, plantain and vegetables.	Municipal Wide					9,342.00				Agric. Dept.	Statistical Service
		Training and development education training on modernization of Agriculture (TEDMAG)	Nkawie					6,519.00				Agric. Dept.	M/A
		Establish rice extension training programme for staff and rice farmers.	Municipal Wide				6,750.00	6,000.00				Agric. Dept.	M/A
		Participate in review meeting and national workshops	Municipal Wide				1,129.00	4,071.00				Agric. Dept.	M/A/Health Directorate.
		Establish maize farm demonstrations on GAPS	Municipal Wide					5,850.00				Agric. Dept.	M/A
		Sensitization of pests and diseases surveillance e.g (FAW).	Municipal Wide					300.00				Agric. Dept.	M/A
		Training of technical staff on pest and diseases identification in vegetable production.	Municipal Wide					2,060.00				Agric. Dept.	M/A

		Office administration and utilities	Toase					7,800.00		4,900.00				Agric Dept.	M/A
		Participate in regional JCR meetings	Municipal Wide					1,500.00		2,328.00				Agric Dept.	M/A
		Sensitization on cassava root rot in cassava production at 10 operational areas	10 communities							1,660.00				Agric Dept.	M/A
		Maintenance and running of official vehicles and motor bikes	Nkawie							25,860.00				Agric Dept.	M/A
		Conduct farmers forum and create awareness on PFJ and child labour	Municipal wide							1,750.00				Agric Dept.	M/A
		Farmers Day celebration						1,000.00		80,000.00				Agric Dept.	M/A
TRADE AND INDUSTRY															
Economic Development	Trade and Industry	Construction of 1No. 25 unit Market stores with ancillary facilities	Nkawie,							1,200,000.00			√	Works Dept.	Central Admin
SOCIAL DEVELOPMENT															
EDUCATION															
Educational environment improvement	School management system	Supervision and monitoring of attendance and performance of Teachers and pupils in public schools.	Municipal wide					17,640.00					√	Municipal Directorate of Education	Municipal Assembly, NGOs, GES, MoE
		Conduct management training for heads of schools on the use of capitation grants	Municipal wide					2,000.00					√	Municipal Directorate of Education	Municipal Assembly, NGOs, GES, MoE,
		Conduct management training for heads of schools on the filling of	Municipal wide					1,907.00					√	Municipal Directorate	Municipal Assembly,

		School Report Card (SRC) Questionnaire									te of Education	NGOs, GES, MoE,
		Improve organization of enrolment drives	Municipal wide				4,500.00			√	Municipal Directorate of Education	Municipal Assembly, NGOs, GES, MoE,
		Conduct management training for heads of schools on the filling of Annual School Census questionnaire	Municipal wide				2,500.00			√	Municipal Directorate of Education	Municipal Assembly, NGOs, GES, MoE,
		Improve management of educational delivery and increase inspection of schools	Municipal wide				4,950.00			√	Municipal Directorate of Education	Municipal Assembly, NGOs, GES, MoE,
	Staff improvement	Implement Annual Best Teacher award	Municipal wide					10,000.00		√	Municipal Directorate of Education	Municipal Assembly, NGOs, GES, MoE, GEFUND
		Capacity Building workshop for 1107 public Basic teachers and 2 SHS teachers	Municipal wide				7,168.00		√		Municipal Directorate of Education	Municipal Assembly, NGOs, GES, MoE, GEFUND
		Monitor teacher absenteeism and sanction culprits in schools	Municipal wide				9,200.00			√	Municipal Directorate	Municipal Assembly,

											te of Educatio n	NGOs, GES, MoE, GEFUND
		Organize INSET on Early Childhood Education	Selected Schools				2,750.00			√	Municip al Directora te of Educatio n	Municipal Assembly, NGOs, GES, MoE, GEFUND
		Facilitate the recruitment of 20 newly trained teachers to deprived schools	Municipal wide					10,000.00		√	Municip al Directora te of Educatio n	Municipal Assembly, NGOs, GES, MoE, GEFUND
	Right Age Enrolment Campaign	To ensure that all children of school-going age attend school at the Right Age						15,000.00			Municip al Directora te of Educatio n	Municipal Assembly, NGOs, GES, MoE, GEFUND
	My First Day at School Programme	To welcome and encourage KG 1 and Primary 1 Learners to attend school regularly						6,000.00			Municip al Directora te of Educatio n	Municipal Assembly, NGOs, GES, MoE, GEFUND
	Performance enhancement	Conduct Mock Exams twice for BECE and WASSCE candidates	Municipal wide					20,000.00		√	Municip al Directora te of Educatio n	Municipal Assembly, NGOs, GES, MoE, GEFUND
		Procurement of 650 Desks for 10 selected Kindergartens	Municipal wide					80,000.00			Municip al Directora	Municipal Assembly,

											te of Educatio n	NGOs, GES, MoE, GEFUND
		Procure 1850 Dual Desk for Primary Schools	Municipal wide					150,450.00			Municip al Directora te of Educatio n	Municipal Assembly, NGOs, GES, MoE, GEFUND
		Procure 1600 Mono Desk for Public JHS	Municipal wide					124,500.00			Municip al Directora te of Educatio n	Municipal Assembly, NGOs, GES, MoE, GEFUND
		Ghana Accountability for Learning Outcomes Project (GALOP) for basic schools	Municipal wide					3,000.00			Municip al Directora te of Educatio n	Municipal Assembly, NGOs, GES, MoE, GEFUND
		Organize Annual Municipal Performance Review meeting	Municipal wide				3,600.00			√	Municip al Directora te of Educatio n	Municipal Assembly, NGOs, GES, MoE, GEFUND
		Organize quiz competition for Junior High Schools	Municipal wide					5,000.00		√	Municip al Directora te of Educatio n	Municipal Assembly, NGOs, GES, MoE, GEFUND
		Provide financial support for 100 needy but brilliant students	Municipal wide					25,000.00		√	MA	NGOs, GES, MoE, GEFUND

		Organize Science, Technology, Mathematics and Innovation Education (STMIE) Camp	Municipal wide					4,500.00					Municipal Assembly, NGOs, GES, MoE, GEFUND
		Extension of school feeding programme	Selected schools					3,500.00		√	MA		GES, MoE,
	Inclusive education	Organize community durbars in fifteen (15) selected communities to sensitize them on gender gaps existing in schools.	Selected communities					6,000.00		√	Municipal Directorate of Education		Municipal Assembly, NGOs, GES, MoE, GEFUND
		Sensitize the public on the importance of girl child education	Municipal wide					8,288.00		√	Municipal Directorate of Education		Municipal Assembly, NGOs, GES, MoE, GEFUND
		Organize capacity building workshop for school Based Coordinators within the various Circuit in the Municipal to persuade girls who have delivered to re-enter school and the effect of teen pregnancy on Girls education	Municipal wide					8,288.00		√	Municipal Directorate of Education		Municipal Assembly, NGOs, GES, MoE, GEFUND
	Infrastructural enhancement	Renovation of 4unit classroom block	Agogo					200,000.00	√		MA		NGOs, GES, MoE, GEFUND
		Construction of 3No.6-Unit Classroom Block	Abuakwa					1,900,000.00	√		MA		Municipal Assembly, NGOs, GES, MoE, GEFUND
	promote Ghanaian Cultural	Inter-Municipal Sports Festival					2,000.00	1,500.00	5,000.00		Edu. Directorate		Municipal Assembly,

	Values and sports												NGOs, GES, MoE, GEFUND
		To procure cultural items for the Municipal for Cultural activities.						1,000.00	5,000.00				Municipal Assembly, NGOs, GES, MoE, GEFUND
HEALTH CARE SERVICE DELIVERY													
Infant and maternal health improvement	Infant health improvement	Conduct routine immunization as part of the Expanded Programme (EPI) to protect children under five	Municipal wide						15,000.00		√	GHS	MoH/MA
		Organize health education on exclusive breastfeeding using behavior change communication strategy at public and social gatherings	Municipal wide						10,000.00		√	GHS	MoH/MA
		Organize Child Health Promotion Weeks	Municipal wide						10,000.00		√	GHS	MoH/MA
		Identification and registration of children, OVCs/PLWHAs and the vulnerable with NHIS	Municipal wide						5,000.00		√	GHS	MoH/MA
	Maternal health improvement	Conduct routine immunization as part of the Expanded Programme (EPI) to protect pregnant women.	Municipal wide						10,000.00		√	GHS	MoH/MA
Health care delivery enhancement	Health Personnel management	Carry out monitoring and supervision on family planning	Municipal Wide						5,000.00			GHS	MoH/MA
		Support to Roll Back Malaria programme (0.5%)	Municipal Wide						10,000.00			GHS	MoH/MA
Reducing the incidence of HIV, other STIs and improve the health of victims		Support to Municipal response initiative (0.5%) on HIV/AIDS	Municipal wide						5,000.00		√	GHS	MoH/MA
		Organize Know Your Status campaign on HIV/AIDS	Municipal Wide					1,000.00	5,000.00			GHS	MoH/MA

Improvement in health care infrastructure		Construction of Municipal Health Directorate office complex with furnishing	Nkawie						600,000.00			GHS	MoH/MA
		Conversion of Municipal Health Directorate to a Health Centre	Nkawie						200,000.00			GHS	MoH/MA
		Upgrade 1No. CHPS compound to a Health centre	Hiawu-Besease						400,000.00			GHS	MoH/MA
		Construction of 30 bed capacity ward	Asakraka						316,170.39				MoH/MA
		Purchase of medical equipment for all health centres	All Health Centres						100,000.00			GHS	MoH/MA
SOCIAL PROTECTION													
	Support to Child Labor Free Zone Program	Support Child Labor Free Zone Program in 20 communities	20 selected communities					2,000.00	10,000.00		✓	SWCD	MA/NGOs
		Management of reported child protection cases					1,000.00				✓	SWCD	NGO / CSOs
		Formation of child protection committee	Municipal wide						10,000.00		✓	SWCD	MA/NCCE / CSOs / NGOs / SOCIAL SERVICES SUB COMMITTEE
		Commemoration and celebration of World's Day against child labor							5,000.00		✓	SWCD	MA/COCOAB OD / MA/NGOs / AGRIC DEPT/ cocoabod
		To support and empower persons with disability toward enhancing their livelihood	Municipal wide						10,000.00		✓	SWCD	MA
		To ensure that beneficiaries of LEAP have access to their funds and other essential services	Municipal wide				1,000.00				✓	SWCD	MA

		Support to indigents for registration and renewal of NHIS	Municipal wide						3,000.00		✓	SWCD	GHS / NHIA
	Home visits program	To interact with families and communities on wellbeing and other welfare issues	Municipal wide					2,000.00			✓	SWCD	GHS
	Monitoring of Day care centers. Residential home and hospital/health centers in the Municipal	To ensure that institutions are providing quality care for children and work with them to resolving challenges relating to their service	Municipal wide					5,000.00			✓	SWCD	
	Public education	Sensitize community members on government policies and interventions. (sdg 16)	Municipal wide						10,000.00		✓	SWCD	ISD /
		Public education on child protection issues, teenage pregnancy, child labor, etc.	Municipal wide					5,000.00			✓	SWCD	NCCE / CSO / NGO
		Public education on domestic violence and gender based violence	Municipal wide					2,000.00			✓	SWCD	GPS / DOVVSU
	Conflict resolution and administration of justice	Resolution of domestic violence and gender based violence cases	Municipal wide					1,000.00			✓	SWCD	DOVVSU / GPS
		Administration of justice for the extremely poor	Municipal wide					1,000.00			✓	SWCD	JUDICIAL SERVICE/GPS
		Support services to the aged	Municipal wide					1,000.00			✓	SWCD	JUDICIAL SERVICE / GPS
		Support to court through preparation of social enquiry report	Municipal wide					1,000.00			✓	SWCD	

		Dissemination of helpline (center of hope) in the Municipal	Municipal wide				2,000.00				✓	SWCD	ISD / NCCE
	Women empowerment	Engagement with women's groups/associations in the Municipal	Municipal wide						5,000.00		✓	SWCD	AGRIC DEPT / BAC /NGOS / CSOS
	Adult education	To discuss issues affecting the community members and developed action plans to solving them by opinion leaders	Municipal wide				3,000.00				✓	SWCD	NCCE / NON FORMAL / ISD / NGO
	Mass education	To educate the community on proposed solutions set by their community members on areas relevant to their welfare.	Municipal wide				1,000.00				✓	SWCD	NCCE / NON FORMAL / ISD / NGO
	Response to emergency cases	To respond rapidly to emergency cases requiring the services of the department	Municipal wide					1,000.00			✓	SWCD	MA
	Research and survey	To conduct research and survey on critical areas that need much attention with respect to the activities of the department	Municipal wide				1,000.00				✓	SWCD	STATISTICAL SERVICE DEPT.
	Public education on mental health	To educate the public on mental health	Municipal wide						5,000.00		✓	SWCD	GHS / GPS
Employable skills development and job creation for the vulnerable	Skills and training	Organize 2-Day training workshop for 20 PWDs on how to start small scale business and its sustainability	Municipal wide						7,000.00		✓	SWCD	MA/REP/ BAC
		Provide 20 PWDs with financial support to pursue their education	Municipal wide						10,000.00		✓	SWCD	MA/REP/ BAC
		Register and organize training workshops for 50 vulnerable and excluded in the Municipal on alternative livelihood	Municipal wide						6,500.00		✓	SWCD	MA/REP/ BAC
	Job creation	Supply technical aid and equipments in forms of Sewing	Municipal wide						13,000.00		✓	SWCD	MA/REP/BAC

		Machines, Motor Machines, Locking Machine, Grinding Machine, Dryer and Hand Dryer, Fridges to support PWDs apprenticeship.										
		Provide financial support in the form of seed capital to the first batch of 42 PWDs for income generating activities	Municipal wide					18,000.00		√	SWCD	MA/REP/ BAC
		To source for funds to support vulnerable and excluded	Municipal wide					15,000.00		√	SWCD	MA/REP/ BAC
WATER AND SANITATION												
WATER												
Potable water supply improvement	Water facility expansion	Drilling and mechanization of 5No. Borehole	Selected communities					135,000.00		√	ENV'TAL, WORKS DEPT.	MA/NGOs/MEHU
SANITATION												
Sanitation improvement		Evacuation of refuse dumpsite	Municipal wide					150,000.00		√	ENV'TAL HEALTH/ZOONMLION	MA/WORKS DEPT.
		Organizing quaterly clean up exercise in each area council	Municipal Wide					25,000.00			ENV'TAL HEALTH/ZOONMLION	MA/WORKS DEPT.
		Periodic pushing and leveling of 6 communities dumping sites	Municipal Wide					60,000.00			ENV'TAL, ZOONMLION	MA/ WORKS DEPT.
		Disinfection of public spaces	Municipal Wide					80,000.00			ENV'TAL,	MA/ WORKS DEPT.

												ZOOMLION	
		DWST regular inspection and monitoring activities	Municipal wide					4,000.00	3,095,000		√	DWST	MA/MEHU
		Conduct Premises inspection in Residential houses and schools	Municipal wide					4,600.00			√	DWST	MA/MEHU
		Procure 5N0. Refuse/Skip Containers	Municipal wide						220,000.00		√	DWST	MA/NGOs/MEHU/ZOOMLION
		Procure Sanitary Equipment	Municipal wide					12,000.00			√	DWST	MA/MEHU
		Clearing and maintaining of open public areas	Municipal wide					3,000.00			√	DWST	MA/NGOs/MEHU
		Construction of Meat shop	Nkawie					249,094.28					MEHO/WORKS
		Screening of food vendors	Municipal wide					4,300.00			√	DWST	MA/MEHU

ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT

UTILITY SERVICES

Utility services expansion		Reshaping, spot improvement and tarring of selected feeder roads in the Municipality with landscaping	Selected communities						2,500,000.00		√	Feeder Roads	Works Dept.
		Desilting of river bodies	Apemhashe Abuakwa DKC						500,000.00		√	Works Dept.	MA
		Construction of 2No. Bridges	Selected communities						350,000.00	√		Works Dept.	MA
		Decongestion of unauthorized structures and containers	Municipal wide						250,000.00		√	Works Dept.	MA
		Maintenance of street lights	Municipal wide					5,000.00	10,000.00		√	Works Dept	MA

		Procure and supply street bulbs	Municipal wide					20,000.00		√	Procurement	MA/Works Dept.
		Extension of electricity	Municipal Wide					300,000.00	√		ECG	MA/ Works Dept
		Provision of Electricity	Kyereyaa se Sewua Ntabaanu Akuapem Fankama we					750,000.00			ECG	MA/ Works Dept
		Construction of 1No. Durbar Grounds	Mim					150,000.00	√		Works Dept.	Central Admin
		Construction of a social centre	Nkawie					1,100,000.00			Works Dept./DE V'T PLG	
Disaster prevention and management		Organize 4No. community forums to sensitize communities on the issues of climate change	Municipal wide					13,000.00		√	NADMO	MA
		Provision of building materials for community initiated project	Municipal wide					1,000,000.00	√		NADMO	MA
		Bush and domestic fire education.	Municipal Wide				3,000.00				NADMO /FIRE SERVICE	MA/DVGs
		Covid 19 education	Municipal wide				2,000.00	3,500.00			NADMO /HEALTH	M/A
		Hydro-meteorological disaster education	Municipal wide				1,500.00	1,500.00			NADMO ,	ASSEMBLY MEMBERS, DVG's
		Hazard management	Municipal wide				2,800.00	2,000.00			NADMO ,	ASSEMBLY MEMBERS, DVG's
		Distribution and monitoring of disbursement of relief items.	Municipal Wide				2,000.00				NADMO ,	ASSEMBLY MEMBERS, DVG's

		Tree planting exercise	Municipal Wide					2,000.00	3,000.00			NADMO /FORESTRY	DVGs, ASSEMBLY MEMBERS
		Train Disaster Volunteer Groups on bushfire control	Municipal wide					1,500.00	4,000.00		√	NADMO	MA
		Equip Disaster Volunteers with wellington boots and cutlasses	Municipal wide					3,000.00	4,000.00		√	NADMO	MA
SPATIAL PLANNING													
		Street Naming and Property numbering for communities	Municipal Wide					10,000.00	60,200.00		√	PPD	Central Admin, Works Dept.
		Prepare local plans for 2 communities (Base Maps)	Toase Abuakwa					5,000.00	60,000.00		√	PPD	Central Admin, Works Dept, Dev't Planning
		Conduct monthly site inspections & development control	Municipal Wide					3,000.00	20,000.00		√	PPD	Central Admin, Works Dept, Dev't Planning
		Sensitization of stakeholders and communities on the need to acquire building permit	Municipal Wide						10,000.00		√	PPD	Central Admin,
GOVERNANCE, CORRUPTION AND ACCOUNTABILITY													
Organization of mandatory meetings	To organize mandatory meetings	Organize Quarterly MPCU Meetings	Nkawie					14,500.00	7,200.00		√	MPCU	MA Heads of Dept. CSOs
		Organize Quarterly Statutory Sub-Committee Meetings	Nkawie					6,500.00	26,000.00		√	MA	Assembly Members
		Organize Quarterly and Annual AAP Review Meetings	Nkawie					4,000.00	8,000.00		√	Planning Unit	MA HODs
		Conduct Participatory Monitoring of programmes and projects	Nkawie						80,000.00		√	MPCU	MA, Project Beneficiaries Assembly Members Municipal Monitoring Team

												Service Providers TAs
To ensure efficiency in work delivery	To provide support to the sub-structures	Support to 3 Sub Municipal Structures	Nkawie Afari Abuakwa					18,000.00			Central Admin	Area Council Executives
	To ensure departmental activities are carried out effectively.	Support to other departmental Activities	Nkawie				2,000.00	24,000.00			Central Admin	Heads of Departments
	To ensure programmes and projects are in use as well as well maintained	Support to Municipal Wide Project Monitoring and Evaluation	Nkawie					60,000.00			Central Admin	Dist. Monitoring Team
	To improve the capacity of staff by organizing trainings	Organize Capacity Building Training for MA Staff	Nkawie				10,000.00	2,000.00	15,000.00		Central Admin	Human Resource Manager
	To ensure all public celebrations are observed in orderly manner	Support the celebration of national programmes (6th March, AU Day etc.)	Nkawie				2,000.00	35,000.00			Central Admin	Stakeholders
	To Improve the quality of work by providing the necessary logistics to each department	Procure Office logistics such computers, laptops, printers, Stationery and Equipment	Nkawie				2,000.00	10,000.00	60,000.00		Central Admin	Procurement Unit

	when the need arise												
	To Improve the quality of work by providing the necessary logistics to each department when the need arise	Procure Office tables and chair for staff	Nkawie					3,000.00	500.00	15,000.00			Central Admin Procurement Unit
	To ensure hon. Assembly members are well motivated during meetings	Sitting Allowances to Hon. Assembly Members	Nkawie							80,000.00			Central Admin Finance Dept.
	To provide allowance for staff	Provide end of year incentive packages to Hon. Assembly Members and Staff	Nkawie							35,000.00			Central Admin Finance Dept.
	Ensure the Municipal Assembly official vehicles are functioning	Maintenance of Municipal Assembly Official Vehicles	Nkawie					4,000.00	1,000.00	35,000.00			Central Admin Transport Manager
	To provide safe and comfortable working environment	Maintenance of Municipal Assembly Office buildings	Nkawie						1,000.00	200,000.00			Central Admin Works Dept.
		Payment of utility bills	Nkawie						1,000.00	70,000.00			Central Admin Utility Service Providers
	Support security	Support to security services	Nkawie					1,000.00	500.00	10,000.00			Central Admin Security Service Provider

	service providers											
		Budget preparation	Nkawie						20,000.00			Central Admin Budget Unit
		Completion of Lorry terminal	Nkawie					350,000.00				Central Admin Works Dept.
		Completion of 1No. Ambulance Bay	Nkawie					350,000.00				Central Admin Works Dept.
IMPLEMENTATION, COORDINATION, MONITORING AND EVALUATION												
Management and Administration	Planning, Budgeting and Coordination	Monitor and Evaluate Development Projects monthly	Municipal wide					40,000.00	25,000.00		√	Central Administ artion 1. RCC 2. NDPC