

**2022 ANNUAL ACTION PLAN**

**DEVELOPMENT DIMENSION:ECONOMIC DEVELOPMENT**

No.	Programme (PBB)	Sub-programme(PBB)	Broad Activities	Location	Timeframe				Cost(GH₵)				Programme Status		Implementing Institution/Department		
					Q1	Q2	Q3	Q4	GOG	IGF	DAC F	Others	New	Ongoing	Lead	Collaborating	
1.	<b>P1: ECONOMIC DEVELOPMENT</b>	<b>SP1.1: Trade, Industry and Tourism Services</b>	Organize 4 No. Local Economic Development meetings	Municipal office	X	X	X	X		12,000.00					Trade & Industry Dept.	Municipal Planning Coordinating Unit	
2.			Mobilize Trade Associations to access micro-finance	Entire Municipality	X	X	X	X		4,000.00					Trade & Industry Dept.	GASSLIP MOTI NBSSI	
3.			Organize 2 livestock fairs	Municipal wide		X	X				50,000.00					Trade & Industry Dept.	Agric. Dept. & Central Admin
4.			Train unemployed youth in vocational skills	Municipal wide	X	X	X	X		22,000.00						Trade & Industry Dept.	SWCD/MOTI/GEA
5.			Organize DIST meetings and field visits to local industries	Municipal wide		X	X	X		3,000						Trade & Industry Dept.	MOTI
6.			Support all activities for Culture and Tourism	Entire Municipality		X				15,000						Culture & Tourism Dept.	NYA Trade and Industry Central Admin
7	<b>P1:ECONOMIC DEVELOPMENT</b>	<b>SP1.2:Agri culture Services and Management</b>	Organize one Farmers Day celebration by December 2022	Entire Municipality				X					✓		Agric. Dept.	Ministry of Agric Central Admin.	

8.			20 field staff to conduct 3880 farm and home visits each to extend improved technologies by December 2022	Entire Municipality	X		X					22,000	✓		Agric. Depart.	MAG EXT
9.			Train 20 households on breed improvement of local poultry by end of Dec 2022.	Entire Municipality		X	X					1,000	✓		Agric. Depart.	MAG/Ministry of Agric
10.			Train 10 commercial poultry farmers on poultry nutrition and litter management by end of Dec 2022.	Entire Municipality	X		X	X				1,400	✓		Agric. Depart.	MAG/Ministry of Agric
11.			Distribute 500 cockerels (6 weeks old) to selected households by the end of June 2022.	Entire Municipality		X	X		5,000	5,000			✓		Agric. Depart.	APD/Ministry of Agric
12.			Vaccinate 150 pets against rabies and 1000sheep ,goats against PPR by Dec 2022	Entire Municipality		X			5,500				✓		Agric. Depart.	Ministry of Agric
13.			Train 50 households on home gardening as a business by December 2022	Entire Municipality	X	X	X	X				1,700	✓		Agric. Depart.	MAG/Ministry of Agric
14.			Train 40 rabbit farmers on rabbit nutrition and feed formulation using locally available feedstuff by end of Dec 2022.	Entire Municipality	X	X	X					1,400	✓		Agric. Depart.	MAG/Ministry of Agric
15.			Organize one day rabbit meat bazar	Entire Municipality			X	X					✓		Agric. Depart.	MAG/Ministry of Agric
16.			Organize two Municipal Agricultural Planning Session and technical review meeting with 40 stakeholders by 2022.RELC	Municipal Office		X	X					2,500	✓		Agric. Depart.	MAG/Ministry of Agric RAD

17.			Support the establishment and running of district center for agric. commerce and technology( DCACT) by Dec 2022	Entire Municipality	X	X	X	X				1,700	✓		Agric. Depart.	MAG
18.			Train 40 market women on the health hazards caused by food adulteration by Dec 2022	Entire Municipality	X			X				1,700	✓		Agric. Depart.	MAG
19.			Conduct a sensitization workshop on hygienic handling of meat and meat processing for 10 meat sellers and 20 food vendors by end of Dec 2022.	Entire Municipality		X			1,500.00	1,500.00			✓		Agric. Depart.	MAG
20.			Undertake tree planting exercise and beautification of communities	Entire Municipality		X	X		10,000.00				✓		Agric. Dept.	PPD NADMO
21.			Educate women groups and associations on climate change mitigation and adaptation	Entire Municipality	X		X		10,000.00				✓		Agric. Dept.	SWCD PPD NADMO
22.			Collaborate with the statistical unit to collect and generate metadata for the department	Entire Municipality	X			X	7,000.00				✓		Agric. Dept.	Statistics Dept.
23.			Educate 200 pupils and 50 households on climate change mitigation by the end of December 2022	Entire Municipality		X	X		8,000.00				✓		Agric. Dept.	NCCE Information Dept.

**DEVELOPMENT DIMENSION : SOCIAL DEVELOPMENT**

No.	Programme (PBB)	Sub-programme(PBB)	Broad Activities	Location	Timeframe				Cost(GH₵)				Programme Status		Implementing Institution/Department	
					Q1	Q2	Q3	Q4	GOG	IGF	DAC F	Others	New	Ongoing	Lead	Collaborating
24.	<b>P2: SOCIAL SERVICES DELIVERY</b>	<b>SP2.1: Environmental Health and Sanitation Services</b>	Organise monthly clean up exercises and undertake solid and liquid waste services in the Municipality	Entire Municipality	X	X	X	X		180,000.00			✓		MEHSU	Alliance Waste
25.			Evacuate heaps of refuse at unauthorised sites and the empty street litter bins	Entire Municipality	X	X	X	X		45,000			✓		MEHSU	Alliance Waste
26.			Educate 30 Livestock farmers on Air Pollution and good practices to ensure air quality	Entire Municipality	X	X	X	X		3,000			✓		MEHSU	Agric Dept
27.			Organise waste segregation training for second cycle schools and basic schools and provide waste bins.	Entire Municipality		X	X	X		10,000			✓		MEHSU	Central Admin. Jekora Ventures
28.			Conduct personal hygiene education programmes and medical screening, and certification of 1,200 Food Vendors in the municipality	Entire Municipality		X	X	X		10,000			✓		MEHSU	Central Admin. Information Services NCCE
29.			Conduct health/hygiene education and sensitization programmes in churches, 12 schools,mosques, hotels, guest houses, hostels and restaurants	Entire Municipality	X	X	X	X		20,000			✓		MEHSU	Central Admin NCCE

30.			Disinfest and disinfect public places	Entire Municipality	X	X	X	X		60,000				✓		MEHSU	Central Admin. Zoomlion Ghana Limited		
31.	<b>P2: SOCIAL SERVICES DELIVERY</b>	<b>SP2.2: Social Welfare and Community Services</b>	Mediate in family welfare, paternity and custody of children issues	Entire Municipality	X	X	X	X	5,000.00					✓		SWCD	CHRAJ, DSW, DoC, NGOs		
32.			Organize 4 No. sensitization sessions with community groups and 2 <sup>nd</sup> cycle schools on child protection and child rights	Entire Municipality	X	X	X	X	5,000.00						✓		SWCD	CHRAJ/NGOs/DOVSU/POLICE	
33.			Conduct 4 No. supervision, monitoring and registration of 70 Early Childhood Development Centres		X	X	X	X									SWCD	NGOs	
34.			Organize 3 No. open forum on streetism, trafficking of persons	Entire municipality	X					5,000.00						✓		SWCD	AHTU
35.			Organize durbar to mark International Days on(child labour, women day and HIV/AIDS, Disability day)	Entire municipality	X		X	X		30,000.00						✓		SWCD	NGOs ILO MOELR
36.			Organize training sessions on entrepreneurial skills such as packaging, records keeping etc for women groups	Entire municipality			X			7,000.00						✓		SWCD	NBSSI NGOs
37.			Mobilize beneficiaries for at least 6 No. of LEAP payments	Entire municipality	X	X	X	X		1,500.00						✓		SWCD	MGC&SP, Dept. of Social Welfare, GSFP

38.			Mobilize Persons With Disability for disbursement of DACF	Entire municipality	X	X	X	X	100,000.00					✓		SWCD	Disability Council
39.			Enrol PWDs on NHIS	Entire municipality		X	X		25,000.00					✓		SWCD	Disability Council
40.			Organize 3 No. training in business development, entrepreneurship and vocational skills for 50 PWDs	Entire municipality		X	X		15,000.00					✓		SWCD	GFDO
41.			Organize 8 public education in schools and communities on prevention of HIV/AIDS stigmatization and provide support to affected people	Entire Municipality	X	X	X	X	10,000.00					✓		SWCD	GAC NGOs GHS GES
42.			Sensitize JHS students on menstrual hygiene	Entire municipality		X	X		7,000.00					✓		SWCD	Naa Adoley Foundation
43.			Organize sensitization activities to observe 15 days activisms against Gender Based Violence	Entire municipality				X	25,000.00					✓		SWCD	NGOs DOVSU Police
44.			Establish a shelter home	Entire municipality	X	X								✓		SWCD	NGOs DOVSU
45.			Construction of a mixed Senior High School		X	X	X	X	1,200,000.00					✓		Municipal Education Directorate	GES Municipal Works Dept

46.	<b>P2: SOCIAL SERVICES DELIVERY</b>	<b>SP2.3: Education , Youth &amp; Sports and Library Services</b>	Establish ICT laboratories in the Public Basic Schools	All public Basic Schools	X	X	X			800,000.00			✓		Municipal Education Directorate	GES ,Municipal Culture
47.			Organize Inter-school, circuit and municipal cultural festivals	Unity JHS Park	X	X				20,000.00			✓		Municipal Education Directorate	GES
48.			Organize Independence Day celebration	Unity JHS Park	X					40,000.00			✓		Municipal Education Directorate	Central Admin/GES
49.			Organize Municipal school Performance Appraisal Meeting(SPAM) for basic schools	Accra Girls SHS		X				10,000.00			✓		Municipal Education Directorate	Central Admin/GES
50.			Organize 2No. Mock exams for BECE candidates	Public and private schools		X				10,000.00			✓		Municipal Education Directorate	GES
51.			Organize my First Day at school	All public Basic Schools			X			10,000.00			✓		Municipal Education Directorate	Central Admin
52.			Construction of three(3) storey 18 unit classroom Block with ancillary facilities	Unity school park	X	X	X	X					✓		Municipal Education Directorate	Works Depart.
53.			Organize Ghana Teacher prize for teachers at the municipal level	Unity JHS Park				X		50,000.00			✓		Municipal Education Directorate	GES
54.	<b>P2: SOCIAL SERVICES DELIVERY</b>	<b>SP2.4:Health services delivery</b>	Upgrade health facilities and provide logistics for all health facilities		X	X	X			70,000		✓		Municipal Health Directorate	Works Depart.	

55.			Awareness creation to reduce the transmission of new HIV/AIDS and other STI, especially among the vulnerable groups.	Entire Municipality	X	X	X	X	13,050.00				✓		Municipal Health Directorate	Ghana Health Service
56.			Construction of Municipal Health Directorate Office.	Maamobi	X	X	X	X	100,000	20,000			✓		Municipal Health Directorate	GES GHS Ministry of Education
57			Intensify campaign on communicable diseases like guinea worm, polio etc	Entire Municipality	X	X	X		8840.00				✓		Municipal Health Directorate	GHS & MOH
58.			Organize health screening programmes on diabetes and hypertension	Entire Municipality	X	X	X	X	8760				✓		Municipal Health Directorate	GHS/MOH WHO UNICEF



64.			ANMA website maintenance and updating	Municipal Office	X	X	X	X		2,500				✓	MIS	All Departments & Units
65.			Preparation of Procurement Plan for 2022	Municipal Office				X		3,000				✓	Procurement Unit	Central Admin. Budget Unit
66.			Procurement of office logistics	Municipal Office	X	X	X	X		20,000	180,000			✓	Procurement Unit	All Departments & Units
67.			Sensitize the public on revenue mobilization	Entire Municipality	X	X	X	X		4,000				✓	Information Services Depart.	Finance Depart.
68.			Time with the Assembly; A weekly radio talk show	Entire Municipality	X	X	X	X		3,000				✓	Information Services Depart.	NCCE
69.			ensure periodic update on Assembly's social media platforms	Entire Municipality	X	X	X	X		6,000				✓	Information Services Depart.	Central Admin.
70			organize MCE's meet the press	municipal office				X		12,000.00				✓	Information Services Depart	Central Admin.
71.			Reporting on National Anti-Corruption Action Plan	Municipal Office	X					5,000				✓	NCCE	CHRAJ
72.			Undertake civic and public engagements on the functions/roles of members of Parliament	Entire Municipality	X	X	X	X		7,000				✓	NCCE	Information Services Department

			and Municipal Assembly with identifiable groups													
73.			Organize social auditing	Entire Municipality			X						✓		NCCE	Central Admin.
74.			Implement 2022 capacity building plan		X	X	X	X					✓		HR Dept.	Central Admin
75.			Organize 2 no. Staff Durbar	Municipal Office	X			X			10,000		✓		HR Dept.	Central Admin.
76.			Prepare Annual Progress Report, and Quarterly reports	Municipal Office	X	X	X	X		3,500			✓		MPCU	All Departments & Units
77.			Organize quarterly MPCU meetings.	Municipal Office	X	X	X	X		15,000			✓		MPCU	Central Admin
78.			Review and update of 2022-2025 Medium Term Development Plan (MTDP)	Municipal Office	X	X	X	X		10,000			✓		MPCU	RCC NDPC
79.			Prepare 2023 Annual Action Plan.	Municipal Office				X		3000			✓		MPCU	All Departments & Units
80.			Organize 2 Town Hall meetings	Entire Municipality	X			X		33,000			✓		Budget Unit	MPCU

81.			Organize fee fixing stakeholders meeting	Municipal Office			X	X	27,500.00	2,750.00				✓	Budget Unit	MPCU Finance
82.			Conduct socio-economic and administrative data collection	Entire Municipality	X	X	X	X	30,000					✓	Statistics Dept.	All Departments & Units
83.			Data collection activities in the preparation of the Assembly's Annual Progress Report	Entire Municipality					30,000					✓	Statistics Dept.	MPCU
84.			Undertake revenue sensitization for rate payers	Entire Municipality	X	X	X	X		10,000				✓	Finance Depart.	Information Depart.
85.			Validation, printing and distribution of Bills	Entire Municipality	X	X	X	X			37,000			✓	Finance Depart.	MIS
86.			Monitor revenue collection (on field) by the last week of each month	Entire Municipality	X	X	X	X		12,000				✓	Finance Depart.	Internal Audit Monitoring Team
87.			Collect data and update database of businesses in the Municipality	Entire Municipality	X	X	X	X		6,000				✓	Finance Depart.	Budget Unit

**DEVELOPMENT DIMENSION : ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENTS**

No.	Programme (PBB)	Sub-programme(PBB)	Broad Activities	Location	Timeframe				Cost(GH₵)				Programme Status		Implementing Institution/Department	
					Q1	Q2	Q3	Q4	GOG	IGF	DAC F	Others	New	Ongoing	Lead	Collaborating
88.		SP3.1: Urban Roads and Transport Services	Construction of U drains within the communities	Entire Municipality		X	X	X	100,000.00	30,000.00	500,000.00		✓		Municipal Roads Depart.	Urban Roads Works Depart
89.			Dredging and Desilting of Drain.	Entire Municipality		X	X		100,000.00	35,000.00	100,000.00		✓		Municipal Roads Depart.	Urban Roads Works Depart.
90.			Graveling of Roads	Entire Municipality	X	X			200,000.00				✓		Municipal Roads Depart.	Urban Roads Works Depart
91.			Pothole Patching and Resealing within the communities	Entire Municipality		X	X		100,000.00		350,000.00		✓		Municipal Roads Depart.	Urban Roads Works Depart
92.	<b>P3: INFRASTRUCTURE DELIVERY AND MANAGEMEME</b>	<b>SP3.2: Public Works, Rural Housing and Water Management</b>	Construction of a two(2) storey multipurpose court	Senya Electoral Area	X	X	X						✓		Works Depart.	Judicial Service
93.			Procure Cesspit Emptier	Municipal Office		X							✓		Works Depart.	Procurement Unit
94.			Construction of market complex(stores	Senya	X	X	X	X					✓		Works Depart.	Trade & Industry Dept.
95.			Organize Fixed Assets Management Committee Meetings	Municipal Office	X	X	X	X		9,000				✓		Estate Unit

96.		<b>SP3.3: Spatial Planning</b>	Routine maintenance of office assets	Municipal Office	X	X	X	X		150,000				✓	Estate Unit	Works Department
97.			Organise 12 inspections and sub-technical committee Meetings	Municipal Office	X	X	X	X		55,000.00				✓	PPD	Works Department
98.			Organise 12 No.Spatial planning committee meeting	Municipal Office	X	X	X	X		50,000.00				✓	PPD	Works Department
99.			Organise Technical Committee on Outdoor Advertisement Meetings	Municipal Office	X	X	X	X		25,000.00				✓	PPD	Works Department
100.			Prepare District SDF/Update and Extend Coverage of Existing Planning Scheme	Entire Municipality	X	X	X	X		100,000.00			✓		PPD	Lands Commission
101.			Organize four SAT meetings to brief members on findings and way forward	Municipal Office	X	X	X	X		60,000.00				✓	PPD	Central Amin
102.			Print scan and digitize all maps	Municipal Office		X		X		30,000.00			✓		PPD	Municipal Statistics Dept.
103.		Greening and beautification of the communities	Municipal wide	X		X	X		20,000.00				✓	PPD	Municipal Agric Dept	

**DEVELOPMENT DIMENSION : EMERGENCY PLANNING AND RESPONSE ( INCLUDING COVID-19 RECOVERY PLAN)**

No.	Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Timeframe				Cost (GH¢)				Programme Status		Implementing Institution/ Department	
					Q1	Q2	Q3	Q4		Q1	Q2	Q3	Q4		Q1	Q2
104.	<b>P5: ENVIRONMENTAL MANAGEMENT</b>	<b>SP5.1: Disaster Prevention and Management</b>	Awareness creation and sensitization on causes and effects of Fire disasters	Entire Municipality	X			X		48,000			✓		NADMO	GNFS
105.			Public Education and awareness creation on Flood, Diseases and Epidemics. COVID 19	Entire Municipality		X				15,000.00			✓		NADMO	MEHSU Municipal Health Directorate.
106.			Undertake and educate communities on rain water harvesting to reduce flooding,	Entire Municipality				X		6,000.00			✓		NADMO	Municipal Agric Dept

