

**AKUAPEM NORTH MUNICIPAL ASSEMBLY**  
**ANNUAL ACTION PLAN, 2024**

## 1.0 Introduction

The 2024 Annual Action Plan is prepared from the Akuapem North Municipal Assembly's Medium Term Development Plan, 2022-2025. It also embodies action plans of the various departments of the Assembly. The District Medium Term Plan is drawn from the Six Development Dimensions of the 2022-2025 National Medium Term Policy Framework, christened the “Agenda for Jobs: Creating prosperity and equal opportunities for all”. The following are the Development Dimensions and the corresponding goals of the Medium Term Plan:

- |    |   |   |  |
|----|---|---|--|
| 1. | Social Development  | - | Create Opportunities for all               |
| 2. | Economic Development  | - | Build a Prosperous Society                 |
| 3. | Governance, Corruption And Public Accountability              | - | Maintain a stable, united and safe society |
|    |   |   | Safeguard the natural environment          |
| 4. | Environment, Infrastructure and Human Settlements Development | - | and ensure a resilient built environment   |
| 5. | Emergency Planning and Response                               | - |  |
| 6. | Implementation, Coordination, Monitoring and Evaluation       | - |  |

### 1.1 Vision

The vision of the Municipal Assembly is to create a sustainable modernized Municipality in the delivery of world-class services.

### 1.2 Mission

The Municipal Assembly exists to improve the living conditions of the people through efficient mobilization and equitable distribution of resources to enhance local development.

The Akuapem North Municipal Assembly (ANMA) was created as a District Assembly by Legislative Instrument 1430 in 1988 under the decentralization system to take control of the day-to-day running of the Municipality. In 2012, it was elevated to the status of a Municipality by LI 2124, 2012. As a result of the creation of the new Okere District Assembly out of the Akuapem North Municipal Assembly, the Municipality now operates under the Legislative Instrument (LI).



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from such population is increase in growth rate and teenage pregnancies if measures are not put in place.

## **2.2 Economic Activities**

Agriculture engages 38.5% of the economically active population whereas the service and manufacturing sectors engage 38% and 23.5% respectively.

Major food crops cultivated are cassava, maize and plantain and the cash crops are cocoa and oil palm. Livestock reared in the district are sheep, goats, poultry and pigs. Fish farming is also practiced in the municipality.

Some tourist sites located in the Municipality includes the Obosomase Falls, Amenapa Falls, Tetteh Quarshie Cocoa Farm, Missionary Cemetery, and the Obom Cave. Festivals such as Odwira and Ohum are celebrated each year within the Municipality.

## **2.3 Road**

Total length of roads in the district is 127.1km. Earth surface road is estimated to be 95.3 km. More than 70% of the roads are in bad state.

## **2.4 Education**

There are 323 schools including 114 pre-schools, 112 primary schools, 78 JHS, 9 SHS, 1 VOC/TECH schools, 4 Tertiary schools, and 4 special schools. Public schools constitute 65 percent of the schools in the Municipality.

## **2.5 Health.**

There are 46 Healthcare facilities, including 2 Hospitals, 1 Health research centre, 4 Health centres, 33 CHPS Compounds, and 6 Clinics/Maternity homes in the Municipality. CVA, HIV/AIDS, and Diabetes spearhead the top 10 causes of mortality in the Municipality.

## **2.6 Water and Sanitation.**

Potable water coverage in the Municipality is 81%, with 90% in the urban areas and 72% in the rural areas. Proportion of the population with access to improved sanitation services is 94%, where 92% are in the urban areas and 96% are in the rural areas.

## **2.7 Key Development Issues**

1. Inadequate Health
2. Inadequate Educational infrastructure
3. Low sanitation coverage
4. Increased HIV / AIDS prevalence rate
5. Frequent electricity power outages
6. Poor market infrastructure and inactive markets
7. Poor road and drainage infrastructure
8. High incidence of post-harvest losses
9. Uncontrolled spatial development and Environmental degradation
10. Inadequate water facilities

No.	Programme	Sub-Program.	Activities	Location	Time Frame (Year)				Cost			Programme Status		Implementing Institution/Departme nt	
					Q1	Q2	Q3	Q4	GoG	IGF	Other s	New	Ongoing	Lead	Collaborating
Economic Development Dimension															
1.			Organize 1 RELC/District Planning Session for 45 Stakeholders.	Municipalit y wide					2,700.00				✓	DOA	MA
2.	Economic Development	SP4.2: Agricultural Development	Educate 30 farmers on climate change and mitigation measures	Akropong					1,000.00			✓		DOA	MA
3.			Train agricultural value chain actors on post-harvest management	Municipalit y wide					500.00			✓		DOA	MA
4.			Collate and analyze agricultural and market data	Municipalit y wide					1,200.00			✓		DOA	MA
5.			Hold 12 monthly agricultural performance and activity review meetings with DDOO, DDA and DCD.	Municipalit y wide					1,600.00				✓	DOA	MA,NGOs & FBOs
6.			Provision of direct extension services to actors along the agricultural value chain	Municipalit y wide					14,000.00			✓		DOA	MA, FBOs
7.			Conduct 4 monitoring and supervision visits to all planned activities in the municipality by DDOO, DDA, DCD	Municipalit y wide					4,000.00			✓		DOA	MA,NGOs & FBOs
8.			Organize Municipal Farmers' Day Celebration									✓		MA	DOA
9.			Conduct sensitization on rabies, disease surveillance and collect data on animals	Municipalit y wide					600.00			✓		DOA	MA,NGOs & FBOs
10.			Train Farmers on produce packaging	Akropong					2,000.00			✓		DOA	MA
11.			Ec on o	Tr ad	Facilitate Community Based Training in hand Sanitizers, detergents and liquid soap making	Municipalit y wide					8,6000			✓	

No.	Programme	Sub-Program.	Activities	Location	Time Frame (Year)				Cost			Programme Status		Implementing Institution/Department	
					Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
12.			Organize Kaizen training in mushroom production and Cassava processing	Municipality wide					11,100.00			✓		BAC	MA
13.			Provide training in group dynamics and strengthening of associations	Municipality wide					5,000.00			✓		BAC	MA
14.			Provide training in Marketing and Customer relations	Municipality wide					2,500.00			✓		BAC	MA
15.			Provision of training in general Business management	Municipality wide					2,500.00			✓		BAC	MA
16.			Facilitate Clients monitoring, business counselling and follow up	Municipality wide					6,000.00			✓		BAC	MA
17.			Facilitate training in regulatory requirement, numeracy and literacy	Municipality wide					10,000.00					BAC	MA
18.			Facilitate training in baking, technology improvement and production efficiency	Municipality wide					8,600.00			✓		BAC	MA
19.			Organize 2No. LED Platform meetings	Akropong					4,000.00			✓		MPO	LED MEMBERS
20.			Construction of Hairdressers and Dressmakers academy	Mamfe					70,000.00			✓		MWD	MA
			<b>Social Development Dimension</b>												
21.	Social Services Delivery	Education	Organize science, technology and mathematics education (STME) clinics for students annually.	Akropong					2,000.00				✓	GES	ANMA
22.			Conduct regular inspection and monitoring of schools.	Akropong					3,000.00			✓		GES	ANMA

No.	Programme	Sub-Program.	Activities	Location	Time Frame (Year)				Cost			Programme Status		Implementing Institution/Departme nt	
					Q1	Q2	Q3	Q4	GoG	IGF	Other s	New	Ongoing	Lead	Collaborating
23.			Organize Akuapem North Teachers Awards programme.	Municipalit y wide					3,000.00			✓		ANMA	GES
24.			Organize my First Day at School programme.	Municipalit y wide					3,000.00			✓		GES	ANMA
25.	Social Services Delivery	Education Delivery	Support to Education department for Mock Exams.	Municipalit y wide					20,000.00			✓		GES	ANMA
26.			Register births and deaths.	Municipalit y Wide					4,000.00			✓		Births and Deaths Registry	MA
27.			Organize sensitization on core national values and fundamental human rights.	Municipalit y Wide					20,000.00			✓		NCCE	MA
28.	Social Services Delivery	Social welfare and Community Development	Provide care, Support and Counselling services to fifty (50) distressed families, patients and Vulnerable Children.	Municipalit y wide					5,000.00			✓		DSW& CD	MA
29.			Identify, register and enroll 250 PWDs, OVCs, aged and indigenes unto NHIS and Support at least 120 qualified PWDs with logistics and appropriate rehabilitation	Municipalit y wide					180,000.00			✓		DSW& CD	MA
30.			Provide community care and Support for 15 aged, orphans and Vulnerable Children.	Municipalit y wide					2,000.00			✓		DSW& CD	MA
31.			Supervise, monitor and Register NPOs, CBOs, FBOs and RHCs.	Municipali ty wide					1,000.00			✓		DSW& CD	MA
32.			Mobilize LEAP beneficiaries for cash out and other activities.	Municipalit y wide					1,000.00			✓		DSW& CD	MA



No.	Programme	Sub-Program.	Activities	Location	Time Frame (Year)				Cost			Programme Status		Implementing Institution/Departme nt	
					Q1	Q2	Q3	Q4	GoG	IGF	Other s	New	Ongoing	Lead	Collaborating
33.			Supervise all market traders who will be benefiting from Akuapem North Traders Empowerment Fund (ANTEF) in the municipality.	Municipality wide					7,500.00				✓	DSW& CD	MA
34.	Social Services Delivery	Social welfare and Community Development	Provide vocational trainings for 15 women's groups on income generation activities and provide start up support.	Municipality wide					3,000.00			✓		DSW& CD	MA
35.			Establish a Municipal gender committee to spearhead activities of gender mainstreaming and women economic empowerment	Municipality wide					3,000.00			✓		DSW& CD	MA
36.			Sensitize, empower and build capacities of women to participate in leadership and decision making at all levels in 10 Communities.	Municipality wide					3,000.00			✓		DSW& CD	MA
37.			Conduct sensitization programmes on gender based violence, stereotypes and coordinate gender based violence cases.	Municipality wide					1,500.00			✓		DSW& CD	DOVVSU
38.			Inspect and Register 5 early Childhood Development Centers.	Municipality wide					1,500.00			✓		DSW& CDO	MA
39.			Sensitize 30 communities on social issues that poses threat to the wellbeing of people especially children, using the child protection toolkits.	Municipality wide					10,000.00			✓		DSW& CD	MA
40.			Ensure effective implementation of Child and Family Welfare activities.	Municipality wide					500.00			✓		DSW& CD	MA
41.			Sensitize and guide school children on academic performance and career progression through formation of school learning clubs.	Municipality Wide					1,000.00			✓		DSW& CD	MA
42.			Monitor and supervise juvenile offenders and ensure the effectiveness of family tribunal and courts sitting.	Municipality wide					2,000.00		✓			DSW& CD	MA

No.	Programme	Sub-Program.	Activities	Location	Time Frame (Year)				Cost			Programme Status		Implementing Institution/Departme nt	
					Q1	Q2	Q3	Q4	GoG	IGF	Other s	New	Ongoing	Lead	Collaborating
43.			Educate community members on the management of home, childcare and specific tailored education through home science extension and demonstration.	Municipalit y wide					2,000.00		✓			DSW& CD	MA
44.			Implement MAC activities and Organize educational programmes on HIV/AIDS for 4 communities and 2 second cycle institutions.	Municipalit y wide					2,000.00		✓			MA	DSW&CD
45.	Social Services Delivery	Health Delivery	Implement membership registration and renewal exercises.	Municipalit y wide					30,000.00				✓	NHIS	MA
46.			Provide Improve diagnosis, patient education, and counselling services for TB and HIV.	Municipalit y wide							5,875.00	✓		MHA/ FUND	GLOBAL
47.			Purchase of Basic Furniture/Beds/Medical items for Clinic, CHPS compounds.	Municipali ty wide.					50,000.00			✓		MA	PRO
48.			Rehabilitation of Larteh Clinic.	Larteh					40,000.00			✓		MWD	MA
49.			Construction of 1no. CHPS Compound with nurses quarters.	Amanokro m					620,000.00			✓		MWD	GHS
50.			Treat and educate people on epidemic prone diseases(IDSR) including COVID-19.	Municipalit y wide					7,995			✓		MHA	Health facilities
51.			Implement the Municipal health emergency preparedness and response plan.	TQMH					1,500.00		11,000.00		✓	MA	HEALTH UNIT
52.			Provide Support for HIV Response Initiative.	Municipalit y wide						11,000			✓	MAC	MA
53.			Support to build household toilet facilities.	Akropong Larteh Adawso Kokoomu					100,000.00			✓		MEHU	Zonal Council
54.			Purchase of 2 Skip Containers for refuse collection.						40,000.00			✓		MEHU	PRO

No.	Programme	Sub-Program.	Activities	Location	Time Frame (Year)				Cost			Programme Status		Implementing Institution/Departme nt	
					Q1	Q2	Q3	Q4	GoG	IGF	Other s	New	Ongoing	Lead	Collaborating
55.			Conduct medical health screening, food safety and hygiene education for food vendors and drink handlers.	Municipalit y wide					6,800.00			✓		MEHU	Zonal Council
56.			Evacuation of Refuse heap and disinfection at refuse container and final disposal site.	Tutu Kwamoso					8,000.00			✓		MEHU	MA
57.			Construction and Mechanization of 4no. Boreholes.	Municipalit y Wide					300,000.00			✓		MA	MWD
58.			Construction of 16 Seater Pour Flush at Mangoase.	Mangoase					72,740.00			✓		MWD	MA
59.			Organize community durbar to educate community members on the need for improved sanitation and organize communal labour.	Municipalit y Wide					6,000.00				✓	MEHU	Assembly Members/ Traditional Authority
60.			Social Services Delivery	Health Delivery	Create and Maintain database on all premises of environmental importance to the municipality such as hotels, guest houses and public toilets facilities.	Municipalit y Wide					1,250.00			✓	
61.	Organize premises inspection in places ie, restaurants, dwelling houses, workplaces, schools, markets, public toilets etc,	Municipalit y wide							1,300.00			✓		MEHU	MA
Environment, Infrastructure and Human Settlement Dimension															
62.	Infrastructure Delivery And Management	SP2.2: Infrastructure Development	Construction of Roads ( Grading, Gravelling and Sealing).	Municipalit y wide					350,000.00			✓	✓	URD	ANMA
63.			Carry out activities to promote traffic management and road safety.	Municipalit y wide					98,500.00		98,500.00	✓		URD	ANMA
64.			Patching of Potholes and Resealing of roads.	Adawso Akropong Mampong					250,000.00			✓		URD	ANMA

No.	Programme	Sub-Program.	Activities	Location	Time Frame (Year)				Cost			Programme Status		Implementing Institution/Departme nt	
					Q1	Q2	Q3	Q4	GoG	IGF	Other s	New	Ongoing	Lead	Collaborating
				Amanokrom											
65.			Repair and installation of 200 Streetlights.	Municipality wide					150,000.00			✓		URD/ MWD	PRO
66.			Routing Cleaning/Desilting of Drains and Vegetation Control.	Okorase Mampong Larteh Akropong Adawso					57,000.00		150,000.00	✓		URD	MA
67.			Reshaping of town roads.	Okorase Osabene Larteh(Kubase)								✓		URD	MA
68.			Construction of 1no. Culvert.	Pantoase Oseikojo								✓		URD	MA
69.	Infrastructure Delivery And	SP2.2: Infrastructure	Rehabilitation of Old Assembly block for other departments. I.e. NCCE, CHRAJ, Circuit court.	Akropong					20,000.00			✓		MWD	MA
70.			Maintenance and Repair of Assembly Properties.	Akropong					150,000.00			✓		MWD	MA
71.	Infrastructure Delivery And Management	Physical Planning	Organize Spatial committee and Technical Subcommittee meetings monthly.	Akropong						75,000.00				PPD	All SPC and TC
72.			Organize weekly inspection of physical development to enforce development control.	Akropong						29,000.00		✓		Building Inspectorate Unit	Task force Team

No.	Programme	Sub-Program.	Activities	Location	Time Frame (Year)				Cost			Programme Status		Implementing Institution/Departme nt	
					Q1	Q2	Q3	Q4	GoG	IGF	Other s	New	Ongoing	Lead	Collaborating
73.			Procure GIS and Physical Planning Instrument and organize GIS training for staff.	Akropong					40,000	35,000		✓		PPD	MA
74.			Organize street naming and preparation of Layout and Plans.	Okorase Osabene					70,000.0				✓	PPD	MA
<b>Emergency Planning and Preparedness Response Dimension</b>															
75.	<b>Environment, Infrastructure and Human Settlement</b>	<b>SP5.1: Disaster Prevention &amp; Management</b>	Organize community sensitization on Disease Pandemic, climate change, Road safety and Rainstorm/fire disasters.	Municipalit y wide					3,800.00			✓		NADM O	Opinion Leaders
76.			Organize Disaster Management committee meeting.	Municipalit y wide					4,000.00			✓		NADM O	MA
77.			Construction of Appliance Bay for Ambulance Service	Akropong					20,000.00			✓		MWD	Ambulance Service
78.			Construction of Appliance Bay for Fire Service Station	Akropong								✓		MWD	GNFS
79.			Form and train new disaster volunteer groups/ clubs	Municipalit y wide					2,000.00			✓		NADM O	MA
80.			Undertake tree nursery and planting exercise	Teiko Akropong Nkwanta Mampong					1,800.00			✓		NADM O	Forestry Department
81.			Organize Disaster week celebration	Municipalit y wide					5,500.00			✓		NADM O	MA
<b>Governance, Corruption and Public Accountability</b>															
82.	Gen eral Ad	SP J.	Provide support for self –help and community initiated project	Akropong						50,000			✓		PRO

No.	Programme	Sub-Program.	Activities	Location	Time Frame (Year)				Cost			Programme Status		Implementing Institution/Departme nt	
					Q1	Q2	Q3	Q4	GoG	IGF	Other s	New	Ongoing	Lead	Collaborating
83.			Operate, Maintain and repair official/ project vehicles (movable/immovable assets)	Akropong					20,000	40,000		✓		Transport Officer	ANMA
84.			Provide support to traditional authorities for the celebration of festivals	Municipalit y Wide					250.00			✓		CA	MA
85.			Facilitate MCEs Community engagement with citizenry	Municipalit y Wide					10,000	10,000		✓		CA	ISD
86.			Organize Statutory meetings and all Sub-Committee meetings.	Akropong					50,000.00	5,335.0 0		✓		CA	MA
87.			Procure stationaries, printing, publications and Office equipment	Akropong					20,000			✓		PROC	STORES
88.			Implement Client Service activities	ANMA								✓		CA	MA
89.			Update Assembly Website and reduce the threat of viruses on all computers	ANMA					1,000.00			✓		MIS	CA
90.			Implement NACAP activities	ANMA					3,500.00	2,000.0 0		✓		MPCU	MA
91.			Develop a database and Update all data within the Municipality	ANMA					40,000.00			✓		STATIS TICS	CA
92.	General Administration	SP1.2: Legislative	Monitor the activities of School Feeding programme	Municipalit y wide					5,000.00			✓		CA	GES
93.			Organize sensitization programmes on marriage registry	Municipalit y wide								✓		CA	MA
94.			Organize Zonal Council Meetings	Zonal Council					9,525.00			✓		CA	Zonal Council

No.	Programme	Sub-Program.	Activities	Location	Time Frame (Year)				Cost			Programme Status		Implementing Institution/Departme nt	
					Q1	Q2	Q3	Q4	GoG	IGF	Other s	New	Ongoing	Lead	Collaborating
95.	Gen. Admin	Finance	Implement 2023 RIAP	Akropong					4,000	28000.00		✓		MBO/ FD	MA
96.	Gen. Admin	HR	Organize training on Local Governance Act,2016 and Local Government Protocols	ANMA					10,00.00		15,000.00	✓		HRD	All Staff
97.			Organize training on Records and Performance Management System	ANMA					17,000.00			✓		HRD	All HODs/ HOUs
98.			Train Staff on Conflict Management	ANMA					10,000	10,000		✓		HRD	All Staff
			Implementation , Monitoring , Coordination and Evaluation Dimension												
99.	General Administration	SP1.3: Planning and Budgeting	Organize budget hearing meeting(PFM) to engage stakeholders on budget preparation and implementation (Town Hall Meeting)	ANMA					250.00			✓		MBO	MPCU
100.			Organize mid-year budget review meeting and quarterly budget committee meetings	ANMA					10,000.00	2,000.00		✓		MBO	MA
101.			Organize MPCU quarterly, mid-year and annual review meetings	ANMA					20,000.00	6,250.00		✓		MPO	MPCU
102.			Organize monitoring and evaluation exercise quarterly	Municipality Wide					30,000			✓		MPO	MA
103.			Prepare and review 2024 Annual Action Plans and Budget	Akropong					15,000			✓		MPO	MA
104.			Prepare and submit quarterly and annual progress reports on plan implementation	ANMA					7,500.00			✓		MPO	CA

No.	Programme	Sub-Program.	Activities	Location	Time Frame (Year)				Cost			Programme Status		Implementing Institution/Departme nt	
					Q1	Q2	Q3	Q4	GoG	IGF	Other s	New	Ongoing	Lead	Collaborating
105.			Organize 2 Inter-service/inter-sectoral collaboration and cooperation meetings	ANMA						2,5000.00		✓		CA	MPO
106.			Organize Tender review meetings and prepare procurement plan	Akropong					2,000	4,000			✓	MA	PRO
107.			Procurement of 1 motor bike for Sanitation activities						30,000.00				✓	PRO	MEHU