

2022 ANNUAL ACTION PLAN FOR AKUAPEM NORTH MUNICIPAL ASSEMBLY

Annual Action Plans

The following are Annual Action Plans to be implemented for the period 2022-2025 within the Municipality. These were prepared based on the Programme of Action.

Programme (PBB)	Sub-Programme (PBB)	Activities	Location	Time Frame (Year)				Cost			Programme Status		Implementing Institution/Department		
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating	
<i>Economic Development</i>	<i>Agricultural Services and Management</i>	1. Provide administrative support , purchase of stationeries and payment of utility bills	ANMA					7,550.00				✓		DOA	MA
		2. Organize 2 training sessions for 18 Technical officers on improved agricultural extension services delivery methods and result oriented	Akropong					8,000.00					✓	DOA	MA
		3. Organize one planning session for 60 stakeholders	Akropong					8,000.00				✓		DOA	MA,NGOs

		4. Provide direct extension services for 20,000 farmers/FBOs through regular visits to disseminate improved agricultural technologies to them	Municipality wide					15,500.00				✓		DOA	MA,NGOs & FBOs
		5. Organize 3 farmers' fora for 250 farmers on safe use of agro chemicals and PERD	Municipality wide					4,500.00				✓		DOA	MA,NGOs & FBOs
		6. Organize 20 demonstrations on row planting and fertilizer application in maize production	Municipality wide					9,300.00				✓		DOA	MA,NGOs & FBOs
		7. Hold one vegetable training session on common disease identification and control using IPM	Municipality wide					5,600.00					✓	DOA	MA,NGOs & FBOs
		8. Train 40 youth farmers in mushroom production in collaboration with the Akuapem North Mushroom Association	Municipality wide					2,900.00				✓		DOA	MA, FBOs
		9. Train 60 farmers (processors/farm households) on food safety and hygiene	Municipality wide					3,700.00				✓		DOA	MA,NGOs & FBOs
		10. Train 20 gender focal persons on gender	Municipality wide					3,700.00					✓	DOA	MA,NGOs & FBOs
		11. Train 40 rural women on nutrition	Municipality wide					3,700.00				✓		DOA	MA,NGOs & FBOs
		12. Undertake rabies vaccination exercise for 400 pets	Municipality wide					4,080.00					✓	DOA	MA,NGOs & FBOs

		13. Organize sustained programme of vaccination for 2,000 livestock against PPR in all zones	Municipality wide					6,000.00				✓		DOA	MA,NGOs & FBOs
		14. Sensitize 200 farmers on livestock and local poultry vaccination	Municipality wide					3,400.00				✓		DOA	MA,NGOs & FBOs
		15. Hold 12 monthly agricultural performance and activity review meetings with DDO and AEAs	Municipality wide					4,000.00				✓		DOA	MA
		16. Hold District annual planning and performance review/stakeholder meeting	Akropong					3,000.00				✓		DOA	MA
		17. Organize 1 RELC planning session for 60 stakeholders (including at least 20 women)	Akropong					4,000.00				✓		DOA	MA
		18. Collect and collate weekly commodity prices data at major markets	Municipality wide					2,700.00				✓		DOA	MA
		19. Conduct 4 monitoring and supervision visits to all planned activities in the municipality by DDOO, DDA, and DCD	Municipality wide					3,420.00				✓		DOA	MA
		20. Organize annual municipal level national framers' day	Akropong					7,000.00				✓		DOA	MA,NGOs & FBOs
		21. Facilitate the implementation of Planting for Food and Jobs	Municipality wide					1,000.00				✓		DOA	MA

		22. Provide logistics and expertise to domestic production and consumption	Municipality wide			1,000.00			✓		DOA	MA
	Trade, Industry and Tourism Services	23. Educate 25 cooperative old and new societies on cooperative principles and practices	Municipality wide			1,000.00			✓		DOC	MA
		24. Organize training for 30 cooperative food farmers	Municipality wide			2,000.00			✓		DOC	MA
		25. Register of 10 trained groups to become viable cooperative societies	Municipality wide			1,000.00			✓		DOC	MA
		26. Sensitize 15 communities to form cooperative societies	Municipality wide			500.00			✓		DOC	MA
		27. Audit 16 food farmers' group and credit unions	Municipality wide			510.00			✓		DOC	Credit Union (Eastern Chapter)
		28. Visit 30 food farmers' group and credit unions	Municipality wide			1,000.00			✓		DOC	MA
		29. Promotion and improvement of Tourist sites	Municipality wide			250.00				✓		CA/Tourism Sub-Committee

		30. Write proposals to private bodies to partner the Assembly to develop tourist sites	ANMA				400.00				✓		CA/Tourism Sub-Committee
		31. Organise Community Base Training in fish processing	Municipality wide				700.00				✓		MA
		32. Organize Stakeholders Forum for MSEs	Municipality wide				450.00				✓		MA
		33. Facilitation of District Consultative Meeting	Akropong				450.00				✓	NBSSI/BAC	MA
		34. Facilitate of start-up kits for 50 artisans	Municipality wide				4,000.00				✓	NBSSI/BAC	MA
		35. Provide Business Counselling and Follow-up on Selected Clients	Municipality wide				400.00				✓	NBSSI/BAC	MA
		36. Organize Group Dynamics (Conflict resolution) for artisans	Municipality wide				5100.00				✓	NBSSI/BAC	MA
		37. Organize CBT in animal and mushroom production for farmers	Municipality wide				800.00				✓	NBSSI/BAC	MA
		38. Facilitate training in Kaizen (continuous Improvement) for palm oil group	Municipality wide				800.00				✓	NBSSI/BAC	MA

		39. Follow-up Counselling on Selected MSEs	Municipality wide			250.00				✓		NBSSI/ BAC	MA
		40. Facilitate Access to credit for 5 Clients	Municipality wide			2,000.00				✓		NBSSI/ BAC	MA
		41. Organize seminar on informal SSNIT contribution for artisans	ANMA			120.00				✓		NBSSI/ BAC	MA
		42. Provide training in OSHEM for cassava processors	Municipality wide			800.00				✓		NBSSI/ BAC	MA
		43. Provision of Start-up kits for agro-processors	Municipality wide			4,000				✓		NBSSI/ BAC	MA
Social Services Delivery	Education, youth & sports and Library services	44. Provide Gender friendly toilet facilities in special schools(4-seater KVIP)	Municipality wide			100,000.00				✓			GES
		45. Provide Gender friendly toilet facilities in basic schools(4-seater KVIP)	Municipality wide			500,000.00				✓			GES

		54. Collect data for annual school census in basic schools and Senior high schools	Municipality wide					4,00.00				✓		GES	ANMA
		55. Provide adequate resources for administrative expenses	Municipality wide					65,000.00				✓		ANMA	GES
		56. Monitoring of school enrolment per the nominal roll in schools	Municipality wide					35,000.00				✓		GES	ANMA
		57. Regularly inspect schools in the Municipality	Municipality wide					23,000.00				✓		GES	ANMA
		58. Provide resources for the municipal director to attend annual conferences of directors	Akropong					8,750.00				✓		ANMA	GES
		59. Regularly audit payroll in schools to streamline staffing	Municipality wide					40,000.00				✓		GES	ANMA
		60. Organize 2-day workshop for heads and assistants of basic schools on BECE and other administrative issues	Municipality wide					25,000.00				✓		GES	ANMA
		61. Organise A 2-day orientation workshop for newly trained teachers	Municipality wide					25,000.00				✓			ANMA
		62. Provide teaching and learning materials to all KG schools	Municipality wide					35,000.00				✓		ANMA	GES

		63. Management training for officers and school improvement support officers(SISOs)	Municipality wide				10,000.00			✓		GES	ANMA
		64. Organise A 2-day training for 50 girls in life skills development in each Senior high school	Municipality wide				35,000.00			✓		GES	ANMA
		65. Organise Municipal festival of nine lessons and carols for basic schools	Municipality wide				10,000.00			✓		ANMA	GES
		66. Organise A 2-day workshop for all school-based health teachers on hygiene and sanitation in basic schools	Municipality wide				13,000.00			✓		GES	ANMA
		67. Organise A 2-day workshop for girls in adolescent reproductive health and teenage pregnancy	Municipality wide				15,000.00			✓		GES	ANMA
		68. Provide resources for officers to attend annual conferences (auditors, accountants and others)	Municipality wide				15,000.00			✓		ANMA	GES
		69. Organise A 2-day workshop for heads and assistants on preparation of school performance improvement plan(SPIP) and other financial records	Municipality wide				25,000.00			✓		GES	ANMA
		70. Refurbish 20 basic school blocks in the Municipality	Municipality wide				90,000.00			✓		ANMA	GES

		71. Organise A 2-day workshop for 50 private schools' proprietor on improving the quality of teaching and learning in schools	Municipality wide			8,000.00						GES	ANMA
		72. Provide training in special education needs for teachers in schools with special needs children	Municipality wide			13,000.00			✓			GES	ANMA
		73. Provide recreational facilities/equipment, teaching and learning materials in KG schools	Municipality wide			23,000.00			✓			ANMA	GES
		74. Provide adequate resources for administrative expenses in special schools	Municipality wide			38,000.00			✓			ANMA	GES
		75. Acquire basic schools furniture (mono desks and dual desks) at Gbolokofi and Asuoya	Gbolokofi, Asuoya			50,000.00				✓			GES
		76. Develop standards and assessment test for foundational literacy and numeracy competencies at primary level	Municipality wide			500.00			✓			GES	ANMA
		77. Expand non formal education to non-beneficiary communities	Municipality wide			1,000.00			✓			GES	ANMA
		78. Provide inclusive education for PWDs and people with special needs	Municipality wide			500.00			✓			GES	ANMA

		79. Provide facilities in all learning centres to improve access for PWDs and people with special needs	Municipality wide				500.00				✓		GES	ANMA
		80. Promote sports in school curricula and inter-school sports competition	Municipality wide				1,000.00				✓		GES	MPCU
		81. Sensitize secondary and tertiary institutions on governance and democracy	Municipality wide				500.00				✓		NCCE	DSW&CD
	Birth and Death Registration Services	82. Organize durbars during the child Health promotion and Births and Deaths week	Municipality wide				250.00						Births and Deaths	MA
		83. Organize mass registration exercise (Mobile Registration)	Municipality wide				750.00				✓		Births and Deaths	MA
		84. Establish reporting centre for births and deaths	Municipality wide				1,250.00				✓		Births and Deaths	MA
	Social Welfare and Community Services	85. Implement MAC activities	Municipality wide				2,500.00				✓			MAC/DSD

		86. Organize HIV/AIDS educational programmes for communities and second cycle institutions	Municipality wide			250.00				✓		MA/SWU
		87. Provide community-based support for 70 persons with disability	Municipality wide			2,500.00				✓	DSW&CD	MA
		88. Compile, Profile and train young adult who are unable to transition from junior High to Senior High in the Municipality in apprenticeship	Municipality wide			1,250.00				✓	DSW&CD	MA
		89. Provide shelter for 10 children exposed to moral and physical danger, orphans and vulnerable children (OVC's) and aged	Municipality wide			475.00				✓	DSW&CD	MA
		90. Provide care, support and counselling services to 40 patients with psycho-social problems	Municipality wide			175.00				✓	DSW&CD	MA
		91. Create an enabling environment for NGO's that are willing to operate in the Municipality	Municipality wide			800.00				✓	DSW&CD	MA
		92. Undertake follow- up visits to twenty (20) distressed families, patients and vulnerable children	Municipality wide			1,038.00				✓	DSW&CD	MA
		93. Procure office stationery, and maintenance of office equipment	Akropong			500.00				✓	SWO	MA

		94. Mobilize LEAP beneficiaries for cash out and other activities	Municipality wide			250.00				✓		SWO	MA
		95. Sensitize Sub committees to engage community members on epidemics twice a year	Municipality wide				1,000.00			✓		NADMO MPCU SW&CD ENVIRONMENTAL HEALTH, CSOs&NGOs	MA
		96. Supervised all market traders who will be benefiting from Akuapem North Traders Empowerment Fund (ANTEF) in the municipality	Municipality wide			250.00					✓		MA
		97. Inspect and register 5 Early Childhood Development Centres	Municipality wide			250.00				✓		SWO	MA
		98. Sensitize 40 communities on social issues that posed threat to the wellbeing of people especially children	Municipality wide			250.00				✓		SWO	MA

		99. Sensitize youth and children in 40 communities on the effects of drugs and substance abuse	Municipality wide				500.00			✓		MEHU	DSW&CD
		100. Preparation of 15 social enquiry report to court and other agencies	Municipality wide				250.00			✓		SWO	MA
		101. Conduct investigation into child welfare cases	Municipality wide				175.00			✓		SWO	DOVVSU
		102. Monitor and supervise juvenile offenders to serve their sentences	Municipality wide				125.00				✓		MA
		103. Ensure family tribunal and juvenile court sitting	Municipality wide				125.00				✓		JS
		104. Promote voluntary contribution and communal labour for the provision of such facility and services that a community need. e.g., water, sanitation, street drains etc	Municipality wide				125.00			✓		SW&C DO	MA
		105. Educate community members on the management of home, teenage pregnancy, child care and specific tailored education through home science extension	Municipality wide				125.00			✓		CDO	MA
		106. Organize training workshop for 7 women's groups on income	Municipality wide				125.00			✓		CDU	MA

		generation activities and provide raw materials											
		107. Promote Household Water Treatment and Safe Storage in 20 communities	Municipality wide			500.00			✓		DSW& CD	ANMA	
		108. Sensitize 40 communities and enforce gender related laws to prevent sexual and gender-based violence and other harmful cultural practices	Municipality wide			500.00			✓		DSW& CD	ANMA	
		109. Sensitize and empower and build capacities of women to participate in leadership and decision making at all levels in 20 communities	Municipality wide			500.00			✓		DSW& CD	NCCE	
		110. Develop capacities of stakeholders for effective gender mainstreaming	Akropong			500.00			✓		DSW& CD	MPCU	
		111. Promote public sensitization against stigma, abuse, discrimination, and harassment of vulnerable people	Municipality wide			500.00			✓		DSW& CD	MPCU	
		112. Effectively implement viable and sustainable economic livelihood schemes for vulnerable people, including persons with disabilities (LEAP, NHIS, PWD Fund)	Municipality wide			500.00			✓		DSW& CD	MPCU	

		113. Facilitate the right of PWDs to access sexual and reproductive health services and family planning information	Municipality wide			500.00				✓		DSW& CD	MPCU
		114. Sensitize stakeholders to make built environment, goods and services accessible to persons with disabilities	Municipality wide			500.00				✓		DSW& CD	MPCU
		115. Sensitize 40 communities on the rights and entitlement of persons with disability	Municipality wide			500.00				✓		DSW& CD	MPCU
		116. Build capacities of parents and caregivers of children with disabilities in 40 communities	Municipality wide			500.00				✓		DSW& CD	MPCU
		117. Promote and build capacities of PWDs in politics, electoral processes and governance in 20 communities	Municipality wide			1,000.00				✓		DSW& CD	MPCU
		118. Update and migrate data on PWDs into a disaggregated database to facilitate planning, implementation and M&E of programmes and projects	Municipality wide			500.00				✓		DSW& CD	MPCU
		119. Create awareness on the consequences of ethnic and chieftaincy conflicts in 10 communities	Municipality wide			2,500.00				✓		CA	TRADITIONAL AUTHORITIES

	Public Health Services and management	120. Strengthen the integration of family planning education in adolescent reproductive healthcare services	Municipality wide				3,250.00			✓		MHA/HEALTH FACILITIES	OPINION LEADERS
		121. Construction of 4no. CHPS compounds to improve healthcare delivery	Gbolokofi, Amanokrom				150,000			✓		MHA/HEALTH FACILITIES	MUNICIPAL ASSEMBLY
		122. Treat and educate people on Epidemic Prone Diseases (IDSR)	Municipality wide				7,995.00				MHA/HEALTH FACILITIES	MUNICIPAL ASSEMBLY	
		123. Implement Expanded Programme on Immunisation (EPI)	Municipality wide					4,615.00			MHA/HEALTH FACILITIES	GAVI	
		124. Maintain all health facilities within the Municipality	Municipality wide				2,750.00				MHA/HEALTH	MA	

												FACI IES		
		125. Manage Health Information in all Health Facilities	Municipality wide					33.2 27.0 0			✓		MHA/ HEALTH FACILITIES	PPME
		126. Implement maternal and child health programmes to Reduce maternal and child mortality to zero	TQMH					17,9 51.2 5			✓			MA
		127. Distribute mosquito nets in all communities	Municipality wide					8,00 0.00			✓			FUND/MA
		128. Provide Neonatal Care	Municipality wide					8,31 0.00			✓			
		129. Strengthen education on proper nutrition	Municipality wide						24, 56 2.5		✓			UNICEF
		130. Provide Improved diagnosis, patient education, and counselling services for TB	Municipality wide						5,8 75. 00		✓		MHA/ HEALTH FACILITIES	GLOBAL FUND
		131. Intensify HIV Counselling, sensitization and Testing (HTC) programmes	Municipality wide						5,3 75. 00		✓			GLOBAL FUND

		132. Widen the health insurance coverage	Municipality wide			1,000.00				✓		ANMA
		133. Implement the Municipal health emergency preparedness and response plan	TQMH			1,500.00		11,000.00		✓		ENVIRONMENTAL HEALTH
		134. Build the capacity of the Assembly staff and relevant departments to respond to emergencies	Akropong			2,000.00				✓	M.H.D	HUMAN RESOURCE
		135. Intensify the sensitization on COVID-19 with particular emphasis on children	Municipality wide				1,000.00	1,500.00		✓	GHS	MPCU, CSOs
		136. Sensitize people on the production and consumption of nutritious food	Municipality wide				1,000.00			✓	GHS	MEHU
		137. Sensitization for the observation of COVID-19 protocols and the provision of hand washing facilities at vantage points	Municipality wide			1,250.00		1,500.00		✓	MHD	ANMA, NGOs
	Environmental Health and Sanitati	138. Conduct medical screening for food and drink vendors and handlers	Municipality wide			1,250.00				✓	MEHU	MEHU/Private Partner

	<i>on Service</i>													
		139. Organisation of communal labour	Municipality wide					3,750.00				✓	MEHU	Assembly Members
		140. Disinfection, disinfestation and larviciding	Municipality wide									✓		
		141. Undertake waste management activities including the evacuation of refuse heaps	Municipality wide					37,500.00				✓	MEHU	
		142. Procure of 5 motor bikes to aid monitoring	ANMA					34,875.00				✓	MA	EHU/Procurement
		143. Conduct Monitoring visits to zonal councils	ANMA					1,250.00				✓	Assembly members	MEHO/MPCU
		144. Organise Monthly meetings for environmental health and sanitation personnel	ANMA					2,500.00				✓	MEHU	
		145. Arrest of stray animals	Municipality wide					1,250.00				✓	MEHU	EHO/EHA/Arresting Gang
		146. Supervise disinfestation activities in the municipality	Municipality wide					1,000.00				✓	MEHU	

		147. Procurement of a Desk Top computer for environmental health offices	Akropong				1,250.00				✓		PROCUREMENT	
		148. Organise Capacity building for staff; internal and external workshop	Akropong				9,500.00				✓		MEHU	MEHO/REHO/CONSULTANT
		149. Scale-up sensitization campaigns to promote proper handwashing and hygiene practices particularly among children	Municipality wide				500.00				✓		MEHU	
		150. Enforce building regulation on provision of toilet facilities in all homes	Municipality wide				1,000.00				✓		MEHU	
		151. Trigger 20 communities for ODF	Municipality wide				1,250.00		3,750.00		✓		MEHU	ANMA
		152. Promote private sector participation in the provision of sanitation services	Municipality wide				1,000.00				✓		MEHU	ANMA
		153. Promote the use of efficient waste-to-energy technologies	Municipality wide				500.00				✓		MEHU	Forestry Department
		154. Intensify enforcement of regulations on noise and air pollution, including open burning	Municipality wide				500.00				✓		MEHU	MPCU
		155. Provide dustbins for selected communities and institutions.	Municipality wide				2,500.00				✓			MPCU

		156. Provision of skip bins for selected communities	Municipality wide					6,250.00			✓		MEHU	MPCU
		157. Provision of dumpsites for selected communities	Municipality wide					125,000.00			✓		MEHU	MPCU
Infrastructure Development and Management	Urban Roads and Transport Services	158. Patch potholes within the Municipality	Municipality wide					200,000			✓		URD	ANMA
		159. Cleaning of open drains, kerb and gully within the Municipality	Municipality wide					50,000.00			✓		URD	ANMA
		160. Grade and patch selected roads within the Municipality	Municipality wide					237,500.00			✓		URD	ANMA
		161. Cut grass along principal street within the Municipality	Municipality wide					75,000.00				✓	URD	ANMA
		162. Reshaping and Resealing of selected roads	Municipality wide					300,000.00			✓		URD	ANMA
		163. Replace damaged Slab within the Municipality	Municipality wide					62,500.00			✓		URD	ANMA

		164. Construct speed ramps and humps within the Municipality	Municipality wide					25,000.00			✓		URD	ANMA
		165. Construction, reshaping and maintenance of roads and bridges	Municipality wide					200,000.00				✓	URD	ANMA
		166. Erecting and cleaning of Road sign	Municipality wide					15,000.00				✓	URD	ANMA
		167. Desilting of drains in the Municipality	Municipality wide					62,500.00				✓	URD	ANMA
		168. Construction of by passes and opening up of town roads within the Municipality	Mamfe, Adawso					200,000.00			✓		URD	ANMA
		169. Relocation of Mamfe and Larteh taxi ranks	Mamfe, Larteh junction					25,000.00			✓		URD	ANMA
		170. Enforce Rules and regulations of road usage during festivities	Municipality wide					2,500.00			✓		URD	ANMA
		171. Rehabilitation of the highway bridge at Asuoyaa Tei-Nkwanta and zongo roads.	Asuoyaa , Tei-Nkwata, Zongo					200,000.00			✓		URD	ANMA
	<i>Spatial Plannin g</i>	172. Acquire base maps, Update base maps and Prepare draft schemes	ANMA					2,625.00			✓	✓	PPD	ANMA

		173. Retract and update existing schemes	ANMA					1,750.00			✓	✓	PPD	SPC Members
		174. Undertake community and radio education on Land use planning and street naming exercise	Municipality wide					250.00					PPD	Lands Commission, SPC Members
		175. Hold monthly Technical sub-committee and spatial planning committee meeting	Akropong					2,000.00			✓		PPD	SPC Members
		176. Enhance the graphics quality, Georeferenced the maps.	ANMA					625.00			✓		PPD	MA
		177. Undertake sensitization programmes at the Zonal Council, Prepare a maintenance plan for street address furniture	ANMA					1,250.00			✓		PPD	MA
		178. Train staffs, technical and spatial committee members on GIS and AutoCAD usage to improve spatial planning	Akropong					250.00			✓		PPD	MA
		179. Preparation of local plan	Okorase, Christian village					2,500.00			✓	✓	PPD	MPCU
		180. Preparation of layout for Okorase electoral area	Okorase					2,000.00				✓	PPD	MPCU
		181. Develop designated sports and recreational land use in 4 communities for all category of people	Municipality wide					10,000.00			✓		PPD	MPCU

	Public Works, Rural Housing and Water Management	182. Revive and train 40 WATSAN committee members to handle the water and sanitation facilities	Municipality wide					1,000.00			✓		MWD	MPCU
		183. Provide 50 streetlights in selected communities	Municipality wide					17,500.00			✓		MWD	MPCU
		184. Construction of 10no boreholes	Municipality wide					12,500.00			✓		MWD	MPCU
		185. Construction of basic school canteen	Kwamoso Presby					12,500.00	3,833.00		✓		MWD	MPCU
		186. Completion of J.H.S block in selected schools	Kwamoso J.H.S, Otareso,					200,000.00	.		✓		MWD	MPCU
		187. Support construction of household toilets in selected communities	Mampong					250,000.00			✓		MWD	MPCU
		188. Renovation of Old Asuoyaa Presby primary and K.G block	Old Asuoyaa					400,000.00			✓		MWD	MPCU
		189. Construction of 2 no, 2 unit KG block, extension of Pakro Junction M/A school and construction of 3 unit classroom for the Upper Primary	Konko, Pakro junction					1,000,000.00			✓		MWD	MPCU

		190. Rehabilitation of Akropong Methodist J.H.S	Akropong				200,000.00			✓		MWD	MPCU
		191. Construction of markets at Nyamebekyere and Larteh	Nyamebekyere, Larteh				100,000.00			✓		MWD	MPCU
		192. Rehabilitation of Health Center at Larteh	Larteh				250,000.00			✓			MPCU
		193. Completion of 16-seater pour Flush toilet at Mangoase	Mangoase				250,000.00			✓		MWD	MPCU
		194. Rehabilitation of Tutu Football park	Tutu				42,275.00			✓		MWD	MPCU
		195. Completion of 6- Unit Classroom at Aboabo	Aboabo				200,000.00			✓		MWD	MPCU
Environmental Management	Disaster Prevention and Management	196. Organize Simulation Exercise for staff and stakeholders	Akropong				875.00			✓		NADMO	GNFS GHS Police Service Road Safety Commission
		197. Formation of new Volunteer Groups/Clubs to handle disaster and security issues in 10 communities	Municipality wide				500.00			✓		NADMO	Ghana Education Service Assembly Members
		198. Organise tree planting exercise in selected communities in the Municipality	Municipality wide				1,000			✓		NADMO	FORESTRY COM.

		199. Organise Preventive and educative programmes on bushfires and its effects	Municipality wide					1,500.00				✓		NADMO	Forestry Department
		200. Undertake field trips to disaster prone areas for assessment.	Municipality wide					425.00				✓		NADMO	Environmental Department
		201. Capacity building of staff on disaster management.	Akropong					475.00				✓		NADMO	Ghana National Fire Service Ghana Health Service
		202. Undertake monitoring and evaluating exercise	Municipality wide					700.00				✓		NADMO	Municipal Assembly
		203. Organise Public education on climate change	Municipality wide					1,000.00				✓		NADMO	MA
		204. Sensitize 10 communities in the management of forests and wetlands through mechanisms such as co-management systems	Municipality wide					500.00				✓		Forestry Dept.	MPCU
		205. Public education and awareness on biodiversity and ecosystem services in 10 communities	Municipality wide					500.00				✓			MPCU
		206. Support GNFS to improve on fire fighting in the municipality	Akropong					2,000.00				✓		GNFS	MA
		207. Training of Disaster Volunteer Groups and Clubs on income generating activities	Municipality wide					950.00				✓		NADMO	NBSSI Ghana National Fire Service
		208. Organise Disaster Week Celebration	Municipality wide					1,200.00				✓		NADMO	Municipal Assembly

		209. Organize public education on the effects of indiscriminate disposal of waste in 40 communities	Akropong					1,250.00				✓		NADMO	MEHU
		210. Organize clean up campaigns	Municipality wide					625.00				✓		NADMO	Opinion Leaders Environment Health Assembly Members
Management and Administration	Finance	211. Sensitization on revenue mobilisation (including the use of taskforce)	Municipality wide						28,000			✓		FD	CA
		212. Training of revenue collectors and finance staff.	Akropong						800.00			✓		FD	CA
		213. Valuation of properties in the Municipality	Municipality wide					9,375.00				✓		FD	Valuation Board/MA
		214. Improve I.G.F mobilisation for plan implementation	ANMA						1,000.00			✓		FINANCE DPT	F&A COMMITTEE, ISD
	Human Resource	215. Build the capacity of staff in the Akuapem North Municipal Assembly on the local government protocols	ANMA					10,000.00				✓		HRD	CA
		216. Build the capacity of staff on the performance management system (appraisal instrument)	ANMA					7,500.00				✓		HRD	CA

		217. Build the capacity of staff on national service scheme	ANMA					10,000.00			✓		HRD	All HODs
		218. Sponsor 10 officers to pursue a course in local government administration at Institute of Local Government Studies	ANMA					7,500.00			✓		HRD	CA
		219. Organize staff durbars to promote staff building, staff harmony and see to the welfare of staff	ANMA					7,500.00			✓		HRD	All HODs
		220. Monitoring of staff and their activities in various workplaces	ANMA					5,000.00			✓		HRD	All HODs/Units
		221. Build capacity of staff to undertake M&E activities	ANMA					2,000.00			✓		HUMAN RESOURCE	MPCU, MA
		222. Sensitize stakeholder in 20 communities to participate in development planning, implementation, monitoring and evaluation of program and projects, local democracy and accountability	Municipality wide					500.00			✓		NCCE	SW&CD
		223. Strengthen collaboration with traditional authorities in development and governance processes	Municipality wide					500.00	500.00			✓		MPCU

		224. Increase support to traditional authorities	Municipality wide					5,000.00	5,000.00			✓		MPCU
		225. Sensitize religious bodies in 10 communities in the formulation and implementation of development programmes and projects	Municipality wide						500.00			✓	NCCE SW&CD	MPCU
	Planning, Budgeting, Monitoring and Evaluation	226. Organize Stakeholders meeting on fee fixing and rates resolution	Akropong					1,000.00	2,000.00			✓	MPCU	MA
		227. Organize budget hearing meeting(PFM) to engage stakeholders on budget preparation and implementation	ANMA					250.00				✓	MBO	MPCU
		228. Organize mid-year budget review meeting	ANMA					250.00				✓	MBO	MPCU
		229. Organize quarterly budget committee meetings	ANMA					250.00				✓	MBO	MPCU

		230. Organize MPCU quarterly, mid-year and annual review and monitoring evaluation meetings	ANMA				3,750.00	6,250.00			✓		MPCU	MA
		231. Implement NACAP activities	ANMA				3,500.00	2,000.00			✓		MPCU	MA
		232. Prepare and submit quarterly and annual progress reports on plan implementation	ANMA				750.00	750.00			✓		MPCU	CA
		233. Strengthen sub-district structures	ANMA					500.00			✓		CA	MPCU
		234. Organize 2 Inter-service/inter-sectoral collaboration and cooperation meetings	ANMA					2,500.00			✓		CA	MPCU
		235. Create awareness on government policies, programmes and projects through local FM station, CICs, ANMA website, face book etc.	Municipality wide				1,000.00	500.00			✓		ISD	NCCE, MPCU
		236. Provide financial and logistical support to relevant departments to mitigate the impact of epidemics ,especially on vulnerable groups in the Municipality	ANMA				3,125.00		3,125.00		✓			NADMO MPCU SW&CD ENVIRONMENTAL HEALTH, CSOs& NGOs
		237. Promote stakeholder participation in M&E activities	ANMA				1,000.00				✓		MPCU	STAKEHOLDERS

	Procurement	238. Procure stationaries and other office supplies	ANMA				5,000			✓		PRO.	STORES
		239. Procure logistics and furniture	ANMA				55,000			✓		PRO	STORES
		240. Prepare procurement Plans	ANMA				750.00			✓		PRO	
		241. Organise Tender review meetings	Akropong				1,000			✓		PRO	
		242. Maintain and repair official vehicles and equipment	ANMA				5,000.00		2,500.00		✓		