

AYAWASO WEST MUNICIPAL ASSEMBLY



2025 ANNUAL ACTION PLAN

OCTOBER

2024

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ECONOMIC DEVELOPMENT

1.0 DEPARTMENT OF FINANCE

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Management and Administration	Finance	<ul style="list-style-type: none"> Quarterly Revenue Monitoring Mobilization and Taskforce Distributing of bills 	AWM A						411,200.00			√	Finance Dept	Administration, Budget, Audit and any other unit of dept.
2.	Management and Administration	Finance	Preparation of Monthly and Annual Financial Statement and Validation of Quarterly Financials by CAGD	CAGD						75,640.00			√	Finance Dept	All MMDA'S
3.	Management and Administration	Finance	Purchase of Value Books	CAGD						55,600.00			√	Finance Dept	Audit
4	Management and Administration	Finance	Implementation of Revenue Improvement Action Plan (RIAP)	AWM A						200,000.00			√	Finance Dept	Admin/ Budget

5	Management and Administration	Finance	Organize <ul style="list-style-type: none"> • Training on International Public Sector Accounting Standard (IPSAS) • Training on GIFMIS Application 	CAGD RCC AWM A					80,000.00	100,800.00		✓	✓	Finance Dep't CAGD RCC	All MMDA's Cooperative s
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1.2 DEPARTMENT OF AGRICULTURE

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Economic Development	Agriculture service and management	Ensure effective <ul style="list-style-type: none"> • Office Administration • Purchase of utilities • Quarterly & annual reports vaccination 	AWM A					6,000.00	20,800.00			✓	Agric Dept.	Procurement

2.	Economic Development	Agriculture service and management	Organise <ul style="list-style-type: none"> • Staff\ Management • Capacity of staff in improved & modern agricultural technology technical review • DCACT meetings 	AWM A					14,240.00	20,176.50			√	Agric Dept.	RAD, Admin, Procurement, Information, Transport
3.	Economic Development	Agriculture service and management	Set up Veterinary Clinic	Abele nkpe					250,000.00				√	Agric Dept.	
4.	Economic Development	Agriculture service and management	Carry out <ul style="list-style-type: none"> • AEAs Home & Farm visits • MDA/MAOs monitoring • Vet Home • Farm visits 	AWM A					3,760.00	39,000.00			√	Agric Dept.	MPCU
5.	Economic Development	Agriculture service and management	Organize <ul style="list-style-type: none"> • Routine surveillance • Anti-rabies vaccination • PPR vaccination 	AWM A						22,810.00		√	√	Agric Dept.	RAD, Admin, Planning, Procurement, Transportation

6.	Economic Development	Agriculture service and management	Encourage smallholder household fish farming to promote LED	AWM A						177,768.75		✓	✓		Agric Dept.	Planning, Procurement
7	Economic Development	Agriculture service and management	Promote home/backyard gardening in 200 households to improve urban greening	AWM A					50,000.00	177,768.75			✓		Agric Dept.	
8.	Economic Development	Agriculture service and management	Sensitize farmers and households on <ul style="list-style-type: none"> • Planning for Food & Jobs (PFJ) -Phase 2, • Rearing for Food & Job (PFJ) • Planting for Export & Rural Development (PERD) 	AWM A					6,000.00				✓		Agric Dept.	RAD
9.	Economic Development	Agriculture service and management	Organize study tours for farmers on agricultural technologies to prevent land and water pollutions by chemicals							15,000.00			✓		Agric Dept.	

10	Economic Development	Agriculture service and management	Organize <ul style="list-style-type: none"> • 8No. training for farmers • MDA & MAOs participate in extension training • RELC planning session 	AWM A					71,969.00			√	Agric Dept.	RAD, Admi, Procurement
11	Economic Development	Agriculture service and management	Carry out <ul style="list-style-type: none"> • 4 No. demonstrations on modern crop and livestock tech • 3 No. demonstrations on income-generating Agro-tech for 90 women 	AWM A					18,300.00			√	Agric Dept	
12	Economic Development	Agriculture service and management	Carry out monitoring and extension visits to 50 beneficiaries of Aquaculture for Food and Jobs (AFJ) support programme	AWM A					10,000.00		√		Agric Dept	
13	Economic Development	Agriculture service and	Organize <ul style="list-style-type: none"> • Bi-annual monitoring supervision 	AWM A					49,455.75			√	Agric Dept	

		managem nt	visits on PFJ/RFJ/PERD and implemented activities <ul style="list-style-type: none"> • Bi – annual municipal food fair • Yield study on 5 major crops 												
14	Economic Development	Agricultur e service and managem nt	Organize Municipal farmers' day celebration	AWM A					100,000.0 0	70,000.00			√	Agric Dept	

1.3 DEPARTMENT OF COOPERATIVES

No	Programme (PBB)	Sub- Programme (PBB)	Broad Activities	Locatio n	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoin g	Lead	Collaborating
1.	Economic Development (Tourism Development)	Trade, Industry and Tourism Service	Organise <ul style="list-style-type: none"> • Sensitization and Education of formal groups on the benefits of forming co- operatives 	AWMA						11,500.00			√	Dept. of Co- operati ves	Agric Dept. and Dept. of Social Welfare & Community Developme nt.

			<ul style="list-style-type: none"> • Training for Executives and Members of Co-operative Societies 												
2.	Economic Development (Tourism Development)	Trade, Industry and Tourism Service	Registration of Formal groups into Co-operative Societies	AWMA						3,000.00			√	Dept. of Co-operatives	Agric Dept. and Dept. of Social Welfare & Community Development.
3.	Economic Development (Tourism Development)	Trade, Industry and Tourism Service	Facilitate <ul style="list-style-type: none"> • Audit of all Registered Co-operative Societies • Supervision of Annual General Meetings of audited societies • Monitoring of societies at meetings and offices 	AWMA						5,500.00			√	Dept. of Co-operatives	Credit Union Association of Ghana (CUA) Social Welfare Dept.

1.4 DEPARTMENT OF BUSINESS ADVISORY CENTER (BAC)

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Economic Development (Tourism Development)	Trade, Industry and Tourism Service	Organise <ul style="list-style-type: none"> • Business Counselling and Advisory services for 150 MSME • Monitoring and Evaluation for 80 MSMEs • 2 No. Business Stakeholders Forum 	AWMA					2,800.00	27,735.00		√		BAC	AWMA
2.	Economic Development (Tourism Development)	Trade, Industry and Tourism Service	Facilitate <ul style="list-style-type: none"> • Regularization of 120 informal businesses with various regulatory bodies • NVTI examination for 50 artisans in the district • OSHEM (Occupational, 	AWMA						11,360.00		√		BAC	AWMA

			Safety, Health and Environment) for 40 MSMEs 10 Men Led Enterprise to receive OSHEM training												
3.	Economic Development (Tourism Development)	Trade, Industry and Tourism Service	Organize training <ul style="list-style-type: none"> Financial management and book keeping Kaizen concept (continuous improvement in the business environment and products) Digitalization in Marketing and Branding to expand the market for 120 MSMEs 	AWM A					18,920.00		√			BAC	AWMA
4	Economic Development (Tourism Development)	Trade, Industry and Tourism Service	Promote Local Economic Development (LED) activities	AWM A					375,000.00		√			BAC	AWMA

1.5 CENTER FOR NATIONAL CULTURE

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Economic Development (Tourism Development)	Trade, Industry and Tourism Service	Organise <ul style="list-style-type: none"> 1 day workshop on storytelling for twenty (20) basic school teachers 1 day competition in storytelling for twelve (12) basic schools 	AWMA						14,520.00		√		CNC	G.E.S
2.	Economic Development (Tourism Development)	Trade, Industry and Tourism Service	Organise 5-day arts and crafts bazaar for 20 Visual Artists	AWMA						24,525.00		√		CNC	G.E.S

SOCIAL DEVELOPMENT

2.1 DEPARTMENT OF HEALTH

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Social Services Delivery	Public Health Services and Management	Organise <ul style="list-style-type: none"> Monthly Municipal health management meeting HMT Meetings Media Engagement/HPA Quarterly Health Review Meetings 	AWMA						58,170.00			√	GHS	MA Health Partners Media Houses
2.	Social Services Delivery	Public Health Services and Management	Attend Seminars and Annual District Health Directors' Conference	Conference Locations						20,000.00		√		GHS	MA Health Partners
3	Social Services Delivery	Public Health Services and	Expanded Programme on Immunization (EPI)/Surveillance	AWMA						3,200.00			√	GHS	MA Health Partners

		Managem ent	Outreach training and supportive supervision (OTSS) and Monitoring											
4	Social services delivery	Public Health Services and Managem ent	Support <ul style="list-style-type: none">• Nutrition/Girls Iron Folic Tablet Supplements (GIFTS)Monitor ing• Nutritional support for malnourished children• National Immunization programs	CHPS Zones					23,600.00			√	GHS	MA Health Partners
5	Social Services Delivery	Public Health Services and Managem ent	Organize <ul style="list-style-type: none">• Celebration of Health Days/Weeks• Health screening exercise for schools and community	AWM A					45,030.00			√	GHS	GES MA Health Partners
6	Social Services Delivery	Public Health Services and Managem ent	Procurement of furniture and medical equipment's for CHPS Compound	Santan a					600,000.0 0		√		GHS	Procureme nt

2.2 DEPARTMENT OF EUDUCATION

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Social Services Delivery	Education, Youth& Sports and Library Service	Organise <ul style="list-style-type: none"> • My first day at school • Menstrual Hygiene Day Celebration 	AWM A						52,705.00		√		ED	Administration
2.	Social Services Delivery	Education, Youth& Sports and Library Service	Organize <ul style="list-style-type: none"> • one day inter schools' athletics competition • one-day school performance appraisal meeting (SPAM) for stake holders • 2 days under 13 (inter-district) games in soccer, netball, volley ball and hand ball in basic school. 	La Bawal eshie school park					50,090.00			√		ED	Administration

3	Social Services Delivery	Education, Youth & Sports and Library Service	Organize <ul style="list-style-type: none"> Mock for final year JHS students in the public basic Schools Monitoring of the public basic schools and BECE Examination 	AWM A				45,000.00	70,450.00		√		ED	Administration
4	Social Services Delivery	Education, Youth & Sports and Library Service	Organize <ul style="list-style-type: none"> Professional learning development for teachers Training on Differentiated Learning Seminars and Conferences for Directors 	AWM A				58,980.00			√		ED	Administration
5	Social Services Delivery	Education, Youth & Sports and Library Service	Facilitate <ul style="list-style-type: none"> Municipal Science, Technology, Mathematics, Innovation, Education (STMIE) Exhibition Participation in Regional 	AWM A				46,280.00			√		ED	Administration

			Science, Technology, Mathematics, Innovation, • Education (STMIE) Camping											
6	Social Services Delivery	Education, Youth & Sports and Library Service	Supply of 300 No. Mono Desks to ATTRACO and Abelenkpe Basic 1 Schools	Memeasem Abelenkpe					300,000.00		√		ED	Procurement

2.3 DEPARTMENT OF SOCIAL WELFARE AND COMMUNITY DEVELOPMENT

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Social Services Delivery	Social Welfare and Community Services	Facilitate the • Inspection, monitoring, registration and renewal of Daycare and early childhood development centers.	AWMA					6,120.00	12,000.00			√	SD	Preschools Care givers /caterers

			<ul style="list-style-type: none">• Training and capacity building for Care Givers											
2	Social Services Delivery	Social Welfare and Community Services	Facilitate <ul style="list-style-type: none">• Child rights promotion and protection• Child maintenance and access custody• general welfare (family welfare, Tracing and reunification)	AWM A					8,530.00			√	SD	DOVVSU Residential homes
3	Social Services Delivery	Social Welfare and Community Services	Conduct Social investigations on children in need of care and protection	AWM A						25,000.00(UNICEF)		√	SD	
4	Social Services Delivery	Social Welfare and Community Services	Facilitate the <ul style="list-style-type: none">• Identification, and collection of data on Persons with Disability• Support and empower Persons with Disability (education, health, assistive device and	AWM A					216,140.00			√	SD	PWD,s Disability organisations A/M Procurement Budget Admin Resource persons

			income generation) • Training PWD's and care givers in occupational empowerment • Disbursement Fund Management Committee (DFMC) meeting											
5	Social Services Delivery	Social Welfare and Community Services	Facilitate the • Supervision of PWD's Disbursement Process. • Monitor the utilization of the fund (DACF)	AWM A					63,480.00			√	SD	PWD,s Disability organization PWD's Assembly members
6	Social Services Delivery	Social Welfare and Community Services	Facilitate Registration/ Renewal and Monitoring the activities of Non-Governmental Organization (NGO's)	AWM A					4,800.00			√	SD	NGO's
7	Social Services Delivery	Social Welfare and	Organise Skills training and gender empowerment for youth, women etc • Wig Cap	AWM A					69,305.00			√	SD	Assembly members Groups Community members

		Community Services	<ul style="list-style-type: none"> • Soya beans processing • Air freshener, toilet wash and floor cleaner • Decoration ie floral arrangement, bridal fan, fascinator etc 												
8	Social Services Delivery	Social Welfare and Community Services	Undertake sensitization exercises on <ul style="list-style-type: none"> • Social, health, environmental and economic issues • Gender based intervention activities programs 	AWM A					6,500.00				√	SD	Assembly Members Community Members Schools
9	Social Services Delivery	Social Welfare and Community Services	Supervise & monitor LEAP and social protection intervention programs.	AWM A					6,000.00				√	SD	Gender desk, ED, Health and environmental Community members, opinion leaders

2.4 NATIONAL YOUTH AUTHORITY (NYA) AGENCY

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Social Services Delivery	Education, Youth & Sports and Library Service	Conduct <ul style="list-style-type: none"> • Career Day • Youth Forum • Needs Assessment of Youth Groups 	AWM A.						29,000.00		√		NYA	MPO, BAC/GEA Municipal Assembly
2.	Social Services Delivery	Education, Youth & Sports and Library Service	Organise training for the youth on the use of AI in business to promote LED	AWM A						9,500.00		√		NYA	MPO/ MIS
3	Social Services Delivery	Education, Youth & Sports and Library Service	Organise sensitization on <ul style="list-style-type: none"> • Personal Hygiene • Bleaching of Skin • Adolescent health Corners. 	AWM A						9,500.00		√		NYA	Education Health

2.5 YOUTH EMPLOYMENT AGENCY (YEA) AGENCY

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Social Services Delivery	Education, Youth & Sports and Library Services	Organise <ul style="list-style-type: none"> • Capacity building workshops for YEA beneficiaries • Monitoring and evaluation of YEA beneficiaries 	Municipal wide						20,081.00			√	YEA	Environmental Dept.
2.	Social Services Delivery	Education, Youth & Sports and Library Services	Organise public education and sensitization exercise on YEA modules and opportunities	Municipal wide						11,040.00			√	YEA	

2.6 DEPARTMENT OF SPORTS

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Social Services Delivery	Education, Youth & Sports and Library Service	Organize <ul style="list-style-type: none"> • 3 No. days coaches' clinic for 10 male and female personals • District sports festivals in Greater Accra 	AWM A.						38,000.00		√		Sports Directorate	NSA
2.	Social Services Delivery	Education, Youth & Sports and Library Service	Procurement of sports equipments	AWM A						2,000.00		√		Sports Directorate	Procurement

2.7 BIRTH AND DEATH REGISTRY

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Social Services Delivery	Public Health Services and Management	Organise Mass Registration of all births and deaths	Bawleshie Presby School Okponglo						22,300.00		√		Birth & Death	
2	Social Services Delivery	Public Health Services and Management	Community outreach on birth and death registration	AWMA						7,700.00		√		Birth & Death	

ENVIRONMENTAL INFRASTRUCTURE AND HUMAN SETTLEMENT

3.1 ENVIRONMENTAL HEALTH UNIT

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Social Service Delivery	Environment Health and Sanitation Services	Organise Sensitization on <ul style="list-style-type: none"> • Solid waste management • Control of noise, air quality • Promotion of household toilet and 	AWMA					34,200.00	9,100.00		√		Environmental Health Unit	EPA, Police Service, A/M Breath Accra GARID NADMO
2.	Social Service Delivery	Environment Health and Sanitation Services	Collection of Data and update of DESSAP	AWMA						39,070.00			√	Environment Health Unit	Planning Unit, Statistic
3	Social Service Delivery	Environment Health and Sanitation Services	Evacuation of refuse heap and drain desilting to prevent flooding	AWMA					13,086.00	118,114.00			√	Environment Health Unit	Works, zoom lion

4	Social Service Delivery	Environment Health and Sanitation Services	Facilitate the <ul style="list-style-type: none"> • Control of weeds & street Beautification • Disinfection and fumigation • Procurement of Cleansing materials and PPEs 	AWM A					34,172	206,730.00					Environment Health Unit	Tax Force Police service ZOMLION, MSWR Procurement unit
5	Social Service Delivery	Environment Health and Sanitation Services	Monthly clean up exercise to prevent the outbreak of communicable diseases	AWM A					120,942.00	395,058.00			√		Environment Health Unit	Assembly Members, residence association
6	Social Service Delivery	Environment Health and Sanitation Services	Enforcement of Bye Laws and Prosecution.	AWM A					15,200.00				√		Environment Health Unit	Tax force, police service, judiciary
7	Social Service Delivery	Environment Health and Sanitation Services	Organise <ul style="list-style-type: none"> • Routine premises & churches inspection • Public Hygiene Education 	AWM A					32,400.00				√		Environment Health Unit	NCCE, Social welfare

8	Social Service Delivery	Environment Health and Sanitation Services	<ul style="list-style-type: none"> Facilitate Mass medical screening Nutrition intervention programmes Printing food vendors cards 	AWM A						42,120.00				√	Environment Health Unit	Procurement
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3.2 NATIONAL DISASTER MANAGEMENT ORGANISATION (NADMO)

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Environmental Management	Disaster Prevention and Management	<ul style="list-style-type: none"> Organise Climate change sensitization on effects of changes in weather pattern Climate change on afforestation and green Ghana exercise to improve urban greening 	AWM A					149,992.00	15,468.00			√	NADMO	NADMO HQ, GNFA Forestry Commission, AGRIC DEPT.
2	Environmental Management	Disaster Prevention and	<ul style="list-style-type: none"> Facilitate the Monitoring of flood prone 	AWM A						55,819.00			√	NADMO	REG. NADMO

		Managem ent	areas to assess flood risk • Emergency response and recovery from disasters • Procurement of Relief Items												Physical Planning, CSOs, HYDRO
3	Environmental Management	Disaster Preventio n and Managem ent	Staff Capacity building on the use of operational equipment	AWM A					5,274.00			√	NADM O	NADMO HQ, GNFS	
4	Environmental Management	Disaster Preventio n and Managem ent	Organize road safety campaign in various lorry stations to prevent accidents	AWM A					20,760.00			√	NADM O	GRSA, MTTD	
5	Environmental Management	Disaster Preventio n and Managem ent	Organize • Municipal Disaster Committee Meetings • World Disaster Day Celebration	AWM A					52,679.00			√	NADM O	AWMA	

3.3 DEPARTMENT OF WORKS

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Infrastructure Delivery and Management	Public Works, Rural Housing and Water Management	Completion of CHPS Compound with overhead water storage facility at Santana	Santana					1,081,696.61				√	Works Dept.	
2	Infrastructure Delivery and Management	Public Works, Rural Housing and Water Management	Construction of 6 Unit Classroom Block with Ancillary Facility at Abelenkpe Basic 1 School (Phase II)	Abelenkpe					94,000.00 (Retention)				√	Works Dept.	
3	Infrastructure Delivery and Management	Public Works, Rural Housing and Water Management	Construction of Pavement Landscaping and External Works (Repair of wall, gate etc.) at Abelenkpe Basic Primary School 1 to improve urban greening	Abelenkpe					634,597.20				√	Works Dept.	
4	Infrastructure Delivery and Management	Public Works, Rural Housing and	Construction and Mechanization of 3 No. Mechanized bore holes	AWMA					282,551.22				√	Works Dept.	

		Water Management													
5	Infrastructure Delivery and Management	Public Works, Rural Housing and Water Management	Renovation and new works at Roman Ridge M/A and ATTRACO Basic Schools	Roman Ridge Memeasem						1,355,208.29			√	Works Dept.	
6	Infrastructure Delivery and Management	Public Works, Rural Housing and Water Management	Construction of 6 Unit Classroom Block with Ancillary Facility at ATTRACO Basic School	Memeasem						1,609,343.84			√	Works Dept.	
7	Infrastructure Delivery and Management	Public Works, Rural Housing and Water Management	Construction of 6 Unit Classroom Block with Ancillary Facility at ATTRACO Basic School Phase II	Memeasem						2,000,000.00			√	Works Dept.	
8	Infrastructure Delivery and Management	Public Works, Rural Housing and Water Management	Construction of fence wall, pavements and landscaping for CHPS Compound to improve urban greening	Santana						800,000.00			√	Works Dept.	
9	Infrastructure Delivery and Management	Public Works, Rural Housing and Water Management	Construction of ICT Centre at the Reformers (Roman Ridge	Roman Ridge						1,300,000.00			√	Works Dept.	

10	Infrastructure Delivery and Management	Public Works, Rural Housing and Water Management	Construction of Dzorzulu JHS School	Dzorzulu					1,500,000.00			√		Works Dept.	
11	Infrastructure Delivery and Management	Public Works, Rural Housing and Water Management	Construction of pavement and landscaping at ATRACO School to improve urban greening	Mempasam							1,365,971.00(DA CF-RFG)	√		Works Dept.	
12	Infrastructure Delivery and Management	Public Works, Rural Housing and Water Management	Construction of office complex	AWM A						1,500,000.00		√		Works Dept.	
13	Infrastructure Delivery and Management	Public Works, Rural Housing and Water Management	Installation and Repair of Streetlights	AWM A						500,000.00			√	Works Dept.	
14	Infrastructure Delivery and Management	Public Works, Rural Housing and Water Management	Facilitate the <ul style="list-style-type: none"> Demolition exercises (unauthorized structures) Regularization of temporary structure permit including car garages 	AWM A						266,000.00		√		Works Dept.	

15	Infrastructure Delivery and Management	Public Works, Rural Housing and Water Management	Procurement of construction materials, petty tools and development control tools to prevent disaster	AWM A						26,240.00			√	Works Dept.	
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3.4 URBAN ROADS DEPARTMENT

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Infrastructure Delivery and Management	Urban Road and Transport Services	<ul style="list-style-type: none"> Construction of 0.9m U Drain and Rehabilitation of Foot Bridge at Mempeasem High Tension Construction of 4 No. Speed Humps at East Legon (Abidjan Street/Abidjan Link) Construction of 3 No. Speed Humps at 	Mempeasem East Legon Westland							19,298.68(DACF-RFG)		√	Roads Dept.	

			Westland Boulevard												
2	Infrastructure Delivery and Management	Urban Road and Transport Services	Construction of storm drain at Atraco behind dell hospital	Mempease						465,616.33 (DACF-RFG)		√	Roads Dept.		
3	Infrastructure Delivery and Management	Urban Road and Transport Services	Construction of speed humps on selected roads	AWMA					235,409.59		√		Roads Dept.		
4	Infrastructure Delivery and Management	Urban Road and Transport Services	Cleaning of open channel to prevent flooding	AWMA					458,794.00		√		Roads Dept.		
5	Infrastructure Delivery and Management	Urban Road and Transport Services	Drain construction and Minor drainage repairs	AWMA				516,300.00	280,800.00		√		Roads Dept.		
6	Infrastructure Delivery and Management	Urban Road and Transport Services	Construction of storm in Westlands	Westlands				768,240.41		1,365,971.00(DACF-RFG)	√		Roads Dept.		
7	Infrastructure Delivery and Management	Urban Road and Transport Services	Desilting of earth channels drains to prevent flooding	AWMA						417,413.54 (GARID)	√		Roads Dept.		

8	Infrastructure Delivery and Management	Urban Road and Transport Services	Partial Reconstruction of local roads	AWMA						512,160.27		√		Roads Dept.	
9	Infrastructure Delivery and Management	Urban Road and Transport Services	Routine road maintenance and Implementation of District Road Improvement Project (DRIP) <ul style="list-style-type: none"> • Grading of gravel roads • Gravelling of local roads • Road patching • Replacement of metal gratings • Replacement of road signs • Road line marking of pedestrian crossings 	AWMA					500,000.00 (DRIP)	776,795.73		√		Roads Dept.	

3.5 PHYSICAL PLANNING DEPARTMENT

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Infrastructure Delivery and Management	Spatial Planning	Organize <ul style="list-style-type: none"> • 12 No. Spatial Planning Committee meetings • 12 No. Technical-Sub Committee Meeting • 12 No. Technical-Sub Committee Inspections 	AWMA						262,200.00			√	PPD	Members of SPC Sub Tech Members
2	Infrastructure Delivery and Management	Spatial Planning	Organize 4 No. Street Naming Meeting	AWMA						28,200.00			√	PPD	SAT Members
3	Infrastructure Delivery and Management	Spatial Planning	Installation and maintenance of street poles with street names	AWMA						230,000.00			√	PPD	Consultancy
4	Infrastructure Delivery and Management	Spatial Planning	Landscaping and beautification to improve urban greening	AWMA							110,000.00		√	PPD	Consultancy

5	Infrastructure Delivery and Management	Spatial Planning	Continuation of Spatial Development Frameworks and Update of Local plans	AWM A						572,880.00			√	PPD	Consultancy LUSPA
6	Infrastructure Delivery and Management	Spatial Planning	Acquisition of land and landed properties	AWM A						50,000.00			√	PPD	Consultancy

3.6 TRANSPORT OF DEPARTMENT

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Infrastructure Delivery and Management	Urban Road and Transport Services	Organise sensitization exercises for key stakeholders on urban passenger transport services bylaws and operational procedures	AWM A						15,000.00			√	Urban Transport Dept	MPO/MBO/MFO

2	Infrastructure Delivery and Management	Urban Road and Transport Services	Organise road safety campaign and sensitization for transport union and vehicles users	AWM A						50,000.00		√		Urban Transport Dept	
3	Infrastructure Delivery and Management	Urban Road and Transport Services	Conduct Route Monitoring Enforcement and activities	AWM A						50,000.00			√	Urban Transport Dept	MBO/MFO
4	Infrastructure Delivery and Management	Urban Road and Transport Services	Update passenger transport database	AWM A						10,000.00			√	Urban Transport Dept	

GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY

4.1 GENERAL ADMINISTRATION UNIT

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Management and Administration	General Administration	Organize <ul style="list-style-type: none"> • 5 No. General Assembly meetings • 5 No. Executive Committee meetings 	AWMA						527,000.00			√	ADMIN	MPO/MBO/MFO
2	Management and Administration	General Administration	Facilitate 12 No. monthly mobilization for Assembly members	AWMA						413,400.00			√	ADMIN	MBO/MFO
3	Management and Administration	General Administration	Organize <ul style="list-style-type: none"> • 14 No. Finance & Admin. Sub-committee meetings • 12 No. Management meeting • 12 No. MUSEC meeting 	AWMA						472,800.00			√	ADMIN	MBO/MFO

4	Management and Administration	General Administration	Organize 4 No. sub-committee meetings • Social Service • Sports & Recreation • Justice & Security • Development Planning • Works Sub Committee • LED Committee	AWM A					227,530.00			√	ADMIN	SW&CD/MBO/MFO/MPO/MWE/BAC
5	Management and Administration	General Administration	Organize 5 No. National celebrations (World Aids Day, Independence Day, Farmers Day, Sallah Homowo)	AWM A					265,000.00			√	ADMIN	MPO/MB O/MFO, AGRIC
6	Management and Administration	General Administration	Organize • 2 No. Inter-Sectoral Stakeholder Engagement meeting • 6 No. Audit Committee meeting	AWM A					163,360.00			√	ADMIN	MPO/MB O/MFO
7	Management and Administration	General Administration	Organize • 4 No. Mun. Education Oversight	AWM A					174,640.00			√	ADMIN	GHS/GES/MBO/MFO

			<ul style="list-style-type: none">• 4 No. District Health Management• 4 No scholarships Committee• 4 No. PRCC meetings											
8	Management and Administration	General Administration	Award scholarships to Brilliant but Needy students.	AWM A					80,000.00			√	ADMIN	GES/MBO/MFO
9	Management and Administration	General Administration	Facilitate and monitor Sub-Structures (Zonal Council	AWM A				26,628.00	519,293.00			√	ADMIN	MPO/MBO/MFO
10	Management and Administration	General Administration	Conduct <ul style="list-style-type: none">• Church/Marriage Monitoring Activities• Procure Marriage Registration Materials	AWM A					58,080.00			√	ADMIN	
11	Management and Administration	General Administration	Coordinate <ul style="list-style-type: none">• Municipal response to HIV/AIDs• School Feeding Activities• Client Service Activities	AWM A					201,060.00			√	ADMIN	MPO/MBO/MFO

12	Management and Administration	General Administration	Facilitating the dissemination of Assembly Bye Laws	AWM A						36,000.00			√	ADMIN	
13	Management and Administration	General Administration	Support for security services and operations	AWM A						348,000.00			√	ADMIN	
14	Management and Administration	General Administration	Facilitate the implementation of MP's Projects	AWM A							924,000.00 (MP's Common Fund)	√		ADMIN	MP
15	Management and Administration	General Administration	Payment of Retainer Legal Services Fees	AWM A						500,000.00			√	ADMIN	

4.2 HUMAN RESOURCE DEPARTMENT

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Management and Administration	Human Resource Management	Organize <ul style="list-style-type: none"> Capacity Building Programs 	ILGS / In-House/OHLGS/RC						482,550.00				HR	MPO / Admin, Agric

			<ul style="list-style-type: none">• 2 number Staff Durbar (JAN, July)• Staff Performance Management Meetings & Salary validations											
2	Management and Administration	Human Resource Management	Organise <ul style="list-style-type: none">• Health screening for staff• Monitoring of security personnel at night	In-house				10,000.00	75,790.00				HR	MPO/Admin/Finance / Budget/MHD
3	Management and Administration	Human Resource Management	<ul style="list-style-type: none">• Support to Staff Welfare• Retirement packages for staff & sendoff packages for National Service Personnel	AWMA					30,000.00				HR	Admin

4.3 PROCUREMENT UNIT

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Management and Administration (Public Procurement Management)	General Administration	Facilitate the <ul style="list-style-type: none"> Preparation and implementation of Annual Procurement Plan Quarterly updates of Procurement Plan 	AWMA						40,375.88			√	Procurement	Budget, Dev't Planning, Works, Road and Finance
2	Management and Administration (Public Procurement Management)	Legislative Oversight	Organize <ul style="list-style-type: none"> Tender Evaluation Meetings Tender Opening Meetings Tender Committee Meetings 	AWMA						182,000.00			√	Procurement	
3	Management and Administration (Public Procurement Management)	Legislative Oversight	Facilitate Regional Tender Committee Meetings	AWMA						35,500.00			√	Procurement	

4	Management and Administration (Public Procurement Management)	Purchases	Organize Market Survey	AWM A					10,620.00			√	Procurement	Statistician & Audit
5	Management and Administration	General Administration	Procurement <ul style="list-style-type: none"> • 1 No. Generator • 15 No. Desktop Computers and Accessories • 8 No. Laptops • 5 No. Printers • 1 No. heavy duty Printer • 7 No. Universal Processing System (UPS) • 3No.External SSD Drives and Pen drives • Water Heater / Dispenser • 1No. Workstation • 1No. lockable cabinet • 3No. External hard drive • 5 No. document trays 	AWM A				38,000.00	1,091,110.00				Procurement	Budget, Statistics, Estate, Physical Planning, Development Planning, Internal Audit, Works

		and Water Management	• Quarterly update of Asset Register												
4	Infrastructure Delivery and Management	Public Works, Rural Housing and Water Management	Embossment of Office Equipments	AWM A						19,950.00		√		Estate	

4.5 DEPARTMENT OF INFORMATION SERVICE

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Management and Administration	General Administration	Disseminate information, announcement, sensitization on government policies to residents.	AWM A						30,600.00			√	ISD	AWMA MEDIA NCCE
2	Management and Administration	General Administration	• Design and administer 4 questionnaires on topical issues to the public	AWM A						8,750.000			√	ISD	

			<ul style="list-style-type: none"> Conduct 4 No. market survey. 												
3	Management and Administration	General Administration	Organize <ul style="list-style-type: none"> 12 Media Coverage of Assembly's activities MCE's Community Engagement 	AWMA					10,000.00	153,400.00			√	ISD	Media Finance/Budget

4.6 MANAGEMENT INFORMATION SYSTEMS (MIS) UNIT

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Management and Administration	General Administration	Procurement of Rack Server	AWMA						95,700.00		√		MIS	Budget Unit, Finance Department, Procurement Unit
2	Management and Administration	General Administration	Procurement and maintenance of <ul style="list-style-type: none"> Anit-Virus, Microsoft office and 	AWMA Ghana Publishing						121,934.00		√		MIS	Budget Unit, Finance Department,

			Microsoft windows • Annual internet subscription • Annual maintenance of office computers • Annual hosting of Website											Procurement Unit Planning Information
3	Management and Administration	General Administration	Facilitate the • Printing of 2025 Bills • Hosting of the Server space for the CRM	AWMA					150,000.00		√		MIS	Budget Unit, Finance Department, Procurement Unit Planning Information

4.7 TRANSPORT UNIT

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Management and Administration	General Administration	Procure • Tyres • Log Books • Computer Outer	AWM A						173,400.00		√		Transport Unit	Central Administration
2	Management and Administration	General Administration	• Purchase of Fuel and lubricants for Assembly Fleet of Vehicles • Maintenance of Assembly Vehicles							1,280,400.00				Transport Unit	Central Administration
3	Management and Administration	General Administration	• Renewal of Insurance Policies and Roadworthy Certificates • Monthly fuel for Departmental and Unit heads							711,200.00				Transport Unit	Central Administration

4.8 INTERNAL AUDIT UNIT

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Management and Administration	General Administration	Carry out <ul style="list-style-type: none"> Human Resource and Payroll audit Cash Management Procurement fuel and transport and revenue audit 	AWM A						83,600.00		√		IAU	Finance Dept/Human Resource Dept. Procurement/Transport
2	Management and Administration	General Administration	Carry out 3 sensitizations session on NACAP II with the schools	AWM A						74,450.00		√		IAU	Finance
3	Management and Administration	General Administration	Carry out <ul style="list-style-type: none"> Special audits Preparation and submission of Monthly ESPV audits 	AWM A						48,890.00		√		IAU	Human Resource Dept.

4.9 DEVELOPMENT PLANNING UNIT

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Management and Administration	Planning, Budgeting, Monitoring and Evaluation	Preparation of 2026-2029 Medium Term Development Plan (MTDP)	AWMA					218,022.00	229,800.00		√		DPU	MPCU Members
2	Management and Administration	Planning, Budgeting, Monitoring and Evaluation	Preparation of 2026-2029 Zonal Council Development Plans	AWMA						238,500.00		√		DPU	Zonal Council Members, Assembly Members
3	Management and Administration	Planning, Budgeting, Monitoring and Evaluation	Organize 2 No. PFM Town Hall meetings	AWMA						172,480.00			√	DPU	MPCU, Assembly Members, Unit Committee, Stakeholders

4	Management and Administration	Planning, Budgeting, Monitoring and Evaluation	Organize quarterly MPCU and Review Meetings	AWMA						88,680.00			√	DPU	MPCU
5	Management and Administration	Planning, Budgeting, Monitoring and Evaluation	Facilitate the <ul style="list-style-type: none"> •Preparation of Concept Notes •Preparation of Environmental and Social Safeguards for project implementation 	AWMA						69,660.00			√	DPU	Safeguard Team
6	Management and Administration	Planning, Budgeting, Monitoring and Evaluation	Undertake Monitoring and Evaluation of programmes and projects in the Municipality	AWMA					81,980.00	49,530.00			√	DPU	MPCU Members
7	Management and Administration	Planning, Budgeting, Monitoring and Evaluation	Facilitate the implementation of Electoral Area Development Projects	AWMA					400,000.00	250,000.00			√	DPU	Procurement, Budget, Finance Works, Roads and Audit

8	Management and Administration	Planning, Budgeting, Monitoring and Evaluation	Institutional coordination of GARID Project	AWMA							98,000.00(GARID)	√		DPU	PSU
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4.10 BUDGET AND RATING UNIT

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Management and Administration	Planning, Budgeting, Monitoring & Evaluation	Organise <ul style="list-style-type: none"> Quarterly Budget Committee Meeting Review Composite Budget 	AWMA						49,120.00		√		Budget & Rating	Heads of Management Cost Centres
2	Management and Administration	Planning, Budgeting, Monitoring & Evaluation	Prepare 2026 Fee-Fixing Resolution	AWMA Ghana Publishing						63,700.00		√		Budget & Rating	Finance, MIS, Environmental Health, Physical Planning, Social

															Welfare, Audit, Ghana Publishing
3	Management and Administration	Planning, Budgeting, Monitoring & Evaluation	Facilitate the <ul style="list-style-type: none"> Preparation of 2026 Composite Budget Departmental Budget Hearing Data Collection exercise to rate new businesses 	AWM A					84,923	58,260.00		√		Budget & Rating	Heads of Management Cost Centres Land Valuation Division, Finance, Statistics
4	Management and Administration	Planning, Budgeting, Monitoring & Evaluation	Organize <ul style="list-style-type: none"> Revenue team meetings Monitor the implementation of 2025 Composite Budget 	AWM A						41,580.00		√		Budget & Rating	Finance, MIS, Audit, Management Cost Centres
5	Management and Administration	Planning, Budgeting, Monitoring & Evaluation	Organise <ul style="list-style-type: none"> Rate Assessment Committee meetings Fixed Asset Committee Meeting 	AWM A						47,340.00		√		Budget & Rating	Land Valuation Division, Revenue Accountant, MIS, Physical Planning & Works

															MCD, MFO, Estate, Transport, Audit
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4.11 NATIONAL COMMISSION FOR CIVIC EDUCATION (NCCE)

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Management and Administration	General Administration	Organize Education on Child Protection Issues with the communities and Faith Based Organizations	AWMA						9,240.00		√		NCCE	Social Welfare
2	Management and Administration	General Administration	Organize • Civic education programmes • Citizenship Week Celebration	AWMA						15,240.00		√		NCCE	GES
3	Management and Administration	General Administration	Organize public education on decentralization	AWMA						6,000.00		√		NCCE	Audit

			and local governance												
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4.12 DEPARTMENT OF STATISTICS

No	Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
1.	Management and Administration	General Administration	Organize <ul style="list-style-type: none"> Quarterly data collection exercise to update socio-economic data Quarterly data collection exercise to update DDDP data 	AWM A						37,600.00			√	Statistics Department	All department and Units Unit
2	Management and Administration	General Administration	Conduct survey to assess the awareness and participation in local policy initiatives	AWM A					10,000.00	600.00		√		Statistics Department	

ANNEX ONE

ABELENKPE ZONAL COUNCIL

2025 ANNUAL ACTION PLAN

N o.	Program me (PBB)	Sub Program me (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/ Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABF A	Other s	New	Ongo ing	Lead	Collabor ation
1.	Manage ment and Adminis tration	General Admini stration	Organize 6 No Finance and Admin Committee Meeting	Zonal Council Office						30,360.0 0		√		Zona l Secr etary	Finance, Budget, Audit and Council Secretar y
2.	Manage ment and Adminis tration	General Admini stration	Organize 6 No Developmental Service Committee Meeting	Zonal Council Office						15,960.0 0		√		Zona l Secr etary	Finance, Environ mental Health, Budget and Council Secretar y
3.	Manage ment and Adminis tration	General Admini stration	Organize 6 No Zonal Council meeting	Zonal Council Office						29,040.0 0		√		Zona l Secr etary	Staff and Council Member s

4.	Management and Administration	General Administration	Organize 4No Management and Review Meeting	Zonal Council Office					5,520.00		√		Zonal Secretary	Zonal Council Members
5.	Management and Administration	General Administration	Organize 3 No Clean Up Exercise	Zonal Council Office					10,640.00		√		Zonal Secretary	Z
6.	Management and Administration	General Administration	Organize 2No Revenue Mobilization Exercise	Zonal Council Office					16,940.00		√		Zonal Secretary	Revenue Collectors, Assembly Members, Unit Committee Member, Staff
7	Management and Administration	General Administration	Procure Tonners and Office Logistics	Zonal Council					37,450.00		√		Zonal Secretary	Zonal Council
8	Management and Administration	General Administration	Payment of Commission to Revenue Collectors	Zonal Council					26,539.50		√		Zonal Secretary	Finance

9	Management and Administration	General Administration	Monthly Honorarium for Chairperson	Zonal Council						3,600.00		√		Zonal Secretary	Finance
10	Management and Administration	General Administration	Administrative Expenses	Zonal Council						64,450.00		√		Zonal Secretary	Finance

SHIASHIE ZONAL COUNCIL

2025 ANNUAL ACTION PLAN

N o.	Program me (PBB)	Sub Program me (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/ Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABF A	Other s	New	Ongo ing	Lead	Collabor ation
1.	Manage ment and Adminis tration	General Admini stration	Organize 4 No. Management and Review Meetings	Zonal Council Office						2,520.00		√		Zona l Secr etary	Central Admin
2.	Manage ment and Adminis tration	General Admini stration	Organize 6 No Zonal Council Meeting	Zonal Council Office						33,684.0 0		√		Zona l Secr etary	Central Admin
3.	Manage ment and Adminis tration	General Admini stration	Organize 6 No. Finance and Administration Committee meeting	Zonal Council Office,						25,440.0 0		√		Zona l Secr etary	Central Admin
4.	Manage ment and Adminis tration	General Admini stration	Organize 6 No. Development and Service Committee meeting	Zonal Council Office,						14,140.0 0		√		Zona l Secr etary	Central Admin

5.	Management and Administration	General Administration	Organize 1No. Community Engagement Public Sensitization on payment of BOP/Tolls	Any of the 4 Electoral Areas					9,400.00		√		Zona 1 Secretary	Central Admin
6.	Management and Administration	General Administration	Organize at least 2 Clean -Up Exercises	Zonal Council Office,					34,200.00				Zona 1 Secretary	Central Admin
7	Management and Administration	General Administration	Organize 2 Revenue Mobilization Exercise	Zonal Council					5,260.00		√		Zona 1 Secretary	Central Admin
8	Management and Administration	General Administration	Sensitization Programme on Fire Outbreak	Zonal Council					9,800.00		√		Zona 1 Secretary	Central Admin
9	Management and Admin	Central Admin	Monitoring and Evaluation of Seedlings planted under the Green Ghana Project	Zonal Council					3,420.00		√		Zona 1 Secretary	Central Admin
10	Management and Administration	General Administration	Commission for Revenue Collectors	Zonal Council Office				26,628.00			√		Zona 1 Secretary	Central Admin

1 1	Management and Administration	General Administration	Administrative Expenses	Zonal Council Office						25,210.0 0		√		Zonal Secretary	Central Admin
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WESTLANDS ZONAL COUNCIL

ACTION PLAN FOR 2025

N o.	Program me (PBB)	Sub Program me (PBB)	Broad Activities	Location	Timeframe				Cost			Programme Status		Implementing Institution/ Department	
					Q 1	Q 2	Q 3	Q 4	GOG	IGF/ABF A	Other s	New	Ongo ing	Lead	Collabor ation
1.	Manage ment and Adminis tration	General Admini stration	Organize 4 No. Management and Review Meetings	Zonal Council Office						2,640.00		√		Zona l Secr etary	Admin
2.	Manage ment and Adminis tration	General Admini stration	Organize 6 No Zonal Council Meeting	Zonal Council Office						31,740.0 0		√		Zona l Secr etary	Admin
3.	Manage ment and Adminis tration	General Admini stration	Organize 6 No. Finance and Administration Committee meeting	Zonal Council Office,						18,060.0 0		√		Zona l Secr etary	Admin
4.	Manage ment and Adminis tration	General Admini stration	Organize 6 No. Development and Service Committee meeting	Zonal Council Office,						16,860.0 0		√		Zona l Secr etary	Admin

5.	Management and Administration	General Administration	Organize 1No. Public Sensitization on payment of BOP/Tolls	Any of the 4 Electoral Areas					7,400.00		√		Zonal Secretary	Finance
6.	Management and Administration	General Administration	Organize Clean - Up Exercises	Zonal Council Office,					10,300.00				Zonal Secretary	Env't Health
7	Management and Administration	General Administration	Sensitization Programme on disaster risk reduction in communities in the zone	Westland Ayibe Town					4,790.00		√		Zonal Secretary	NADMO Env't Health
8	Management and Administration	General Administration	Organise Tree Planting Campaign	Zonal Council					2,790.00		√		Zonal Secretary	NADMO
9	Management and Admin	Central Admin	Monitoring and Evaluation of Seedlings planted under the Green Ghana Project	Zonal Council					3,420.00		√		Zonal Secretary	Admin
10	Management and Administration	General Administration	Organise Revenue Mobilization	AWMA				4,060.00			√		Zonal Council	Admin Finance

1 1	Management and Administration	General Administration	Undertake data collection on business	Zonal Area					3,460.00		√		Zona 1 Secretary	Admin Budget Finance
1 2	Management and Administration	General Administration	Administrative Expenses	Zonal Area					10,200.00		√		Zona 1 Secretary	Admin