



NZEMA EAST MUNICIPAL ASSEMBLY



2024 ANNUAL ACTION PLAN

Prepared by:
MUNICIPAL PLANNING & COORDINATING UNIT (MPCU)
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Date of approval ...27th October, 2023...

Hon. Emmanuel Ebbisah
Presiding Member

Emmanuel Kwasi Asamoah
Municipal Coordinating Director

Q1	Programmes	Sub-programmes (PBB)	Broad Activities/Projects (PBB)	Location	Time frame				Indicative Budget/Cost			Programme Status		Implementing Agencies/Departments /Institutions	
					1QTR	2 QTR	3 QTR	4 QTR	GoG	IGF/ ABFA	Others	New	Ongoing	Lead	Collaboration
Goal : Build a Prosperous Country															
Focus Area 2: INDUSTRIAL TRANSFORMATION															
1	Economic Development	Trade, Industry and Tourism service	Training of 50 interested you in Bamboo and cane artisanal industrial Development	MunicipalWide					10,000		10,000	New		BAC	MA, NBSSI Other Donors
Focus Area 3: PRIVATE SECTOR DEVELOPMENT															
2	Economic Development	Trade, Industry and Tourism service	Organize capacity building for MSMEs operators in PPP and local content	Axim Urban Council					5,000		10,000	New		BAC	MA, NBSSI Other Donors
3	Economic Development	Trade, Industry and Tourism service	Train 100 apprentices in Soapmaking, tie and die making, dressmaking and other handy craft	Municipal Wide							12,000	ongoing		BAC	MA/NBSSI Other Donors
4	Economic Development	Trade, Industry and Tourism service	Organize capacity development training for 100 SMEs on credit mobilization, records keeping, customer service, etc	MunicipalWide							13,000	ongoing		BAC	MA, FINANCIAL INSTITUTIONS, OTHER DONORS
5	Economic Development	Trade, Industry and Tourism service	Redevelopment of Market	Gwira Anyinase					250,000			New		MA	IPEP (CDA)
6	Economic Development	Trade, Industry and Tourism service	Routine Cleaning and maintenance and planting shade trees at major tourist sites in the Municipality	Municipal Wide					10,000	5,000	10,000	New		MA	GTA, CSOs, Donor Partners
Focus Area 4: AGRICULTURE AND RURAL DEVELOPMENT															
7	Economic Development	Agriculture services and management	Undertake extension services using mass media, durbars and others	FM Stations/Zonal Councils					3,500	0	1,000		Ongoing	Agriculture	MA, CSLP, OTHERS
8	Economic Development	Agriculture services and management	Registration of farmers and supply of inputs under the planting for food and job (PFJ)s and PERD, programme	All Zonal Councils					3,000	0	0		Ongoing	Agriculture	MA/NGOs/OTHER DONORS

9	Economic Development	Agriculture services and management	Establishment of selected seed nurseries e.g. coconut)	Axim					30,000		10,000		Ongoing	Agriculture Dept	MA/NGOs/OTHER DONORS
10	Economic Development	Agriculture services and management	Undertake field demonstrations on evolving technologies and yield improvement programmes for farmers	Municipal wide					5,000				Ongoing	Agriculture	ASSEMBLY MEMBERS/ CHIEFS, FARMERS etc
11	Economic Development	Agriculture services and management	Training local farmers on climate SMART Agriculture	Municipal wide					10,000			New		MA	EDA, JMA, Agric, B-BOVID
12	Economic Development	Agriculture services and management	Undertake annual sensitization and conduct vaccination against PPR and active surveillance in livestock and poultry	Municipal wide						5,500		New		Agriculture	MA, MAG, Donor
13	Economic Development	Agriculture services and management	Implementation of the Rearing for Food and Jobs programme to increase production and processing poultry, piggery and livestock	Municipal Wide					15,000		10,000	New		Agriculture	MA, MAG, Donor
14	Economic Development	Agriculture services and management	Organize farmers day celebration						70,000			New		Agriculture Dept	MA

15 Focus Area: FISHERIES AND AQUACULTURE DEVELOPMENT

16	Economic Development	Agriculture services and management	Sensitize and Training of interested youth in fishing and mining areas on aquaculture/fish farming and support to start up	Municipal wide					20,000		40,000	New		MA	Private Sector, Fisheries, Dept of Agric
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Focus Area: TOURISM AND CREATIVE INDUSTRY DEVELOPMENT

17	Economic Development	Trade, Industry and Tourism service	Establishment of Tourism and climate change Clubs in selected school and organize bi annual meeting	Selected 1 st and 2 nd cycle in the Municipality					15,000				Ongoing	MA	Ministry of Tourism, GTB, GES
18	Economic Development	Trade, Industry and Tourism service	Promotion and Support of Kundum Festival	Municipal Wide					20,000	0			Ongoing	MA	Traditional Authorities
19	Economic Development	Trade, Industry and Tourism Service	Routine Cleaning and maintenance of major tourist sites in the Municipality	Municipal Wide					10,000	5,000			Ongoing	MA	MP, Others

GOAL 2: Create opportunities for all SOCIAL DEVELOPMENT

Focus Area 1: **EDUCATION AND TRAINING**

20	Social Service Delivery	Education Youth and Sports and Library Services	Construction of 1 No 6 unit classroom block and ancillaries with landscaping	Abrodiem					400,000			New		MA	GES
21	Social Service Delivery	Education Youth and Sports and Library Services	Completion of 1 No 6 unit classroom block with ancillaries	Attakrom					111,498			Ongoing		MA	GES
22	Social Service Delivery	Education Youth and Sports and Library Services	Completion of 1 No 4 unit classroom block with ancillaries	Axim					29,000			Ongoing		MA	GES
23	Social Service Delivery	Education Youth and Sports and Library Services	Completion of 1 No 2 unit KG block with ancillaries	Gwira sentum, Kakusuazo					182,468			Ongoing		MA	GES
24	Social Service Delivery	Education Youth and Sports and Library Services	Construction of 1 No 3 unit classroom block an office, store and supply of 60 No dual desk and 3 No teachers desk	Ajomoro Ahyiem					450,000					MA	GES
26	Social Service Delivery	Education Youth and Sports and Library Services	Supply 250 of pupil's and 50 teacher's desk	Municipalwide					90,000			Ongoing		MA	NGOs, Development Partners
27	Social Service Delivery	Education Youth and Sports and Library Services	Support the organization of BECE	MunicipalWide					0	15,000	0	Ongoing		MA	GES
28	Social Service Delivery	Education Youth and Sports and Library Services	Organize two Mock Exams for JHS Students annually	MunicipalWide					14,000	0	0	Ongoing		GES	MA, NGOs,
29	Social Service Delivery	Education Youth and Sports and Library Services	Organize annual SPAM on BECE result and internal Exams	MunicipalWide					4,000	0	0	Ongoing		GES	MA, Development Partners
30	Social Service Delivery	Education Youth and Sports and Library Services	Support my Firstday at school	Axim					4,000	3,000	0	Ongoing		GES	MA, NGOs, Development Partners
31	Social Service Delivery	Education Youth and Sports and Library Services	Organize Independence Day celebration	Axim					40,000	0	20,000	Ongoing		MA	GES, Development Partners
32	Social Service Delivery	Education Youth and Sports and Library Services	Organize STMIE workshop	Axim					10,000	10,000	0	Ongoing		GES	Development Partners
33	Social Service Delivery	Education Youth and Sports and Library Services	Support for sports and culture	Axim					5,000		10,000	Ongoing		MA	GES

Focus Area: **HEALTH AND HEALTH SERVICES**

34.	Social Service Delivery	Public Health Services and Management	Construction of 1No. CHPS Compound with landscaping	Tumentu					290,000			New		MA	MHD/
35.	Social Service Delivery	Public Health Services and Management	Completion of CHPS compound with landscaping	Apataim					100,000				Ongoing	MA	MHD, Development Partners
36	Social Service Delivery	Public Health Services and Management	Undertake Child welfare clinic an Expanded programme on immunization (EPI)services	MunicipalWide						10,000			Ongoing	MHD	MA, DONOR, PARTNERS
37	Social Service Delivery	Public Health Services and Management	Undertake schoolhealth services	MunicipalWide						10,000			Ongoing	MHD	MA, DONOR, PARTNERS
38	Social Service Delivery	Public Health Services and Management	Undertake educationon maternal and under 5 child mortality	All healthfacilities MunicipalWide						2,000.00			Ongoing	Health Directorate	MA
39	Social Service Delivery	Public Health Services and Management	Undertake anti malaria campaigns(especially amongwomen)	MunicipalWide					7,000				Ongoing	Health Directorate	MA, NGOs, Development Partners
40	Social Service Delivery	Public Health Services and Management	Undertake Malaria Sensitization	MunicipalWide					8,000	10,000			Ongoing	Health Directorate	MA, NGOs, Development Partners
41	Social Service Delivery	Public Health Services and Management	Organize quarterly AIDS activities (etc.campaign) and meeting	Axim					18,000			New		MA	MHD,NGOs
42	Social Service Delivery	Public Health Services and Management	Intensify sensitization at health facilities on mother to child transmission prevention (PMTCT), BCC and expand HTCprogrammes	All Health Facilities					11,000			New		Health Directorate	NGOs, Development Partners

Focus Area: POPULATION MANAGEMENT AND MIGRATION FOR DEVELOPMENT

43	Social Service Delivery	Public Health Services and Management	Undertake family planning educationin adolescent reproductive healthcare services	Schools and Health Facilities						10,000.00		New		MHD	NGOs, Development Partners, Health facilities
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Focus Area: WATER AND ENVIRONMENTAL SANITATION

44	Infrastructure Delivery and Management	Public Works, Rural Housing and Water Sanitation Services	Construction of 6 No. mechanized boreholes in area where streams dry up during dry seasons	Ahunyame Eselenu,Asuowa, Edelesuazo, Abotireye,					50,000	400,000		New		Donors	MA, NGOs, MWST
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45	Infrastructure Delivery and Management	Public Works, Rural Housing and Water	Rehabilitation of 4No. Water facilities	Selected Communities					20,000			New		MA	MWST,CWSA
46	Social Service Delivery	Environment Health and Sanitation Services	Construction of 1No.WC public toilet	Adukrom					70,000			New		MA	Env'tal health unit
47	Social Service Delivery	Environment Health and Sanitation Services	Purchase of sanitation and cleaning materials and conducting of routine cleanup campaign	Axim					2,000				Ongoing	MA	Environmental Health, Development Partners
48	Social Service Delivery	Environment Health and Sanitation Services	Public Sensitization of personal and foodhygiene	MunicipalWide				5,000	2,000	0			Ongoing	MA	Environmental Health, Development Partners
49	Social Service Delivery	Environment Health and Sanitation Services	Management of liquid and solid disposal site	Axim				80,000	10,000				Ongoing	MA	Environmental Health, Development Partners

Focus Area 7: CHILD PROTECTION AND DEVELOPMENT

50	Social Service Delivery	Social Welfare andCommunity Development	Monitoring of daycare centres	MunicipalWide				1,000					Ongoing	SW/CD	MA, NGOs
51	Social Service Delivery	Social Welfare andCommunity Development	Undertake mediationin maintenance, custody and paternity cases	MunicipalWide				1,200					Ongoing	SW/CD	MA, NGOs
52	Social Service Delivery	Social Welfare andCommunity Development	Conduct follow upon mediated cases	MunicipalWide				750	0	0			Ongoing	SW/CD	MA, NGOs

Focus Area 9: GENDER EQUALITY

53	Social Service Delivery	Social Welfare andCommunity Development	Support brilliant butneedy student at all levels (giving priority to female)	MunicipalWide				10,000	0	50,000			Ongoing	MA	GES, HESS, Tullow, Development Partners
54	Social Service Delivery	Social Welfare andCommunity Development	Undertake a skill development training for apprentices (hair dressing, dress making, tie and die production, etc.	Axim				4,000	0	8,000			Ongoing	BAC	MA, NGOs, Development Partners
55	Social Service Delivery	Social Welfare andCommunity Development	Conduct public education on gender and climate change adaptation	MunicipalWide				6,000	0	0			Ongoing	MA	GenderDesk, GrEEen Desk, NADMO

56	Social Service Delivery	Social Welfare and Community Development	Formation of women group	MunicipalWide					1,200	0	0		Ongoing	MA	SW/CD
57	Social Service Delivery	Social Welfare and Community Development	Reproductive health education for second cycle institutions	MunicipalWide					0	5,000	0		Ongoing	MA	MSW, GIZ, Other Donors
58	Social Service Delivery	Social Welfare and Community Development	Organise women in business form for female entrepreneurs and SME operators	Axim					2,000		10,000		Ongoing	GIZ (GoVID)	MA

Focus Area: YOUTH DEVELOPMENT

59	Environmental Management	Disaster Prevention and Management	Construction of 200mx2.25mx0.9m storm U-drain and backfilling for landscaping	Axim							350,000	new		GREEN desk officer	MA
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Focus Area: SOCIAL PROTECTION

60	Social Service Delivery	Social Welfare and Community Development	Disbursement of economic support for PWDs	MunicipalWide					100,500				Ongoing	SW/CD	MA, NGOs
61	Social Service Delivery	Social Welfare and Community Development	Undertake home visit to vulnerable groups	MunicipalWide					1,600				Ongoing	SW/CD	MA, NGOs
62	Social Service Delivery	Social Welfare and Community Development	Implementation of LEAP	MunicipalWide					400,000				Ongoing	SW/CD	MA, NGOs

Focus Area: MINERAL EXTRACTION

63	Environmental Management	Natural Resource Management	Organize MUSEC monitoring to combat illegal mining operations	MunicipalWide						10,000		New		MUSEC	MA
64	Social Service Delivery	Social Welfare and Community Development	Undertake Sensitizations residence of mining communities on the adverse impact of child labour	Illegal mining areas						5,000	5,000	New		NADMO	Env'tal health, CSOs

Focus Area: COASTAL AND MARINE EROSION

65	Environmental Management	Disaster Prevention and Management	Facilitate the completion of Seadefense wall along the coast	Agyan area						3,000		New		MA /MP	GoG, Private sector, CSOs
66	Economic Development	Trade, Industry and Tourism Service	Facilitate investment drive along the coastal beach lines (hospitality facilities, etc.)	Coastal Areas					10,000	5,000	5,000	New		MA	GTA, Private Sector, CSOs

Focus Area: ENVIRONMENTAL POLLUTION

67	Environmental Management	Disaster Prevention And Management	Undertake Public sensitization on indiscriminate disposal of waste (e-tankers)	MunicipalWide					5,000	5,000	New		Env'tal Health	MA, CSOs, PRIVATE SECTOR	
Focus Area: CLIMATE VARIABILITY AND CHANGE															
68	Environmental Management	Disaster Prevention and Management	Organize quarterly media and community sensitization on the impact of sand winning along the coast	Axim, Bamiakor areas					4,000	0	0		Ongoing	NADMO	MA, Environment Health, NGOs
69	Environmental Management	Disaster Prevention and Management	Organize public education on the causes and effects of bush fires in the dry season and floods in the rainy season	MunicipalWide					3,000	0	0		Ongoing	NADMO	MA, Fire Service
70	Environmental Management	Disaster Prevention and Management	Organize public education and sensitization on climate change and disaster prevention and mitigation measures	MunicipalWide					10,000	0	0		Ongoing	NADMO	MA
71	Environmental Management	Disaster Prevention and Management	Undertake tree planting exercise	MunicipalWide					5,000	5,000			Ongoing	Forestry Co mm.	MA, CSLP, Development Partners
72	Environmental Management	Disaster Prevention and Management	Sensitization of communities on climate change and climate change adaptation	MunicipalWide					10,000		20,000		Ongoing	GrEEn Desk officer.	MA, UNCDF, Development Partners,
TRANSPORTATION: AIR, RAIL, WATER AND ROAD															
73	Infrastructure Delivery and management	Urban Roads and Transport Services	Facilitate the Enforcement of road traffic and road safety regulations	Municipalwide					10,000				Ongoing	GPS	DVLA, MA, SECURITY SERVICES
Focus Area: ENERGY AND PETROLEUM															
74	Social Service Delivery	Power distribution and Expansion	Distribution, replacement and installation of streetlights	Municipalwide					15,000		20,000	New		MA	ECG
Focus Area: HUMAN SETTLEMENTS DEVELOPMENT AND HOUSING															
75	Infrastructure Delivery and Management	Spatial Planning	Undertake of Street Naming and Property Addressing System	Ayisakro-Nyamebekyere					30,000	0	15,000		Ongoing	Physical Planning Dept	GIZ (GovID), MA, RPPD
76	Infrastructure Delivery and Management	Spatial Planning	Prepare structure plan for Bamiankor and environs	BamiankorArea					10,000		5,000	New		Physical Planning	GIZ (GovID), MA

77	Infrastructure Delivery and Management	Spatial Planning	Prepare Local Plans	Gwira Area					10,000		5,000	New		Physical Planning	GIZ (GovID), MA, RPPD
Focus Area: DRAINAGE AND FLOOD CONTROL															
78	Infrastructure Delivery and management	Feeder Roads and Transport Services	Construction of Culverts and drains in selected flood	Brawire					80,000			New		MA	FeederRoads
79	Infrastructure Delivery and management	Feeder Roads and Transport Services	Construction of 200mX2.25mX0.9m storm U-drain and backfilling for landscaping	Axim					350,000			New		GrEEn Desk	Works dept.
80	Infrastructure Delivery and Management	Spatial Planning	Undertake development control activities	Municipalwide						8,000				Works Dep't	PPD
81	Environmental Management	Disaster Prevention and Management	Disilting of existing choked drains in the Municipality	Silted drains (municipal Wide)					7,000			New		Env'tal Health	NADMO, ZOOMLION, COMMUNITY
INFRASTRUCTURE MAINTENANCE															
82	Infrastructure Delivery and management	Public Works, Rural Housing and Water	Rehabilitation/maintenance of staff bungalow and Assembly Offices	Axim					40,000	20,000		New		Works Dept	MA
83	Infrastructure Delivery and management	Feeder Roads and Transport Services	Reshaping of selected roads	MunicipalWide					100,000		10,000		Ongoing	Feeder Roads	MA
GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY															
Goal: Maintain a stable, united and safe society															
Focus Area: LOCAL GOVERNANCE AND DECENTRALISATION															
84	Infrastructure Delivery and Management	Public Works, Rural Housing and Water	Organizational management and community support projects	Axim						200,000			New	MA	MP
85	Management and Administration	General Administration	Procurement of logistics (papers, laptops, Printer, Desktop computers, scanner and photocopier etc.)	Axim					15,000	7,000		New		MA	Procurement, HR
86	Management and Administration	Human Resource Development	Performance Management System: Capacity building on the Local Government Service (LGS) Protocols (Leave Policy, Disciplinary issues, performance appraisal etc.)	Axim					15,000			New		MA	HR

87	Management and Administration	Human Resource	Capacity building oMinutes, Report Writing techniques, Records Mgt. and good office practice	Axim					20,000	0	6,500	New		MA	HR
88	Management and Administration	Human Resource	Capacity building for assembly members	Axim					15,000			New		MA	HR
89	Management and Administration	Human Resource	HRMIS and Validation of StaffReports	Axim					2,000	0	0	New		MA	HR
90	Management and Administration	General Administration	Organize quarterlyzonal council meeting	All ZonalCouncils					0	20,000	0	New		Zonal Council	MA
91	Management and Administration	General Administration	Organize Budget committee meetings	Axim					10,000	0		New		MA	Budget Unit/Committee
92	Management and Administration	General Administration	Organize fee fixing engagements and fee payment campaigns	MunicipalWide					10,000	0	10,000	New		MA	Budget Unit/Committee
93	Management and Administration	General Administration	Organize subcommittee quarterly meetings	Axim					0	40,000	0	New		MA	Development Partners
94	Management and Administration	General Administration	Organize at least 3exe-co. meetings annually	Axim					0	15,000	0	New		MA	Development Partners
95	Management and Administration	General Administration	Organize at least 3General Assembly meetings annually	Axim					0	60,000	0	New		MA	Development Partners
96	Management and Administration	General Administration	Organise Audit ad Tender committee meeting	Axim					20,000	0	10,000	New		MA	GIZ
97	Management and Administration	General Administration	Undertake Spatial Planning Committee/Technical meetings	Axim					0	16,000	0	New		MA	
98	Management and Administration	General Administration	Ex-gratia for Assembly members	Municipal Wide						52,500		New		MA	

	on														
Focus Area 3 PUBLIC ACCOUNTABILITY															
Objective: Deepen transparency and public accountability															
99	Management and Administration	General Administration	Jointly organize bi- annual PFM town hall Meetings with aCSOs	Axim					40,000	0	0	New		MA	Partners(GIZ)
Focus Area 9: CIVIL SOCIETY, AND CIVIC ENGAGEMENT															
Objective: Improve participation of civil society in national development															
100	Management and Administration	General Administration	MCE engagementwith local communities	MunicipalWide					15,000			New		MA	Media
Focus Area 6: HUMAN SECURITY AND PUBLIC SAFETY															
Objective: Enhance security service delivery															
101	Management and Administration	General Administration	Organise MUSEC meetings and patrols	Axim					8,000			New		MA	Security Services
EMERGENCY PLANNING AND RESPONSE (INCLUDING COVID-19 RECOVERY PLAN)															
Goal:5 Mainstream emergency planning and preparedness into Ghana’s development planning agenda at all levels to respond to potential internal andexternal threats (including COVID-19 Focus Area: HYDROMETEOROLOGICAL THREATS															
102	Environmental Management	Disaster Prevention and Management	Social interventionand relief for disaster victims	MunicipalWide					20,000		20,000	New		NADMO	MA, Fire Service
Focus Area: RELIEF OPERATION AND HUMANITARIAN ASSISTANCE OF DISASTER VICTIMS															
103	Environmental Management	Disaster Prevention and Management	Equip NADMO with Logistical support to monitorand report on the activity of sand weaning						10,000			New		MA	NADMO, DONORS
Focus Area: COVID-19 RESPONSE															
104	Social Service Delivery	Public Health Services and Management	Procurement and distribution of COVID 19 PPES to school, health facilities, generalpublic and public sensitization	MunicipalWide					50,000		50,000	New		MA	MHD, Donors,CSOs

IMPLEMENTATION, COORDINATION, MONITORING AND EVALUATION

Goal: Improve delivery of development outcomes at all levels

Focus Area 1: IMPLEMENTATION AND COORDINATION

105	Management and Administration	Planning, Budgeting, Monitoring and Evaluation	Review & Preparation of 2025 Annual Action Plan	Administration					10,000	10,000	10,000	New		MPCU/MA	CSOs and Development Partners
106	Management and Administration	Planning, Budgeting, Monitoring and Evaluation	Preparation of 2025 Budget	Administration					25,000			New		Budget com	MA

Focus Area 2: MONITORING AND EVALUATION

Objective: Strengthen monitoring and evaluation systems at all levels

107	Management and Administration	Planning, Budgeting, Monitoring and Evaluation	Undertake quarterly MPCU meeting and project/ programmes monitoring and evaluation	Axim					20,000			New		MA	GIZ
108	Management and Administration	Planning, Budgeting, Monitoring and Evaluation	Prepare and submit Monthly, quarterly, and annual progress and financial reports	Axim					20,000			New		MA	MPCU

