

TEMA WEST MUNICIPAL ASSEMBLY



ANNUAL ACTION PLAN 2020 OF THE MEDIUM TERM DEVELOPMENT PLAN 2018-2021

October 2019

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ACRONYMS

AC	Area Council
AIDS	Acquired Immune Deficiency Syndrome
AM	Assembly Member
APR	Annual Progress Report
CSF	Capacity Support Fund
DA	District Assembly
DACF	District Assembly Common Fund
GETFUND	Ghana Education Trust Fund
GHS	Ghana Health Service
GSGDA	Ghana Shared Growth and Development Agenda
HIV	Human Immune Deficiency Virus
IGF	Internally Generated Funds
JHS	Junior High School
M and E	Monitoring and Evaluation
MTDP	Medium Term Development Plan
NDPC	National Development Planning Commission
NGO	Non-Governmental Organization
NRD	No Reliable Data
NYEP	National Youth Employment Programme
RCC	Regional Coordinating Council
RPCU	Regional Planning and Coordinating Unit
SHS	Senior High School

CHAPTER ONE

ANNUAL ACTION PLAN FOR 2020

1.1 INTRODUCTION

The Annual Action Plan is prepared from the Medium Term Development Plan and indicates the programmes or projects to be implemented as well as the cost for executing those activities within a year. It informs the preparation of the District budget and expected to serve as guide funds disbursement on development projects.

As a Short-Term Plan, it enhances the achievement of projects with short gestation period. Since most District budgets are prepared annually it is imperative to annualize the Medium-Term and Perspective Plans in order to determine the cost of programmes and projects in a year.

The 2020 Annual Action Plan is the third development plan year of the Four-Year Plan 2018-2021 of the Tema West Municipal Assembly. The plan seeks to achieve all uncompleted projects and programmes roll over from 2019 and projects identified for implementation within the third year of the Medium Term Development Plan. The Annual Plan also includes Projects and programmes whose implementation would facilitate the accomplishment of consequent projects in the coming years of the Four-Year Development Plan. In addition, some projects or programmes runs through the Four-Year Plan, thus, the 2020 Action Plan captures those project and programmes. The Annual Plan is further divided into quarters to enhance implementation reporting, monitoring and evaluation.

1.2 OBJECTIVE OF THE ANNUAL ACTION PLAN

The 2020 Action Plan seeks to achieve the aims of the Municipality by ensuring a successful implementation of projects and programmes for that development year and consequently the district goal in the Medium-Term Development Plan 2018-2021. The sub-objectives are as follows:

- Identify activities under the respective projects or programmes as well as the institutions or agencies responsible for their implementation.
- Determine the total cost of the plan and the sources of fund.
- Determine the time frame or phases of the action plan.

1.3 RATIONALE

Ghana, under the Local Government Act, Act 462 and currently Act 936, has devolved power to District Assemblies for effective and efficient service delivery for local development. Thus, Metropolitan Municipal District Assemblies (MMDAs) are given the mandate to plan, monitor, provide basic infrastructure, support productive activities, and act as the overall development

agent of the district. Hence, Tema West Municipal Assembly (TWMA) prepared the Municipal Annual Action Plan based on the 2018-2021 Medium Term Development Plan (MTDP) as the fundamental instrument for development in the context of the National Medium Term Development Framework (NMTDPF) - **an Agenda for Jobs: creating prosperity and equal opportunity for all** - document under the following thematic goals:

- Build prosperous society
- Create opportunities for all
- Safeguard the natural environment and ensure resilient built environment
- Maintain a stable, united and safe society
- Strengthening Ghana's role in international affairs

The 2020 Action Plan is therefore a prerequisite guide for development action as to what, where, when, a project or programme should be accomplish and by who. The underlying factor for the preparation of the action plan includes:

- The need to plan for projects and programmes based on on-going work in the district
- Uncompleted projects rolled over to 2020
- Plan for projects or programmes whose implementation facilitates the realisation of the objective of the Medium Term Development Plan
- Identifying projects with short duration or gestation period
- Match developmental physical and non-physical project with annual budget.
- Prepare plans to meet and satisfy urgent needs of the local people.

CHAPTER TWO

GOAL, OBJECTIVE AND STRATEGY

GOAL, OBJECTIVE AND STRATEGY

2.1 INTRODUCTION

The 2020 Annual Action Plan for Tema West Municipal Assembly was prepared based on identified key priorities derived from development problem and situational analysis gap in the Medium Term Development Plan. These priorities captured under the Agenda for Jobs, determine the development focus for the district which reflects the need and aspiration of the people within the municipality.

The district goal, objectives and strategies which were obtained after a series of stakeholder meetings was based on the development focus of the district in line with the nation goal of creating prosperity and equal opportunity for all within a decentralized democratic environment. Although the district goal and objectives are long-term, they apply to the annual plans since the realisation of the annual action plan lead to the achievement of the perspective plan.

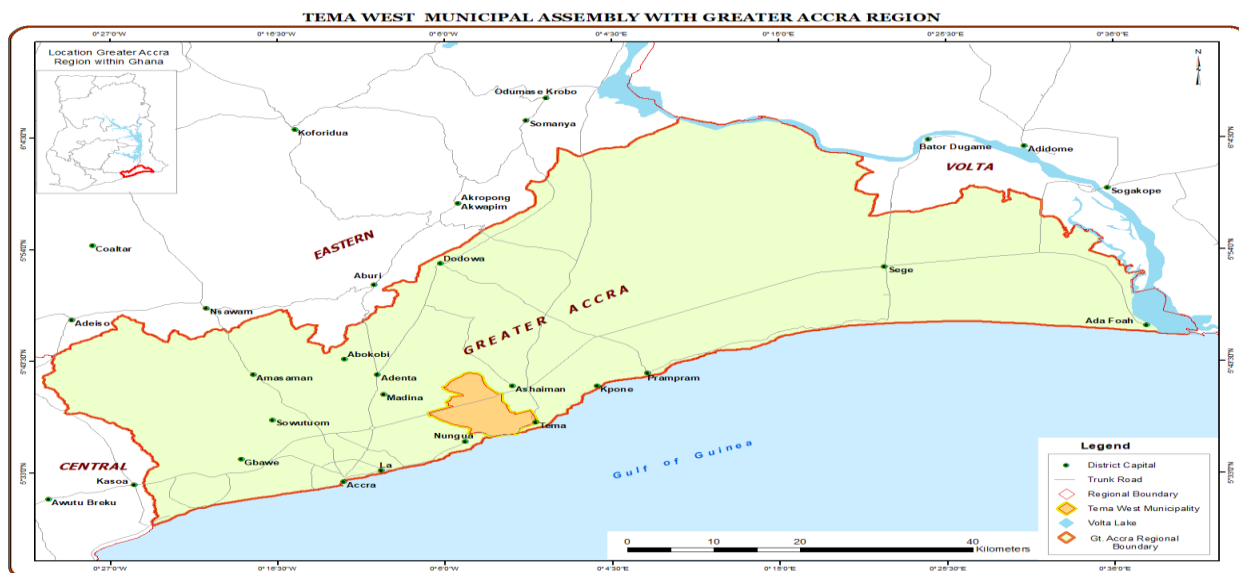
2.2 MUNICIPAL PROFILE

The Tema West Municipal Assembly (TWMA) is one of the 10 newly created MMDAs in the Greater Region of Ghana situated in the South Eastern and diagonally located between Latitudes 5°42'00' N and Longitudes 0°00'30' W and Latitudes 5°36'20' S and Longitudes 0°7'10' W. It has a total land area of about 66.8 square km, which represents almost 2.1 percent of the total land size of the Greater Accra Region. The Municipal Assembly was carved from the Tema Metropolitan Assembly and was inaugurated on 15th March, 2018. The Assembly was established with Legislative Instrument (LI) 2317.

The Municipal Assembly shares boundaries with Krowor Municipality to the West, Adentan to the North –West, Kpone to the North, Ashaiman Municipality to the North - East, and the Tema to the East, with the Gulf of Guinea sharing the south-eastern boundaries.

Community 2 is the District capital of the Tema West Municipal Assembly and is located at the south eastern part of the Municipality, and lies close to the coast. The location of the Municipality makes it economically viable in relation to the many Companies and Industries existing in the area. Figure 1 shows Tema West Municipal Assembly in Regional context.

Figure 2.1 TWMA in Regional Context

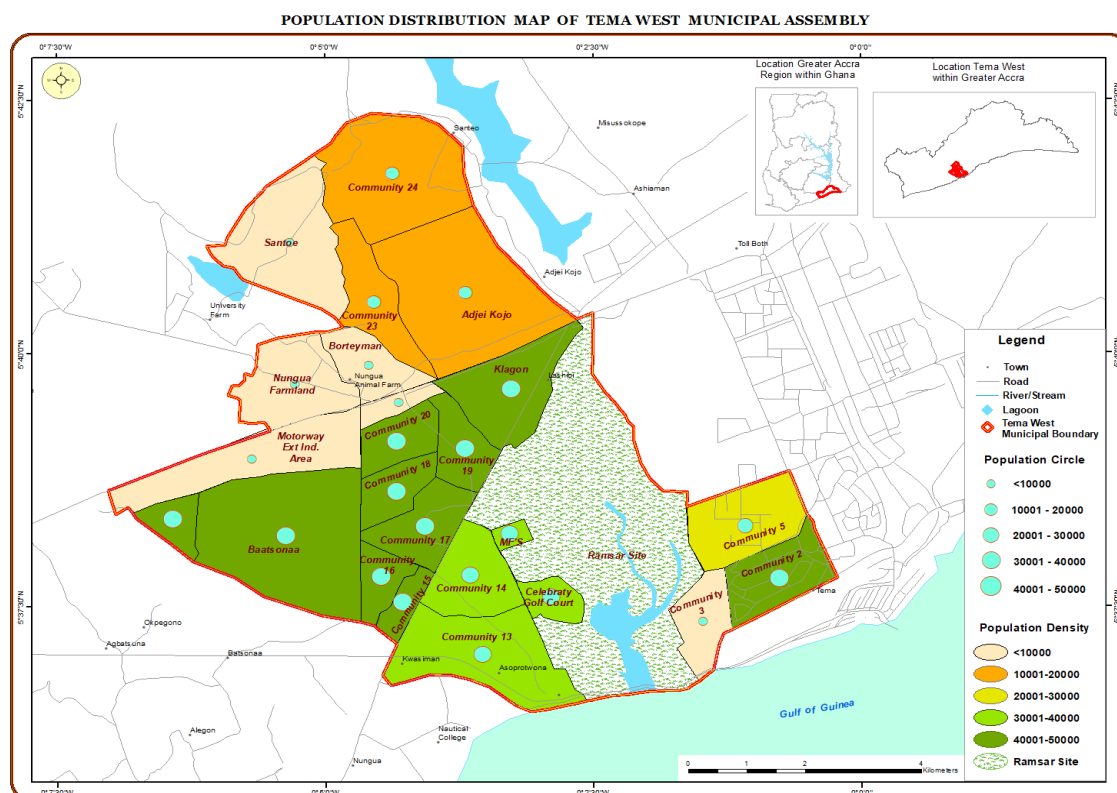


Source: CERSGIS, 2018

2.2.1 Population and Demographic Characteristics

According to the 2010 Population and Housing Census, the total population of the Tema West Municipal Assembly was 125,046. This consists of 60,331 males representing 48.2% and 64,715 females representing 51.8%. The 2017 projected population of the Municipality is 150,007. This population is expected to grow up to 166,448 by 2021 based on the year 2017 growth rate of 2.6%. The distribution of the population of Tema West Municipality shows that the age group 25-29 recorded the highest population with 11.8 percent while age groups 90-94 and 95-99 had the least share of the population which represents 0.1 percent each respectively. The total age dependency ratio for Tema West municipality for both sexes is 50%. The male age dependency ratio is 51.3 percent while that of the female is 48.7 percent. Tema West municipality has a youthful population with the age cohorts 0-4, 20-24 and 25-29 having the highest share in the distribution. The age-sex structure is broad based, indicating a high concentration of people with younger age.

Figure 2.2: Population Distribution Map of TWMA



2.2.1 Composition of the Assembly

- The Assembly membership is 16
- 11 elected and
- 5 appointed Assembly members and
- 1 Member of Parliament
- A Chief Executive
- The Municipal Assembly is in the process of creating two zonal councils within the Municipality

2.2.2 Structure of the Local Economy

The local economy of Tema West Municipality is made up of Agriculture, Industry and Commerce/Services

- **Agriculture**
- Crops cultivated include onion, okro, cassava, maize, tomato and pepper

- Fishing; The fishing sector plays a key role in the Municipal economy. Cassava fish, herrings and mackerel are some of the fish species captured by fishermen
- **Manufacturing Industries**
- There are quite a number of industries in the Municipality. These comprises light and heavy industries some of which include, Kasapreko, Royal Packaging, Coca-Cola Ghana, Weave Ghana, etc
- **Commerce/Services**
- The service sector in the Municipality covers a wide range of tertiary activities.
- These include hairdressing, driving, selling and petty trading; tailoring and dressmaking

2.3 POLICY OBJECTIVES

- Ensure improved fiscal performance and sustainability
- Improve business financing
- Support entrepreneurs and SME development
- Improve production efficiency and yield
- Promote agriculture as a viable business among the youth
- Diversity and expand the tourism industry for economic development
- Develop competitive creative arts industry
- Enhance inclusive and equitable access to, and participation in quality education at all levels
- Strengthen school management system
- Ensure affordable, equitable, easily accessible and Universal Health Coverage (UHC)
- Eradicate poverty in all its forms and dimensions
- Ensure effective child protection and family welfare system
- Promote full participation of PWDs in social and economic development
- Reduce environmental pollution
- Promote proactive planning for disaster prevention and mitigation
- Improve efficiency and effectiveness of road transport infrastructure and services
- Improve quality of life in slums, Zongos and inner cities
- Strengthen fiscal decentralization
- Promote the fight against corruption and economic crimes

2.4 KEY DEVELOPMENT PROBLEMS /ISSUES/GAPS

- Poor state of market infrastructure
- High interest rate affecting the development of small to medium scale businesses.
- Sanitation Challenges
- Low academic performance
- Limited employment opportunities for the youth
- Development control challenges
- Rapid increase in Slums
- The challenge of dynamite and light fishing
- Inadequate land for Urban Agriculture.
- Youth delinquencies and its attendant problems; gambling, smoking, drug abuse, prostitution, teenage pregnancies

2.5 VISION, MISSION AND CORE FUNCTION

Vision

The Assembly envisions “To be a model of Decentralization and Economically effective Municipality in providing sustainable client oriented services to its people”.

Mission

“The Tema West Municipal Assembly exist to provide socio-economic and spatial development through the innovative mobilization and utilization of quality human and material resources to improve the living conditions of its people”.

Core Function

The Assembly was established with Legislative Instrument (LI) 2317. The Municipal Assembly is required to perform all the functions conferred on District Assemblies by the Local Governance Act (2016), Act 936.

- The core functions of the Assembly are outline below
- Exercise political powers and administrative authority in the Municipality, provide guidance, give direction to, and supervise other administrative authorities in the Municipality.
- Responsible for the overall development of the Municipality and shall ensure the preparation and
- Submission of development plan and budget through RCC for approval by MOF.

- The day-to-day administration of the Metropolis.
- Implementation of Government policies and programmes.
- Mobilization of material and human resources for the development of the metropolis.
- Management of the allocation of District Assemblies Common Fund and other grants.
- Passing and enforcement of bye-laws to regulate public behaviour.
- Preparation and approval of development plans to regulate/control physical development.
- Ensuring peace and security in the Metropolis.
- Supervision of sub-structures of the Assembly.
- Investing in income-generating activities.
- Assuming responsibility for the overall development of the Municipality.
- To facilitate the promotion of tourism in the Metropolis in co-operation with other concerned stakeholders
- To render relief services in the form of supply of material during natural disasters

CHAPTER THREE

3.1 IMPLEMENTATION OF ANNUAL PLAN LINKED TO PROGRAMME BASED BUDGET

Annual Action Plan of TWMA -2020 Linked to the PBB

ADOPTED: GOAL(S): BUILD A PROSPEROUS SOCIETY															
NO.	PROGRAMMES SUB-PROGRAMMES OF TWMA	ACTIVITIES (OPERATIONS)	LOCATION	BASELINE	OUTPUT INDICATORS	TIME FRAME				INDICATIVE BUDGET			IMPLEMENTATION		PBB PROGRAMME
						1	2	3	4	GHC GOG	GHC IGF	GHC DONOR	LEAD	COLLAB.	
1.	Economic Dev't (SP4.3: Agric Development)	Register and provide inputs for farmers in the Municipality under the Planting for food and Jobs programme	Municipal wide		100 farmers registered and inputs provided						10,000		Agric Direct orate	Central Admin.	Economic Development
2.	Economic Development (Agric Development)	Organize Research-Extension Linkage-Committee (RELC) meeting for 50 participants	Municipal wide		RELC meeting organized						5,000		Agric Direct orate	Central Admin.	Economic Development
3.	Economic Development (Agric Development)	Organize 4 farmers field days on best practices on crop production	Municipal wide		Farmer field day on best practices organized.					17,817			Agric Direct orate	Central Admin.	Economic Development
4.	Environmental & Sanitation Management (Climate change adaptability)	Planting special trees species to reduce the effects of wind storm and environmental degradation	Comm 18		100 trees planted to reduce the effects of wind storm and environment degradation					20,000			Agric Directorate	Central Admin.	Economic Development
5.	Economic Development (Agric Development)	Conduct 2 demonstrations on proper feed formulation and train farmers (especially women) on good animal husbandry practices	Municipal wide		2 demonstrations on proper feed formulation and train 100 farmers on good animal husbandry practices Conducted					10,000			Agric Directorate	Central Admin.	Economic Development
6.	Economic Development (Agric Development)	Organize 6 zonal demonstrations and train (processors & market women) on utilization of local foods to reduce malnutrition (balanced diet) and value addition and create wealth	Municipal wide		6 zonal demonstrations and train 100 on utilization of local foods to reduce malnutrition and value addition Organized						10,000		Agric. Dept.	Central Admin.	Economic Development

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						1	2	3	4	GHC GOG	GHC IGF	GHC DONOR	LEAD	COLLAB.	
7.	Economic Development (Agric Development)	Carry out vaccinations and prophylactic treatment of (dogs, cats, poultry, etc) in the Municipality	Municipal wide		vaccinations of 100 of animals in the Municipality organized					20,000			Agric Directorate	Central Admin.	Economic Development
8.	Economic Development (Agric Development)	Training for fisher men and women on aquaculture management	Municipal wide		100 fisher men and 100 women trained on aquaculture management					20,000			Agric. Dept.	Central Admin.	Economic Development
9.	Economic Development (Agric Development)	Organize farmers day celebration	Municipal wide		Farmers day celebration Organized					40,000			Agric. Dept.	Central Admin.	Economic Development
10.	Tourism Devt (Support for Tourism Devt)	Promote tourism devt through awareness creation and follow up programmes	Municipal wide		Tourism devt through awareness creation and follow up programmes promoted						9,000		Central Admin	Central Admin.	Economic Dev't (Trade, Tourism & Indus Dev't)
11.	Tourism Devt (Support for Tourism Devt)	Support and promote traditional festival celebration	Municipal wide		Traditional festivals supported						20,000		Central Admin	Central Admin.	Economic Dev't (Trade, Tourism & Indus Dev't)
12.	Environmental & Sanitation Management (Env'tal Protection & waste Mgt.)	Support Clean-up Sanitation Campaign and enforce of Sanitation Bye-Laws	Municipal Wide		Clean-up exercise conducted and Sanitation Bye-Laws enforced					500,000	500,000		Waste Management	Env. Health Unit	Environmental & Sanitation Management
13.	Social Service Delivery (Education Youth and Sports)	Organize SHEP activities	TWMA		SHEP activities organised					12,000	10,000		Education Directorate	Central Admin.	Social Service Delivery
14.	Social Service Delivery (Education Youth and Sports)	Support School feeding Programme	TWMA		School feeding Programme supported						25,000		Education Directorate	Central Admin.	Social Service Delivery
15.	Social Service Delivery (child protection)	Adjudicate /Arbitrate cases relating to Child / Family Welfare	Municipal Wide		Adjudicated /Arbitrated cases relating to Child / Family Welfare						1,830		SWCD	Central Admin.	Social Service Delivery

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16.	Social Service Delivery <i>Child protection</i>	Stakeholders meeting with proprietors/proprietresses and care givers of vulnerable groups	TWMA		Stakeholders meeting with proprietors/ proprietresses and care givers of vulnerable groups Organized						7,829		SWCD	Central Admin.	Social Service Delivery
17.	Social Service Delivery <i>child protection</i>	Organize and train 120 women in Liquid soap, Bleach, powder soap and bead making	Municipal Wide		120 women trained in Liquid soap, Bleach and powder soap Trained 120 women in bead making						15000		SWCD	Central Admin.	Social Service Delivery
18.	Social Service Delivery	Support PWDs with resources and skills training and disburse the 3% allocation	Municipal Wide		PWDs trained and resources supplied					152,000	28,338	10000	SWCD	Central Admin.	Social Service Delivery
19.	Social Service Delivery	Organise study group meeting on Entrepreneurship & management for 100 women SMEs	Municipal Wide		Study group meeting on Entrepreneurship & management for 100 women organized						5,040		SWCD	Central Admin.	Social Service Delivery
20.	Social Service Delivery	Facilitate the implementation of LEAP projects	Municipal Wide		Implementation of LEAP projects supported					5,000			SWCD	Central Admin.	Social Service Delivery
21.	Social Service Delivery <i>(Social Protection)</i>	Organize Health Screening for 150 Aged	Municipal Wide		Health Screening for 150 Aged organised						10,000		SWCD	Central Admin.	Social Service Delivery
22.	Social Service Delivery <i>(protection for vulnerable)</i>	Support Vulnerable groups against Covid-19 Pandemic	Municipal wide		Vulnerable groups supported and sensitized against Covid-19					160,000			Central Admin	Central Admin	Social Service Delivery
23.	Social Service Delivery <i>(protection for vulnerable)</i>	Commemoration of world day against child labour	Municipal Wide		world day against child labour commemorated						8000		SWCD	Central Admin.	Social Service Delivery
24.	Social Service Delivery <i>(Education Youth and Sports)</i>	Construction of 1 No Community library at Community 14	Sakumono		1 No. community library at Community 14 Constructed					450,000			Works Dep't	Central Admin.	Social Service Delivery

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25.	Infrastructure Delivery & Management (Education Youth and Sports)	Construction of Fence wall Sandcrate Block Wall at Community 14 (E-Block)	Sakumono		Fence wall at E-Block school in Community 14 Constructed					500,000			Works Dept't	Central Admin.	Infrastructure Delivery & Management
26.	Infrastructure Delivery & Management (Education Youth and Sports)	Construction of 1No. 2-storey Boys dormitory at Comm. 14 (E-Block)	Sakumono		1No. 2-storey Boys dormitory at Comm. 14 (E-Block) constructed						950,000		Works Dept't	Central Admin.	Infrastructure Delivery & Management
27.	Infrastructure Delivery & Management (Education Youth and Sports)	Construction of 1No. 2-storey Health Directorate office complex at Sakumono	Sakumono		1No. 2-storey Health Directorate office complex at Sakumono Constructed					950,000			Works Dept't	Central Admin.	Infrastructure Delivery & Management
28.	Social Service Delivery (Education Youth and Sports)	Organize School enrolment through "My First Day at School" with emphasis on girl child	Municipal Wide		School enrolment through "My First Day at School" organised						20,900		Municipal Education Directorate	Central Admin.	Social Service Delivery
29.	Social Service Delivery (Health Services)	Renovation of outhouse for use as Office for TWMA staff at Baatsona	Municipality		Outhouse for use as Office for TWMA staff renovated						350,000		Works Dept.	Health Directorate	Social Service Delivery
30.	Social Service Delivery (Health Services)	Support Immunization Services for vulnerable people and children	Municipal Wide		Immunization Services Supported					8,000	6,000		Health Directorate	Central Admin.	Social Service Delivery
31.	Social Service Delivery (Health Services)	Support maternal health, Family Planning, OPDs in all public health facilities and outreaches	Municipal Wide		Support for maternal health, Family Planning, OPDs in all public health facilities and outreaches Provided					18,000			Health Directorate	Central Admin.	Social Service Delivery
32.	Social Service Delivery (Health Services)	Support nutrition related activities in all public health facilities and outreaches	Municipal Wide		Support for proper nutritions in all public health facilities and outreaches Provided					30,000			Health Directorate	Central Admin.	Social Service Delivery
33.	Social Service Delivery (Health Services)	Undertake Edu. prog on HIV/AIDS, STIs & TB	Municipal Wide		Undertook Edu. prog on HIV/AIDS, STIs & TB					10,000			Health Directorate	Central Admin.	Social Service Delivery

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						1	2	3	4	GHC GOG	GHC IGF	GHC DONOR	LEAD	COLLAB.	
34.	Infrastructure Delivery & Management (Public Works Service)	Provision, Repair and maintenance of street lights within the Municipality	Municipal Wide		Repaired and maintained street lights within the Municipality					300,000			Works Dep't	Central Admin.	Infrastructure Delivery & Management
35.	Infrastructure Delivery & Management (Public Works Service)	Construction of Police Station at Kanewu, Adjei Kojo	Kanewu, Adjei Kojo		Police post at Adjei Kojo Constructed						500,000		Works Dep't	Central Admin.	Infrastructure Delivery & Management
36.	Infrastructure Delivery & Management (Public Works Service)	Construction of 3 No. Mechanized Boreholes at Texpo Market, Community 2 Polyclinic and Klagon Market for Women to combat the effect of covid 19 pandemic and improve their businesses	Baatsona, Klagon		Boreholes at Texpo and Klagon Market for women drilled					77,000			Works Dep't	Central Admin.	Infrastructure Delivery & Management
37.	Infrastructure Delivery & Management (urban Roads Mgt)	Provision and installation of road signs at Chapel Square, Fridays, MPs Flat, Vivian farm Area Roads	Sakumono		Roads signs provided at sakumono selected roads						115,000		DUR	Central Admin.	Infrastructure Delivery & Management
38.	Land Use Management (Street Address System)	Facilitate the preparation of Street Address Map, Data Base and signages	Municipal Wide		Facilitated the preparation of Street Address Map, Data Base and signages					50,000	125,000		MPPD	MDPU	Budget & Finance
39.	Disaster Prevention & Management (Public Sensitization)	Awareness Creation and sensitization exercise on Safety and First Aid Treatment at the 2 Beaches	Municipal Wide		Disaster Risk Reduction Education and Sensitization organized						12,500		NADMO	Central Admin	Env'tal Sani Mgt (Disaster Prev. & Mgt.)
40.	Disaster Prevention & Management (Beach safety)	Organize sensitization programmes on Disaster Risk Reduction in communities & markets (fire, disease epidemics, flood etc) and Embark on regular visits to institutions/companies to ensure compliance with safety measures	Municipal Wide		sensitization programmes on Disaster Risk Reduction in communities and markets organized					5,000	9,000		NADMO	Central Admin	Env'tal Sani Mgt (Disaster Prev. & Mgt.)
41.	Disaster Prevention & Management (Flood Prevention)	Embarked on Climate Change project to engage pupils and youth on environment and sanitation cleanliness, disaster preparedness & risk reduction	Municipal Wide		Climate Change project to engage pupils and youth on environment and sanitation cleanliness, disaster preparedness & risk reduction organized					6,000	19,000		NADMO	Central Admin	Env'tal Sani Mgt (Disaster Prev. & Mgt.)

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						1	2	3	4	GHC GOG	GHC IGF	GHC DONOR	LEAD	COLLAB.	
42.	Disaster Prevention & Management (Public Sensitization)	Public Awareness and early flood warning sensitization	Municipal Wide		Public Awareness and early flood warning sensitization organized						12,600		NADMO	Central Admin	Env'tal Sani Mgt (Disaster Prev. & Mgt.)
43.	Disaster Prevention & Management (Public Sensitization)	Monitor and conduct periodic inspection and identify man-made hazards and report to management	Municipal Wide		Monitored and conducted periodic inspection and identify man-made hazards and reported to management						35,000		NADMO	Central Admin	Env'tal Sani Mgt (Disaster Prev. & Mgt.)
44.	Disaster Prevention & Management (Public Sensitization)	Plant trees along the Ramsar site to reduce the harmful effect of climate change	Municipal Wide		Trees along the Ramsar site to reduce the harmful effect of climate change planted						87,000		NADMO/ Environmental Health Unit	Central Admin	Env'tal Sani Mgt (Disaster Prev. & Mgt.)
45.	Environmental & Sanitation Management	Cleaning of lorry parks, street, markets and plant trees to mitigate climate change effects	Municipal Wide		Refuse evacuated and trees planted within the Municipality						150,000		Environmental Health Unit	Central Admin.	Environmental & Sanitation Management
46.	Environmental & Sanitation Management	Control pests and vectors, Fumigate sanitary sites and derating of markets.	Municipal Wide		Pest and vectors controlled. Markets derated and sanitary sites fumigated						110,000		Environmental Health Unit	Central Admin.	Environmental & Sanitation Management
47.	Environmental & Sanitation Management	Identified and properly bury paupers in the Municipality	Municipal wide		Paupers identified and buried						20,000		Environmental Health Unit	Central Admin.	Environmental & Sanitation Management
48.	Environmental & Sanitation Management (Environmental Protection mgt.)	Facilitate efficient management of liquid waste in the Municipality	Municipal Wide		Facilitated efficient management of liquid waste in the Municipality					500,000	200,000		Waste Mgn't	Env. Health Unit	Environmental & Sanitation Management
49.	Environmental & Sanitation Management (Environmental Protection and Waste Mgt)	Facilitate efficient management of solid waste (source segregation) in the Municipality	Municipal Wide		Facilitated efficient management of solid waste in the Municipality					1,000,000	300,000		Waste Mgn't	Env. Health Unit	Environmental & Sanitation Management

ADOPTED: GOAL(S): BUILD A PROSPEROUS SOCIETY

NO.	PROGRAMMES SUB-PROGRAMMES OF TWMA	ACTIVITIES (OPERATIONS)	LOCATION	BASELINE	OUTPUT INDICATORS	TIME FRAME				INDICATIVE BUDGET			IMPLEMENTATION		PBB PROGRAMME
						1	2	3	4	GHC GOG	GHC IGF	GHC DONOR	LEAD	COLLAB.	
50.	Environmental & Sanitation Management	Undertake Food hygiene education for food vendors and School Feeding Caterers, medical screening and inspection visits	Municipal Wide		Food vendors and School Feeding Caterers educated, screened and						30,000		Waste Mgn't	Env. Health Unit	Environmental & Sanitation Management
51.	Management & Administration (Planning and Coordinating)	Carry out PFM/Town hall meetings to engage stakeholders in the Municipality	Municipal wide		Carried out PFM/Town hall meetings to engage stakeholders in the Municipality					60,000			Public Relation Unit	Dev't planning Unit	Management & Admin.
52.	Management & Administration (General Adm)	Develop the capacity of Staff and Assembly members (Internal and External)	TWMA		Capacity of Staff and Assembly members (Internal and External) developed					100,000			HR Unit	Central Admin.	Management & Administration
53.	Management & Administration (Planning and Coordinating)	Improve stakeholder involvement through the regular update of official website, radio discussions and feedback ('Time With TWMA' at Obonu FM), media briefing/ press releases, etc.	TWMA		Official website updated, radio discussions and feedback ('Time With TWMA' at Obonu FM), media briefing/ press releases, etc. organized					100,000			Central Admin.	Central Admin.	Management & Administration
54.	Management & Administration (General Adm)	Conduct monitoring and evaluation for all projects	Municipal Wide		M&E activities organized					120,000			Central Admin.	Central Admin.	Management & Administration
55.	Transparency & accountability (Statutory meetings)	Organize all mandatory & statutory meetings in the Assembly	Municipal wide		All meetings organized					500,000			Central Admin.	Central Admin.	Management & Administration
56.	Infrastructure Delivery & Management	Rehabilitation and Landscaping of Mangoase TWMA Daycare Centers	Mangoase Community 2		TWMA Daycare Centers rehabilitated					138,000			Works Dep't	Municipal Education Directorate	Infrastructure Delivery & Management
57.	Infrastructure Delivery & Management (Urban Roads Mgt)	Construction of speed humps on community 16 roads, Jubail hospital roads and Ezra roeads	Municipal Wide		Speed rumps constructed at community 16 roads					552,044.91			DUR	Central Admin.	Infrastructure Delivery & Management
58.	Infrastructure Delivery & Management (Urban Roads Met)	Road line marking Chapel Square, Fridays, MPs Flat, Vivian Farm Area roads	Sakumono		Road line marked at selected sakumono roads					55,000.00			DUR	Central Admin.	Infrastructure Delivery & Management

ADOPTED: GOAL(S): BUILD A PROSPEROUS SOCIETY															
NO.	PROGRAMMES SUB-PROGRAMMES OF TWMA	ACTIVITIES (OPERATIONS)	LOCATION	BASELINE	OUTPUT INDICATORS	TIME FRAME				INDICATIVE BUDGET			IMPLEMENTATION		PBB PROGRAMME
						1	2	3	4	GHC GOG	GHC IGF	GHC DONOR	LEAD	COLLAB.	
59.	Infrastructure Delivery & Management (Public Works Service)	Construction of 3-unit classroom block for Ibaadu Rahman Islamic Centre, Lashibi	Lashibi		3-unit classroom block constructed					500,000			Works Dep't	Municipal Education Directorate	Infrastructure Delivery & Management
60.	Infrastructure Delivery & Management (Public Works Service)	Construction of 1no. 4-unit KG block with ancillary facilities, Adjei Kojo	Adjei Kojo		4-unit KG block with ancillary facilities constructed					550,000			Works Dep't	Municipal Education Directorate	Infrastructure Delivery & Management
61.	Infrastructure Delivery & Management (Public Works Service)	Rehabilitation of School Dining Hall at Tetteh Ocloo School of the deaf, Adjei Kojo	Adjei Kojo		Dinning Hall at Tetteh Ocloo school for the Deaf rehabilitated					350,000			Works Dep't	Municipal Education Directorate	Infrastructure Delivery & Management
62.	Infrastructure Delivery & Management (Public Works Service)	Pavement of compound at Tetteh Ocloo School of the Deaf, Adjei Kojo	Adjei Kojo		Pavement of compound at school for the Deaf done					250,000			Works Dep't	Municipal Education Directorate	Infrastructure Delivery & Management

CHAPTER FOUR

MONITORING AND EVALUATION

4.1 INTRODUCTION

Monitoring and evaluation intend to ensure that the implementation process conforms to identifiable indicators and the expected target are achieved.

4.2 MONITORING

Monitoring seeks to ensure that at each stage of the implementation process the set target are achieved. It also helps in identifying deviations and causes of such deviation.

At the municipal level, monitoring and evaluation of development programmes and project is the sole responsibility of the Municipal Planning and Co-ordinating Unit (MPCU), which is the technical secretariat of the Municipal Assembly. The Units/Departments submit monitoring and evaluation reports on all project to the Assembly for consideration

The MPCU starts monitoring as soon as the actual implementation of project begins. The Unit therefore, particularly, look for the following in the process of monitoring:

- Whether the progress of the project is on schedule
- Whether the quality of work is done up to the prescribed standard, and
- Whether input arrive on the site at the appropriate time and in the right quantities.

4.3 EVALUATION

Most evaluation at the municipal level is usually ex-posto facto and often conducted to ascertain whether the resources provided are producing the expected output and benefit and whether these benefits reach the target population

For reliable results, the MPCU should conduct ex-posto facto evaluation at end of the action plan period. It is assumed that one year is a period long enough for the impact of the project on the beneficiaries to be evident.

4.4 CONCLUSION

The 2020 Annual Action plan has captured all the necessary projects and programmes for the third development year of the district Four-Year Development Plan that would lead to the attainment of the district goal and objectives. It also shows how funds would be mobilized to accomplish those projects and programmes by linking annual budget with the programme of action.

It is expected that the successful implementation of the Action Plan would lead to the realisation of the district goal of creating prosperity and equal opportunity for all in order to create wealth for the people in the Municipality.