

# **TEMA WEST MUNICIPAL ASSEMBLY**



## **ANNUAL ACTION PLAN 2025**

**OF THE MEDIUM TERM DEVELOPMENT PLAN 2022-2025**

**October, 2024**

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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 2025

#### 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 2025 Annual Action Plan is the fourth/last development plan of the Four-Year Plan 2022-2025 of the Tema West Municipal Assembly. The plan seeks to achieve all uncompleted projects and programmes roll over from 2024 and projects identified for implementation within the fourth year of the Medium Term Development Plan ‘**Agenda for Jobs 2**’. 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 2025 Action Plan captures those projects 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 2025 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 2022-2025. 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, 2016, 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 2022-2025 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:

1. Build a prosperous country
2. Create opportunities for all
3. Safeguard the natural environment and ensure a resilient built environment
4. Maintain a stable, united and safe society
5. Mainstream emergency planning and preparedness at the District level to respond to threats (including COVID-19)
6. Improve delivery of development outcomes at all levels

The 2025 Action Plan is therefore a prerequisite guide for development action as to what, where, when, a project or programme should be accomplished 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 2025
- Plan for projects or programmes whose implementation facilitates the realization 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.

## **2.1 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
- Diversify 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

## **2.2 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

## **2.3 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 NDPC.
- The day-to-day administration of the Municipality.
- Implementation of Government policies and programmes.
- Mobilization of material and human resources for the development of the Municipality.
- 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 Municipality.
- 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 TWO**

### **GOAL, OBJECTIVE AND STRATEGY**

#### **GOAL, OBJECTIVE AND STRATEGY**

##### **2.4 INTRODUCTION**

The 2025 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 from the guidelines contained in the 2022-2025 National Development Policy Framework alongside the municipal's own vision and aspiration after a series of stakeholder meetings based on the development focus of the district and 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 realization of the annual action plan lead to the achievement of the perspective plan.

##### **2.5 Municipal Development Goals, Objectives and Strategies**

The goals set after interaction with beneficiary stakeholders of the plan (the community, Municipal Administration, various government departments/agencies, NGOs, traditional authorities, etc). the municipal medium-term goals are as follows;

- Build a Prosperous Local Economy
- Opportunity for all
- Safeguard the natural environment and ensure a resilient built environment
- Maintain a Stable, United and Safe Community

- Mainstream emergency planning and preparedness into District’s development planning agenda to respond to potential threats
- Improve delivery of development outcomes within the District

Ultimately, the overarching goal is to promote socio-economic development and improve the standard of living of the people in the municipality without compromising the environment.

The objectives and strategies to achieve the above stated goal are outlined in conjunction with the thematic areas as stated in Table 2.1 based on the development focus and priorities of the District:

**Table 2.1: Goals, Focus Areas, Objectives and Strategies linked to MTNDPF**

FOCUS AREA	ISSUES	OBJECTIVES	STRATEGIES	NATIONAL LINKAGES
<b>Goal: Build a Prosperous local Economy</b>				
Private sector Development	<ul style="list-style-type: none"> <li>• Poor state of market Infrastructure</li> <li>• Limited access to credit for SMEs</li> <li>• High cost of stores cutting the low-income group</li> </ul>	Increase private sector Development	Renovation and construction of market infrastructure Organize trainings entrepreneurs on how to access credit (SDG Target 8.10, 9.3)	<b>3.3</b> Support entrepreneurs and MSME Development (3.3.3, 3.3.6) <b>3.4</b> Enhance domestic trade (3.4.5)
Strong and Resilient Economy	<ul style="list-style-type: none"> <li>• Revenue under performance</li> </ul>	To increase the generation of IGF	Eliminate revenue collection leakages through field auditing (SDG Target 16.5, 16.6, 17.1) Organise training for revenue collectors (SDG Target 16.6)	<b>1.2</b> Enhance Resource mobilization (1.2.1, 1.2.3)
Tourism Development	<ul style="list-style-type: none"> <li>• Lack of recreational areas</li> </ul>	Expand tourism infrastructure for economic development	Develop recreational centres within the Municipality through PPP (SDG Target 8.9, 12b)	<b>6.1</b> Diversify and expand the tourism industry for economic development (6.1.3, 6.1.4,)
Agriculture and Rural development	<ul style="list-style-type: none"> <li>• Inadequate lands for farming</li> </ul>	Increase private sector investment	Engage stakeholders (chiefs, land owners) on the need to release land for agricultural purposes	<b>4.1</b> Create an enabling agribusiness environment (4.1.9)
	<ul style="list-style-type: none"> <li>• Inadequate veterinary staff</li> </ul>	To increase small livestock productivity	Carry out disease surveillance and	<b>4.7</b> Promote livestock and poultry development for food security and income generation (4.7.8, 4.7.9, 4.7.10)

FOCUS AREA	ISSUES	OBJECTIVES	STRATEGIES	NATIONAL LINKAGES
		through promotion of good husbandry practices and provision of veterinary services	bio-security in livestock Conduct trainings for farmers on good animal husbandry practices	
	• Inadequate investment in processing and value addition	To investment in processing and value addition	Train farmers and food processors on the utilization of local foods and value addition	<b>4.2</b> Improve Public-Private investments in the agricultural sector (4.2.2)
	• High cost of energy for irrigational facilities	To introduce different ways irrigation	Train farmers on different ways to irrigate their farms (SDG Target 7.2)	<b>4.3</b> Modernize and enhance agricultural production systems (4.3.8)
	• Low productivity and poor handling of livestock or poultry products	To increase small livestock productivity through promotion of good husbandry practices and provision of veterinary services		<b>4.7</b> Promote livestock and poultry development for food security and income generation (4.7.1, 4.75)
<b>Goal: Opportunity for all</b>				
Education and Training	Inadequate infrastructure/furniture in schools • Inadequate SHS • Inadequate Special schools	To develop equitable education for all	Construct more classroom blocks for schools with less classrooms Provide more furniture to schools lacking furniture (SDG Target 4.1, 4.3, 4.a, 4.c)	<b>Social Development</b> <b>1.1</b> Enhance equitable access to, and participation in quality education at all levels (1.1.1, 1.1.10, 1.1.16)
	• Absence of public vocational school	To improve skills development within the Municipality	Construction of a vocational infrastructure Promote the importance of TVET education (SDG Targets 4.3, 4.4, 4.5)	<b>Social Development</b> <b>1.2</b> Strengthen competency-based skills development in technical and vocational training
Health and Health Services	• Inadequate health infrastructure	Ensure sustainable, affordable,	Construction and upgrading of Polyclinic to a	<b>Social Development</b>

FOCUS AREA	ISSUES	OBJECTIVES	STRATEGIES	NATIONAL LINKAGES
		equitable, easily accessible health care services	Municipal hospital (SDG target 3.8, 3.c) Capacity building on key CHPS activities for CHPS operations (SDG target 3.8, 3.c, 16.6)	<b>2.1</b> Ensure accessible, and quality Universal Health Coverage (UHC) for all (2.1.1, 2.1.2, 2.1.3)
	• Inadequate Health Personnel	Enhance efficiency in health management systems	Capacity building of Sub-district leaders on data management (SDG Target 3.8, 3.c, 17.18) Integrated supportive supervision, monitoring and evaluation (SDG Target 3.c, 16.6)	<b>Social Development</b> <b>2.3</b> Strengthen healthcare delivery management system (2.3.1, 2.3.2, 2.3.7)
	• Prevalence of HIV/AIDS	Intensify prevention and ensure the reduction of new HIV/AIDS infections especially among the vulnerable groups	Intensify sensitization, counselling and testing of HIV (SDG Target 3.3, 3.7) Continue with the sensitization to eliminate mother-to-child transmission (SDG Target 3.3, 3.7) Continue supporting patients with Antiretroviral therapy (SDG Target 3.3, 3.7, 3.8)	<b>Social Development</b> <b>2.6</b> Reduce the incidence of new HIV, AIDS/STIs and other infections, especially among vulnerable groups (2.6.1, 2.6.2, 2.6.5)
Sports and Recreation	• Poor state of sports infrastructure	Improve sports and recreational infrastructure for all	Partner with investors to construct and renovate sports infrastructure (SDG Target 17.7)	<b>Social Development</b> <b>10.1</b> Enhance sports and recreational infrastructure for all (10.1.1, 10.1.2)
Social Protection	• Low coverage of LEAP	Improve the coverage of social protection programmes	To disburse LEAP funds to the poorest households (SDG Target 1.3, 1.4, 2.3, 5.4, 10.4, 14.b)	<b>Social Development</b> <b>12.1</b> Strengthen Social protection for the vulnerable (12.1.2, 12.1.5, 12.1.6)
Child Protection and Development	• No shelter for missing and abandoned children	To set standards and protect the rights of children	Intensify sensitization on child rights promotion Partner with private organization for the construction of	<b>Social Development</b> <b>7.2</b> Promote the rights and welfare of children

FOCUS AREA	ISSUES	OBJECTIVES	STRATEGIES	NATIONAL LINKAGES
			shelters and care givers	
Disability-Inclusive Development	<ul style="list-style-type: none"> <li>Non-involvement of Persons with Disabilities (PWDs) decision making</li> </ul>	To empower PWDs to be Self-reliant and independent	Identification, registration, vetting, disbursement and monitoring of PWDs (SDG Target 16.6) Sensitization of PWDs on social Inclusion interventions	<b>Social Development</b> <b>13.1</b> Promote equal opportunities for Persons with Disabilities in social and Economic development (13.1.2, 13.1.5)
Water and Environmental Sanitation	<ul style="list-style-type: none"> <li>Irregular flow of water</li> </ul>	Improve access to safe, reliable and sustainable water supply services for all	Sensitize the public on the efficient use of water Engage the Ghana water company for discussion on the regular flow	<b>Social Development</b> <b>6.1</b> Improve access to safe, reliable and sustainable water supply services for all (6.1.4, 6.1.7)
	<ul style="list-style-type: none"> <li>Open defecation at the beaches</li> <li>Poor waste management in schools</li> <li>Inadequate transfer station</li> </ul>	Enhance access to improved and sustainable environmental sanitation services	Prosecute culprit of open defecation Intensify sensitization on open defecation Implement sanitation plan (SDG Target 16.6) Continue the partnership with GASSLIP on the provision of household toilets (SDG Target 6.1, 6.2)	<b>Social Development</b> <b>6.2</b> Enhance access to improved and sustainable environmental sanitation services (6.2.1, 6.2.3, 6.2.6)
<b>Goal: Safeguard the natural environment and ensure a resilient built environment</b>				
Protected Areas	<ul style="list-style-type: none"> <li>Encroachment of the Ramsar Site</li> </ul>	Protect the Ramsar Site	Planting of trees in the Ramsar site Involve community in the protection of the reserved area (SDG Target 6.a, 6.b)	<b>Social Development</b> <b>1.1</b> Improve forest and protected areas (1.1.1, 1.1.8, 1.1.9, 1.1.11)
Environmental Pollution	<ul style="list-style-type: none"> <li>Indiscriminate dumping of refuse</li> <li>Air and Noise</li> <li>Improper Management of liquid and solid waste</li> </ul>	Reduce Environmental Pollution	Sensitize the public on indiscriminate dumping of refuse and to register and subscribe to a service provider Enforcement of Assembly's by-laws on air and noise pollution (SDG Target 11.6, 16.b)	<b>Environment, Infrastructure and Human Settlement</b> <b>5.1</b> Reduce Environmental Pollution (5.1.1, 5.1.12)

FOCUS AREA	ISSUES	OBJECTIVES	STRATEGIES	NATIONAL LINKAGES
Transportation	<ul style="list-style-type: none"> <li>Bad State of Roads</li> <li>No lands for lorry station</li> </ul>	Improve efficiency and effectiveness of road transport infrastructure and service	<ul style="list-style-type: none"> <li>Construction and rehabilitation of road networks</li> <li>Road markings</li> <li>Construction of speed ramps</li> </ul>	<b>Environment, Infrastructure and Human Settlement</b> <b>8.1</b> Improve efficiency and effectiveness of road transport infrastructure and service (8.1.1, 8.1.2, 8.1.11)
	<ul style="list-style-type: none"> <li>Inadequate streetlights</li> </ul>	Enhance safety and security for all	<ul style="list-style-type: none"> <li>Provision, Repair and Maintenance of Street Lights within the Municipality</li> </ul>	<b>Environment, Infrastructure and Human Settlement</b> <b>8.2</b> Enhance safety and security for all categories of road users (8.2.10)
Energy and Petroleum	<ul style="list-style-type: none"> <li>Frequent Power outage</li> </ul>	Enhance availability of affordable energy	<ul style="list-style-type: none"> <li>Sensitization of the public on the use of solar energy</li> </ul>	<b>Environment, Infrastructure and Human Settlement</b> <b>11.1</b> Ensure availability of clean affordable and accessible energy (11.1.3, 11.1.4)
Human Settlement Development and Housing	<ul style="list-style-type: none"> <li>No Local Plans</li> </ul>	Promote sustainable spatially development	<ul style="list-style-type: none"> <li>Develop database for spatial planning and management</li> <li>Enforcement of the Ghana building code</li> </ul>	<b>Environment, Infrastructure and Human Settlement</b> <b>12.1</b> Promote sustainable spatially integrated development of human settlement (12.1.5, 12.1.7, 12.1.9)
Urban Development Management	<ul style="list-style-type: none"> <li>Unauthorized containers (slums)</li> </ul>	Promote resilient urban development	<ul style="list-style-type: none"> <li>Prepare and implement structure plans for all grades 1, 2 and 3 settlements (SDG Target 11.3, 11.a)</li> </ul>	<b>Environment, Infrastructure and Human Settlement</b> <b>14.1</b> Promote resilient urban development (14.1.6, 14.1.7)
Drainage and Flood Control	<ul style="list-style-type: none"> <li>Inadequate and choked drains</li> </ul>	Address recurrent devastating floods	<ul style="list-style-type: none"> <li>Construction and repair of u-drains</li> <li>Frequent de-silting of u-drains</li> </ul>	<b>Environment, Infrastructure and Human Settlement</b> <b>16.1</b> Address recurrent devastating floods (16.1.1, 16.1.6)
	<ul style="list-style-type: none"> <li>Emergence of unauthorized containers and structures on water ways</li> </ul>	Address recurrent devastating floods	<ul style="list-style-type: none"> <li>Demolish structures on water ways and stop emerging structures</li> </ul>	<b>Environment, Infrastructure and Human Settlement</b> <b>16.1</b> Address recurrent devastating floods (16.1.5)
Land Administration	<ul style="list-style-type: none"> <li>Inadequate office infrastructure (Zonal councils)</li> </ul>	To promote efficient and effective land administration	<ul style="list-style-type: none"> <li>Organize stakeholder consultations with chiefs to resolve land disputes</li> <li>Digitize all Assembly properties (land)</li> </ul>	<b>Environment, Infrastructure and Human Settlement</b> <b>18.1</b> Promote efficient and effective land administration (18.1.2, 18.1.3)
<b>Goal: Maintain a Stable, United and Safe Community</b>				
Local Governance and Decentralization	<ul style="list-style-type: none"> <li>Difficulty in reaching the Assembly</li> <li>Boundary disputes</li> </ul>	Deepen local governance and decentralization	<ul style="list-style-type: none"> <li>Construct and strengthen sub-structures (SDG Target 16.6, 16.7)</li> <li>Collaborate with RCC to resolve boundary disputes (SDG Target 16.1)</li> </ul>	<b>Governance, Corruption and Public accountability</b> <b>2.1</b> Deepen political, financial and administrative decentralization (2.1.2, 2.1.3)

FOCUS AREA	ISSUES	OBJECTIVES	STRATEGIES	NATIONAL LINKAGES
Local Governance and Decentralization	<ul style="list-style-type: none"> <li>Poor involvement of Community members in decision making</li> </ul>	Improve popular participation at the district level	<ul style="list-style-type: none"> <li>Promote effective stakeholder involvement in development planning process, local democracy and accountability (SDG Target 16.7, 11.3)</li> <li>Promote the ownership of development process and transparency at the local level (SDG Target 16.6,7)</li> <li>Strengthen Peoples Assemblies Concept to encourage citizens to participate in government (SDG Target 16.7)</li> </ul>	
<b>Goal: Mainstream emergency planning and preparedness into District's development planning agenda to respond to potential internal and external threats (including COVID-19)</b>				
Relief operation and humanitarian assistance of disaster victims	Weak social protection system for victims of disasters	Improve the coverage of social protection programmes	<ul style="list-style-type: none"> <li>Assembly to support victims of disasters with IGF</li> <li>Increase LEAP coverage (SDG Target 1.3, 1.4, 2.3, 5.4,10.4, 14.b)</li> </ul>	<b>6.1</b> Enhance relief operations and humanitarian welfare (6.1.2)
COVID 19 Response	Low Revenue Mobilization	To increase the generation of IGF	<ul style="list-style-type: none"> <li>Organise training for revenue collectors (SDG Target 16.6)</li> <li>Organize quarterly revenue mobilization with key staff</li> </ul>	<b>7.2</b> Mitigate the impact of COVID-19 on the implementation of projects (7.2.1, 7.2.2, 7.2.3)
	Inadequate sensitization of the public on COVID-19	To reduce the rate of COVID-19 infections through awareness creation	Organize COVID-19 sensitizations at public places monthly	<b>7.6</b> Ensure secured health systems (7.6.10)
	Increased vulnerability due to reduced incomes, etc.	Improve resilience of SMEs to COVID-19 and other shocks	<ul style="list-style-type: none"> <li>Organize trainings on how to withstand shocks for SMEs</li> <li>Help SMEs assess government stimulus for COVID-19</li> </ul>	<b>7.9</b> Strengthen the social protection system to include emergency preparedness and response (7.9.2)

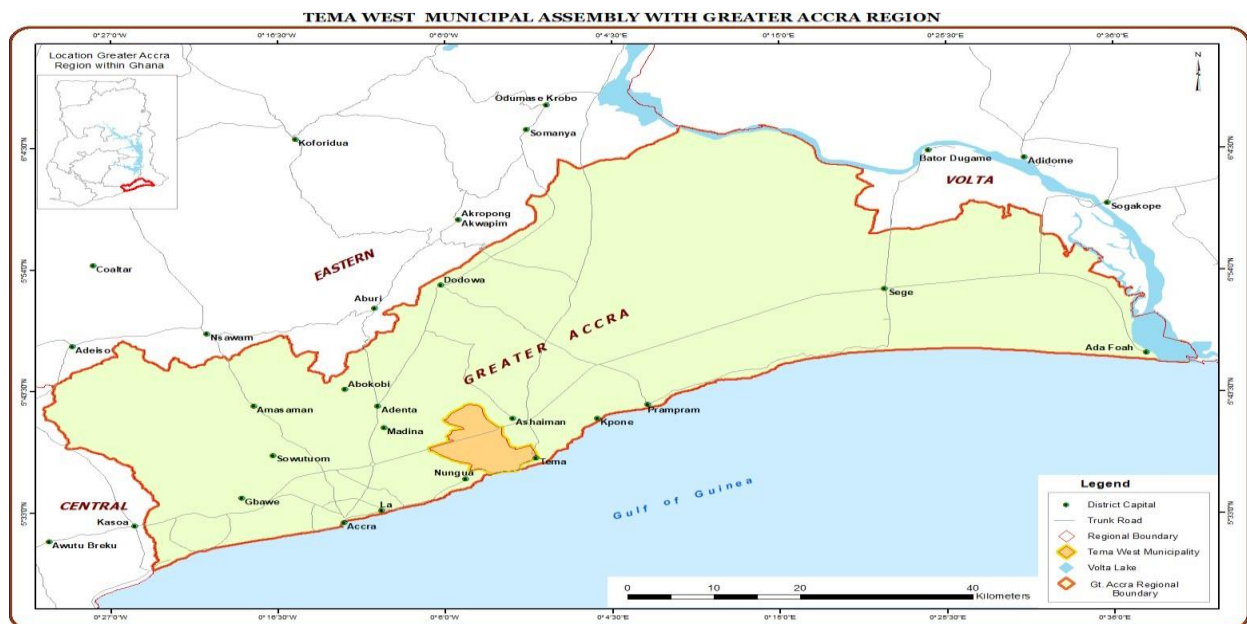
FOCUS AREA	ISSUES	OBJECTIVES	STRATEGIES	NATIONAL LINKAGES
			Introduce SMEs to financial services and investors for partnership	
	Disruptions in agriculture and food supply chains	To increase supply of food value chain through PFJ	<ul style="list-style-type: none"> <li>Increase the Distribution of inputs and seedlings to farmers</li> <li>Organize trainings on good field practices</li> </ul>	7.4 Sustain agriculture and rural development (7.4.6)
<b>Goal: Improve delivery of development outcomes within the District</b>				
Implementation and coordination	<ul style="list-style-type: none"> <li>Delay in the release of approved funds</li> <li>Inadequate Internally Generated Funds (IGF)</li> </ul>	To reduce the administrative bureaucracy on the release of funds	Quick approval and disbursement of funds for plan preparation and implementation	1.1 Strengthen plan preparation, implementation and coordination at all levels (1.1.3)
Monitoring and Evaluation	Inadequate financial, logistical and human resources	Improvement in Monitoring and Evaluation	Procure of logistical resources (vehicles) for M&E and revenue mobilization purposes	2.1 Strengthen monitoring and evaluation systems at all levels (2.1.5)

## 2.6 MUNICIPAL LOCATION

The Tema West Municipal Assembly (TWMA) is 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 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 Municipal capital of the Tema West Municipal Assembly and is located at the south western part of the Municipality, and lies close to the coast. Figure 1 shows Tema West Municipal Assembly in Regional context.

**Figure 2.1 TWMA in Regional Context**



Source: CERSGIS, 2018

## CHAPTER THREE

### 3.1 IMPLEMENTATION OF ANNUAL PLAN LINKED TO PROGRAMME BASED BUDGET

No.	Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Time frame (2025)				Cost			Programme Status		Implementing institution/ Department	
					Q1	Q2	Q3	Q4	GOG GHC	IGF/AB FA GHC	Others GHC	New	Ongoing	Lead	Collaborating
1.	Economic Development (Prog. 4)	Agricultural services and management (SP 4.1)	Undertake home and farm visits to farmers, FBOs and other clients	Municipal Wide					10,000			X		Agric. Dept.	Central Admin
2.			Conduct 2 crop demonstrations on Good Agriculture Practices and improved technologies	Municipal Wide					40,000			X		Agric. Dept.	Central Admin
3.			Sensitize 40 farmers on climate smart agriculture	Municipal Wide					10,000			X		Agric. Dept.	Central Admin
4.			Organize Research-Extension-Linkage-Committee (RELC) meeting for 50 stakeholders	Municipal Wide					40,000			X		Agric. Dept.	Central Admin
5.			Organize training for 40 farmers on antibiotics and antimicrobial resistance	Municipal Wide						4,500		X		Agric. Dept.	Central Admin
6.			Organize training for 40 farmers on compliance with food safety and standards, farm management and antihelminth application	Municipal Wide						9,000		X		Agric. Dept.	Central Admin
7.			Conduct 52 weekly market survey	Municipal Wide						20,000		X		Agric. Dept.	Central Admin
8.			Organize an Excursion for 35 fish farmers and staff to visit R&B farms	Municipal Wide								X		Agric. Dept.	Central Admin

No.	Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Time frame (2025)				Cost			Programme Status		Implementing institution/ Department	
					Q1	Q2	Q3	Q4	GOG GHC	IGF/AB FA GHC	Others GHC	New	Ongoing	Lead	Collaborating
9.			Organize One Demonstration on poultry curing for 40 farmers	Municipal Wide						20,000		X		Agric. Dept.	Central Admin
10.			Sensitize and undertake vaccination for 40 farmers on livestock against PPR and vaccinations of 1000(dogs and cats) in the Municipality	Municipal Wide						6,000		X		Agric. Dept.	Central Admin
11.			Train 40 farmers on use of neem extracts as bio-pesticides	Municipal Wide						4,000		X		Agric. Dept.	Central Admin
12.			Sensitize 45 farmers on proper disposal of agrochemical containers	Municipal Wide						3,000		X		Agric. Dept.	Central Admin
13.			Sensitize 45 farmers on Bird Flu and Swine Flu	Municipal Wide						5,000		X		Agric. Dept.	Central Admin
14.			Organize 2 Zonal demonstrations on utilization of local foods to reduce malnutrition (Balance diet) and value addition	Municipal Wide						6,000		X		Agric. Dept.	Central Admin
15.			Train 30 women on Post-Harvest Management and equip 2 women with 2 ovens to enhance the post-harvest management.	Municipal Wide					13,000			X		Agric. Dept.	Central Admin
16.			Procure local fabricated oven, food processor and digital food scale to support WIAD Activities	Municipal Wide					8,000			X		Agric. Dept.	Central Admin

No.	Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Time frame (2025)				Cost			Programme Status		Implementing institution/ Department	
					Q1	Q2	Q3	Q4	GOG GHC	IGF/AB FA GHC	Others GHC	New	Ongoing	Lead	Collaborating
17.			Organize training on Food Safety for women group	Municipal Wide					3,000			X		Agric. Dept.	Central Admin
18.			Train women group on improved household dietary diversity	Municipal Wide					2,500			X		Agric. Dept.	Central Admin
19.			Undertake monitoring and evaluation of Zonal operational areas and participation in agricultural related activities by MDOs & MDA						40,000			X			
20.			Organize farmers day celebration	Municipal Wide					100,000			X		Agric. Dept.	Central Admin
21.	Management and Administration (Prog.1)	Finance (SP 1.2)	Undertake tax education for citizens	Municipal Wide					47,000			X		Finance Dept.	Central Admin
22.			Update Revenue Database	TWMA						32,000			X		Finance Dept.
23.	Economic Development (Prog. 4)	Trade, Industry and Tourism Services (SP 4.2)	Promote tourism devt. through awareness creation and follow up programmes	Municipal Wide					30,000	15,000		X		Dept. of Tourism & Culture	Central Admin
24.	Social Service Delivery (Prog. 3)	Environmental Health and Sanitation Service (SP 3.3)	Replacement of collapsed sewers and construction of damaged manholes	Municipal Wide					2,000,000	1,000,000		X		Env. Health Unit	Central Admin
25.		Facilitate efficient management of solid waste (source segregation) and liquid waste in the Municipality	Municipal Wide						500,000			X		Env. Health Unit	Central Admin

No.	Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Time frame (2025)				Cost			Programme Status		Implementing institution/ Department	
					Q1	Q2	Q3	Q4	GOG GHC	IGF/AB FA GHC	Others GHC	New	Ongoing	Lead	Collaborating
26.			Provide tools and equipment to support clean-up exercises	Municipal Wide					200,000			X		Env. Health Unit	Central Admin
27.	Social Service Delivery (Prog. 3)	Environmental Health and Sanitation Service (SP 3.3)	Undertake municipal-wide refuse evacuation (to mitigate climate change effects)	Municipal Wide						270,000		X		Env. Health Unit	Central Admin
28.			Pest and Vector Control: Fumigation of sanitary sites and cholera prone areas and derating of markets.	Municipal Wide					470,000			X		Env. Health Unit	Central Admin
29.			Law Enforcement: 1. Arrest of people defecating in the open 2. Arrest of Stray Animals 3. Prosecution of Sanitary Offenders/Rate Defaulters Implementation of 'Operation Clean Your Frontage'	Municipal Wide						25,000		X		Env. Health Unit	Central Admin
30.			Cleansing of Lorry parks, Streets, Markets and Drains and Environmental Enhancement Programs (Afforestation, Air Quality, Noise Pollution)	Municipal Wide						1,170,000		X		Env. Health Unit	Central Admin
31.			Food Hygiene and Hygiene Education						6,000.00		X		Env. Health Unit	Central Admin	

No.	Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Time frame (2025)				Cost			Programme Status		Implementing institution/ Department	
					Q1	Q2	Q3	Q4	GOG GHC	IGF/AB FA GHC	Others GHC	New	Ongoing	Lead	Collaborating
32.			Premises Inspection: 1. Conduct rigorous and regular premises inspection for the good sanitary conditions and the detection of nuisances Inspection and education of private and public schools on hygiene and sanitation and COVID 19 safety protocols						8,000.00			X		Env. Health Unit	Central Admin
33.			Support Clean-up and Sanitation Campaign	Municipal Wide					130,000.00			X		Env. Health Unit	Central Admin
34.			Pauper Burial	Municipal Wide				12,000				X		Env. Health Unit	Central Admin
35.	Social Service Delivery (Prog. 3)	Education, Youth & Sports and Library Services (SP 3.1)	Organize Library awareness week in order to upgrade the skills and knowledge of pupils	Municipal Wide					27,000			X		Education Directorate	Central Admin
36.			Organize School enrolment through "My First Day at School"	Municipal Wide					25,000			X		Education Directorate	Central Admin
37.			Organize SHEP activities	Municipal Wide					35,000			X		Education Directorate	Central Admin
38.			Organize STME Clinic for girls	Municipal Wide					37,000			X		Education	Central Admin

No.	Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Time frame (2025)				Cost			Programme Status		Implementing institution/ Department		
					Q1	Q2	Q3	Q4	GOG GHC	IGF/AB FA GHC	Others GHC	New	Ongoing	Lead	Collaborating	
														Directorate		
39.			Supply of furniture for Basic Schools and Senior High Schools	Municipal Wide						42,000		X		Central Admin	Education Directorate	
40.			Organize Independence Day celebration	TWMA					15,000	15,000		X		Education Directorate	Central Admin	
41.			Conduct mock exams and monitoring of B.E.C. E	Municipal Wide					30,000	22,000		X		Education Directorate	Central Admin	
42.	Social Service Delivery (Prog. 3)	Education, Youth & Sports and Library Services (SP 3.1)	Organize cultural activities within the circuits	Municipal Wide					21,000	20,000		X		Education Directorate	Central Admin	
43.			Organize Municipal games and athletics	Municipal Wide					22,000	20,000		X		Education Directorate	Central Admin	
44.	Social Service Delivery (Prog. 3)	Social Welfare and Community Services (SP 3.5)	Commemoration of World Day against Child Labour	Municipal Wide						1,7690.00		X		SPCD	Central Admin	
45.			Monitoring of Early Childhood Dev't Centres	Municipal Wide					1,2820.00			X		SPCD	Central Admin	
46.			Processing of Missing/Abandoned/Abused Children Sheltering/ tracing/re-integration/ re-unification	Municipal Wide						18,610.00			X		SPCD	Central Admin
47.			Case Management Conference	Municipal Wide						3,762.00			X		SPCD	Central Admin

No.	Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Time frame (2025)				Cost			Programme Status		Implementing institution/ Department	
					Q1	Q2	Q3	Q4	GOG GHC	IGF/AB FA GHC	Others GHC	New	Ongoing	Lead	Collaborating
48.			Conduct Quarterly Mentorship Sessions and Vocational Skills Training in sanitizer and liquid soap making for 15 Pregnant Adolescents and 10 out of School Adolescent at the Adolescent Centre (Tema Poly Clinic)	Adolescent Centre (Tema Polyclinic)					9,980.00			X		SPCD	Central Admin
49.			Arbitration/ investigations/ home visits/ follow up and correspondence	Municipal Wide					3,824.00			X		SPCD	Central Admin
50.			International Women's Day: skills training and sensitization on gender equality, combating gender-based violence and promoting women economic activities	Municipal Wide					12,855.00			X		SPCD	Central Admin
51.			Skills training for 50 widows and 50 widowers in sanitizer and disinfectant making	Municipal Wide						5,000.00		X		SPCD	Central Admin
52.			Commemoration of Global Hand Washing Day							5,743.00		X		SPCD	Central Admin
53.			Sensitize Community members on Child Welfare, Homecare for Women, Food Hygiene for Food Vendors, Birth Certificate Registration, entrepreneurship, savings & Bookkeeping and	Municipal Wide						7,500.00		X		SPCD	Central Admin, Dept. of Births & Deaths

No.	Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Time frame (2025)				Cost			Programme Status		Implementing institution/ Department	
					Q1	Q2	Q3	Q4	GOG GHC	IGF/AB FA GHC	Others GHC	New	Ongoing	Lead	Collaborating
			Community Development Programs: Conduct quarterly community capacity building programmes for communities and markets in the municipality												
54.			Clinical workshop for children with disabilities and their parents/ caregivers	Municipal Wide					7,994.00			X		SPCD	Central Admin, Dept. of Births & Deaths
55.			Vetting and shortlisting of proposed beneficiaries of 3% common fund	Municipal Wide					11,310.00			X		SPCD	Central Admin, Dept. of Births & Deaths
56.			Monitoring of persons with disabilities (prior to and after disbursement)	Municipal Wide					12,290.00			X		SPCD	Central Admin, Dept. of Births & Deaths
57.			Disbursement of 3% common fund for persons with disabilities: investment, trade, education, medical, training, management cost (meetings and administration)	Municipal Wide					250,000.00			X		SPCD	Central Admin, Dept. of Births & Deaths
58.			Disbursement programme of 3% common fund for persons with disabilities	Municipal Wide					9,870.00			X		SPCD	Central Admin, Dept. of

No.	Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Time frame (2025)				Cost			Programme Status		Implementing institution/ Department	
					Q1	Q2	Q3	Q4	GOG GHC	IGF/AB FA GHC	Others GHC	New	Ongoing	Lead	Collaborating
															Births & Deaths
59.			Equip persons with disabilities with skills for income generation: Train 50 persons with disabilities in vocations of their interest by June, 2025	Municipal Wide						19,200.00		X		SPCD	Central Admin, Dept. of Births & Deaths
60.			Sensitization on Nutrition/ health screening for 150 aged persons to commemorate international day	Municipal Wide						18,956.00		X		SPCD	Central Admin, Dept. of Births & Deaths
61.			School Outreach programmes	Municipal Wide						4,124.00		X		SPCD	Central Admin, Dept. of Births & Deaths
62.			LEAP: Mobilization of leap beneficiaries for disbursement of leap funds	Municipal Wide						4,364.00		X		SPCD	Central Admin, Dept. of Births & Deaths
63.			LEAP Re-assessment committee meetings	Municipal Wide						9,020.00		X		SPCD	Central Admin, Dept. of Births & Deaths
64.			Monitoring of NGOs, Registration and Renewals	Municipal Wide					1,864.00			X		SPCD	Central Admin

No.	Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Time frame (2025)				Cost			Programme Status		Implementing institution/ Department			
					Q1	Q2	Q3	Q4	GOG GHC	IGF/AB FA GHC	Others GHC	New	Ongoing	Lead	Collaborating		
65.			Protection for vagrants/ vulnerable adults	Municipal Wide						19,100.00		X		SPCD	Central Admin, Dept. of Births & Deaths		
66.			Protection for missing/ abandoned persons with mental health challenges	Municipal Wide						21,715.00		X		SPCD	Central Admin		
67.			Provision of hospital welfare services	Municipal Wide						11,920.00		X		SPCD	Central Admin		
68.	Social Service Delivery (Prog. 3)	Public Health Services and Management (SP 3.2)	Health Information Management and policy Monitoring	Municipal Wide						12,000		X		Health Directorate	Central Admin.		
69.			Sensitization programme on COVID-19, cholera, yellow fever and Ebola, etc.	Municipal Wide					50,000				X		Health Directorate	Central Admin.	
70.			Training of CHOs on key CHPS activities and other CHPS implementation activities	Municipal Wide						10,000				X		Health Directorate	Central Admin.
71.			Provide IE&C on maternal Health, FP and other Reproduction & Child health programs at radio station, OPDs in all public health facilities and outreaches	Municipal Wide					25,000					X		Health Directorate	Central Admin.
72.			Support Immunization Services	Municipal Wide					15,000	7,000				X		Health Directorate	Central Admin.

No.	Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Time frame (2025)				Cost			Programme Status		Implementing institution/ Department		
					Q1	Q2	Q3	Q4	GOG GHC	IGF/AB FA GHC	Others GHC	New	Ongoing	Lead	Collaborating	
73.			Organize programs on Mental health	Municipal Wide					25,800			X		Health Directorate	Central Admin.	
74.	Social Service Delivery (Prog. 3)	Public Health Services and Management (SP 3.2)	Conduct home visit to pregnant women & postnatal mothers	Municipal Wide						17,000		X		Health Directorate	Central Admin.	
75.			Train/orientate CHNs on Family Plg & counselling	Municipal Wide						15,000		X		Health Directorate	Central Admin.	
76.			Undertake Edu. prog on HIV/AIDs, STIs & TB and make available Anti-Retroviral Medicines for PMTCT and all Facilities in the Municipality in line with the new HIV/AIDS treatment Policy	Municipal Wide						27,000			X		Health Directorate	Central Admin.
77.	Infrastructure Delivery and Management (Prog. 2)	Urban Roads and Transport Services (SP 2.1)	Surfacing of selected roads within the Municipality	Municipal Wide					600,000			X		DUR	Central Admin.	
78.			Re-gravelling of selected roads within the Municipality	Municipal Wide						350,000			X		DUR	Central Admin.
79.			Construction of drains and culverts within areas of the Municipality	Municipal Wide					220,000	450,000			X		DUR	Central Admin.
80.			Grading/Reshaping and spot improvement	Municipal Wide						250,000			X		DUR	Central Admin.
81.			Construction of Speed Humps on selected Roads within the Municipality	Municipal Wide						350,000			X		DUR	Central Admin.
82.			Road line markings and zebra crossings at selected roads	Municipal Wide						440,000			X		DUR	Central Admin.

No.	Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Time frame (2025)				Cost			Programme Status		Implementing institution/ Department	
					Q1	Q2	Q3	Q4	GOG GHC	IGF/AB FA GHC	Others GHC	New	Ongoing	Lead	Collaborating
83.			Minor drains and culvert repairs	Municipal Wide					150,000	300,000		X		DUR	Central Admin.
84.			Dredging and desilting of drains at selected locations	Municipal Wide					450,000	400,000		X		DUR	Central Admin.
85.	Infrastructure Delivery and Management (Prog. 2)	Spatial Planning (SP 2.2)	Street Naming and Property Addressing	Municipal Wide					10,000	80,000			X	PPD	Central Admin.
86.			Prepare and Approve Spatial Plans	Municipal Wide					70,000			X		PPD	Central Admin.
87.			Organize Technical Sub-Committee Meetings	TWMA						80,000		X		PPD	Central Admin.
88.			Organize Spatial Planning Committee Meetings	TWMA						80,000		X		PPD	Central Admin.
89.			Control Haphazard Development and manage Public Spaces and Reservations	Municipal Wide						68,000		X		PPD	Works, Urban Roads, Central Admin.
90.			Maintain Landscape in Open Reservations (Tree Planting)	Municipal Wide						14,000		X		PPD	Env'tal health, Agric, Central Admin.
91.	Infrastructure Delivery and Management (Prog. 2)	Spatial Planning (SP 2.2)	Protect Ramsar site in the municipality	Ramsar Site						245,000		X		PPD	Central Admin
92.	Infrastructure Delivery and Management (Prog. 2)	Public Works Rural Housing and Water Management (SP 2.3)	Provision, Repair and maintenance of street lights within the Municipality	Municipal Wide					450,000			X		Works Dept.	Central Admin.
93.			Removal of structures from unauthorized locations	Municipal Wide						170,000		X		Works Dept.	Central Admin.

No.	Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Time frame (2025)				Cost			Programme Status		Implementing institution/ Department		
					Q1	Q2	Q3	Q4	GOG GHC	IGF/AB FA GHC	Others GHC	New	Ongoing	Lead	Collaborating	
94.			Renovation of Comm 2 market	Comm 2					30,000,000			X		Works Dept.	Central Admin.	
95.			Completion of 1No. 2-Storey School Dormitory at Comm. 14	Sakumono						1,408,669.20			X	Works Dept.	Central Admin.	
96.			Construction of 2No. 6-unit Classroom block and 1No. Staff Bangalow by SIF	Adjei Kojo							4,000,000	X		SIF	Central Admin.	
97.			Construction of 1No. Staff Bangalow by SIF	Wolie							2,000,000	X		SIF	Central Admin.	
98.	Infrastructure Delivery and Management (Prog. 2)	Public Works Rural Housing and Water Management (SP 2.3)	Completion of 3 Storey 18-unit classroom block at Lashibi school complex	Lashibi					3,420,000				X	Works Dept.	Central Admin.	
99.			Renovation of Selected schools	Municipal Wide					510,000	1,000,000			X	Works Dept.	Central Admin.	
100.			Completion of Police Post at Adjei Kojo	Adjei Kojo						250,000.00				X	Works Dept.	Central Admin.
101.			Construction of 6 Unit Classroom Block at Star Primary School (PH3)	Comm 5					1,370,000					X	Works Dept.	Central Admin.
102.			Construction of 1No. Maternity Clinic at Adjei Kojo	Adjei Kojo						2,200,000				X	Works Dept.	Central Admin.
103.	Environmental Management (Prog. 5)	Disaster Prevention and Management (SP 5.1)	Support Disaster prevention activities	Municipal Wide					16,940	36,300	121,000	X		NAD MO	Central Admin.	
104.			Education, Training, Data Gathering & Emergency Response	Municipal Wide					9,680	4,840	84,700	X		NAD MO	Central Admin.	
105.			Tree Planting, Equipping Staff & Simulation Exercise	Municipal Wide					6,050	36,300	4,840	X		NAD MO	Central Admin.	

No.	Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Time frame (2025)				Cost			Programme Status		Implementing institution/ Department	
					Q1	Q2	Q3	Q4	GOG GHC	IGF/AB FA GHC	Others GHC	New	Ongoing	Lead	Collaborating
106.			Training od DVGs, Beach Training, Monitoring and Evaluation					4,840	36,300	36,300	X		NAD MO	Central Admin.	
107.	Management Administration (Prog. 1)	Planning, Budgeting, Monitoring and Evaluation (SP 1.4)	Preparation of 2025 Budget and 2026-2029 MTDP	TWMA					150,000		X		Central Admin	Central Admin	
108.			Carry out PFM/Town hall meetings to engage stakeholders in the Municipality	Municipal wide					100,000		X		Central Admin	Central Admin	
109.			Conduct Quarterly routing monitoring and evaluation exercises within the municipality	Municipal wide						300,000		X		Central Admin	Central Admin
110.	Social Service Delivery (Prog. 3)	Births & Deaths Registration Services	Support the activities of Births and Deaths Registry in the Municipality	Municipal wide				156,607.73			X		Births & Deaths	Central Admin	
111.	Management Administration (Prog. 1)	Planning, Budgeting, Monitoring and Evaluation (SP 1.4)	Prepare 2025 Fee Fixing Resolution, Mid-year Review of Action Plan and Budget	TWMA					45,000		X		Central Admin	Central Admin	
112.			Hold quarterly Budget Committee meetings & quarterly MPCU meetings	TWMA						100,000		X		Central Admin	Central Admin
113.	Management Administration (Prog. 1)	Human Resource (SP 1.3)	Compensation and training for Staff and Assembly members (Internal and External)	TWMA				3,300,000			X		HR Dept.	Central Admin	
114.			Organize Staff Durbar	TWMA						10,000		X		HR Dept.	Central Admin

No.	Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Time frame (2025)				Cost			Programme Status		Implementing institution/ Department	
					Q1	Q2	Q3	Q4	GOG GHC	IGF/AB FA GHC	Others GHC	New	Ongoing	Lead	Collaborating
115.	Infrastructure Delivery and Management (Prog. 2)	Urban Roads and Transport Services (SP 2.1)	Support the Activities of Transport Unit	TWMA					545,654			X		Transport Unit	Central Admin
116.			Procure 2 No. vehicles and 1No. Generator for TWMA	TWMA					1,500,000			X		Transport Unit	Central Admin
117.			Support operation and maintenance activities in the Municipality	TWMA					75,000			X		Works Dept.	Central Admin
118.	Management Administration (Prog. 1)	General Administration (SP 1.1)	Procurement of stationary, office Equipment and furniture for Tema West Municipal Assembly	TWMA					70,000			X		Central Admin	Central Admin
119.	Management Administration (Prog. 1)	General Administration (SP 1.1)	Support all national celebrations	TWMA					65,000			X		Central Admin	Central Admin
120.			Organize all mandatory & statutory meetings in the Assembly	TWMA					60,000			X		Central Admin	Central Admin
121.			Undertake auditing activities	TWMA					62,000			X		Audit Unit	Central Admin
122.			Conduct Civic Education Programs	TWMA					50,000			X		NCCE	Central Admin

## **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 targets 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/effectiveness of action is done as prescribed in the MTDP, and
- Whether input/resources arrived at the appropriate time and in the right quantities.

#### **4.3 EVALUATION**

Most evaluation at the municipal level is usually ex-post 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 would conduct ex-post 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 2025 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 realization of the district goal of creating prosperity and equal opportunity for all in order to create wealth for the people in the Municipality.