

AKUAPEM NORTH MUNICIPAL ASSEMBLY
ANNUAL ACTION PLAN, 2025

1.0 Introduction

The 2024 Annual Action Plan is prepared from the Akuapem North Municipal Assembly's Medium Term Development Plan, 2022-2025. It also embodies action plans of the various departments of the Assembly. The District Medium Term Plan is drawn from the Six Development Dimensions of the 2022-2025 National Medium Term Policy Framework, christened the “Agenda for Jobs: Creating prosperity and equal opportunities for all”. The following are the Development Dimensions and the corresponding goals of the Medium Term Plan:

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|----|---|---|--|
| 1. | Social Development | - | Create Opportunities for all |
| 2. | Economic Development | - | Build a Prosperous Society |
| 3. | Governance, Corruption And Public Accountability | - | Maintain a stable, united and safe society |
| | | | Safeguard the natural environment |
| 4. | Environment, Infrastructure and Human Settlements Development | - | and ensure a resilient built environment |
| 5. | Emergency Planning and Response | - | |
| 6. | Implementation, Coordination, Monitoring and Evaluation | - | |

1.1 Vision

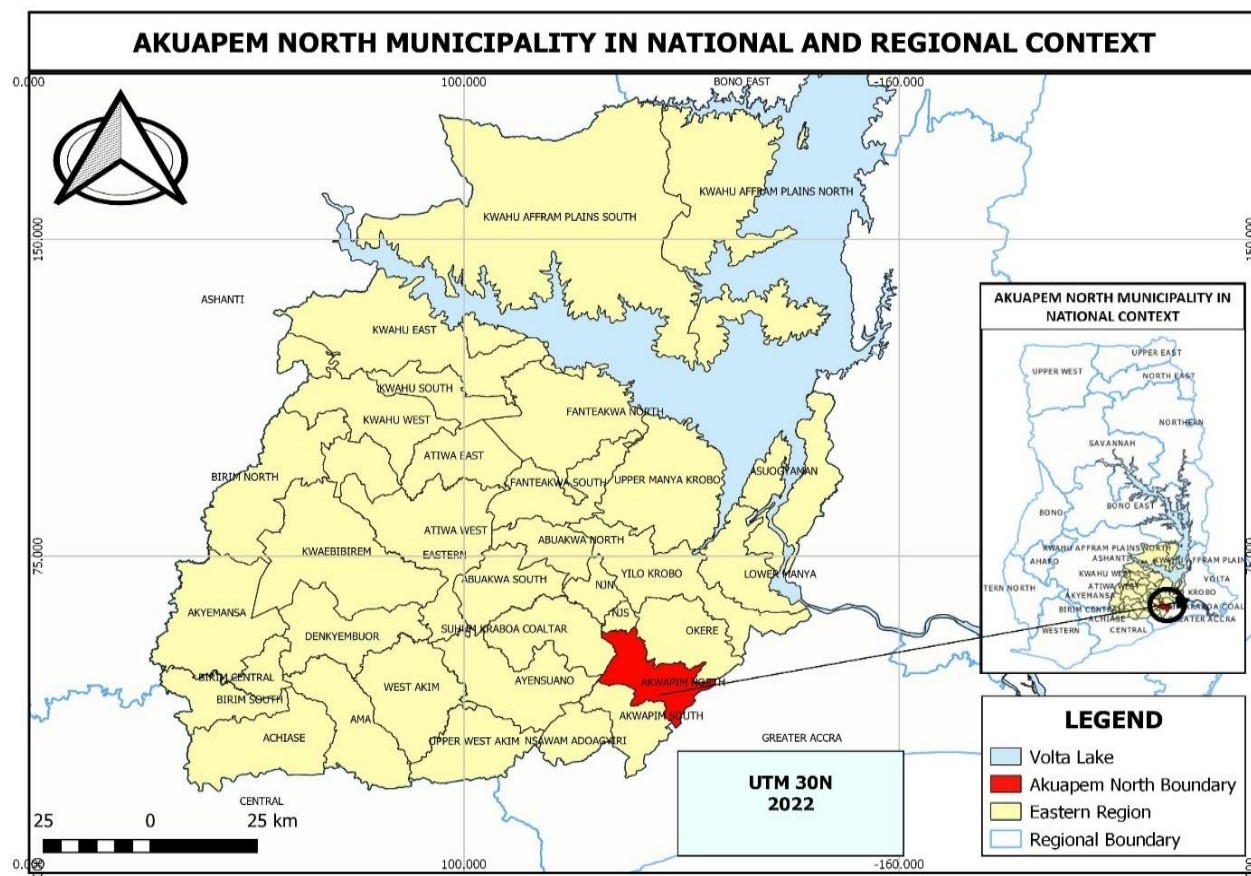
The vision of the Municipal Assembly is to create a sustainable modernized Municipality in the delivery of world-class services.

1.2 Mission

The Municipal Assembly exists to improve the living conditions of the people through efficient mobilization and equitable distribution of resources to enhance local development.

1.3 Brief District Profile

The Akuapem North Municipal Assembly (ANMA) was created as a District Assembly by Legislative Instrument 1430 in 1988 under the decentralization system to take control of the day-to-day running of the Municipality. In 2012, it was elevated to the status of a Municipality by LI 2124, 2012. As a result of the creation of the new Okere District Assembly out of the Akuapem North Municipal Assembly, the Municipality now operates under the Legislative Instrument (LI).



2.1 Population Distribution

According to the 2021 Ghana Population and Housing Census, the total population of the Municipality is estimated at 105,315 with males estimated to 49,546, which is 46.9% of the total population while females (55,769) forms 53.1% of the population. The population of women in the Municipality indicates that, more programmes and projects if directed towards women empowerment will boost the economic growth of the Municipality. Another implication derived

from such population is increase in growth rate and teenage pregnancies if measures are not put in place.

2.2 Economic Activities

Agriculture engages 38.5% of the economically active population whereas the service and manufacturing sectors engage 38% and 23.5% respectively.

Major food crops cultivated are cassava, maize and plantain and the cash crops are cocoa and oil palm. Livestock reared in the district are sheep, goats, poultry and pigs. Fish farming is also practiced in the municipality.

Some tourist sites located in the Municipality includes the Obosomase Falls, Amenapa Falls, Tetteh Quarshie Cocoa Farm, Missionary Cemetery, and the Obom Cave. Festivals such as Odwira and Ohum are celebrated each year within the Municipality.

2.3 Road

Total length of roads in the district is 127.1km. Earth surface road is estimated to be 95.3 km. More than 70% of the roads are in bad state.

2.4 Education

There are 323 schools including 114 pre-schools, 112 primary schools, 78 JHS, 9 SHS, 1 VOC/TECH schools, 4 Tertiary schools, and 4 special schools. Public schools constitute 65 percent of the schools in the Municipality.

2.5 Health.

There are 46 Healthcare facilities, including 2 Hospitals, 1 Health research centre, 4 Health centres, 33 CHPS Compounds, and 6 Clinics/Maternity homes in the Municipality. CVA, HIV/AIDS, and Diabetes spearhead the top 10 causes of mortality in the Municipality.

2.6 Water and Sanitation.

Potable water coverage in the Municipality is 81%, with 90% in the urban areas and 72% in the rural areas. Proportion of the population with access to improved sanitation services is 94%, where 92% are in the urban areas and 96% are in the rural areas.

2.7 Key Development Issues

1. Inadequate Health
2. Inadequate Educational infrastructure
3. Low sanitation coverage
4. Increased HIV / AIDS prevalence rate
5. Frequent electricity power outages
6. Poor market infrastructure and inactive markets
7. Poor road and drainage infrastructure
8. High incidence of post-harvest losses
9. Uncontrolled spatial development and Environmental degradation
10. Inadequate water facilities

No.	Pro gra m me	Sub prog ram me	Activities	Location	Time Frame (Year)				Cost (GH¢)				Programme Status		Implementing Institution / Department	
					1Q	2Q	3Q	4Q	GoG	DACF	IGF	Others	New	Ongoing	Lead	collaborating
Economic Development Dimension																
1.	Economic Development	SP4.2: Agricultural Development	Organize 2No. Monitoring visits to interventions implementation of 2 women groups	Akropong		√	√			10,000.00		10,000.00	√		DOA	MA
2.			Organize 12No. Monthly agricultural performance and activity review meetings with district development officers (DDO) and AEAs	Municipality wide		√	√			5,000.00		10,000.00	√		DOA	MA
3.			Organize 1No. Planning session for agricultural stakeholders to strengthen research and extension farmer linkages	Akropong	√	√	√	√		2,000.00		10,000.00	√		DOA	MA
4.			Undertake Crop yield Studies	Municipality wide	√							5,000.00	√		DOA	MA
5.			Conduct Farm and home visits to train farmers	Municipality wide	√	√	√	√				10,000.00	√		DOA	MA
6.			Organize support systems to promote post production activities (satellite market)	Municipality wide	√	√	√	√				2,000.00	√		DOA	MA

No.	Programme	Sub programme	Activities	Location	Time Frame (Year)				Cost (GH¢)				Programme Status		Implementing Institution / Department	
					1Q	2Q	3Q	4Q	GoG	DACF	IGF	Others	New	Ongoing	Lead	collaborating
			among 2 women processing groups													
7.			Provide support for District Centre for Agriculture Commerce and Technology (DCACT) program	Municipality wide		√		√				4,000.00	√		DOA	MA
8.			Train 16 staff in the Basics of Home Gardening among 300 women	Municipality wide		√	√					5,000.00	√		DOA	MA
9.			Anti-Rabies Vaccination Campaign	Municipality wide		√	√					10,000.00	√			
10.			Undertake 5 active Crop demonstrations	Municipality wide		√	√		4,000.00	4,000.00			√		DOA	MA
11.	Economic Development	Trade, commerce and Tourism Dev.	Youth in apprenticeship	Municipality wide	√	√	√	√	5,550.00	5,550.00			√		BRC	MA
12.			Organize Kaizen training in mushroom production and Cassava processing	Municipality wide	√				2,500.00	2,500.00			√		BRC	MA
13.			Provision of training in general Business management and strengthening of association	Municipality wide	√	√	√	√	3,000.00	3,000.00			√		BRC	MA

No.	Programme	Sub programme	Activities	Location	Time Frame (Year)				Cost (GH¢)				Programme Status		Implementing Institution / Department	
					1Q	2Q	3Q	4Q	GoG	DACF	IGF	Others	New	Ongoing	Lead	collaborating
14.			Facilitate Clients monitoring, business counselling and follow up	Municipality wide	√	√	√	√	500.00	500.00			√		BRC	MA
15.			Provide OSHEM training for clients	Municipality wide		√		√					√		BRC	MA
Social Development Dimension																
16.	Social Services Delivery	Education	Organize science, technology and mathematics education (STME) clinics for students annually	Akropong			√	√	2,000.00				√		GES	ANMA
17.			Conduct regular inspection and monitoring of schools	Akropong	√	√	√	√	3,000.00				√		GES	ANMA
18.			Organize Akuapem North Teachers Awards programme	Municipality wide	√	√	√	√		20,000.00		20,000.00	√		GES	ANMA
19.			Organize 6 th March celebration	Municipality wide	√					35,000.00		35,000.00	√		GES	ANMA
20.			Organize my First Day at School programme	Municipality wide			√			5,000.00		5,000.00	√		GES	ANMA
21.			Scholarship support to needy but brilliant students	Municipality wide	√	√	√	√		40,000.00			√		GES	ANMA
22.			Support to Education department for Mock Exams	Municipality wide	√	√	√		5,000.00	20,000.00			√		GES	ANMA
23.			Develop standards and assessment test for	Municipality Wide	√	√	√	√	20,000.00				√		GES	MA

No.	Programme	Sub programme	Activities	Location	Time Frame (Year)				Cost (GH¢)				Programme Status		Implementing Institution / Department	
					1Q	2Q	3Q	4Q	GoG	DACF	IGF	Others	New	Ongoing	Lead	collaborating
			foundational literacy and numeracy competencies at primary level													
24.			Completion of 1No. 12-Unit classroom block with ancillary facility.	Konko	√	√	√					5,144,924.5		√	MWD	GES
25.	Social Services Delivery	Social welfare and Community Development	Provide care, Support and Counselling services to fifty (50) distressed families, patients and Vulnerable Children	Municipality wide	√	√	√	√	5,000.00				√		DSW&CD	MA
26.			Identify, register and enroll 250 PWDs, OVCs, aged and indigenes unto the NHIS	Municipality wide	√	√	√	√	180,000.00				√		DSW&CD	MA
27.			Support at least 120 qualified PWDs with logistics and appropriate rehabilitation	Municipality wide	√	√	√	√	20,000.00				√		DSW&CD	MA
28.			Supervise, monitor and register NPOs, CBOs, FBOs and RHCs	Municipality wide	√	√	√	√	1,000.00				√		DSW&CD	MA
29.			Mobilize LEAP beneficiaries for cash out and other activities	Municipality wide	√	√	√	√	1,000.00			1,000.00	√		DSW&CD	MA

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					1Q	2Q	3Q	4Q	GoG	DACF	IGF	Others	New	Ongoing	Lead	collaborating
30.			Provide vocational trainings in income generating activities for 50 PWDs, LEAP beneficiaries and vulnerable groups	Municipality wide	√	√	√	√	3,000.00				√		DSW&C D	MA
31.			Establish a Municipal gender committee to spearhead activities of gender mainstreaming and women economic empowerment	Municipality wide	√	√	√	√	3,000.00				√		DSW&C D	MA
32.			Sensitize, empower and build capacities of women to participate in leadership and decision making at all levels in 10 Communities	Municipality wide	√	√	√	√	3,000.00				√		DSW&C D	MA
33.			Conduct sensitization programmes on gender based violence, stereotypes and coordinate gender based violence cases across 10 communities	Municipality wide	√	√	√	√				15,000.00	√		DSW&C D	DOVVSU
34.			Inspect and Register 5 early Childhood Development Centers	Municipality wide	√	√	√	√	1,500.00				√		DSW&C D	MA

No.	Programme	Sub programme	Activities	Location	Time Frame (Year)				Cost (GH¢)				Programme Status		Implementing Institution / Department	
					1Q	2Q	3Q	4Q	GoG	DACF	IGF	Others	New	Ongoing	Lead	collaborating
35.			Train 50 Caregivers and Proprietors of Early Childhood Development Centres	Municipality wide	√	√	√	√				7,000.00	√		DSW&C D	MA, Day Care Centres
36.			Sensitize 30 communities on social issues that poses threat to the wellbeing of people especially children, using the child protection toolkits	Municipality wide	√	√	√	√	10,000.00				√		DSW&C D	MA
37.			Ensure effective implementation of Child and Family Welfare activities, juvenile and tribunal activities	Municipality wide	√	√	√	√	500.00				√		DSW&C D	MA
38.			Sensitize and guide school children on academic performance and career progression through formation of school learning clubs	Municipality wide	√	√	√	√	1,000.00				√		DSW&C D	MA
39.			Monitor and supervise juvenile offenders and ensure the effectiveness of family tribunal and courts sitting	Municipality wide	√	√	√	√	2,000.00				√		DSW&C D	MA
40.			Educate 20 households on the management of home,	Municipality wide	√	√	√	√	2,000.00				√		DSW&C D	MA

No.	Programme	Sub programme	Activities	Location	Time Frame (Year)				Cost (GH¢)				Programme Status		Implementing Institution / Department	
					1Q	2Q	3Q	4Q	GoG	DACF	IGF	Others	New	Ongoing	Lead	collaborating
			childcare and specific tailored education through home science extension and demonstration													
41.			Implement MAC activities and Organize educational programmes on HIV/AIDS for 4 communities	Municipality wide	√	√	√	√	2,000.00				√		DSW& CD	MA
42.			Provide voluntary contribution and communal labour for the provision of community amenities and services. (i.e. water, sanitation, street drains etc.) in 10 communities	Municipality wide	√	√	√	√	2,000.00			4,000.00	√		DSW& CD	MA
43.			Implement membership registration and renewal exercises	Municipality wide	√	√	√	√	30,000.00					√	NHIS	MA
44.	Social Service Delivery	Health Delivery	Provide and Improve diagnosis, patient education, and counselling services for TB and HIV	Municipality wide	√	√	√	√		6,000.00			√		GHS	MA / GLOBAL FUND
45.			Treat and educate people on epidemic prone diseases (IDSR)	Municipality wide	√	√	√	√	7,995.00				√		GHS	Health facilities

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					1Q	2Q	3Q	4Q	GoG	DACF	IGF	Others	New	Ongoing	Lead	collaborating
46.			Implement Expanded Programme on Immunization and implement nutrition oriented programs	Municipality wide	√	√	√	√				2,000.00	√		GHS	MA
47.			Implement the Municipal health emergency preparedness and response plan	TQMH	√	√	√	√	1,500.00	11,000.00			√		GHS	MHD
48.			DRI – Malaria prevention	Municipality wide	√	√	√	√		2,000.00	3,000.00		√		GHS	MA
49.			Provide Support for HIV Response Initiative	Municipality wide	√	√	√	√		11,000.00			√		GHS	MA
50.	Social Service Delivery	Health Delivery	Conduct medical health screening, food safety and hygiene education for food vendors and drink handlers.	Municipality wide			√	√				10,000.00	√		MEHU	Food & drink vendors
51.			Procurement of Sanitary tools and equipment	Municipality wide	√	√	√	√		60,000.00			√		MEHU	MA
52.			Pushing of refuse dump	Mampong Presec	√	√	√	√						√	MEHU	MA
53.			Evacuation of Refuse heap and disinfection at refuse container and final disposal site	Tutu, Kwamoso	√	√	√	√	8,000.00	220,000.00				√	MEHU	MA

No.	Programme	Sub programme	Activities	Location	Time Frame (Year)				Cost (GH¢)				Programme Status		Implementing Institution / Department	
					1Q	2Q	3Q	4Q	GoG	DACF	IGF	Others	New	Ongoing	Lead	collaborating
54.			Organize community durbar to educate community members on the need for improved sanitation and organize communal labour	Municipality Wide	√	√	√	√				6,000.00	√		MEHU	Traditional Authority
55.			Create and Maintain database on all premises of environmental importance to the municipality such as hotels, guest houses and public toilets facilities	Municipality Wide	√	√	√	√				1,250.00	√		MEHU	MA
56.			Organize premises inspection in places i.e. dwelling houses, restaurants, schools, markets, workplaces, public toilets etc.	Municipality Wide	√	√	√	√		1,300.00			√		MEHU	MA
57.			Organize food safety and hygiene education for all food vendors and drink handlers	Municipality Wide	√	√	√	√		3,000.00			√		MEHU	MA
58.			Completion of 1No. 12 Seater Pour Flush toilet	Larteh	√	√	√	√				100,000.00		√	MWD	MA
59.			Completion of 1No. 12 Seater Pour Flush toilet	Mangoase	√	√	√	√				100,000.00		√	MWD	MA
60.			Register births and deaths	Municipality wide	√	√	√	√				4,000.00	√		Birth & death	ANMA

No.	Programme	Sub programme	Activities	Location	Time Frame (Year)				Cost (GH¢)				Programme Status		Implementing Institution / Department	
					1Q	2Q	3Q	4Q	GoG	DACF	IGF	Others	New	Ongoing	Lead	collaborating
Environment, Infrastructure and Human Settlements																
61.	Infrastructure Delivery and Management	SP2.2: Infrastructure Development	Construction of roads (grading gravelling and sealing)	Municipality wide	√	√	√	√	350,000.00				√		URD	ANMA
62.			Carry out activities to promote traffic management and road safety	Municipality wide	√	√	√	√	98,500.00			98,500.00	√		URD	ANMA
63.			Procure, Repair and installation of Streetlights	Municipality wide	√	√	√	√	150,000.00				√		URD / MWD	ANMA
64.			Routine Cleaning / Desilting of Drains and Vegetation Control	Okorase, Mampong Larteh, Akropong, Adawso	√	√	√	√		37,000.00		20,000.00	√		URD	MA
65.			Maintenance and repair of Assembly properties (Operations and Maintenance) i.e. schools, bungalows, CHPS compound etc.	Akropong	√	√	√	√		100,000.00		100,000.00	√		MWD	MA
66.			Completion of 1No. Astro Turf pitch	Mampong	√	√	√					4,267,975.92		√	MWD	MA
67.			Demolition of building on site for proposed children library	Akropong	√	√	√	√				28,700.00	√		MWD	MA
68.	Infrastructure Delivery and Management	Physical Planning	Organize 12No. Spatial Planning and Technical Sub Committee meetings	Akropong	√	√	√	√				75,000.00	√		PPD	SPC/TSC Members
69.			Organize street naming and preparation of layout, plans and base Maps	Okorase Osabene	√	√	√	√		70,000.00			√		PPD	MA

No.	Programme	Sub programme	Activities	Location	Time Frame (Year)				Cost (GH¢)				Programme Status		Implementing Institution / Department	
					1Q	2Q	3Q	4Q	GoG	DACF	IGF	Others	New	Ongoing	Lead	collaborating
70.			Organize Public education on permitting and local plans	Municipality Wide	√	√	√	√	5,000.00	20,000.00			√		PPD	MA
71.			Valuation of properties	Municipality Wide	√	√	√	√		50,000.00			√		PPD	MA
72.			Processing fee for land documentation	Municipality Wide	√	√	√	√		10,000.00			√		PPD	MA
73.			Organize weekly inspection of physical development to enforce development control	Municipality Wide	√	√	√	√		29,000.00			√		Building Inspectorate Unit	Task Force Team
Emergency Planning and Preparedness Response																
74.	Environment, Infrastructure and Human Settlement	SP5.1: Disaster Prevention & Management	Completion of 1No. Police Station	Obosomase	√	√	√	√				22,000.00		√	MWD	MA
75.			Organize community sensitization on disease pandemic, climate change, road safety and rainstorm / fire disasters	Municipality Wide	√	√	√	√	3,800.00				√		NADMO	Opinion Leaders
76.			Organize Disaster Management committee meeting	Akropong	√	√	√	√	4,000.00				√		NADMO	MA
77.			Form and train new disaster volunteer groups / clubs	Municipality Wide	√	√	√	√	2,000.00				√		NADMO	MA
78.			Undertake field trip to disaster prone areas	Municipality Wide	√	√	√	√	20,000.00				√		NADMO	MA
79.			Undertake tree nursery and planting exercise	Teiko, Akropong Nkwanta, Mampong	√	√	√	√	1,800.00				√		FC / NADMO	MA
80.			Organize Disaster week celebration	Municipality Wide	√	√	√	√	5,500.00				√		NADMO	MA
Governance, Corruption and Public Accountability																

N o .	Pro gra m me	Sub prog ram me	Activities	Location	Time Frame (Year)				Cost (GH¢)				Programme Status		Implementing Institution / Department	
					1Q	2Q	3Q	4Q	GoG	DACF	IGF	Others	New	Ongoing	Lead	collaborating
81.			Internal management of the organization i.e. utilities, insurance, donations, consultancy fees etc.	ANMA	√	√	√	√	200,000.00			2000,00.00	√		CA	MA
82.			Provide support to traditional authorities for the celebration of festivals.	Municipality Wide			√	√				20,000.00	√		CA	MA
83.			Facilitate MCEs Community engagement with citizenry	Municipality Wide	√	√	√	√		10,000.00		10,000.00	√		CA	ISD
84.			Organize Statutory meetings and all Sub-Committee meetings	Akropong	√	√	√	√		20,000.00		100,000.00	√		CA	MA
85.			Implement Client Service activities	ANMA	√	√	√	√			2,000.00		√		CA	MA
86.			Monitor the activities of Ghana School Feeding programme (GSFP)	Municipality Wide	√	√	√	√				5,000.00	√		CA	GES
87.			NALAG contribution	Akropong	√	√	√	√		8,000.00			√		CA	MA
88.			Establishment and strengthening of sub district structures	Akropong, Adawso, Larteh, Manpong, Okorase	√	√	√	√		50,000.00			√		CA	Zonal Councils
89.			Insure, Maintain and repair official / project vehicles (movable / immovable assets)	Akropong	√	√	√	√	20,000.00	40,000.00			√		T O	ANMA
90.			Procure stationaries and printing materials (A4, comb binding materials etc.)	Akropong	√	√	√	√		50,000.00			√		PRO	Stores
91.			Procurement of office equipment i.e. laptop, printer etc.	Akropong	√	√	√	√	50,000.00				√		PRO	Stores
92.			Procurement of furniture and fittings (cabinets, receptionist	Akropong	√	√	√	√		50,000.00		50,000.00	√		PRO	Stores

N o .	Pro gra m me	Sub prog ram me	Activities	Location	Time Frame (Year)				Cost (GH¢)				Programme Status		Implementing Institution / Department	
					1Q	2Q	3Q	4Q	GoG	DACF	IGF	Others	New	Ongoing	Lead	collaborating
			desk, swivel chairs, visitors chairs etc.													
93.			Procure 1 motor bike for Sanitation activities	ANMA	√	√	√	√		30,000.00			√		PRO	MEHU
94.			Training on administrative data compilation and DDDP, stats bank and stats app	ANMA	√	√	√	√				10,000.00	√		STATS	MA
95.			Data collection on social economic activities	Municipality Wide	√	√	√	√	10,000.00				√		STATS	CA
96.			Monitoring of surveys and censuses	Municipality Wide	√	√	√	√		5,000.00			√		STATS	CA
97.			Organize training on Local Governance Act, 2016 and Local Government Protocols	ANMA		√				50,000.00			√		HRD	All Staff
98.			Organize training on Performance Management System (Appraisals)	ANMA			√			17,000.00			√		HRD	All Staff
99.			Train Staff on Conflict and Stress relief management	ANMA						10,000.00			√		HRD	All Staff
100			Preparation of audit work plan	Akropong				√	7,000.00				√		MIAU	MA
101			Update Assembly Website and reduce the threat of viruses on all computers	ANMA	√	√	√	√				5,000.00	√		MIS	MA
102			Provide support for self –help and community initiated projects	Akropong	√	√	√	√		50,000.00		50,000.00	√		MWD	PRO
103			Procure 1No. Pickup		√	√	√	√				600,000.00	√		CA	MA
Implementation, Coordination, Monitoring and Evaluation																
104			Organize budget hearing meeting (PFM) to engage stakeholders on budget preparation and	ANMA	√		√			50,000.00			√		MBA	MA

No.	Programme	Sub programme	Activities	Location	Time Frame (Year)				Cost (GH¢)				Programme Status		Implementing Institution / Department	
					1Q	2Q	3Q	4Q	GoG	DACF	IGF	Others	New	Ongoing	Lead	collaborating
			implementation (Town Hall Meeting)													
105			Organize mid-year budget review meeting and quarterly budget committee meetings	ANMA	√	√	√	√		20,000.00		10,000.00	√		MBA	MA
106			Implement 2025 Revenue Improvement Action Plan (RIAP) activities	Akropong	√	√	√	√		28,000.00			√		MBA/MFD	MA
107			Prepare 2026 Composite budget, fee fixing and gazette of the fee fixing resolution	ANMA			√	√		30,000.00		30,000.00	√		MBA	MA
108			Organize MPCU quarterly, mid-year and annual review meetings	ANMA	√	√	√	√		6,250.00		20,000.00	√		MPO	MPCU
109			Organize quarterly monitoring and evaluation exercise	Municipality Wide	√	√	√	√		40,000.00			√		MPO	MA
110			Prepare 2026 AAP and review 2025 AAP and Budget	Akropong	√	√	√	√		15,000.00			√		MPCU	MA
111			Prepare and submit quarterly and annual progress reports on plan implementation	ANMA	√	√	√	√				8,000.00	√		MPO	CA
112			Organize 2 Inter-service/inter-sectoral collaboration and cooperation meetings	ANMA		√		√		20,000.00			√		MPO	CA
113			Preparation of 2026-2029 MTDP	ANMA		√	√	√		30,000.00		70,000.00	√		MPO	MPCU
114			Implement national anti-corruption action plan (NACAP) activities	ANMA	√	√	√	√		2,000.00		5,000.00	√		MPO	MA
115			Organize quarterly Tender committee meetings and prepare procurement plan	Akropong	√	√	√	√		4,000.00		2,000.00	√		PRO	Tender Committee