



PROPOSED ANNUAL ACTION PLAN FOR 2021

planning office

**MPCU EJURA-SEKYEDUMASE MUNICIPAL ASSEMBLY
P. O. BOX 9 EJURA**



No.	Activities	Location	Output Indicators	Time Schedule				Indicative Budget (GHS)					Implementing Agencies	
				1 st	2 nd	3 rd	4 th	GoG	DPAT	IGF	DACF	Donor	Lead	Collab.
1. ECONOMIC DEVELOPMENT														
DEPARTMENT OF AGRICULTURE (DAD)														
14	Conduct Farm and Home Visits to transfer improved technologies to farmers	Municipal-wide	Farm and home visits conducted to transfer improved technologies by 36 AEAs								15,000	DAD/MA	CIDA	
15	7 DDO's supervise and monitor activities of Extension staff	Selected community	Monitoring visits made to supervise activities of Extension staff								12,600.00	DAD/MA	DONORS/PS	
16	MDA,MCE and MCD conduct monitoring and evaluation of all agricultural projects and programs by December 2020	Municipal-wide	Visits to monitor projects and activities of Department of Agriculture					2,400			2,400.00	DAD/MA	CIDA	
17	Conduct monthly Technical Review and Management meetings	MDA Office	Meetings organised to plan and review activities, projects and programs							4,000		DAD/ MA	DONORS/PS	
18	Train 42 technical staff to positive selection in yam cultivation by June	Municipal wide	Technical staff on trained on positive selection in yam cultivation							4000		DAD	CIDA	
19	Assess the Economic Impact Of PFJ on Beneficiary Farmers in the Municipality	Municipal wide	Assess the yield and Profitability of Beneficiaries							4000		MA	NADMO/Forestry/Agric	
20	Conduct farmers forum and create awareness on Planting for Food and Jobs, Rearing for Food and Jobs and PERD by 42 AEAs by December,2020	Municipal wide	Organized farmers sensitized on PFJ and RFJ							10,700		DAD/ MA		
21	Training of cereal value chain actors in Post-harvest management by December, 2021	Municipal wide	Stakeholders along the cereal value chain trained								1,000.00	DAD/ MA	DONORS/PS	
22	Sensitize and conduct training on Fall Army worm scouting and control by September by 45 AEAs	Municipal-Wide	Sensitization and training on FAW management conducted							2,360	1,360.00	DAD/ MA	DONORS/PS	
23	Train livestock farmers on the importance of biosecurity	Municipal – wide	Livestock farmers trained on biosecurity							1,520.00		DAD/ MA	DONORS/PS	
SUB-TOTAL														

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				1 st	2 nd	3 rd	4 th	GoG	DPAT	IGF	DACF	Donor	Lead	Collab.
ECONOMIC DEVELOPMENT														
DEPARTMENT OF AGRICULTURE (DAD)														
50	Training of MIS and DDA on M&E workbase by December, 2021	Kumasi	DDA and MIS officer capacity enhanced					1,693.00					DAD/MA	CIDA
51	Training of Technical Staff on Report Writing	MDA Office	Staff gained knowledge in report writing					750.00					DAD/ MA	DONORS/ PS
52	Maintain the Five (5) Cashew Plantation sites under the Planting for Export and Rural Development and Ghana Productive Safety Net Project (GPSNP) 500,000 cashew seedlings and plant under Ghana Productivity and Safety Net Project (GPSNP) and to help combat climate change	Anyinasu, Sekyedumas e, Franti and Kasei	Cashew Plantation sites well maintained							50,000.00	200,000.0		DAD/ MA	DONORS/ PS

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				1 st	2 nd	3 rd	4 th	GoG	DPAT	IGF	DACF	Donor	Lead	Collab.
3.ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT														
MUNICIPAL DEPARTMENT OF WORKS (MWD)														
53	Develop Ejura Market	Ejura Market	Ejura market developed								50,000		MWD	PRIVATE SCTOR
54	Complete the payment of the construction of 1No. Community Resources	Sekyedumas	Paid for the construction of 1No. Community Resources								128,368.3		MWD	PRIVATE SCTOR
55	Undertake routine maintenance work of Assembly offices	Affected offices	Assembly offices maintained							30,000			MWD	PRIVATE SCTOR
56	Undertake routine maintenance of Assembly bungalows / flats	Municipal-Wide	Assembly bungalows/flats maintained								10,000.00		MWD	PRIVATE SCTOR
57	Mechanize 5No. high yielding boreholes	Selected Communities	6No. boreholes mechanized in the municipality						100,000				MWD	PRIVATE SCTOR
58	Maintain 6No. boreholes in the Municipality to promote regular handwashing; hence reduce the chances of the spread of COVID 19	Yabaraso, Ghana Kura, Nyinasie Miminaso No.1 and No.2 and Teacherkrom	6No. boreholes maintained									48,000.00		
59	Procure Street lights and accessories	Selected communities	Street lights and accessories procured and installed in affected communities								50,000.00		MWD	PRIVATE SCTOR
60	Procure 50 pieces low tension wooden electricity poles	Selected Communities	50 pieces low tension poles procured and distributed						50,000.00				MWD	PRIVATE SCTOR
61	Support for Community self-help initiatives	Municipal – wide	Community initiatives supported							40,000.00			MWD	PS
62	Construct 1No Community Center for Anyinasu (complete payment)	Anyinasu	1No Community Center for constructed for Anyinasu						193,086.				MWD	PRIVATE SCTOR
Sub-Totals														

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				1 st	2 nd	3 rd	4 th	GoG	DPAT	IGF	DAC F	Donor	Lead	Collab.
1. SOCIAL DEVELOPMENT														
GHANA HEALTH SERVICE (GHS)														
114	Sensitize 60 institutional prescribers, Nurses, Laboratory, records, public health staff on epidemic prone diseases (Covid-19, AFP, Measles, Cholera, Meningitis, etc) for 2 days.	Municipal	60 institutional prescribers, Nurses, Laboratory, records, public health staff on epidemic prone diseases (Covid-19, AFP, Measles, Cholera, Meningitis, etc) sensitised on COVID 19								10,000	GHS	MIN. OF HEALTH	
115	Provide support for HIV/AIDS activities	Municipal	support for HIV/AIDS activities provided for							17,499				
												MW E/G HS	PRIVATE SCTOR	

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2. SOCIAL DEVELOPMENT														
3. DEPARTMENT OF SOCIAL WELFARE AND COMMUNITY DEVELOPMENT														
116	Conduct education on Child Protection (CP) through role-play and CP tool kit.	Selected communities	30 communities educated on Child Protection with the aid of role-play and CP tool kit.									21,000	SWCD	NCCE, GES
117	Conduct education on the Right of Children as espoused by the UN Convention on the Right of the child, Ghana's Children's Act 1998 (Act 560) and the Children Amendment Act 2016 (Act 937)	Selected communities	25 communities educated on the right of children in line with UN Convention on the Right of the Child and National Acts.									15,000	SWCD	CHRAJ, NCCE, GPS
118	Establish Child Referral Panels (CRPs).	Selected communities	25 Child Referral Panels (CRPs) established in 30 communities.									27,000	SWCD	GES, CHRAJ
119	Manage cases of children in danger, abuse, deprivation of fundamental right and in need of care and protection.	Municipal Wide	45 cases of children in danger, abused, exploited and deprived of their fundamental right managed effectively.									13,300	SWCD	GHS, COURT, GPS
120	Investigate and supervise cases involving children in conflict or in conflict with the law.	Municipal wide	Twenty (20) Social Investigations conducted and report submitted to court.					3,000.00					MDS WCD	MA
121	Monitor the operations and activities of Day Care Centres.	Municipal wide	10 Day Care Centres monitored quarterly.									4,000.00	MDS WCD	MA
121	Provide support to Persons with Disability.	Municipal wide	Three (3) needs assessment conducted and document of 150 beneficiaries processed for support in income generating, education and medical/ assistive device.							104,994.21	5,700		SWCD	DFMC
122	Monitor the utilization of support received by PWDs.	Municipal wide	Utilization of income generating, education and health support to PWDs monitored three (3) times.							6,000.00			MDPP	MA
123	Facilitate and supervise the payment of cash to poor and vulnerable households through the LEAP programme.	Municipal wide	Payment of cash to poor and vulnerable households enabled and supervised six (6) times.									6,500.00	MDPP	MA
124	Process documents for the renewal of expired NHIS cards of LEAP beneficiary households.	Selected communities	Documents processed and NHIS cards of 50 beneficiaries renewed.					4,356						
125	Monitor the progress of LEAP on the livelihood of beneficiary households.	Selected communities	40 sampled LEAP households monitored					3,000.00						DSWC
126	Facilitate gender mainstreaming activities	Municipal wide	Gender mainstreaming activities facilitated							5,000.00			MDS WCD	MA

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4. ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT															
PHYSICAL PLANNING DEPARTMENT															
127	Procure Street Naming Equipment to facilitate the implementation of the urban policy	Ejura/	Street Naming Equipment to facilitate the implementation of the urban policy procured							4,000	28,000.00		MDPP	MA	
128	Prepare layouts for three (3) major communities	Selected Communities	Layout prepared for selected communities					3,674		4,000.00	8,000.00		MDPP	MA	
129	Provide for monitoring and evaluation of development activities (site inspection)	Municipal wide	Monitoring and evaluation of development activities carried out					5,000.00							
130	Facilitate property valuation and digitization	Municipal wide	Property valuation and digitization facilitated					5,000			10,000.00		MDPP	MA	
131	Undertake public sensitization on building permit acquisition and land use	Municipal wide	Public sensitization on building permit acquisition and land use conducted					5,000.00					MDPP	MA	
132	Organize Sub Technical committee Meetings	Ejura	Sub Technical committee Meetings held							4,000			MDPP	MA	
133	Organize spatial planning committee meetings	Ejura	Spatial planning committee meetings held							4,000.00			MDPP	MA	
134	Procure office logistics	MDPP Office	Logistics procured for the office					7,000.00					MDPP	MA	
135	Train data collection team (GIZ)	Ejura	Data collection team trained								2,000				
136	Stenciling of house numbers (GIZ)	Ejura	Stenciling of house numbers provided for								2,000				
137	Data collection on the field (GIZ)	Ejura	Data collection on the field (GIZ) provided for								6,000				

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4. ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT														
ENVIRONMENT; HEALTH AND SANITATION														
138	Ensure regular lifting of refuse containers	Municipal wide	Regular lifting of refuse containers ensured								120,000.0		MEHSU	MA/ PS
139	Provide for liquid and solid waste management	Municipal wide	Liquid and solid waste properly managed								100,000		MEHSU	MA/ PS
140	Procure sanitary tools, detergents and safety clothing	Ejura	Sanitary tools, detergents and safety clothing procured.								20,000.00		MEHSU	MA/ PS
141	Construct a modern slaughter house (abattoir)	Ejura	1No. slaughter house constructed						300,000				MEHSU	MA/ PS
142	Construct 1No. 12 seater W.C. toilet for Ejurafie	Ejurafie	Construct 1No. 14- seater W.C. toilet for Ejurafie constructed						80,000				MEHSU	/MA/PS
143	Purchase of petty tools/ implements	Municipal wide	Petty tools/ implements purchased							5,000.00			MEHSU	MA/ PS
144	Conduct fumigation exercise	Municipal wide	Fumigation exercise conducted								160,000		MEHSU	MA/ PS
145	Provide for travel and transportation	Municipal wide	Travel and transportation provided							5,000.00			MEHSU	MA/ PS
146	Provide for maintenance of public sanitary facilities	Municipal wide	Maintenance of public sanitary facilities								200,000.00		MEHSU	MA/ PS
147	Provide for maintenance of drains	Municipal wide	Maintenance of drains provided								50,000.0		MEHSU	MA/ PS
148	Provide for office facilities, supplies and accessories	Municipal wide	Office facilities, supplies and accessories provided								10,000.00		MEHSU	MA/ PS
149	Construct 1No. 12 seater WC toilet at Mempeasem	Mempeasem	12- seater WC toilet constructed at Mempeasem								80,000		MWD	EHSU/ PS
150	Implement community led total sanitation										10,000		MWD	EHSU/ PS
151	Initiate steps to acquire all sanitary sites in the Municipal	Ejura									20,000		MWD	EHSU/ PS

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4. ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT															
ENVIRONMENT; HEALTH AND SANITATION															
152	Construct 1No. 12 seater Modern water closet toilet @ Ejuraman SHS	Ejuraman SHS	1No.-12 seater Modern water closet toilet constructed @ Ejuraman						80,000					MEHSU	MA/ PS
153	Construct 1No. 12 seater Modern water closet toilet @ kotokoliline	kotokoliline	1No.-12 seater Modern water closet toilet constructed @ kotokoliline											IPEP	PRIVATE SECTOR
154	Construct 1No Aqua Privy Toilet @Dagombaline	Dagombaline	1No. Aqua Privy Toilet constructed @Dagombaline											IPEP	PRIVATE SECTOR
155	Construct 1No. water closet toilet and Overhead Tank @ Ejura community center	Ejura-community center	1No. water closet toilet and Overhead Tank constructed @ Ejura community center						80,000.00			80,000.00		IPEP	PRIVATE SECTOR
156	Construct 1No. water closet toilet and Overhead Tank @ Sekyedumase	Sekyedumase	1No. water closet toilet and Overhead Tank constructed @ Sekyedumase											IPEP	PRIVATE SECTOR
157	Construct 1No. water closet toilet and Overhead Tank @ Anyinasu	Anyinasu	1No. water closet toilet and Overhead Tank constructed @ Anyinasu											IPEP	PRIVATE SECTOR
	SUB-TOTALS								80,000			80,000			

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4. ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMEN															
NADMO (DISASTER PREVENTION AND MITIGATION)															
158	Participate in disaster management workshops	Municipal wide	Staff abreast with new methods in disaster management					8,000.00			2,000.00				
159	Undertake monitoring and evaluation exercises	Municipal wide	performance of staff assessed and impact to the community					5,000.00			3,000.00				
160	Provide livelihood support to DVG's (Disaster victims)	Municipal wide	support provided to the volunteers to engage in income generating activities					20,000.00			10,000.00				
161	Media discussions	Municipal wide	Undertake media discussions on radios/information centers					1,000.00			2,000.00				
162	Disaster risk reduction	Municipal wide	Undertake public education campaigns on disaster risk reduction					2,000			2,000				
163	Conduct community sensitization on the danger of bush fires	Municipal wide									3,000				
164	Resettlement and rehabilitate disaster affected persons	Municipal wide	Resettlement and rehabilitation of disaster victims provided for								50,000.00				
165	Procure relief items for disaster victims	Municipal wide								28,000					
	SUB-TOTALS							36,000			15,000				

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5.GOVERNANCE, CORRUPTION AND ACCOUNTABILITY														
CENTRAL ADMINISTRATION AND TRANSPORT DEPARTMENT														
166	Provide for the payment of allowance of Sub-committees, General Assembly, transfer grants, and commissions	Ejura	Allowances for Assembly meetings, transfer grants etc. paid							271,000			MFD	MA/ PS
167	Provide for the maintenance and overhaul of Assembly vehicles Grader, Tipper Truck, Tractor, Ford Pick-up, Information Service Van as well as running / insurance cost of vehicles	Ejura	Assembly Grader, Tipper Truck, Tractor, Ford Pick-up, Information Service Van maintained and overhauled							70,000	10,000		TRANSPORT OFFICER	MA/ PS
168	Provide for Planning and Budgeting activities (monitoring,	Ejura	. MPCU, Monitoring and Budget Committee meetings organized quarterly/ annually								40,000.00		MPO/ MBA/MCD	MA
169	Provide for NALAG review meetings and contributions	Ejura	NALAG activities catered for							5,000	5,000		MA	MCE/PM
170	Provide for night allowances and local hotel expenses	Ejura	Night allowances and local hotel bills paid							18,000.			MFD	MA/ PS
171	Provide for seminars/conferences/workshops/meetings	Municipal Assembly	seminars/conferences/workshops/meetings provided for							10,000.00			MFD	MA/ PS
172	Provide for staff development activities	Municipal Assembly	Staff development activities provided for							10,000.00			MFD	MA/ PS
173	Provide for clothing and uniform	Municipal Assembly	clothing and uniform provided for							3,000.00			MFD	MA/ PS
174	Provide for postal charges	Municipal Assembly	Postal charges provided for							1,000.00			MFD	MA/ PS
175	Provide for water	Municipal Assembly	Water provided for							8,000.00			MFD	MA/ PS
176	Provide for Telecommunication expenses	Municipal Assembly	Telecommunication expenses provided for							5,000.00			MFD	MA/ PS
177	Provide for insurance and compensation	Municipal Ass	insurance and compensation provided for							5,000			MFD	MA/ PS
178	Provide for contingency	Municipal ass	Contingency provided for`							25,776	127,045		MFD	MA/ PS
179	Provide for running cost of official vehicles									40,000			MFD	MA/ PS
	SUB-TOTALS									395,000	55,000.00			

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5. GOVERNANCE, CORRUPTION AND ACCOUNTABILITY														
CENTRAL ADMINISTRATION AND TRANSPORT DEPARTMENT														
180	Provide for electricity charges	Municipal Assembly	Electricity charges provided for							28,000			MFD	MA/ PS
181	Provide for bank charges	Municipal Assembly	Bank charges provided for							5,000.00			MFD	MA/ PS
182	Maintenance and repairs of official vehicles	Municipal Assembly	Repaired and maintained official vehicles							40,000.00			MFD	MA/ PS
183	Provide for official celebrations	Municipal Assembly	Official celebrations provided for							20,000.00	50,000		MA	MA/PS
184	Provide for maintenance of furniture and fixtures	Municipal Assembly	Maintenance of furniture and fixtures provided for							5,000.00			MFD	MA/ PS
185	Provide for drugs	Municipal wide	Drugs provided for							5,000.00			MFD	MA/ PS
186	Provide for maintenance of general equipment	Municipal Assembly	General equipment maintained							6,000.00	10,000		MFD	MA/ PS
187	Provide for public education and sensitization activities	Municipal Wide	Public education and sensitization activities provided for							5,000.00			MFD	MA/ PS
188	Provide for Donations	Municipal Wide	Donations provided for							48,600.00			MFD	MA/ PS
189	Provide for office facilities and supplies	Municipal Wide	Office facilities and supplies provided for							15,000.00	40,000.00		MFD	MA/ PS
190	Provide for refreshment	Municipal Assembly	Refreshment provided for							20,000.00			MFD	MA/ PS
191	Provide for MP's capital development project	Municipal Assembly	Mps capital developments project provided for								150,000		MFD	MA/ PS
192	Procure office facilities for HR department	Municipal Ass	Office facilities procured for HR dept					6,437					MFD	MA/ PS
193	Provide for external consultants fees	Municipal Ass	External consultant fees provided for								5,000		MFD	MA/ PS
194	Provide for local travel cost	Municipal Ass	Local travel cost provided for							10,000			MFD	MA/ PS
195	Provide for national awards	Muin. Ass	National awards provided for					15,000						
	SUB-TOTALS									2,315,000.00	80,000.00			

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5.GOVERNANCE, CORRUPTION AND ACCOUNTABILITY														
CENTRAL ADMINISTRATION AND TRANSPORT DEPARTMENT														
196	Provide for security ration	Ejura	Security ration provided for							70,000.00			MFD	MA/ PS
197	Provide for DPAT capacity building	Ejura	. DPAT capacity building budgeted for						45,859.0				MPO/ MBA/MCD	Ma
198	Security forces contingency (election)	Municipal wide	Security forces contingency provided for							30,000.00			MA	MCE/PM
199	Provide for external consultation	Ejura	External consultation fees provided for							10,000.00			MFD	MA/ PS
200	Revenue data base collection	Municipal Assembly	Revenue data base created							10,000.00			MFD	MA/ PS
201	Provide for 2021 – 2024 MTDP Preparation	Municipal Assembly	2021 – 2024 MTDP prepared and submitted						10,000	70,000.00			MFD	MA/ PS
202	Provide for capacity building of staff and Honourable Assembly Members	Ejura	Capacity of staff and assembly members built						51,413.00				HR/ MCD	PS/DONOR
203	Provide for Member of Parliament Common Fund supported activities	Municipal wide	MP Common Fund activities supported							250,000.00			MP/MCE/MCD/MFO	PS/DONOR
204	Support sub-district structures activities	Municipal wide	sub-district structures activities supported							20,000.00			MFD	MA/PS
205	Procure firefighting accessories	MA	Firefighting accessories procured							5,000			MFD	MA/PS
206	Provide Staff development on innovative revenue mobilization strategies	MA	Staff development on innovative revenue mobilization strategies provided for						20,000.00				MFD	MA/PS
207	Provide for staff development on performance management and filling of appraisal forms	Municipal assembly	for staff development on performance management and filling of appraisal forms provided for						10,000				MFD	MA/PS
208	Provide for staff development on digital filling and installation of software	Municipal ass							5,859				MFD	MA/PS
209	Provide for staff development on minutes and report writing		staff development on minutes and report writing provided for						10,000					
										420,000				

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6. ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT														
NATURAL RESOURCES CONSERVATION, FORESTRY AND GAME AND WILD LIFE DEPARTMENT														
225	Support the youth to engage in environmentally friendly farming practices	Municipal wide	Youth supported to engage in environmentally friendly farming									100,000.00		
226	Conduct community sensitization programs on the dangers of indiscriminate bush burning, logging, and poaching of animals in the forest reserve.	Municipal wide	Community sensitization programs on the dangers of indiscriminate bush burning, logging, and poaching of animals in the forest reserve successfully organized							20,000	15000	10,000		
227	Promote the planting of community woodlot plantation	Municipal										299,000		
228	Develop one tourist site (Anyinasu Water Fall) in the municipality	Anyinasu	Anyinasu Water falls developed									40,000.00		
	SUB- TOTAL											140,000.00		

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4. SOCIAL DEVELOPMENT														
MUNICIPAL STATISTICS DEPARTMENT														
229	Conduct and monitor statistical surveys/enquires that would be carried out in the municipality by GSS (e.g. PHC, DHS, etc)	Municipal wide	Reports on 2020 PHC and DHS prepared.					15,0000					MSD	GSS
230	Compile data on rateable properties to enable the Assembly mobilize and maximize revenue performance and utilization for development	Selected communities	Data on rateable properties compiled.							2,000.00			MSD	GSS
231	Collaborate with GSS for harmonized administrative data collection templates	Statistics depart	Template for administrative data collation adopted.							1,500			MSD	GSS
	SUB- TOTAL							15,000		3,500				