

OFFICE OF THE HO WEST DISTRICT ASSEMBLY

In case of reply, the number & date
of this letter should be quoted.

OUR Ref: H.W.D.A/ADM-36/N-2/07

Your Ref:



POST OFFICE BOX 2
DZOLOKPUITA
VOLTA REGION

DATE: 29TH / OCT / 2021


THE DIRECTOR-GENERAL
NATIONAL DEVELOPMENT PLANNING COMMISSION
HEAD OFFICE
ACCRA

THRO'
THE HON. MINISTER
VOLTA REGIONAL COORDINATING COUNCIL
HO

Dear Sir/Madam

SUBMISSION OF 2022 ANNUAL ACTION PLAN

I forward herewith, attached 2022 Annual Action Plan of Ho West District for your notice and further action.
Thank you.


DISTRICT COORDINATING DIRECTOR
(WISDOM KPORNGOR)
FOR: DISTRICT CHIEF EXECUTIVE

Cc:
The Hon. Minister
Ministry of Local Government, Decentralization and Rural Development
Accra

The Head of Service
Office of the Head of the Local Government Service
Accra

The Regional Economic Planning Officer
VRCC

Ho



OFFICE OF THE HO WEST DISTRICT ASSEMBLY



2022 ANNUAL ACTION PLAN (AAP)

DISTRICT PLANNING & COORDINATING UNIT (DPCU)

OCTOBER, 2021

SUMMARY OF ACTIVITIES IN 2022 AAP

S/N	DEVELOPMENT DIMENSION	SUB-PROG (PBB)	NO. OF ACTIVITIES	PERCENTAGE (%)
1	Economic Development	i. Trade, Industry, Tourism /Art & Cult. Devt. ii. Agricultural Development	15	18.07
2	Social Development	i. Education, Youth, Sport & Library Service ii. Public Health Service/Mgt iii. Community Water and Sanitation Services iv. Social Welfare/Community Services	31	37.35
3	Environment, Infrastructure and Human development	i. Spatial Orderly Devt of Communities ii. Public Works, Rural Housing and Mgt iii. Feeder Roads/Transport Services iv. Natural Resource Conservation/Mgt	15	18.07
4	Emergency Planning and Preparedness	i. Disaster Prevention and Mgt	2	2.41
5	Governance, Corruption and Public Accountability	i. General Administration ii. Human Resource Mgt iii. International Relations/Mgt iv. Planning, Budgeting and Coord.	18	21.69
6	Coordination, Implementation, M&E	i. Planning, Budgeting and Coordination	2	2.41
Total			83	100.00



OFFICE OF THE HO WEST DISTRICT ASSEMBLY
2022 ANNUAL ACTION PLAN (AAP)



S/N	PROG. (PBB)	SUB-PROG. (PBB)	BROAD ACTIVITIES	LOCATION	TIME FRAME (2022)				ESTIMATED BUDGET					PROG. STATUS		IMPLEMENTING DEP'T/INSTITUTION			
					1	2	3	4	IGF	GOG	DACF	DDF	DON.	NEW	ONG	LEAD	COLLAB		
A	ECONOMIC DEVELOPMENT - Goal: Build a Prosperous Country																		
1	Economic Development	Trade, Industry, Tourism /Art & Cult. Dev't.	Mounting of 2 Revenue Barriers with sanitation improvement package at Kissiflui and Kpedze	Kissiflui, Dededo	x	x				20,000.00						x		CA	DPCU
2	Economic Development	Trade, Industry, Tourism /Art & Cult. Dev't.	Support 50 PWDs to access part of DACF and to venture into income generating activities	Districtwide	x	x	x	x			230,840.23					x		DSW&CD, BAC	CA, DPCU
3	Economic Development	Trade, Industry, Tourism /Art & Cult. Dev't.	Hold Engagements with MSMEs on Bus. Mgt practice/Fee fixing resolution in the district	Kpedze, Dzolokpuita	x			x		8,000.00		2,000.00				x		CA	DPCU
4	Economic Development	Trade, Industry, Tourism /Art & Cult. Dev't.	Support/Train Gender Groups/Women/ Youth in Agro-based products/other IGAs (e.g., Oil Palm, Tiger Nuts, Cassava Processing, Mushroom Production, Spices etc.)	Districtwide	x	x	x	x		15,000.00		20,000.00				x		DSW&CD, Agric Dept, BAC	CA, DPCU
5	Economic Development	Trade, Industry, Tourism /Art & Cult. Dev't.	Support to Traditional councils, festival, Cultural/NAFAC Activities and devt of tourism potentials	Districtwide	x	x	x	x		8,000.00		15,000.00				x		CNC, CA	DPCU

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					1	2	3	4	IGF	GOG	DACF	DDF	DON.	NEW	ONG	LEAD	COLLAB
6	Economic Development	Agricultural Development	Undertake demonstrations of Staple/Cash Crops for planting on Farmers' Fields	Districtwide	x	x	x	x		4,000.00	2,000.00			x		Agric Dept	CA, DPCU
7	Economic Development	Agricultural Development	Support for MAG and Government flagship programmes (PFJ, PERD, RFJ, 1D1F, 1V1D)	Districtwide	x	x	x	x			30,000.00		88,749.80	x		Agric Dept	DPCU CA BAC
8	Economic Development	Agricultural Development	Support for Establishment of Tree Crop Nursery (coconut, cashew, oil palm and citrus seedlings) for plantation.	Dzolokpuita	x	x	x	x			20,000.00		120,000.00	x		Agric Dept	DPCU CA
9	Economic Development	Agricultural Development	Support for Agric Extension Agents (AEAs)/Services	Districtwide	x	x	x	x			5,000.00			x		Agric Dept	DPCU CA
10	Economic Development	Agricultural Development	Promote use urine in organic farming	Districtwide	x	x	x	x		4,000.00	2,000.00				x	Agric Dept	CA, DPCU
11	Economic Development	Agricultural Development (GPSNP)	Maintenance of 30ha degraded communal lands using Oil Palm Cashew, Citrus and Coconut seedlings in selected communities	Holuta, Kpedze-Todze, Avatime Biakpa, Abutia Kpota, Dzolokpuita	x	x	x	x					50,000.00	x		MLGDRD, Agric Dept	CA, DPCU
12	Economic Development	Agricultural Development	Sensitize 20 poultry farmers on prevention of poultry against notable diseases in 4 Zones Districtwide	Districtwide	x	x	x	x		4,000.00	2,000.00			x		Agric Dept	DPCU CA

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					1	2	3	4	IGF	GOG	DACF	DDF	DON.	NEW	ONG	LEAD	COLLAB
13	Economic Development	Agricultural Development	Embark on pest and disease surveillance in staple/cash crops growing in 17 operational areas	Districtwide	x	x	x	x		4,000.00	2,000.00			x		Agric Dept	CA, DPCU
14	Economic Development	Agricultural Development	Facilitate poultry farmers access to vaccine, drugs and feed in the district	Districtwide	x	x	x	x		4,000.00	2,000.00			x		Agric Dept	CA, DPCU
15	Economic Development	Agricultural Development	Organize training for Livestock/Poultry farmers in the preparation of Agro by-products (cassava, peel, groundnut, leaves, leguminous leaves, rice husk and bran, orange pulp, etc to feed animals	Districtwide		x					5,000.00			x		Agric Dept	CA, DPCU
B	SOCIAL DEVELOPMENT - Goal: Create Opportunities for all																
16	Social Services Delivery	Education, Youth, Sport & Library Serv.	Support for STMIE Programme	Districtwide	x	x	x	x			15,000.00			x		GES	CA, DPCU
17	Social Services Delivery	Education, Youth, Sport & Library Serv.	Organised/Support 2 Mock Exams for BECE candidates	Districtwide		x	x			10,000.00	20,000.00			x		GES	CA, DPCU
18	Social Services Delivery	Education, Youth, Sport & Library Serv.	Organize Best Teacher Awards	HWDA				x			25,000.00			x		GES	CA, DPCU
19	Social Services Delivery/Dev't	Education, Youth, Sport & Library Serv.	Support for DCE Self-Learning Initiatives for Basic/SHS Students	Districtwide	x	x	x	x			20,000.00			x		GES	CA, DPCU

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					1	2	3	4	IGF	GOG	DACF	DDF	DON.	NEW	ONG	LEAD	COLLAB
20	Social Services Delivery	Education, Youth, Sport & Library Serv.	Scholarship and educational support for 10 brilliant but needy children	Districtwide	x	x	x	x			75,000.00 (MPs C.F)			x		CA	GES DPCU
21	Social Services Delivery	Education, Youth, Sport & Library Serv.	Organize Annual Education Sector Review	Education Directorate						20,000.00				x		GES	CA, DPCU
22	Social Services Delivery	Education, Youth, Sport & Library Serv.	Organize My First Day at School	Holuta	x						8,000.00			x		GES	CA, DPCU
23	Social Services Delivery/Dev't	Education, Youth, Sport & Library Serv.	Supply 1,000 Pieces of Dual Desks to Basic schools	Districtwide	x	x	x	x			200,000.00			x		CA	GES, DPCU
24	Social Services Delivery	Public Health Service/Mg't	Support for Ghana Health Service (GHS)	Districtwide	x	x	x	x			30,000.00 (MPs CF)			x		CA	GHS, DPCU
25	Social Services Delivery	Public Health Service/Mg't	Support for Malaria, HIV/AIDS, COVID-19, STI, Nutrition Activities, etc.	Districtwide	x	x	x	x		10,000.00	45,000.00			x		GHS	CA, DPCU
26	Social Services Delivery	Public Health Service/Mg't	Conduct integrated disease surveillance and response, community feedback/durbar, capacity building	Districtwide	x	x	x	x		10,000.00				x		GHS	CA, DPCU
27	Social Services Delivery	Public Health Service/Mg't	Organize Health Review meeting	Health Directorate						15,000.00				x		GHS	CA, DPCU

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					1	2	3	4	IGF	GOG	DACF	DDF	DON.	NEW	ONG	LEAD	COLLAB	
28	Social Services Delivery/Dev't	Public Health Service/Mg't	Completion of CHPS Compound at Awudome-Avenui	Awudome-Avenui	x	x	x	x			175,252.35					x	CA, Works Dep't	GHS DPCU
29	Social Services Delivery/Dev't	Public Health Service/Mg't	Renovation of Maternity Block at Kpedze Polyclinic	Kpedze Polyclinic	x	x	x	x				317,996.25			x		CA, Works Dep't	GHS DPCU
30	Social Services Delivery	Public Health Service/Mg't	Completion of CHPS Compound at Tsyome	Tsyome-Afedo	x	x	x	x			25,000.00					x	CA, Works Dep't	GHS DPCU
31	Social Services Delivery	Community water and Sanitation Services	Conduct routine domiciliary/community hygiene inspection/education	Districtwide	x	x	x	x			12,000.00				x		Env'tal Health & San. Unit	GHS, CA, DPCU
32	Social Services Delivery	Community water and Sanitation Services	Undertake Fumigation/Disinfestation Exercise	Districtwide	x	x	x	x			20,000.00				x		Env'tal Health & San. Unit, ZL	CA, DPCU
33	Social Services Delivery	Community water and Sanitation Services	Update DESSAP	HWDA	x						15,000.00				x		Env'tal Health & San. Unit	CA, DPCU
34	Social Services Delivery	Community water and Sanitation Services	Support for Community Led Total Sanitation (CLTS)	Districtwide	x	x	x	x			10,000.00				x		Env'tal Health & San. Unit	CA, DPCU
35	Social Services Delivery	Community water and Sanitation Services	Control stray animals in the district	Districtwide	x	x	x	x	10,000.00						x		Env'tal Health & San. Unit	CA, DPCU

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					1	2	3	4	IGF	GOG	DACF	DDF	DON.	NEW	ONG	LEAD	COLLAB	
36	Social Services Delivery	Community water and Sanitation Services	Organize Quarterly School Health Education on sanitation related issues in Basic/SHS/TVET Schools	Districtwide	x	x	x	x			10,000.00				x		Env'tal Health & San. Unit	GES, GHS, DPCU, ISD
37	Social Services Delivery	Community water and Sanitation Services	Facilitate the Screening of Food Vendors	Districtwide	x				15,000.00						x		Env'tal Health & San. Unit	GHS, CA, DPCU
38	Social Services Delivery	Community water and Sanitation Services	Acquire/Maintain permanent waste disposal/landfill sites	Tsito and Kpedze	x	x	x			25,000.00					x		CA	DPCU, Env'tal Health, ZL
39	Social Services Delivery	Community water and Sanitation Services	Organise Quarterly Public Education Campaigns on Solid/Liquid Waste Mgt.	Districtwide	x	x	x	x			10,000.00				x		Env'tal Health & San. Unit	CA, DPCU, ISD, NCCE
40	Social Services Delivery	Community water and Sanitation Services	Purchase of Sanitary tools/materials	HWDA	x	x	x	x	3,000.00						x		CA	Env'tal Health & San. Unit, DPCU
41	Infrastructure Delivery and Mgt	Community water and Sanitation Services	Support for rehabilitation of 5No. existing boreholes in selected communities	Dzolokpuita, Saviefe Agokpo, Kpale X'orse, Anyirawase	x	x	x	x			82,000.00				x		Works Dept, CWSA	CA, DPCU
42	Social Services Delivery	Social Welfare/Community Services	Support for the implementation LEAP programme	Districtwide	x	x	x	x			50,000.00				x		DSW&CD	CA, DPCU

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43	Social Services Delivery	Social Welfare/Community Services	Undertake Child Protection and Promotion interventions in 10 communities	Districtwide	x	x	x	x			10,000.00			x		DSW&CD	CA, DPCU
44	Social Services Delivery	Social Welfare/Community Services	Update data of vulnerable Groups in the district	Districtwide	x	x	x	x			2,000.00			x		DSW&CD	CA, DPCU
45	Social Services Delivery	Social Welfare/Community Services	Carry out 4 Community Mobilization Programmes	Districtwide	x	x	x	x			8,000.00			x		DSW&CD	CA, DPCU
46	Social Services Delivery	Social Welfare/Community Services	Undertake 2 Gender-based violence and Gender Mainstreaming activities in communities	Districtwide	x	x	x	x			8,000.00			x		DSW&CD	CA, DPCU
C	ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT - Goal: Safeguard the Natural Environment and Ensure Resilient Built Environment																
47	Human Settlement Mgt	Spatial orderly devt of Communities	Acquisition of Auto photos and digitization for 15 communities	Districtwide	x	x	x	x			10,000.00			x		Physical Planning Dept	CA, DPCU
48	Human Settlement Mgt	Spatial orderly dev't of Communities	Undertake quarterly Development Control activities	Districtwide	x	x	x	x	10,000.00					x		Physical Planning Dept	CA, DPCU
49	Human Settlement Mgt	Spatial orderly dev't of Communities	Installation of 24 signages in 3 communities (Street Naming & Property Addressing exercise)	Districtwide	x	x	x	x			20,000.00			x		Physical Planning Dept	CA, DPCU
50	Infrastructure Delivery and Mgt	Public Works, Rural Housing and Mgt	Renovation of Abutia Area Council Office at Kloe	Abutia Kloe	x	x	x	x			89,220.60			x		Works Dept	CA, DPCU

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51	Infrastructure Delivery and Mgt	Public Works, Rural Housing and Mgt	Completion of DCE Residence (Phase One) at Dzolokpuita	Dzolokpuita	x	x	x	x			574,954.50					x	Works Dept	CA, DPCU
52	Infrastructure Delivery and Mgt	Public Works, Rural Housing and Mgt	Construction of Canteen with ancillary facilities at Dzolokpuita	Dzolokpuita	x	x	x	x				351,996.75			x		Works Dept	CA, DPCU
53	Infrastructure Delivery and Mgt	Public Works, Rural Housing and Mgt	Const. of Reinforced Underground Water Tank for Fire Service Station at Dzolokpuita	Dzolokpuita	x	x	x	x				125,384.45			x		CA, Works Dept	DPCU, GNFS
54	Infrastructure Delivery and Mgt	Public Works, Rural Housing and Mgt	Construction 1No. 2-Bedroom Apart. With ancillary facilities for Heads of Decentralized Dept. at Dzolokpuita	Dzolokpuita	x	x	x	x				285,336.00			x		Works Dept	CA, DPCU
55	Infrastructure Delivery and Mgt	Public Works, Rural Housing and Mgt	Maintenance of Office Building	HWDA	x	x	x	x	20,000.00		80,000.00				x		Works Dept	CA, DPCU
56	Infrastructure Delivery and Mgt	Feeder Roads/ Transport Services	Opening/Reshaping of 3.5km feeder road at Abutia Adeblevi	Abutia Adeblevi,	x	x	x	x			145,850.86				x		Works Dept	CA, DPCU
57	Infrastructure Delivery and Mgt	Feeder Roads/ Transport Services (GPSNP)	Rehabilitation of Dzolokpuita-Gbedome (6.5km) feeder road	Dzolokpuita-Gbedome	x	x	x	x					849,715.20			x	Works Dept, MLGDRD	CA, DPCU

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58	Infrastructure Delivery and Mgt	Feeder Roads/ Transport Services	Supply and Maintenance of street lights and extension of electricity to developing areas of communities	Districtwide	x	x	x	x			80,000.00				x		CA	DPCU, Works Dept
59	Infrastructure Delivery and Mgt	Feeder Roads/ Transport Services	Support for Construction of speed Humps on Dzolokpuita-Fume High Way	Dzolokpuita-Fume	x	x	x	x			20,000.00				x		Works Dept, High Ways Authority	CA, DPCU
60	Env'tal Conservation and Mgt	Natural Resource Conservation/ Mgt	Support for Green Ghana Initiative	Districtwide		x					30,000.00				x		FC, Agric Dept	CA, DPCU
61	Env'tal Conservation and Mgt	Natural Resource Conservation/ Mgt	Hold quarterly Climate Change Adaptation Sensitization	Districtwide	x	x	x	x			8,000.00				x		NADMO, FC, Agric Dept	CA, DPCU
D	EMERGENCY PLANNING AND PREPAREDNESS																	
	Goal: Mainstream Emergency Planning and Preparedness into Ghana's Development Planning Agenda at all Levels to Respond to Potential Internal/External Threats (including COVID-19)																	
62	Emergency Planning and Response	Disaster Prevention and Mgt	Undertake Rainstorm/ Windstorm, Bush/Domestic Fire prevention activities	Districtwide	x	x	x	x	2,000.00		8,000.00				x		NADMO, GNFS	CA, DPCU, ISD, NCCE
63	Emergency Planning and Response	Disaster Prevention and Mgt	Supply relief items to disaster Victims	Districtwide	x	x	x	x			30,000.00				x		NADMO	CA, DPCU
E	GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY - Goal: Maintain a Stable, United and Safe Society																	
64	Management and Admin	General Administration	Organize Statutory meetings (GA, DPCU, Budget, Sub-Committee Meetings, etc.)	HWDA	x	x	x	x			70,000.00				x		CA	DPCU

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65	Management and Admin	General Administration	Compensation of Employees	Districtwide	x	x	x	x	92,701.02	1,850,000.00				x		CA	DPCU
66	Management and Admin	General Administration	VRCC/NALAG Contributions	VRCC	x	x	x	x			25,000.00			x		CA	DPCU
67	Management and Admin	General Administration	Support for National Celebrations/Events (Independence Day, Farmers Day, WTD, UN Day Against Child Labour etc.)	Districtwide	x	x	x	x	30,000.00		70,000.00			x		CA	DPCU
68	Management and Admin	General Administration	Support for MP SIF 2/Self-Help Projects	Districtwide	x	x	x	x			60,000.00			x		CA	DPCU
69	Management and Admin	General Administration	Maintenance of Official Vehicles/Lubricants	HWDA	x	x	x	x	40,000.00		60,000.00			x		CA	DPCU
70	Management and Admin	General Administration	Supply of Printed Materials (Vehicle/Motor Stickers, etc)	HWDA	x	x	x	x	5,000.00					x		CA	DPCU
71	Management and Admin	General Administration	Purchase Office stationery and Value Books/Maintain Office Equipments	HWDA	x	x	x	x	10,000.00		80,000.00			x		CA	DPCU

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72	Management and Admin	General Administration	Support for the functionality of Audit Committee	HWDA	x	x	x	x			20,000.00			x		CA	DPCU
73	Management and Admin	General Administration	Organize Town Hall Meetings/Community Engagements	Districtwide	x	x	x	x	5,000.00		35,000.00			x		CA	DPCU
74	Management and Admin	General Administration	Support for Justice and Administration (e.g., Court)	Districtwide	x	x	x	x			5,000.00			x		CA	DPCU
75	Management and Admin	General Administration	Support for 8 Sub-structures	T/A Councils	x	x	x	x	10,000.00		122,551.92			x		CA	DPCU
76	Management and Admin	General Administration	Supply 3No. Laptops and Printers	HWDA	x	x	x	x				26,000.00		x		CA	DPCU
77	Management and Admin	General Administration	Compensation and documentation of Assembly Lands and Valuation of Properties	Dzoloakpuita	x	x	x	x			280,000.00			x		CA	DPCU
78	Management and Admin	Human Resource Mgt	Support for Capacity Building (Conferences/ Seminars/Workshops)		x	x	x	x			88,900.00			x		CA, HR Dept	DPCU
79	Management and Admin	Human Resource Mgt	Organize 1No. training for Staff on LGS Protocols and working procedures	HWDA, Hall		x						3,900.00		x		HR Dept	CA, DPCU

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80	Management and Admin	Human Resource Mgt	Organize Training for Trad. Authorities Assembly Members, T/A Council Secs/Chairpersons and HoDs/HoUs on the functionality of Sub-structures and operationalization of local governance system	HWDA		x					30,000.00			30,000.00	x		HR Dept	CA, DPCU
81	Ghana's Role in International Affairs	International Relations & Mgt.	Support for Sister City and Bilateral relations	HWDA	x	x	x	x			100,000.00				x		CA	DPCU
F	COORDINATION, IMPLEMENTATION, MONITORING & EVALUATION - Goal: Improve Delivery of Development Outcomes at all Levels																	
82	Coordination, M&E	Planning, Budgeting and Coord.	Undertake quarterly M&E on Projects/Programmes /Activities	Districtwide	x	x	x	x			50,000.00				x		CA	DPCU
83	Coordination, M&E	Planning, Budgeting and Coord.	Preparation of 2023 AAP/Composite Budget	HWDA			x	x			30,000.00				x		CA	DPCU