

OFFICE OF THE HO WEST DISTRICT ASSEMBLY

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

OUR Ref: HO/WEST/2023/0120/01.....

Your Ref:



POST OFFICE BOX 2
DZOLOKPUITA
VOLTA REGION

DATE: 6.....11.....2023

THE DIRECTOR-GENERAL
NATIONAL DEVELOPMENT PLANNING COMMISSION
HEAD OFFICE
ACCRA

THRO:
THE HON. REGIONAL MINISTER
VOLTA REGIONAL COORDINATING COUNCIL
HO

Dear Sir,

SUBMISSION OF 2024 ANNUAL ACTION PLAN

I forward herewith, attached 2024 Annual Action Plan of Ho West District for your notice and further action.

Thank you.


**FOR: HON. DISTRICT CHIEF EXECUTIVE
(WISDOM KPORNGOR)
DISTRICT COORDINATING DIRECTOR**

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

The Local Government Service
Head Office
Accra

The Regional Economic Planning Officer
VRCC
Ho

All DPCU Members



OFFICE OF THE HO WEST DISTRICT ASSEMBLY



2024 ANNUAL ACTION PLAN (AAP)

DISTRICT PLANNING & COORDINATING UNIT (DPCU)

OCTOBER, 2023

SUMMARY OF ACTIVITIES/PROGRAMMES IN 2024 AAP

S/N	DEVELOPMENT DIMENSION	SUB-PROGRAMME	LINAKAGE WITH SDGs	NO. OF ACTIVITIES/ PROGRAMMES	PERCENTAGE (%)
1	Economic Development	<ul style="list-style-type: none"> i. Trade, Industry, Tourism/Arts & Culture Devt ii. Agricultural Development 	2,5,8,9,10 and 15	13	16.46
2	Social Development	<ul style="list-style-type: none"> i. Education, Youth, Sports and Library Services ii. Public Health Services/Mgt iii. Community Water/Sanitation Services iv. Social Welfare/Community Devt 	1,3,5,6,10 and 15	27	34.18
3	Environment, Infrastructure and Human Settlement	<ul style="list-style-type: none"> i. Spatial Orderly Devt of Communities ii. Public Works/Rural Housing and Mgt iii. Feeder Roads/Transport Services iv. Environment and Natural Resource Conserv/Mgt 	7,8,9,11 and 13	17	21.52
4	Emergency Planning and Preparedness	<ul style="list-style-type: none"> i. Disaster Prevention and Mgt 	1 and 12	2	2.53
5	Governance, Corruption and Public Accountability	<ul style="list-style-type: none"> i. General Administration ii. Human Resource Mgt iii. International Relations and Mgt 	8,11,16 and 17	18	22.78
6	Implementation, Coordination, Monitoring and Evaluation	<ul style="list-style-type: none"> i. Planning, Budgeting and Coord. 	8,9,11 and 12	2	2.53
	Total			79	100.00



OFFICE OF THE HO WEST DISTRICT ASSEMBLY
2024 ANNUAL ACTION PLAN (AAP)



S/N	PROG. (PBB)	SUB-PROG. (PBB)	BROAD ACTIVITIES	LOCATION	TIME FRAME (2024)				ESTIMATED BUDGET					PROG. STATUS		IMPLEMENTING DEP'T/AGENCY			
					1	2	3	4	IGF	GOG	DACF	DDF	DON	NEW	ONG	LEAD	COLLAB		
ECONOMIC DEVELOPMENT - Goal: Build a Prosperous Country																			
1	Economic Development	Trade, Industry, Tourism /Art & Cult. Dev't.	Rehabilitation of Kpedze Market (Phase One & two)	Kpedze	x	x	x	x					202,000.00			x		CA, Works Dept	DPCU
2	Economic Development	Trade, Industry, Tourism /Art & Cult. Dev't.	Assist 40 PWDs to engage in income generating activities	Districtwide	x								50,000.00			x		DSW&CD	CA, DPCU, BAC
3	Economic Development	Trade, Industry, Tourism /Art & Cult. Dev't.	Support for MSMEs promotion/devt		x	x	x	x					20,000.00			x		CA, BAC	DPCU
4	Economic Development	Trade, Industry, Tourism /Art & Cult. Dev't.	Train Women/Youth/ Gender Groups in (Oil Palm Processing, Mushroom, etc) and support them with Startup Capitals/Kits to venture into enterprise activities	Dzolokpuita		x	x						20,000.00		200,000.00	x		Agric Dept, BAC, NYA, DSW&CD	CA, DPCU
5	Economic Development	Trade, Industry, Tourism /Art & Cult. Dev't.	Support to Traditional councils, festivals, Culture/NAFAC/Volta Fair Activities and devt of Tourism potentials	Districtwide			x	x					30,000.00			x		CA	CNC, DPCU

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					1	2	3	4	IGF	GOG	DACF	DDF	DON	NEW	ONG	LEAD	COLLAB
6	Economic Development	Agricultural Development	Establish demonstrations on use of treated urine in organic farming	Districtwide		x					5,000.00			x		Agric Dept.	CA, DPCU, BAC
7	Economic Development	Agricultural Development	Support for Gov't flagship prog. (PFJ, PERD, RFJ, 1D1F, 1V1D)	Districtwide	x	x	x	x			30,000.00		70,000.00	x		AGRIC Dept.	DPCU CA BAC
8	Economic Development	Agricultural Development	Support for Agric Extension Agents (AEAs)/FBOs	Districtwide	x						3,000.00		5,000.00	x		AGRIC Dept.	DPCU CA BAC
9	Economic Development	Agricultural Development (GPSNP 2)	Rehabilitation/ Maintenance 30ha degraded communal land using oil palm, Coconut, Cashew and Citrus seedlings in 9 selected communities	Holuta, Kpedze-Todze, Biakpa, Dzolokpuita, Tsawoenu, Dzologbogame Abutia Teti/Kpoeta	x	x	x	x					500,000.00	x		Agric Dept, MLGDRD	CA, DPCU
10	Economic Development	Agricultural Development	Sensitize 20 poultry farmers on prevention of poultry against notable diseases in 4 Zones districtwide	Districtwide		x	x				1,000.00		2,000.00	x		Agric Dept	DPCU CA RAD
11	Economic Development	Agricultural Development	Embark on pest and disease surveillance in rice, maize and tree crop growing in 17 operational areas	Districtwide	x	x	x	x			2,000.00			x		Agric Dept	CA, DPCU

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12	Economic Development	Agricultural Development	Facilitate/sensitize 100 poultry/livestock farmers access to vaccine, drugs and feed in the district	Districtwide	x	x	x	x			2,000.00			2,200.00	x		Agric Dept	CA, DPCU
13	Economic Development	Agricultural Development	Support for Establishment of Tree Crop Nursery for plantation at Dzolokpuita	Dzolokpuita		x					30,000.00			150,000.00		x	Agric Dept	CA, DPCU
SOCIAL DEVELOPMENT - Goal: Create Opportunities for All																		
14	Social Services Delivery	Education, Youth, Sport & Library Serv.	Support for STMIE Programme	Districtwide	x	x	x	x			10,000.00				x		GES	CA, DPCU
15	Social Services Delivery	Education, Youth, Sport & Library Serv.	Organised/Support Mock Exam for BECE candidates	Districtwide		x					10,000.00	20,000.00		10,000.00		x	GES	CA, DPCU
16	Social Services Delivery/Dev't	Education, Youth, Sport & Library Serv.	Support the implementation of DCE's Self-Learning Initiatives for Basic/SHS level students in the	Districtwide	x	x	x	x				10,000.00			x		GES	CA, DPCU
17	Social Services Delivery	Education, Youth, Sport & Library Serv.	Provide scholarship and educational support for 30 brilliant but needy children	Districtwide	x						150,000.00				x		CA	GES, DPCU

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					1	2	3	4	IGF	GOG	DACF	DDF	DON	NEW	ONG	LEAD	COLLAB
18	Social Services Delivery	Education, Youth, Sport & Library Serv.	Organize Annual Education Sector Review	Education Directorate				x		20,000.00				x		GES	CA, DPCU
19	Social Services Delivery	Education, Youth, Sport & Library Serv.	Organize My First Day at School	Districtwide	x					15,000.00				x		GES	CA, DPCU
20	Social Services Delivery/Dev't	Education, Youth, Sport & Library Serv.	Supply of 1,000 Pieces of Mono/Dual Desks for Basic Schools	Districtwide	x	x	x	x				128,675.00		x		CA	GES, DPCU
21	Social Services Delivery/Dev't	Education, Youth, Sport & Library Serv.	Construction of 1No. 6 chamber female washroom at Dzolo SHS	Dzolo gbogame	x	x	x	x	20,000.00					x		CA	GES, DPCU
22	Social Services Delivery	Public Health Service/Mg't	Undertake/Support for HIV/AIDS, COVID-19, Malaria Prevention and Nutrition activities	Districtwide	x	x	x	x			41,084.00			x		GHS	CA, DPCU
23	Social Services Delivery	Public Health Service/Mg't	Conduct integrated disease surveillance and response and quarterly technical monitoring visits to health centres in the district	Districtwide	x	x	x	x			10,000.00				x	GHS	CA, DPCU
24	Social Services Delivery	Public Health Service/Mg't	Organize Annual Health Review meeting	Health Directorate							10,000.00				x	GHS	CA, DPCU

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					1	2	3	4	IGF	GOG	DACF	DDF	DON	NEW	ONG	LEAD	COLLAB	
25	Social Services Delivery/Dev't	Public Health Service/Mg't	Completion of CHPS Compound at Awudome-Avenui	Awudome-Avenui	x	x	x	x				175,252.00			x		CA, Works Dep't	GHS, DPCU
26	Social Services Delivery	Social Welfare/Community Services	Support for the implementation of LEAP programme	Districtwide	x	x	x	x			1,500.00			x		DSW&CD	CA, DPCU	
27	Social Services Delivery	Social Welfare/Community Services	Undertake 4 Child Protection and Promotion activities	Districtwide	x	x	x	x			5,000.00			x		DSW&CD	CA, DPCU	
28	Social Services Delivery	Social Welfare/Community Services	Carry out 4 Community Mobilization Programmes	Districtwide	x	x	x	x			10,000.00			x		DSW&CD	CA, DPCU	
29	Social Services Delivery	Social Welfare/Community Services	Undertake 2 Gender-based violence and Gender mainstreaming activities in communities	Districtwide	x	x	x	x			7,000.00			x		DSW&CD	CA, DPCU, NGOs	
30	Social Services Delivery	Social Welfare/Community Services	Update data on vulnerable groups (PWDs, LEAP, Children, etc.)	Districtwide	x	x	x	x			5,000.00			x		DSW&CD	CA, DPCU, GHS	
31	Social Services Delivery	Community water and Sanitation Services	Conduct routine Premises inspection and community hygiene education in 10 communities	Districtwide	x	x	x	x	6,000.00					x		Env'tal Health & San. Unit	GHS, CA, DPCU	

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32	Social Services Delivery	Community water and Sanitation Services	Carryout market sanitation activities and monthly clean-up exercise	Districtwide	x	x	x	x	15,000.00						x		Env'tal Health & San. Unit	ZL. Ltd DPCU
33	Social Services Delivery	Community water and Sanitation Services	Organize Quarterly School Health and Hygiene Education on sanitation related issues in 20 Schools	Schools in the District	x	x	x	x	4,000.00						x		Env'tal Health & San. Unit	GHS, CA, DPCU
34	Social Services Delivery	Community water and Sanitation Services	Undertake Fumigation/ Disinfestation activities	Districtwide	x	x	x	x			20,000.00				x		Env'tal Health & San. Unit	ZL, CA, DPCU
35	Social Services Delivery	Community water and Sanitation Services	Update DESSAP	HWDA	x				2000.00		8000.00				x		Env'tal Health & San. Unit	CA, DPCU
36	Social Services Delivery	Community water and Sanitation Services	Control stray animals in the district	Districtwide	x	x	x	x	5,000.00						x		Env'tal Health & San. Unit	CA, DPCU
37	Social Services Delivery	Community water and Sanitation Services	Organize, educate and facilitate screening of food and drink vendors	Districtwide	x				2,000.00						x		Env'tal Health & San. Unit	GHS, CA, DPCU
38	Social Services Delivery	Community water and Sanitation Services	Supply of sanitary materials/tools	Districtwide	x				20,000.00		30,000.00				x		Env'tal Health & San. Unit	CA, DPCU

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39	Social Services Delivery	Community water and Sanitation Services	Support for Mgt of Solid/Liquid	Districtwide	x	x	x	x			30,000.00			x		Env'tal Health & San. Unit, CA	DPCU, ZL
40	Social Services Delivery	Community water and Sanitation Services	Rehabilitation/ Mechanization of 5-Boreholes in selected communities	Dodome, Dzolokpuita,	x	x					255,099.54			x		Works Dept, CWSA	DPCU
ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT - Goal: Create Opportunities for All																	
41	Human Settlement Mgt	Spatial orderly dev't of Communities	Undertake Street Naming/Property Addressing Activities and Installation/ Replacement of Synergies	Districtwide	x	x	x	x	18,500.00		10,000.00			x		Physical Planning Dept	CA, DPCU
42	Human Settlement Mgt	Spatial orderly dev't of Communities	Acquisition of Aerial photos and digitization for 25 communities	Districtwide			x	x	18,500.00					x		Physical Planning Dept	CA, DPCU
43	Human Settlement Mgt	Spatial orderly dev't of Communities	Undertake Development Control activities/educational campaign on spatial orderly development in 30 communities	Districtwide	x	x	x	x	10,000.00					x		Physical Planning Dept.	CA, DPCU, Works Dept, ISD, NCCE
44	Infrastructure Delivery and Mgt	Public Works, Rural Housing and Mgt	Completion of Tsito Town Council Office	Tsito	x	x	x	x			58,169.57				x	CA, Works Dept	DPCU

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45	Infrastructure Delivery and Mgt	Public Works, Rural Housing and Mgt	Renovation of Assembly building and Doctors' Bungalow	Dzolo kpuita Kpedze			x	x	50,000.00		120,000.00			x		CA, Works Dept	DPCU
46	Infrastructure Delivery and Mgt	Public Works, Rural Housing and Mgt	Completion of DCE Residence at Dzolo kpuita	Dzolo kpuita	x	x	x	x			539,957.00				x	CA, Works Dept	DPCU
47	Infrastructure Delivery and Mgt	Public Works, Rural Housing and Mgt	Construction of 1No 2-bedroom apartment for District Magistrate at Dzolo kpuita	Dzolo kpuita		x	x	x				468,491.00		x		CA, Works Dept.	DPCU
48	Infrastructure Delivery and Mgt	Public Works, Rural Housing and Mgt	Renovation of Abutia Area Council Office	Abutia Kloe	x	x						89,220.60			x	CA, Works Dept.	DPCU
49	Infrastructure Delivery and Mgt	Public Works, Rural Housing and Mgt	Pay retention for completed projects (Canteen, Staff Bungalow, Underground Water Tank and Maternity Blk-Kpedze Polyclinic)	Dzolo kpuita	x	x						76,700.00			x	CA	DPCU, Works Dept
50	Infrastructure Delivery and Mgt	Public Works, Rural Housing and Mgt	Supply/installation of 500 street lights	Districtwide		x					100,000.00			x		CA, Works Dept	DPCU
51	Infrastructure Delivery and Mgt	Public Works, Rural Housing and Mgt	Landscaping of Assembly premises at Dzolo kpuita	Dzolo kpuita	x	x	x	x			50,000.00			x		CA, Works Dept.	DPCU, Physical Planning Dept

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52	Infrastructure Delivery and Mgt	Feeder Roads/Transport Services (GPSNP 2)	Rehabilitation of 1.8km Kpedze Todze-Anagokofe Feeder Road	Kpedze Todze-Anagokofe		x	x	x						388,027.76		x		CA, Works Dept.	DPCU
53	Infrastructure Delivery and Mgt	Feeder Roads/Transport Services	Opening, Reshaping Spot improvement and gravelling of a total of 12km feeder roads in selected communities	Dzolokpuita, Abutia Adegblevi	x	x	x	x			166,725.00					x		CA, Works Dept	DPCU
54	Infrastructure Delivery and Mgt	Feeder Roads/Transport Services	Construction of 1.5km U-drain at Kpedze Todze	Kpedze Todze	x	x	x	x					300,000.00			x		CA, Works Dept	DPCU
55	Infrastructure Delivery and Mgt	Feeder Roads/Transport Services	Undertake two (2) road safety education in selected community	Dzolokpuita and Anyirawase	x	x	x	x			20,000.00					x		CA, Police and NRSC	DPCU
56	Environment/ Natural Resources	Natural Resource Conservation and Mgt	Supply of 10,000 seedlings to support Green Ghana Initiative	Districtwide		x					50,000.00					x		CA, Agric Dept, FC	DPCU
57	Environment/ Natural Resources	Natural Resource Conservation and Mgt	Undertake Climate Change Adaptation Sensitization including planting of trees	Districtwide	x	x	x	x	1,500.00		5,500.00					x		NADMO, KRR, Agric Dept, Env'tal Health San. Unit, Health	CA, DPCU

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EMERGENCY PLANNING AND PREPAREDNESS																	
Goal: Mainstream emergency planning and preparedness into Ghana's development planning agenda at all levels to respond to potential internal and external threats (including COVID-19)																	
58	Emergency Planning and Response	Disaster Prevention and Mgt	Support for Rainstorm/ Windstorm, Bush/Domestic Fire Prevention activities	Districtwide	x	x	x	x		2,000.00	2,000.00			x		NADMO	CA, DPCU
59	Emergency Planning and Response	Disaster Prevention and Mgt	Supply of Relief Items to Disaster Victims	Districtwide	x	x	x	x			40,000.00			x		NADMO	CA, DPCU
GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY - Goal: Mainstream a Stable, United and Safe Society																	
60	Management and Administration	General Administration	Documentation and Compensation of Assembly Lands/Valuation of Properties	Districtwide	x	x	x	x			100,000.00				x	CA	DPCU
61	Management and Administration	General Administration	Compensation of Employees	Districtwide	x	x	x	x	110,860.00	2,629,372.00				x		CA	DPCU
62	Management and Administration	General Administration	Support VRCC/NALAG/ NACAP Activities	VRCC	x	x	x	x			50,000.00			x		CA	DPCU
63	Management and Administration	General Administration	Support for Security/Conflict resolution	Districtwide	x	x	x	x			70,000.00			x		CA	DPCU

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64	Management and Administration	General Administration	Organize Statutory meetings (DPCU, Budget Committee, Sub-Committees, Spatial Planning and Technical Sub Committees, GA, Town Hall Meetings, DCE Community Engagements, etc)	Dzolokpuita	x	x	x	x	20,000.00		80,000.00				x		CA	DPCU
65	Management and Administration	General Administration	Support for National Celebrations/Events (Independence Day, Farmers Day, WTD, UN Day Against Child Labour etc.) and District awards	Districtwide			x	x	10,000.00		175,000.00				x		CA	DPCU
66	Management and Administration	General Administration	Support for SIF/ Self-Help Projects	Districtwide	x	x	x	x			230,000.00				x		CA	DPCU
67	Management and Administration	Human Resource Mgt	Purchase Office Consumables/ maintenance Equipments/ Official Vehicles/Lubricants	HWDA	x	x	x	x	255,172.64						x		CA	DPCU
68	Management and Administration	General Administration	Supply of office furniture for Dept/Units	HWDA			x	x			50,000.00				x		CA	DPCU

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69	Management and Administration	General Administration	Supply of Printed Materials (Vehicle/Motor Stickers)	HWDA	x	x			6,000.00					x		CA	DPCU
70	Management and Administration	General Administration	Support for the functionality of Audit Committee	HWDA	x	x	x	x			50,000.00			x		CA	DPCU
71	Management and Administration	General Administration	Support for Justice Administration/ Prosecution of Offenders of Bye-Law)	HWDA	x	x	x	x			10,000.00			x		CA	DPCU
72	Management and Administration	General Administration	Support for 8 Sub-Structures	T/A Councils	x	x	x	x	10,000.00		100,000.00			x		CA	DPCU
73	Management and Administration	Human Resource Mgt	Support for Capacity Building (Conferences/ Seminars/Workshops and Promotional Interviews)	Dzolo kpuita	x	x	x	x	15,000.00		60,000.00			x		CA, HR Dept	DPCU
74	Management and Administration	Human Resource Mgt	Organize Training workshop for staff of Sub-structures in Revenue Mobilisation Strategies and effective lobbying skills	Dzolo kpuita	x	x	x	x			30,000.00			x		HR Dept	CA, DPCU
75	Management and Administration	Human Resource Mgt	Organize Training workshop for selected staff on capacity building in risk management strategies	Dzolo kpuita	x	x	x	x			20,000.00			x		HR Dept.	CA, DPCU

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76	Management and Administration	Human Resource Mgt	Organize Training workshop for staff to fill gaps identified in health and workplace safety.	Dzoloqpuita	x	x	x	x			25,000.00			x		HR Dept.	CA, DPCU
77	International Affairs	International Relations & Mgt.	Support for Sister City and Bilateral relations	HWDA	x	x	x	x			100,000.00			x		CA	DPCU
IMPLEMENTATION, COORDINATION, MONITORING AND EVALUATION - Goal: Improve delivery of Development Outcomes at all Levels																	
78	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
79	Coordination, M&E	Planning, Budgeting and Coord.	Prepare 2025 AAP/Composite Budget	Dzoloqpuita				x			80,000.00			x		CA	DPCU