

EKUMFI DISTRICT ASSEMBLY



REPUBLIC OF GHANA



EKUMFI DISTRICT ASSEMBLY

*In case of reply the reference number
and date of this letter should be quoted.*

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30th October, 2024

Our Ref: EDA.01/20/01/01

Your Ref:

HON. REGIONAL MINISTER
REGIONAL CO-ORDINATING COUNCIL
CAPE COAST

ATTN: REG. ECONOMIC PLANNING OFFICER

SUBMISSION OF ANNUAL ACTION PLAN - 2025

We submit herewith, the attached Annual Action Plan – (2025) for the Ekumfi District Assembly for your study and further action.

We count on your usual co-operation


DOUGLAS OSEI YEBOAH
DISTRICT COORDINATING DIRECTOR

For: **DISTRICT CHIEF EXECUTIVE**

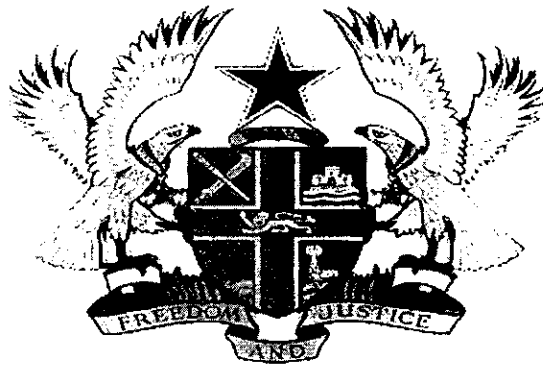
cc: Regional Economic Planning Officer
Regional Co-ordinating Council
Cape Coast

DPCU Members
Ekumfi District Assembly

Area Councils
Ekumfi District Assembly

Hon. Assembly Members
Ekumfi District Assembly

EKUMFI DISTRICT ASSEMBLY



REPUBLIC OF GHANA

ANNUAL ACTION PLAN (2025)

OCTOBER, 2024

EKUMFI DISTRICT ASSEMBLY

COMPOSITE ANNUAL ACTION PLAN – 2025

S/N	Prog. (PBB)	Sub-Prog.	Broad Activities	Location	Time frame				Cost			Prog. Status		Implementing Institution
					Q 1	Q 2	Q 3	Q 4	GoG	IGF	Oth ers	New	Ongo ing	
1.	Management and Administration	Management and Administration	Organize Sub-committee/Execo/General Assembly meetings	Essarkyir					40,000.00	10,000			Cent Admin	Finance Dept.
2.	Management and Administration	Management and Administration	Support to Departments / Units in the district	Essarkyir					192,900.30				Cent Admin	Finance Dept.
3.	Management and Administration	Management and Administration	Support to the Assembly (GOG Asset transfer)	Essarkyir					25,180.00				Central Adm	Finance
4.	Management and Administration	Management and Administration	Procure Logistics, office equipment and materials	Essarkyir					42,500	2,500			Central Admin.	Finance Dept.
5.	Management and Administration	Management and Administration	Provision of offices for Area Councils	4 area councils					55,108.30				Cent Admin	Finance Dept.
6.	Management and Administration	Management and Administration	Provide logistics, stationery, equipment, furniture and	Essarkyir					25,000.00	5,000			Cent Admin	Finance Dept.

13.	Management and Administration	Management and Administration	Support communities to complete and rehabilitate community centre, toilet and other projects (Self-help projects)	District wide					200,770.75			Cent Admin	Finance Dept.
14.	Management and Administration	Management and Administration	Support communities to complete and rehabilitate school blocks and health facilities (Self-help projects)	District wide					300,000.00			Cent Admin	Finance Dept.
15.	Management and Administration	Management and Administration	Organize radio programmes/ talk show	Mankessim					5,000.00			Cent Admin	Finance Dept.
16.	Management and Administration	Management and Administration	Database compilation, updates and maintenance	District wide					50,000.00			Cent Admin	Finance Dept.
17.	Management and Administration	Management and Administration	Preparation and submission of reports	Essarkyir					30,000.00			Cent Admin	Finance Dept.
18.	Management and Administration	Management and Administration	Data collection	District wide					31,964.00			Cent Admin	Finance Dept.

25.	Management and Administration	Management and Administration	Payment of compensation of employees	Essarkyir					1,426,852.50			HRM	Central Adm
26.	Management and Administration	Management and Administration	Train revenue collectors	Essarkyir					10,000.00			HRM	Central Adm
27.	Management and Administration	Management and Administration	Preparation of Revenue Improvement Plan	Essarkyir					10,000.00			Cent Admin	Finance Dept.
28.	Management and Administration	Management and Administration	Organize quarterly meetings for revenue staff/collectors	Essarkyir					5,000.00			Cent Admin	Finance Dept.
29.	Management and Administration	Management and Administration	Public Education on payment of taxes for development	District wide					10,000.00			Cent Admin	Finance Dept.
30.	Management and Administration	Management and Administration	Collect and Collate data on ratable items/ revenue database	District wide					22,000.00			Cent Admin	Finance Dept.
31.	Management and Administration	Management and Administration	Valuation/Revaluation of properties in Area Councils	District wide					1,964.00			Cent Admin	Finance Dept.
32.	Management and Administration	Management and Administration	Procure necessary logistics for revenue collection	Essarkyir					10,000.00			Cent Admin	Finance Dept.

33.	Management and Administration	Management and Administration	Installation/Reinstallation of revenue booths	Essarkyir						15,000.00					Cent Admin	Finance Dept.
34.	Management and Administration	Management and Administration	Preparation of AAP, PIP, Composite Budget, Procurement Plan and Audit Plan for 2023	Essarkyir						55,000.00					Cent Admin	Finance Dept.
35.	Management and Administration	Management and Administration	Organize quarterly mandatory meetings (DPCU, Audit, Tender committee, Budget, M&E, Mgt, etc)	Essarkyir						95,000.00					Cent Admin	Finance Dept.
36.	Management and Administration	Management and Administration	Organize Public Hearings and Town Hall meetings	District wide						40,000.00					Cent Admin	Finance Dept.
37.	Management and Administration	Monitoring and Evaluation	Organize monitoring and evaluation	Essarkyir						95,000.00					DPCU	Finance
38.	Management and Administration	Management and Administration	Capacity building for Assembly Members, unit committees and area council members	Essarkyir						20,000.00					HRM	CA, Finance Dept.

39.	Management and Administration	Management and Administration	Capacity building for District Assembly staff	Essarkyir					45,859.00						HRM	Finance Dept. Cent Adm
40.	Management and Administration	Management and Administration	Capacity building (Workshops, conferences and seminars)	Essarkyir					30,000.00						HRM	Finance Dept., CA
41.	Management and Administration	Management and Administration	MPs Social Intervention Program	Essarkyir					800,000.00						MP	Works, Central Adm Comm
42.	Management and Administration	Management and Administration	Activation of Police Post	Narkwa					45,000.00						DISFC	Central Adm
43.	Management and Administration	Physical Planning	Prepare Building Permits	Essarkyir					10,000.00						Cocoa Roads	Works, Central Adm.
44.	Infrastructure Delivery and Management	Physical Planning	Organize TSC/SPC meetings	Essarkyir					22,000.00						PPD	Central Adm, Works
45.	Infrastructure Delivery and Management	Physical Planning	Land Acquisitions	Selected communities					400,000.00						PPD	Central Adm, Works
46.	Infrastructure Delivery and Management	Physical Planning	Name streets and Address properties	Selected communities					25,000.00						PPD	Central Adm, Works
47.	Infrastructure Delivery and Management	Physical Planning	Preparation of planning schemes/structure plans/SDF	Essarkyir					20,000.00						PPD	Central Adm, Works

48.	Infrastructure Delivery and Management	Physical Planning	Sensitize/Educate the public on physical planning issues	District wide						20,000.00					PPD	Central Adm. Works
49.	Infrastructure Delivery and Management	Physical Planning	Documentation of Ekumfi District Assembly (EIDA) lands	District wide						35,000.00					PPD	Central Adm. Works
50.	Infrastructure Delivery and Management	Physical Planning	Data collection to update District Maps	District wide						20,000.00					PPD	Central Adm. Works
51.	Infrastructure Delivery and Management	Physical Planning	Organize community tree planting exercise	District wide						15,000.00					PPD	Central Adm. Works
52.	Infrastructure Delivery and Management	Physical Planning	Organize institutional landscaping exercise	District wide						15,000.00					PPD	Central Adm. Works
53.	Infrastructure Delivery and Management	Infrastructure Delivery and Management	Organize education on the need for protection of water bodies	District wide						50,000.00					NADM O	Central Adm
54.	Infrastructure Delivery and Management	Infrastructure Delivery and Management	Repair of non-functioning boreholes for institutions and communities	District wide						250,000.00					Works	Central Adm

55.	Infrastructure Delivery and Management	Infrastructure Delivery and Management	Mounting of additional stand pipes in communities	District wide	3x				750,000.00						Central Adm, Works
56.	Infrastructure Delivery and Management	Infrastructure Delivery and Management	Develop and manage alternative source of water, including rain water harvesting	District wide					350,000.00						Central Adm
57.	Infrastructure Delivery and Management	Infrastructure Delivery and Management	Completion of on-going bio-gas and Ghana First facilities in selected communities	District wide					250,000.00						Works Central Adm Finance
58.	Infrastructure Delivery and Management	Infrastructure Delivery and Management	Sensitization on road safety issues and related laws	District wide					12,000.00						Central Adm
59.	Infrastructure Delivery and Management	Infrastructure Delivery and Management	Extension of electricity to Health/Educational facilities in selected communities	District wide					210,000.00						Central Adm Finance Works
60.	Infrastructure Delivery and Management	Infrastructure Delivery and Management	Extension of water to Health/Educational facilities in selected communities	District wide					210,000.00						Central Adm Finance Works

69.	Infrastructure Delivery and Management	Infrastructure Delivery and Management	Rehabilitation of Adansimaim-Gyabenkwa Feeder Road (3.5km)	Adansimaim, Gyabenkwa						219,545.54					Works Dept	Com, Cent Adm
70.	Infrastructure Delivery and Management	Infrastructure Delivery and Management	Rehabilitation of Otuam Junction-Esibeedu Feeder (1.2km)	Esibeedu						655,323.79					GPSNP	Cent Adm
71.	Infrastructure Delivery and Management	Infrastructure Delivery and Management	Pushing and Levelling of Adansi Landfill sites, Essarkyir refuse dump site and Immuna refuse dump site in Ekumfi District	Selected sites						100,000.00					Works Dept	Com, Cent Adm
72.	Social Development	Social service Delivery	Mobilization of Funds from stakeholders to equip poorly resourced schools with ICT and TLM	Essarkyir						20,000.00					GES	Central Adm, Com
73.	Social Development	Social service Delivery	Ghana School Feeding Program expanded to reach newly constructed schools	Newly constructed schools						20,000.00					GES	Central Adm, Com
74.	Social Development	Social service Delivery	Organize orientation on access to	Essarkyir						5,000.00					GES	Central Adm, Com

82.	Social Development	Social service Delivery	Playing Fields) for selected schools	Essarkyir															Central Adm Stakeholders
83.	Social Development	Social service Delivery	Support for sporting activities	Otuam															Central Adm
84.	Social Development	Social service Delivery	Furnishing of Community Library	Ekumpoano, Srafa Kokodo, Srafa Aboano															CentAdm GES
85.	Social Development	Social service Delivery	Renovation of Ekumpoano Cath. JHS, Re-roofing of Srafa Kokodo Meth. JHS and Srafa Aboano D/A JHS	Srafa Mpoano															CentAdm GES
86.	Social Development	Social service Delivery	Renovation of 3-unit Methodist JHS Building	Otuam, Etsibeedu															CentAdm GES
87.	Social Development	Social Service delivery	Const. of INO. 2Bedroom Semi-Detached Teacher Quarters	Essarkyir															CentAdm GES
88.	Social Development	Social Service delivery	Const. of 3-Unit Classroom Block with office, store	Asaman															CentAdm GES

89.	Social Development	Social Service delivery	and 4 seater KVIP toilet Completion of INo. 6- Unit Classroom Block, office, Library and 6- seater KVIP Toilet	Adansi														Cent Adm GES	Works Dept	Cent Adm GES
90.	Social Development	Social Service delivery	Completion of INo. 6- Unit Classroom Block, office, Library and 6- seater KVIP Toilet	Ebuakwa														Cent Adm GES	Works Dept	Cent Adm GES
91.	Social Development	Social Service delivery	Construction of INo. 3-unit classroom block with office, store and staff common room at Twa	Twa														Cent Adm GES	Works Dept	Cent Adm GES
92.	Social Development	Social Service delivery	Construction of INo. 3-unit classroom block with office and store at Narkwa	Narkwa														Cent Adm GES	Works Dept	Cent Adm GES
93.	Social Development	Social Service delivery	Construction of INo Education Office at Essarkyir	Essarkyir														Cent Adm GES	Works Dept	Cent Adm GES
94.	Social Development	Social Service delivery	Celebration of Independence day	District wide														Central Adm	GES	Central Adm

95.	Social Development	Social Service delivery	Completion of 1No. CHPS Compound at Adansi	Adansi					95,000.00					GHS	Central Adm Finance
96.	Social Development	Social Service delivery	Const. of 1No. CHPS Compound at Ebiram	Ebiram					259,000.00					GHS	Central Adm Finance
97.	Social Development	Social Service delivery	Organize refresher training for CHIO in focus ANC skilled delivery postnatal services, and treatment of minor diseases	Essuehyia					6,000.00					GHS	Central Adm Finance
98.	Social Development	Social Service delivery	Organize collaborative meeting with TBAs, Christian and Muslims leaders, Opinion and Assembly members	Essuehyia					5,000.00					GHS	Central Adm Finance
99.	Social Development	Social Service delivery	Train CHN and CHO in writing RCH report	Essuehyia					5,000.00					GHS	Central Adm Finance
100.	Social Development	Social Service delivery	Organize DHMT meetings with facilities in-charges	Essuehyia					10,000.00					GHS	Central Adm Finance

101.	Social Development	Social Service delivery	Organize training for staff on C-MAM	Essuehyia						5,000.00					GHS	Central Adm Finance
102.	Social Development	Social Service delivery	Train staff on PMTCT	Essuehyia						10,000.00					GHS	Central Adm Finance
103.	Social Development	Social Service delivery	Organize health education on malaria and TB control programme in the communities	Essuehyia						12,000.00					GHS	Central Adm Finance
104.	Social Development	Social Service delivery	Organize TB & malaria (LLIN) campaigns	Essuehyia						5,000.00					GHS	Central Adm Finance
105.	Social Development	Social Service delivery	Organize refresher training for staff on danger signs and early referral	Essuehyia						6,000.00					GHS	Central Adm Finance
106.	Social Development	Social Service delivery	Organize community durbar on importance of NHIS in service delivery	Essuehyia						7,000.00					GHS	Central Adm Finance
107.	Social Development	Social Service delivery	Organize Yaws screening for all basic schools in the district	Essuehyia						5,000.00					GHS	Central Adm
108.	Social Development	Social Service delivery	Train staff on positive health	Essuehyia						8,000.00					GHS	Central Adm

114.	Social Development	Social Service delivery	Bed and 2No. Recovery Bed at Asokwa	Organize HIV screening exercises in mosques and churches	Essuehyia															DHD	Central Adm LA
115.	Social Development	Social Service delivery		Support 20 people living HIV/AIDS	Essuehyia															DHD	Central Adm LA
116.	Social Development	Social Service delivery		Surveillance on Communicable and non-communicable disease	Essuehyia															DHD	Central Adm LA
117.	Social Development	Social Service delivery		Organize HIV/AIDS programme in SHS in the district	Essuehyia															Focal person	Central Adm LA GHS
118.	Social Development	Social Service delivery		Celebrate world AIDS day	Essuehyia															Focal person	Central Adm LA GHS
119.	Social Development	Social Service delivery		Organize PMTCT Campaigns	Essuehyia															GHS	Central Adm LA
120.	Social Development	Social Service delivery		Hold or attend meetings on HIV/AIDSs	Essuehyia															Focal Person	Central Adm LA GHS
121.	Social Development	Social Service delivery		Submission of reports on HIV/AIDSs	Essuehyia															Focal Person	Central Adm LA GHS

122.	Social Development	Social Service delivery	Organize monitoring of HIV/AIDS activities (PMTCT & ART)	Essuehyia						6,880.00				Focal Person	Central Adm/And LA GHS
123.	Social Development	Social Service delivery	Undertake public sensitization in two SHS on HIV/AIDS	Essuehyia						1,200.00				Focal Person	Central Adm/And LA GHS
124.	Social Development	Social Service delivery	Organize one day food fair to promote indigenous nutritional and healthy foods	Essuehyia						8,500.00				GHS	Cent Adm
125.	Social Development	Social Service delivery	Organize education on balance diet to mothers	Essuehyia						4,500.00				GHS	Cent Adm
126.	Social Development	Social Service delivery	Support USI activities	Essuehyia						5,000.00				GHS	Cent Adm
127.	Social Development	Social Service delivery	Train nursing and lactating mothers in each operational area on processing of weaning foods							5,000.00				GHS	Cent Adm
128.	Social Development	Social Service delivery	Organize basic Nutrition education programme in each operational	Essuehyia						20,000.00				GHS	GES SD Cent Adm CSOL A

135.	Social Development	Social Service delivery	Implement Community Led Total Sanitation	Essuchyia											DEHU	Zoomlion, LA CA
136.	Social Development	Social Service delivery	Organize ODF seminars in the communities	Essuchyia											DEHU	Zoomlion, LA CA
137.	Social Development	Social Service delivery	Update District Environmental Sanitation Strategic Action Plan (DESSAP) and implement DESSAP activities	Essarkyir											EH	Central Admin.
138.	Social Development	Social Service delivery	Capacity Building for 10 Environmental Health Staff	Essarkyir											EH	Central Admin. HRM
139.	Social Development	Social Service delivery	Prosecution of defaulters of environmental Bye-laws	Essarkyir											EH	Household Heads, Ass mem, Magistrate
140.	Social Development	Social Service delivery	Review, gazette and enforce Assembly's Bye-laws on sanitation	Essarkyir											EH	Central Adm
141.	Social Development	Social Service delivery	Provision of uniforms and identification cards for	Essarkyir											Central Adm	EH

149.	Social Development	Social Service delivery	Undertake premises inspection in 55 communities	District wide						7,000.00						EH	Central Adm
150.	Social Development	Social Service delivery	Sensitization and gender mainstreaming activities	District wide						5,000.00						SD	Central Admin, NGOs
151.	Social Development	Social Service delivery	Sensitize 17 basic schools and 3 SHS on child abuse and implication	District wide						4,000.00						SD	DWD, Central Admin.
152.	Social Development	Social Service delivery	Sensitize 15 communities on child's rights in the district	District wide						26,000.00						SD.	Central Admin.
153.	Social Development	Social Service delivery	Monitoring of 10 Day Care centres in the district	District wide						4,700.00						SD	Central Admin, Works Comm.
154.	Social Development	Social Service delivery	Support the aged / elderly (NHIS, Assistance, etc)	District wide						2,100.00						SD.	Central Admin.
155.	Social Development	Social Service delivery	Organize 3 mass meetings on book keeping	Essarkyir						4,100.00						SD.	Central Admin.
156.	Social Development	Social Service delivery	Register the vulnerable in the district for comprehensive database and	Essarkyir						3,100.00						SD.	Central Admin.

157.	Social Development	Social Service delivery	(PWDs, Aged, Orphans) Expansion of and registration of LEAP beneficiaries	Essarkyir														SD.	Central Admin.
158.	Social Development	Social Service delivery	Monitor payment of Livelihood Empowerment Against Poverty (LEAP) Cash Grant	District wide														SD.	Central Admin.
159.	Social Development	Social Service delivery	Organize and hold study groups to benefit 10 communities within the district on the following topics: (Early marriage, drug abuse and child labour	10 communities														SD.	Central Admin.
160.	Social Development	Social Service delivery	Sensitize 12 basic schools on teenage pregnancy and its implication	12 basic schools														SD.	Central Admin.
161.	Social Development	Social Service delivery	Train women Groups in financial management (8 groups)	District wide														SD.	Central Admin.

162.	Social Development	Social Service delivery	Update women's group knowledge on income generating activities (5 groups)	District wide						2,000.00				SD.	Central Admin.
163.	Social Development	Social Service delivery	Raise awareness on discrimination against persons with disability in schools within the district	District wide						3,500.00				SD.	Central Admin.
164.	Social Development	Social Service delivery	Support to persons Living with disabilities (PWDs)/ PI/IGA/ Capital/	Essarkyir						250,000.00				SD.	Central Admin.
165.	Social Development	Social Service delivery	Train PWDs in apprenticeship/vocational and entrepreneurial skills	Essarkyir						100,000.00				SD.	Central Admin.
166.	Social Development	Social Service delivery	Sensitize 4 communities on sexual and gender based violence, discrimination against women and negative socio-cultural practices	4 communities						3,000.00				SD.	Central Admin.

167.	Social Development	Social Service delivery	Provision and maintenance of Residential Home centres/Transitional housing	Essarkyir						120,000.00					SD.	Central Admin.
168.	Social Development	Social Service delivery	Provision and operation of SWCD hotline	Essarkyir						2,500.00					SD.	Central Admin.
169.	Economic development	Tourism development	Collaborate with Traditional authorities and communities to celebrate festivals	District wide						65,000.00					Cent Admin.	Communities
170.	Economic development	Tourism development	Prepare Tourism Development plan	Essarkyir						15,000.00					BAC	Central Admin
171.	Economic Development	Trade and Industry	Train SMEs in business development skills	Essarkyir						15,000.00					BAC	Central Admin
172.	Economic Development	Trade and Industry	Formation, strengthening and sustenance of groups	Essarkyir						8,000.00					BAC	Central Admin
173.	Economic Development	Trade and Industry	Regulatory Certifications (RGD, GSA, FDA)	Essarkyir						15,000.00					BAC	Central Admin
174.	Economic Development	Trade and Industry	Artisan apprenticeship enrollment	Essarkyir						60,000.00					BAC	Central Admin

175.	Economic Development	Trade and Industry	Training in Gari and fish processing	Essarkyir						15,000.00					BAC	Central Admin
176.	Economic Development	Trade and Industry	Apprenticeship Training (NVTI exams support)	Essarkyir						33,000.00					BAC	Central Admin
177.	Economic Development	Trade and Industry	Provide start-up kits to youth and graduate apprentices	Essarkyir						60,000.00					BAC	Central Admin
178.	Economic Development	Trade and Industry	Provision of credit facilities to women, farmers and fishermen	Essarkyir						150,000.00					BAC	Central Admin
179.	Economic Development	Trade and Industry	Support the revival of dormant industries	Essarkyir						500,000.00					BAC	Central Admin
180.	Economic Development	Trade and Industry	Prepare Local Economic Development Strategic Plan	Essarkyir						20,000.00					BAC	Central Admin
181.	Economic Development	Trade and Industry	Organize Annual meetings on LED activities	Essarkyir						5,000.00					BAC	Central Admin
182.	Economic Development	Trade and Industry	Stakeholders meetings on LED activities	Essarkyir						10,000.00					BAC	Central Admin
183.	Economic Development	Trade and Industry	Resource Business Advisory Centre	Essarkyir						20,000.00					BAC	Central Admin

184.	Economic Development	Trade and Industry	Facilitate the acquisition of land for I.F.D activities	Essarkyr						150,000.00					BAC	Central Admin
185.	Economic Development	Agriculture Development	MAG Activities	District wide						66,000.00					Agric	Central Admin
186.	Economic development	Agriculture Development	Provision of agricultural inputs for farmers (planting for foods and jobs)	District wide						52,000.00					Agric	Central Admin
187.	Economic development	Agriculture Development	Organize sensitization programmes for communities on the use of improved seeds and planting materials	District wide						5,000.00					Agric	Central Admin
188.	Economic development	Agriculture Development	Conduct demonstration on improved crop varieties	District wide						3,500.00					Agric	Central Admin
189.	Economic development	Agriculture Development	Conduct demonstration on farmers on pruning to enhance better yield	District wide						2,000.00					Agric	Central Admin
190.	Economic development	Agriculture Development	Sensitization of AEAs on existing science and technologies	District wide						4,000.00					Agric	Central Admin

