

SOUTH TONGU DISTRICT ASSEMBLY



2023 ANNUAL ACTION PLAN

OCTOBER, 2022

| Programmes (PBB) | Sub-programmes (PBB) | Broad activity | Location | Timeframe | | | | Cost (GH¢) | | | Programme status | | Implementing institution/depart. | |
|----------------------------------|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|-----------|-----|-----|-----|------------|--------|-----|------------------|----------|----------------------------------|----------------------------|
| | | | | Q 1 | Q 2 | Q 3 | Q 4 | GoG | IGF | DPs | New | On-going | Lead | Collaborating |
| 1. Management and administration | 1.1 General administration | 1.1.1 Support Area Councils to maintain their offices & procure equipment/consumables | Sogakope, Dabala, Larve & Agave-Afedume | | | | | 90,000 | 10,000 | | √ | | DE/PO | Central Adm./Area Councils |
| | | 1.1.2 Organise town hall & stakeholders meetings on government policies & assembly activities | Sogakope, Dabala, Larve & Asidowui | | | | | 15,000 | 35,000 | | √ | | DPO/DB A | DCD/HoDs |
| | | 1.1.3 Mobilise & engage communities on development issues affecting them | Selected towns | | | | | 15,000 | 5,000 | | √ | | DPO/DB A | DCD/HoDs |
| | | 1.1.4 Procurement & servicing of office equipment, logistics, stationery, consumables, protocol services and others for departments of the district assembly | Sogakope | | | | | 150,000 | 80,000 | | √ | | PO | DCD/HoDs |
| | | 1.1.5 Maintain district assembly office assets, equipments, machines, furniture & fittings | Sogakope | | | | | 200,000 | 80,000 | | √ | | DE | DCD/HoDs |
| | | 1.1.6 Complete District Assembly office block (Phase I&II) | Sogakope | | | | | 200,000 | | | √ | | DE/PO | DCD/HoDs |

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| | 1.2 Finance and revenue mobilization | 1.2.1 Supervise revenue collectors at the field, procure revenue logistics & collect property and business data | Sogakope, Dabala & other towns | | | | | | 10,000 | | | √ | | DFO | Revenue collectors |
| | | 1.2.2 Construct 2No. information centers | Sogakope & Dabala markets | | | | | 10,000 | 10,000 | | | √ | | DFO/DE | DCD/HoDs |
| | | 1.2.3 Carry out tax education & create awareness on fee-fixing resolution for SMEs & other stakeholders | Sogakope, Dabala & other towns | | | | | 5,000 | 5,000 | | | √ | | DBA/DF O | DCD/HoDs |
| | 1.3 Planning, budgeting and coordination | 1.3.1 Prepare & submit annual action plan, RIAP, composite budget & other reports of the assembly | Sogakope | | | | | 10,000 | 10,000 | | | √ | | DPO/DB A | HoDs |
| | | 1.3.2 Undertake participatory supervision, monitoring, evaluation & auditing of development projects & programmes | Selected towns | | | | | 30,000 | 20,000 | | | √ | | DPO/DE | HoDs |
| | 1.4 Legislative oversights | 1.4.1 Organize general assembly, sub-committee, tender committee, management, street address team, audit | Sogakope | | | | | 20,000 | 90,000 | | | √ | | Central Adm. | HoDs |

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| | | committee & other meetings | | | | | | | | | | | | |
| | | 1.4.2 Sensitise public on district assembly bye law | Sogakope & Dabala | | | | | | 5,000 | | √ | | NCCE | Central Adm./DFO |
| | 1.5 Human resource management | 1.5.1 Carry out capacity building (training) programmes, recruitment, promotion & welfare of staff and assembly members | Sogakope | | | | | 60,000 | 50,000 | | √ | | HR | DCD/HoDs |
| 2. Infrastructure delivery and management | 2.1 Physical and spatial planning | 2.1.1 Monitor land development activities & educate public on spatial/building permit acquisition | Sogakope, Dabala & other towns | | | | | | 15,000 | | √ | | PPD | DCD/HoDs |
| | | 2.1.2 Prepare spatial development framework, structure & local plans | Vume, Tademe, Agorkpo & others | | | | | 296,000 | 12,000 | | | √ | PPD | GIZ/DCD/HoDs |
| | | 2.1.3 Maintain/erect signages & continue street naming & property addressing exercise | Adutor, Vume & Tademe | | | | | 30,000 | 20,000 | | | √ | PPD | GIZ/DCD/HoDs |
| | | 2.1.4 Carried out landscaping & beautification | Sogakope & district assembly premises | | | | | 40,000 | | | √ | | PPD | DCD/HoDs |
| | 2.2 Infrastructure development | 2.2.1 Provide potable water to selected towns | Tordzinu, Tsavanya, Dorkploame CHPS | | | | | 200,000 | | | √ | | DE/PO | DCD/HoDs |

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| | | | Compound, Avegoeme, Afiadenyigba, Agordo, Yevudzekofe & their environs | | | | | | | | | | | | |
| | | 2.2.2 Monitor & collect data on roads, building projects, water and sanitation facilities | Sogakope, Dabala & others | | | | | 5,000 | 5,000 | | √ | | DE | DCD/HoDs /Assembly members | |
| | | 2.2.3 Train WATSAN committees & Area Mechanics | Dabala Jn., Gonu-Agbokope, Asidowui & Tosukpo-Agbogbla | | | | | | 5,000 | | √ | | DE | DCD/HoDs /Assembly members | |
| | | 2.2.4 Complete 1No. 18-shower points and 12-seater WC toilet | Sogakope SHS | | | | | 171,000 | | | | √ | STDA | Sogakope SHS | |
| | | 2.2.5 Construction of 1No. 10-seater WC toilet | Fievie-Dugame | | | | | 200,000 | | | | √ | DE/PO | DCD/HoDs | |
| | | 2.2.6 Construct 2No. Public Pounds | Selected Area Councils | | | | | 20,000 | | | √ | | DE/PO | DCD/HoDs /Area Councils | |

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| | | | | Q 1 | Q 2 | Q 3 | Q 4 | GoG | IGF | DPs | New | On-going | Lead | Collaborating |
| | | 2.2.7 Acquire land for solid and liquid waste disposal | Hlevi | | | | | 90,000 | 10,000 | | √ | | PPO/DEHO | Chiefs/Ass embly members |
| | | 2.2.8 Carry out solid waste management & maintain landfill site | Hlevi | | | | | 200,000 | | | √ | | DEHO | DCD/HoDs /Zoomlion |
| | | 2.2.9 Dislodge public/institutional toilets & carry out fumigation | Sogakope & Dabala | | | | | 80,000 | 10,000 | | √ | | DEHO | DCD/HoDs |
| | | 2.2.10 Procure sanitation equipment & cleaning consumables | Sogakope | | | | | 50,000 | 10,000 | | √ | | PO | DCD/HoDs |
| | | 2.2.11 Clean public places/observe sanitation day & educate households on hygiene, open defecation, noise & air pollution | Sogakope & Dabala | | | | | 5,000 | 5,000 | | √ | | DEHO | DCD/Asse mbly members |
| | | 2.2.12 Undertake medical screening for food & water vendors | Sogakope, Dabala, Larve & Asidowui | | | | | | 5,000 | | √ | | DEHO | DCD/Asse mbly members |
| | | 2.2.13 Reshape 3.0km deplorable feeder roads & construct culverts | Selected towns | | | | | 200,000 | | | √ | | DE | DCD/HoDs |
| | | 2.2.14 Erect/maintain road signages & construct speed rumps | Selected roads | | | | | 50,000 | | | √ | | DE | DCD/GHA |
| | | 2.2.15 Educate drivers, motorists & | Sogakope & other towns | | | | | 5,000 | 5,000 | | √ | | MTTD | DISEC |

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| | | | | Q 1 | Q 2 | Q 3 | Q 4 | GoG | IGF | DPs | New | On-going | Lead | Collaborating | |
| | | public on road safety measures | | | | | | | | | | | | | |
| | | 2.2.16 Provide 10No. canoes for crossing streams & rivers | Selected towns | | | | | 50,000 | | | | √ | | PO | Central Adm./MP |
| | | 2.2.17 Extend electricity to completed projects | Selected towns & institutions | | | | | 60,000 | | | | √ | | DE | Central Adm./ECG |
| | | 2.2.18 Provide & maintain 300No. street lights | Selected towns | | | | | 100,000 | | | | √ | | DE | Central Adm./ECG /MP |
| | | 2.2.19 Utilize MP's common fund on building materials, laboratory equipment, jerseys & footballs, mathematical sets, pumping machines etc. to support selected communities | Selected towns | | | | | 300,000 | | | | √ | | MP | Central Adm. |
| | | 2.2.20 Support self-help/community initiated projects | Selected towns | | | | | 150,000 | | | | | √ | DE/PO | Central Adm. Assembly members |
| | | 2.2.21 Renovate Dabala District Court | | | | | | 300,000 | | | | | √ | DE | DCD/HoDs |
| | | 2.2.22 Renovate 2No. office blocks for Social Welfare & DWD | Sogakope | | | | | 250,000 | | | | √ | | DE | DCD/HoDs |
| | | 2.2.23 Renovation of 4No. Area Council Offices | Sogakope, Dabala, Larve & Asidowui | | | | | 70,000 | | | | √ | | DE | DCD/HoDs |

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| | | | | Q 1 | Q 2 | Q 3 | Q 4 | GoG | IGF | DPs | New | On-going | Lead | Collaborating | |
| | | 2.2.24 Renovate deplorable district assembly residential buildings | Sogakope | | | | | 150,000 | | | | √ | | DE | DCD/HoDs |
| | | 2.2.25 Construction of 2No. Open Sheds at Sogakope Market & 1No. Open Shed | Dabala & Sogakope Markets | | | | | | | 350,000 | | √ | | DE | DCD/HoDs |
| | | 2.2.26 Fixing of 5No. metal gates and ancillary works at Sogakope market and rehabilitation of Dabala Market | Sogakope & Dabala | | | | | 150,000 | | | | | √ | DE | DCD/HoDs |
| 3. Social services delivery | 3.1 Education and youth development | 3.1.1 Give financial support for brilliant but needy students | Sogakope | | | | | 160,000 | | | | √ | | Central Adm. | MP/GES |
| | | 3.1.2 Supervise education delivery & support mock examinations for JHS 3 pupils | School towns | | | | | 25,000 | 5,000 | | | √ | | GES | DCE/DCD/HoDs |
| | | 3.1.3 Support sports, culture & my first day programmes at basic schools in the district | Sogakope | | | | | 30,000 | 5,000 | | | √ | | GES | DCE/DCD/HoDs |
| | | 3.1.4 Support STMIE clinic, scholarships, best teacher award scheme & independence day anniversary celebration at Sogakope | Sogakope | | | | | 100,000 | | | | √ | | GES | DCE/DCD/HoDs |

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| | | | | Q 1 | Q 2 | Q 3 | Q 4 | GoG | IGF | DPs | New | On-going | Lead | Collaborating |
| | | 3.1.5 Complete 2No. 3-unit classroom block with ancillary facilities | Hlevi & Atsieve D/A Basic Schools | | | | | 600,000 | | | | √ | DE | DCD/HoDs |
| | | 3.1.6 Renovation of 1No. 4-unit classroom | Dordoekope D/A JHS | | | | | 230,000 | | | | √ | DE | DCD/HoDs |
| | | 3.1.7 Completion of 1No. 4-unit classroom block with ancillary facilities | Dabala SHTS | | | | | 200,000 | | | | √ | DE | DCD/HoDs |
| | | 3.1.8 Re-roof/renovate 1No. 3-unit classroom block with ancillary facilities | Dendo D/A Basic School | | | | | 70,000 | | | | √ | DE | DCD/HoDs |
| | | 3.1.9 Re-roof 2No. 3-unit classroom block with ancillary facilities | Dzebetato D/A Basic School | | | | | 170,000 | | | | √ | DE | DCD/HoDs |
| | | 3.1.10 Complete 2No. 3-unit classroom block with ancillary facilities | Morkordzi & SOGASC O Prim. Schs. | | | | | 630,000 | | | √ | | DE | DCD/HoDs |
| | | 3.1.11 Construct 1No. 6-unit classroom block with ancillary facilities | Sogakope Jubilee School | | | | | | | 650,000 | √ | | DE | DCD/HoDs |
| | | 3.1.12 Procure & distribute mono desks for JHSs, dual desks for primary schs & hexagonal desks for KG schs | Selected schools | | | | | 80,000 | | | √ | | Central Adm. | GES |
| | | 3.1.13 Support the youth employment & | Sogakope | | | | | 10,000 | 5,000 | | √ | | YEA/NaB CO | Central Adm. |

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| | | nation builders corp (NABCO) programmes | | | | | | | | | | | | |
| | | 3.1.14 Support organisation of youth parliament for 35 youth & train 20 youth in leadership skills | Sogakope | | | | | 5,000 | 5,000 | | √ | | NYA | Central Adm. |
| | 3.2 Health delivery | 3.2.1 Support health sector performance review, immunization & malaria control programmes in the district | Sogakope & other towns | | | | | 45,000 | 10,000 | | √ | | GHS | Central Adm. |
| | | 3.2.2 Carry out disease surveillance & public health outreach programmes | Selected towns | | | | | 10,000 | 5,000 | | √ | | GHS | Central Adm. |
| | | 3.2.3 Celebrate World AIDs Day & support HIV/AIDs prevention/response programmes in the district | Sogakope & other towns | | | | | 20,000 | | | √ | | GHS/NYA | STDA |
| | | 3.2.4 Renovate Kpotame Health Center | Kpotame | | | | | 400,000 | | | √ | | Central Adm. | GHS |
| | | 3.2.5 Construct 1No. nurses quarters | Sogakope | | | | | | | 450,000 | √ | | DE | DCD/HoDs |
| | 3.3 Social welfare and community development | 3.3.1 Educate public, PTAs & school children on teenage pregnancy, girl child education & child marriage | Tosukpo & Agbobla | | | | | 5,000 | 5,000 | | √ | | GES/GHS/NYA/SWCD | Central Adm. |

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| | | 3.3.2 Educate public on child abuse & trafficking | Selected towns | | | | | 5,000 | 5,000 | 60,000 | √ | | SWCD | NGOs |
| | | 3.3.3 Register and pay the aged and vulnerable under the LEAP programme | Selected towns | | | | | 5,000 | 5,000 | | √ | | SWCD | Central Adm. |
| | | 3.3.4 Undertake care reform initiatives, streetism, repatriation & family welfare services | Sogakope | | | | | 10,000 | 5,000 | 16,830 | √ | | SWCD | Central Adm./NGOs |
| | | 3.3.5 Carry out juvenile justice administration & supervise NGOs | Sogakope | | | | | 5,000 | 5,000 | | √ | | SWCD | Central Adm. |
| | | 3.3.6 Support Ghana school feeding programme in the district | Sogakope | | | | | | 4,000 | | √ | | Desk officer | Beneficiary schools |
| | | 3.3.7 Support persons with disability to acquire gainful employment, education & assistive devices | Sogakope | | | | | 160,000 | | | √ | | SWCD | Central Adm. |
| 4. Economic development | 4.1 Trade, tourism and industrial development | 4.1.1 Provide business counselling, training programmes & start-up kits to SMEs in the district | Selected towns | | | | | 40,000 | 10,000 | | √ | | BAC | Central Adm. |
| | | 4.1.2 Organize trade & investment show & promote tourism | Ho | | | | | 15,000 | 5,000 | | √ | | BAC | Central Adm. |

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| | | potentials in the district | | | | | | | | | | | | |
| | 4.2 Agricultural development | 4.2.1 Organize farmers' day anniversary | Selected towns | | | | | 80,000 | | | √ | | DAD | Central Adm. |
| | | 4.2.2 Hold farmer fora to review performance of crops | Selected towns | | | | | 3,500 | 5,000 | 4,200 | √ | | DAD | Farmers |
| | | 4.2.3 Establish demonstration farms on maize and rice | Selected towns | | | | | | 5,000 | 3,500 | √ | | DAD | Farmers |
| | | 4.2.4 Train women in cassava and ginger processing | Hikpo, Kpodziadzi, Dendo, Sogakope Kpotame and Adutor | | | | | | 5,000 | 5,500 | √ | | DAD | Women groups |
| | | 4.2.5 Carry out home and farm visit to educate farmers on new farming methods | Selected towns | | | | | 4,300 | | 6,800 | √ | | DAD | Farmers |
| | | 4.2.6 Educate farmers on adaptation of early maturing crops, mulching, alternative livelihoods | Atitekpo, Detsaome, Tefle, Dordoekope and Dabala | | | | | 5,800 | | 4,300 | √ | | DAD | Farmers |
| 5. Environmental and sanitation management | 5.1 Disaster prevention and management | 5.1.1 Educate public on climate change adaption, disaster risks reduction & mitigation measures (rainstorm, windstorm, sand | Atsieve, Kpotame, Dordoekope, Agbogbla, Larve & | | | | | 5,000 | 8,000 | | √ | | NADMO | STDA/NCCE/GNFS |

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| | | wining, deforestation, bush fire, flooding) | other towns | | | | | | | | | | | |
| | | 5.1.2 Support disaster management & provide relief items to affected communities | Affected towns | | | | | 80,000 | | | | √ | | NADMO Central Adm. |
| | | 5.1.3 Build capacity & monitor disaster volunteer groups | Selected towns | | | | | 5,000 | 6,500 | | | √ | | NADMO Central Adm. |
| | | 5.1.4 Map disaster hazard areas & collect data on disaster activities | Selected towns | | | | | | 3,000 | | | √ | | NADMO PPD |
| | | 5.1.5 Train staff on rapid rescue response & management of water related disasters | Sogakope | | | | | | 3,400 | | | √ | | NADMO GNFS/GA F |
| | 5.2 Natural resource conservation | 5.2.1 Raise 20,000 seedlings, distribute them & carry out tree planting | Selected towns | | | | | 10,000 | 5,000 | | | √ | | Forestry Central Adm. |
| | | 5.2.2 Form green club in schools & promote woodlot development | Sogakope D/A Basic School 'C' | | | | | 10,000 | 5,000 | | | √ | | Forestry NGOs/Central Adm. |
| | Total | | | | | | | 8,725,600 | 616,900 | 101,130 | | | | |