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CHAPTER ONE

1.0 INTRODUCTION

The Ga Central Municipal Assembly came into existence on 28th June 2012 by the Legislative Instrument 2135. GCMA is the second smallest district, in terms of land size, after Ashaiman Municipal Assembly in Greater Accra Region. It is one of the Twenty-nine (29) Assemblies in Greater Accra and covers a Land Area of 48.997 (approximately 49) Square kilometer. It shares boundaries with Okai kwei North Municipal Assembly to the South, Ga North Municipal Assembly to the East and North, and Weija Gbawe Municipal Assembly to the West.

The Municipality lies within coastal undulating landscape region of Greater Accra with highest point barely reaching 76 meters above sea level.

The Municipality is drained by Lafa (which flows from southeast to southwest of the Municipality) Ole river (flows in the central-south to the north to join the Nsaki river), Nsufa (flows south west) and Nsaki stream (flows into the Northeast to the South west to join the Weija lake).

The 2010 National Population and Housing Census put the Municipality's population at 117,220 with an annual growth rate of 3.6%. The projected population for the year 2021 is therefore 212,946.

The Local Governance Act (Act 936) mandates Metropolitan, Municipal and District Assemblies (MMDAs) to prepare, implement, monitor and evaluate development plans aimed at spearheading the development agenda of MMDAs. The MTDPs are prepared based on the policy framework of the government. The 2020 Annual Report is therefore prepared based on the Agenda for Jobs: Creating Prosperity and Equal Opportunity for All. The broad objective of the framework is to create an optimistic, self-confident and prosperous nation, through the creative exploitation of our human and natural resources, and operating within a democratic, open and society in which mutual trust and economic opportunities exist for all. The framework has five main areas. They include:

1. Economic Development
2. Social Development
3. Environment, Infrastructure and Human Settlements
4. Governance, Corruption and Social Accountability
5. Ghana's Role in international Affairs

Following from the Assembly's Monitoring and Evaluation (M &E) plan, enhancing Efficiency, Effectiveness, Acceptability, value for money and Impact are the main underlining principles for project implementation. On the average, 47% of the 2018-2021 MTDP have been implemented as at the end of December, 2020. For the year 2020, the Assembly implemented 95% of programmes and projects contained in the AAP 2020. Several processes were adopted during the implementation of the MTDP (2018-2021) to monitor and evaluate programmes /project implementation. The summary of these activities are indicated below.

1.1 Monitoring

- Involvement of key stakeholders in designing the checklist
- Frequent quarterly meetings by MPCU members
- Regular site meetings involving key stakeholders
- Regular composite monitoring by Development Planning Sub-committee and other committees of the Assembly
- Quarterly monitoring by RCC, the Local Government Ministry, DACF Team, etc.
- Quarterly report and feedback mechanisms by the Assembly and other stakeholders
- Quarterly reports by decentralized departments/units

1.2 Evaluation

Evaluation of the MTDP was carried out as follows:

- Mid-year review of programmes and projects
- Annual review
- Mid-term review of selected projects
- Quarterly reviews by MPCU

The Assembly encountered various challenges in implementing the Annual Action Plan (2020 AAP). Some of the major challenges documented include: inaccurate data on property values, inadequate land for development projects, delay in release of funds by Central Government such as DACF as well as logistical challenges.

1.3 Purpose of the M & E for the Period

- To identify and analyze respective stakeholders who could affect the outcome of the MTDP i.e. it is a communication tool that outlines various roles and responsibilities.
- To define appropriate indicators and set achievable targets in relation to the MTDP goals and objectives.
- To enable GCMA to work more effectively and efficiently towards achieving set goals and objectives.
- The M&E report organizes other Assembly plans for data collection, analysis, use, and data quality.
- It also outlines specific strategies and tools to encourage informed decision making.
- It engages a wider body of people in the Assembly and outside and also ensures that M&E is participatory
- Also to fulfill the legal underpinnings (Act, 479, 480, 936 and the 1992 const.)

The report therefore covers projects and programmes as well as achievements chalked for 2020 under the Municipal Medium Term Development Plan (2018-2021). The report is structured into two main parts. The first part is made up of the general introduction, the vision and mission statement of the Assembly as well as key development challenges of the Assembly within the plan period. It also highlights the background of the report, the objectives of the report and the structure of the report. The second part discusses the monitoring and evaluation activities undertaken, assesses the progress of work done and key achievements made by GCMA in the year for the period under review and the statuses of key programmes in the municipality.

1.4 SUMMARY OF ACHIEVEMENT OF IMPLEMENTATION OF DMTDP

The Assembly implemented 72% of activities earmarked for the period under review. The Assembly carried out skills training, physical projects and other social interventions such as healthcare and disaster management.

It is worth noting that although the Assembly met its objective of promoting and supporting productive activity and social development in the Municipality most of the activities implemented was a departure from the activities in the Medium Term Development Plan (MTDP) 2018 – 2021.

Below is the proportion of programmes implemented in the MTDP and details on Annual Action Plan implemented under the Agenda for Jobs Policy framework.

1.4 PROPORTION OF THE DMTDP IMPLEMENTED

Indicators	Target 2018	Actual 2018	Target 2019	Actual 2019	Target 2020	Actual 2020	Target 2021
1. Proportion of the annual action plans implemented by the end of the year	95%	86%	95%	87%	95%	75%	95%
a. Percentage completed							
b. Percentage of on-going interventions	5%	12%	5%	10	5%	19%	5%
c. Percentage of interventions abandoned	-	-	-	-	-	-	-
d. Percentage of interventions yet to start	5%	12%	5%	6%	5%	6%	5%
e. Percentage of interventions executed outside the plan	10%	15%	10%	12%	5%	12%	11%
2. Proportion of the overall medium-term development plan implemented	21%	17%	50%	43%	70%	68%	75%

1.6 Details on the Annual Action Plan Implemented under the Agenda for Jobs Policy Framework

S/N	Development Dimension	2018		2019		2020		2021
		Plan	Exec	Plan	Exec	Plan	Exec	plan
1	Economic Development	35%	25%	35%	27%	15	14	35%
2	Environment, infrastructure, and human settlements	20%	15%	20%	18%	39	37	20%
3	Social Development	30%	25%	30%	28%	62	58	30%
4	Transparent and accountable governance	10%	5%	10%	8%	38	36	10%
5	Ghana's Role in international Affairs	5%	2%	5%	3%	-	-	5%
Total		100%	72%	100%	84%	154	145	100%

1.7 REPORT ON THE DEPARTMENTAL ACTIVITIES

The departments engaged in various activities for the year 2020 as discussed below:

1.7.1 WORKS DEPARTMENT

The department has achieved some significant growth in 2020. On the construction of 3-storey Health Centre at Abease, the Contractor is currently on site and the overall progress achieved, as at fourth quarter is **79%**. Concrete work - 100% completed, Block work - 100% completed, Roofing -100% completed, Plastering – 100% Completed. Electrical fittings, plumbing fittings, doors and windows, floor finishes, ceiling lining and Painting are outstanding works to be done. The facility is expected to be handed over to the Assembly by the middle of year 2021 if financial resources are allocated as planned.

Another project executed by the department is the construction of 2-storey fire service station at Anyaa Market. The Contractor on the above project is currently on site and the overall progress achieved, as at fourth quarter is **83%**. Concrete work - 100% completed, Block work - 100% completed, Roofing - 100% completed, Plastering – 100% Completed. Plumbing fittings – 20%, floor finishes – 100%, Painting – 55%. Doors, Windows, Electrical fittings and external works are outstanding works to be done. The facility is expected to be handed over to the Assembly by the end of first quarter 2021, if all things move as planned.

On the construction of 2-storey 6 unit class room block, offices, library and computer room is substantially completed (100%), awaiting handing over to the Assembly.

The construction work on generator platform, 40 footer container stand and poly-tank double platform for the Assembly has been successfully completed. Currently, waiting for the handing over.

Last but not the least, the Municipal Assembly had Twenty-Four (24) schools benefitting from the GAMA SWP project. There are six (6) contractors working on the GAMA Institutional Toilets. All Twenty – Four (24) schools has been completed and handed over to the various schools. The Schools are being trained on Operation and Maintenance of the Facilities by TREND Consult.

There has been an immense progress in the construction of three (3) new ongoing Physical Projects within the Municipality that is the Construction of Bottled water and sachet water factory production room at Anyaa (1D1F), Construction of ground floor, 4 unit holding centre for GCMA clinic at

Kwashiebu and Construction of 1no. Concrete surface water storage support and installation of 10000ltrs tank within Ga Central Municipality.

1.8 TRANSPORT UNIT

The following activities were undertaken during the period under review

1.8.1 REVENUE MOBILIZATION

1.8.2 PERMIT TYPE ‘A’ LICENSE RENEWAL

By the end of the year 2020, fifteen (15) commercial vehicle operators have renewed their operating licenses, amounting to three thousand Ghana Cedis (**GHC3,000.00**). In relation to COMMERCIAL VEHICLE STICKER, COMMERCIAL VEHICLE LICENCE AND EMBOSSEMENT STICKERS an amount of eighty four thousand, eight hundred and twenty five Cedis and forty pesewas (**GHC 84,825.40**)

1.8.3 STAKEHOLDERS MEETING

During the period of 2020, meetings pertaining to stakeholder engagement with transport unions could not come off due to the COVID – 19 epidemic but arrangements are ongoing to hold meeting in the first quarter of 2021 to address issues pertaining to Public Transport Regulations.

1.8.4 EXPENDITURE

The department incurred some costs associated with general maintenance, insurance, and roadworthy renewals on the Assembly automobiles by close of the year namely:

- **MAINTENANCE:** The department ensured maintenance works on all automobiles on their due dates. In the first, second and third quarters, the assembly incurred an amount of eight five thousand, one hundred and fifty two Ghana Cedis and thirty two pesewas (**GHC 85,152.32**) on major replacement of parts and also thirteen thousand five hundred and eighty two and ninety three Ghana Cedis pesewas (**GHC13,582.93**) on routine servicing and minor replacement of parts in the fourth quarter.
- **INSURANCE:** by the end of the year, the assembly insured all vehicles on due dates amounting to twenty four thousand, two hundred and thirty two Ghana Cedis and forty six pesewas (**GHC 24,232.32**).

- **ROADWORTHY:** as at December, 2020, the assembly's automobiles roadworthiness had been paid at a cost of two thousand, three hundred and forty Ghana Cedis (GH¢ 2,340.00).

1.8.5 WAY FORWARD

The department looks forward to a brighter 2021 with the needed support from management despite some of the challenges encountered during the period under review.

1.9 AGRICULTURE

1.9.1 INTRODUCTION

The office engaged in activities such as; Organise training for urban & peri-urban producers, Organise study tour for staff, Plan, prepare & compile reports, Carry out home and farm visits within the municipality, Supervise and Monitor implementation of biosecurity measures in the municipality, Monitor activity implementation to assess performance & impact, Data collection to inform planning & decision making, Organize quarterly management, performance review meeting.

Other activities included carrying out home and farm visits, monitor activity implementation to assess performance & impact, Tree plant nursery for demonstration, train 1 woman in group in the processing of tiger nut into milk, establish at least 2 demonstration per AEA, Organise 1 field day to showcase technology at Anti- Aku, organise quarterly management performance and supervise, monitor implementation of biosecurity measures in the municipal.

1.10 ENVIRONMENTAL HEALTH

1.10.1 INTRODUCTION

Captured in this report are programs and activities undertaken by the unit from January to December 2020

1.10.2 DETAILS OF IMPLEMENTED PROGRAMS/ACTIVITIE

1.10.3 PREMISES INSPECTION AND STANDARDS ENFORCEMEN

Premises inspection and standards enforcement is one of the major mandates of the Environmental Health and Sanitation Unit. The Public Health Act 2012 empowers Environmental Health Officers to enter all premises to conduct sanitary inspection to ascertain the existence of nuisance and take steps to enforce standards.

The objective of premises inspection is to ascertain sanitary conditions of all premises, to ensure food for public consumption and prepared, stored, sold under hygienic conditions, to enforce sanitary laws against sanitary offenders and to identify conditions which possess treat to public health and initiate steps to control, minimize and abate them among others.

1.10.4 Prosecution / Law enforcement

For the first time since the inception of the municipality, sanitary cases were prosecuted within our jurisdiction as a result of management’s efforts to establish the Sowutuom court.

Below is the table are details of premises inspection conducted in 2020

Type Of Premises	No. Of Inspections Conducted	No. With Approved Toilet	Nuisances Detected	Notices Served	Notices Complied With	No. of Prosecutions
Residential	1647	1434	892	289	241	6
Schools	38	29	21	15	15	0
Hospitality	185	185	71	11	0	0
Health Care	23	23	12	0	0	0
Market	6	3	6	0	0	0
Public toilet	30	14	22	14	12	0
Abattoir	2	2	5	0	0	0
Total	1931	1,912	1,029	329	27	6

1.10.5 PROMOTION OF HOUSEHOLD TOILETS

Promotion of household toilets is one of the activities undertaken by the EHSU during the period under review. The Unit through the Ministry of Sanitation and Water Resources undertook two (2) projects

(GAMA and GASLIP) which provided household toilets for households at subsidized prices. At the end of the year 2020, four hundred and twenty seven (427) household toilets were built.

1.10.6 Greater Accra Metropolitan Area (GAMA) Sanitation and water Project

The GAMA toilet project is a project with the aim of constructing toilet facilities at subsidized prices for household without toilet or approved toilet facilities. The project is a collaboration with the MSWR and the World Bank. The project is being executed in the Greater Accra Metropolitan Area which includes Ga Central Municipality.

The Environmental Health and Sanitation unit, detailed promotion of GAMA toilet as part of action plan for the year 2020. Activities undertaken includes Promotion of household latrines in selected communities, provision of technical information on suitable toilet choice, registration of clients, attending to client complaints among others.

A total of three hundred (300) facilities were constructed during the period under review.

1.10.7 Greater Accra Sustainable Sanitation and Livelihood Improvement Project (GASLIP)

GASLIP is an initiative of the Ministry of Sanitation and Water Resources with Grant from the African Development Bank to provide toilet facilities at subsidized prices for households within selected MMDAs GAMA. Ga Central Municipal Assembly is among the few MMDAs selected to benefit from this project with allocation of 200 facilities. This is a report on GASLIP activities undertaken in the Ga Central Municipality till date. It sheds light on sensitization activities, registration and construction details.

1.10.8 Registration and Construction of Toilet Facilities

Find in the table below details of registration and construction as at 30th November 2020 to 31st December 2020.

SN	DETAILS OF FACILITIES	NUMBER
1	Total Number of facilities requested for	127
2	Total Number of facilities completed	51
3	Total Number of facilities at various stages of completion	76

4	Total Number of facilities left to reach target	73
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1.10.9 WASTE MANAGEMENT

1.10.10 Solid Waste

Waste Management consists of sanitary collection or removal of waste from the source of generation, storage, transfer or transportation and final disposal in a manner that is sustainable does not compromise the chances of future generation. These management system includes the provision of sanitation infrastructure and its management. Waste such as domestic waste, industrial waste, street waste and litter, cleansing of thoroughfares, markets and other public places, health-care and hazardous waste are classified as solid waste.

GCMA with an estimated population of 157,075 generates an estimated amount of 118 metric tons per day of solid waste. Out these 73% of the waste is collected for disposal. Source (ESICapps DATA)

The Assembly has put in place two systems to manage the volumes of waste generated within the municipality. These are communal collection system and door to door refuse collection system.

The communal system is targeted at market, lorry parks, and low income communities with poor access to road network and selected institutions with special need. To satisfy is need, the assembly currently has placed eight (8) communal containers at vantage locations within the municipality for storage of solid waste and subsequent final disposal.

As worldwide best practice's demand we are as an Assembly prioritizes Door –to-Door Collection System and has therefore increased our Solid Waste Service Providers from Six (6) to Twelve (12) to undertake door to door waste collection in Twenty One Collection Zones Municipal wide. They are currently mobilizing to achieve the targets set by the EHSU of the Assembly.

Our current toilet coverage in terms of premises stands at 88%. Source (ESSICAP DATA) these great success can be attributed to the hard work of the house hold toilet construction team of the Assembly with the support from GAMA Sanitation and water project.

1.10.11 Monitoring Of Solid Waste Service Providers

During the year 2020. Contract re - engagement of solid waste service providers were finalized. A total thirteen (13) Solid Waste Providers have been engaged with contract signing completed. All service provided have been shown their demarcation and work has commenced.

1.10.12 Y.E.A Sanitation Model

Ga central municipal assembly currently has a total of 180 youths engage in public cleansing within the communities. The workers under take street sweeping, de-silting of drains, weeding, picking of litter and waste collection and disposal within the communities.

Other areas include markets, lorry station and terminals and selected public institutions and open spaces.

1.10.13 Liquid Waste

Liquid waste management within the municipality is basically at in infant stage. The assembly has few drainage network for effective waste liquid waste disposal. As a result of this, the municipality experiences serious flooding during rainy season. Due to the high water table at sections of the municipality, some households are unable to construct sanitary toilets in their home even with the emergence of the new digester systems being introduced.

1.10.14 House Hold Toilet Coverage. GCMA

S/N	YEAR	POPULATION	NUMBER OF TOILET FACILITIES	PERCENTAGE INCREASE
1	2017	135,572	14,702	12.3%
2	2018	138,419	16,335	9.99%
3	2019	141326	18,459	13%
4	2020	157,075	20,471	11%

1.10.15 CLEAN UP EXERCISES

The Ga Central Municipal Assembly has as part of it priorities for 2020, the Improvement in Sanitation Standards. Coupling with the President's vision of making Accra the cleanest city, the Environmental Health and Sanitation Unit devised strategies to help rid the Municipality of filth. Key amongst these strategies is facilitation of clean up exercises.

These activities help reduce the filth within our neighbourhoods and also induced the spirit of patriotism and unity within the people. Citizens are required to clean their homes, immediate surroundings and then join hands to clean the public places. The Assembly provided support to certain areas in terms of sanitary tools and Health Education to some selected areas to serve as motivation to participants. The exercises were undertaken across all the electoral areas in the municipality.

A total of eight (8) clean up exercise were undertaken during the year under review.

Find in the chart below a breakdown of the clean-up exercises per electoral areas

Area	Date	Working Spots	Type of Work Done	Remarks
Chantan Market	25/01/20	Chantan Market Chantan Zonal Council Street	Sweeping Clearing of piled refuse Desilting drains Pavement sweeping	Success
Alhaji Lorry Station	29/02/20	Lorry station Troto station Drains Streets nearby	Desilting Outfall cleansing Pavement Sweeping	Success
Chantan Drains	28/03/20	Drains	Desilting of gutters Clearing of roadside drains Pavement Sweeping	Success
Ablekuma	04/ 07/ 20	Ablekuma curve	Desilting of gutters Clearing of roadside drains Pavement Sweeping	Success
Ablekuma	10/ 08/ 20	Ablekuma curve	Desilting of gutters Clearing of roadside drains Pavement Sweeping	Success
Ablekuma	11/ 08/ 20	Ablekuma curve	Desilting of gutters Clearing of roadside drains Pavement Sweeping	Success
Anyaa	25/ 11/ 20	Anyaa Market Area Zonal Office Area	Weeding Desilting of gutters Clearing of roadside drains Pavement Sweeping	Success

Ablekuma	27/ 11/ 20	Ablekuma Curve Open Market	Sweeping Clearing of piled refuse Desilting drains Pavement sweeping	Success
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1.10.16 FUMIGATION/ DISINFESTATION/DISINFECTION

The EHSU has during the year under discussion undertaken various forms of spraying at various locations within the municipality. The fumigation exercises were targeted at macro and micro disease causing organisms. The exercise covered school, health facilities, markets and sanitary sites and drains. Premises containing infectious diseases patients and suspected COVID -19 premises.

S/N	TYPE OF PREMISES	NUMBER	REMARK
1	HEALTH CARE	1	Successful
2	SCHOOL	1	Successful
3	CHURCH	61	Successful
4	RESIDENTIAL PREMISES	4	Successful
5	MARKETS	3	Successful
6	SANITARY SITE	4	Successful

1.10.17 COVID 19 MITIGATION MEASURES

1.10.18 Distribution of Hand Washing Logistics

After the president announced the presence of two COVID 19 cases in the country and further laid down protocols to mitigate against the spread of the virus, hand washing with soap under running water became a necessity. In order to promote these protocols, management of the Ga Central Municipal Assembly tasked the environmental health and sanitation Unit to distribute veronica buckets to public places such as Lorry stations, police stations, markets, zonal councils and other critical areas. The items distributed included;

- a) 84 veronica buckets distributed
- b) 265 bottles of Liquid soap distributed
- c) 45 gallons of sanitizers distributed
- d) 226 packs of tissue paper distributed

1.10.19 Health Education

During the second quarter 2020 the Environmental Health and Sanitation unit undertook education on COVID -19 in all eleven electoral areas of the Municipality. A total of two thousand and eighty one people were educated. The education focused on dispelling the myth some people still harbour about COVID -19, encouraging the use of nose mask and frequent hand washing amongst others.

The exercise revealed that a lot of persons within the municipality do not wear the mask whilst social distance protocol were observed by a few. Some people complained about discomfort with wearing the nose mask while others requested for free mask. This emphasizes the need for continues education.

Find in the table a breakdown of beneficiaries according to male, female and children.

S/N	Electoral Area	NO. OF Male Beneficiaries	NO. OF Female Beneficiaries	No. Of Children Beneficiaries
1	SOWUTUOM	84	103	25
2	ANTIEKU	92	120	38
3	LOMNAVA	78	93	28
4	NII OKAIMAN EAST	51	83	41
5	NII OKAIMAN WEST	88	131	25
6	KWASHIEBU	43	95	42
7	AWOSHIE	58	84	19
8	ANYAA EAST	61	93	21
9	ANYAA WEST	49	77	34
10	ABLEKUMA	74	114	27
11	OLEBU	38	56	16
TOTAL		716	1049	316

1.10.20 FOOD HYGIENE

Food safety and Hygiene activities including food hygiene education, food premises inspection and medical screening were undertaken during the year with the aim of ensuring that food prepared and or sold for public consumption were of wholesome quality.

1.10.21 Screening and Certification of Food Handlers

With regards to medical screening of Food Handlers, a total of Five Thousand Four Hundred and Eleven 5,411 food handlers across jurisdiction of Ga Central Municipal Assembly were screened to ascertain their health status during the year under review. Four Hundred and Eighty Eight (448) of the food handlers were screened during routine screening exercise (January to December) while Four Thousand

Nine Hundred and Sixty Three (4,963) of the food handlers were screened during the mass screening exercise (14th September to 13th November 2020)

A total of Nine Hundred and Twenty One (921) food handlers representing 17 % of the total number of vendors handlers screened were diagnosed with Typhoid Fever, a disease that transmits through food and water. All unfit vendors were referred for treatment and subsequently re tested after treatment before they were issued with food handlers certificates.

It is worth stating that, the 2020 Mass Screening achieved more than 50% increase of the number of food handlers screened in 2019.

1.10.22 Below is a table of the mass screening schedule and results

S/N	DATE	OFFICERS IN CHARGE	AREA & SCREENING SPOT	NUMBER OF FOOD HANDLERS SCREENED
1.	Week One (1) 14 TH SEPT – 18 TH SEPT	PATRICIA KUEBUTORNYE DINA MENSAH	<u>ANTIEKU</u> Municipal Office	271
		EMMANUEL VUUZENBIL ELLEN NIBER ANITA DZAH	<u>A LANG</u> Taxi Rank	213
2.	Week Two (2) 21 ST SEPT – 25 TH SEPT	PATRICIA KUEBUTORNYE DINA MENSAH CYNTHIA TETTEH	<u>SANTA MARIA</u> Methodist Church	212
		EMMANUEL VUUZENBIL SALIMA AGGOR	<u>AWOSHIE</u> Dada bee	192
3.	Week Three (3) 28 TH SEPT – 2 ND OCT	GIFTY AMOFA ESENAM ADZROE	<u>KWASHIEBU</u> Rect Academy	126
		EMMANUEL GAWU SALIMA AGGOR PHANUEL DZANDZAH	<u>ANYAA</u> Zonal Council	402
	Week Four (4)	GIFTY AMOFA SALVATION FIAWOYIFE	<u>RACE COURSE</u> Station	168

4.	5 TH OCT – 9 TH OCT	EMMANUEL GAWU ELLEN NIBER PHANUEL DZANDZAH	<u>ANYAA NIC</u> NIC Foot Bridge	260
5.	Week Five (5) 12 TH OCT – 16 TH OCT	ABDUL MAJEED ZULIAHA SALVATION FIAWOYIFE	<u>SOWUTUOM</u> Agbeve Hospital	365
		KITCHER ELIZABETH PHANUEL DZANDZAH	<u>FAN MILK</u> Fan Milk Abease	365
6.	Week Six (6) 19 TH OCT - 23 TH OCT	SAMUEL TETTEH DAUD FAHIMA ESENAM ADZROE	<u>LOMNAVA</u> Lorry Station	284
		KITCHER ELIZABETH ANITA DZAH COLLINS ZATEH	<u>AGAPE</u> Agape top station	279
7.	Week Seven (7) 26 TH OCT – 30 TH OCT	COURAGE NUTOR SAMUEL TETTEH DAUD FAHIMA	<u>ISRAEL</u> Israel Police Station	281
		MAXWELL AGYEMANG NOAH FUGLO CYNTHIA TETTEH	<u>OLEBU</u> Olebu taxi rank	353
8.	Week Eight (8) 2 ND NOV – 6 TH NOV	FLORENCE TEKPETEY COURAGE NUTOR	<u>CHANTAN</u> Market	322
		MAXWELL AGYEMANG NOAH FUGLO ESENAM ADZROE	<u>ABLEKUMA</u> School Park	569
9.	Week Nine (9) 9 TH NOV – 13 TH NOV	FLORENCE TEKETEY COLLINS ZATEH ABDUL MAZEED ZULAIHA	<u>ALHAJI TABORA</u> Alhaji station	301
10	Total			4936

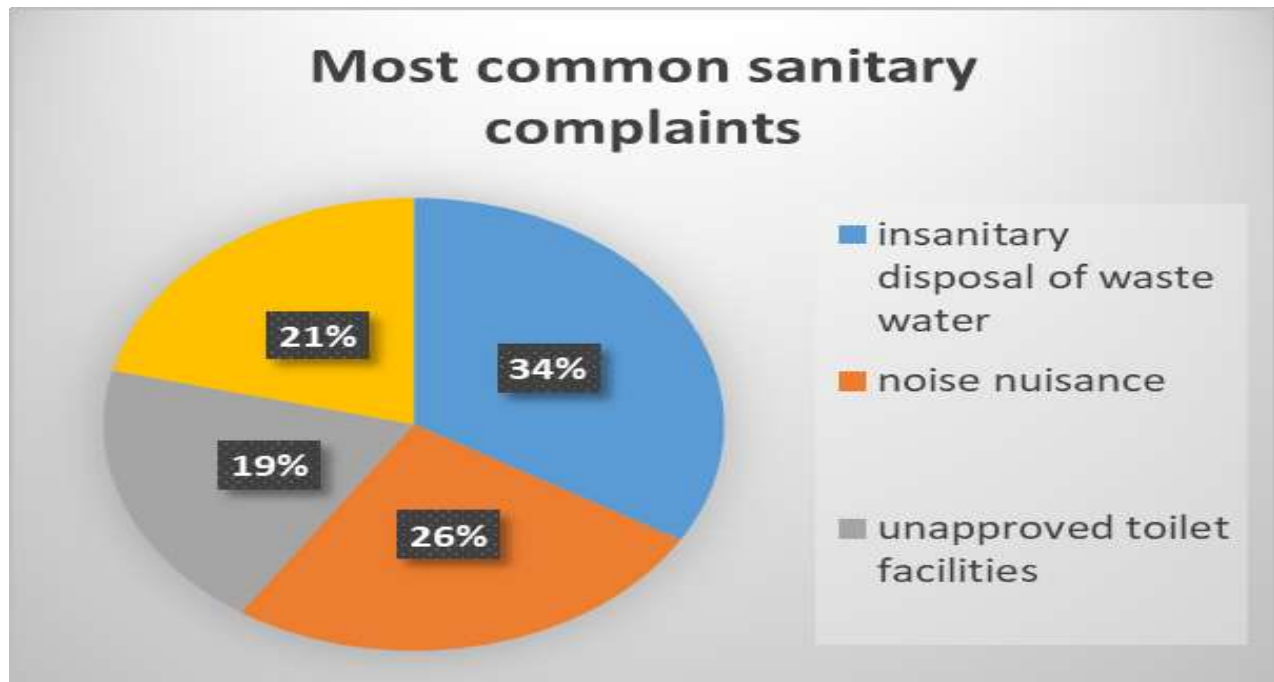
1.10.23 The table below shows number of food handlers screened over the past five years



1.10.24 PUBLIC COMPLAINTS

Sanitary complaints are very essential to Environmental Health and Sanitation delivery. This provides the public the opportunity to serve as whistle blowers, prompting the office about sanitary nuisances occurring mostly clandestinely. Complaints are received in a form of letters and verbal complaints. During the year 2020, the EHSU recorded One hundred and Seventy (170) sanitation related complaints from the Municipality. The unit employed appropriate measures to have the sanitary complaints resolved.

1.10.25 The chart below depicts in percentage the most common complaints received



1.10.26 SUMMARY AND CONCLUSION

Premises Inspection: One thousand nine hundred and thirty one premises inspections conducted during the period. This was below the number conducted in 2019. This is as a result of the COVID 19 and its associated restrictions which brought about new roles to be executed by the officers. For the first time since the inception of the municipality, sanitary cases were prosecuted within our jurisdiction as a result of management’s efforts to establish the Sowutuom court.

- Promotion of household toilets: A total of four hundred and twenty Seven household toilet facilities were constructed in 2020, under GASSLIP and GAMA SWP
 - CLEAN UP EXERCISE: A total of eight (8) clean up exercises were organized and executed successfully during the period under review.
- I. COVID 19 MITIGATION MEASURES: Anyaa market, Chantan market and Ablekuma curve open market were disinfected in collaboration with Zoomlion Gh. Management of GCMA through the EHSU distributed COVID -19 logistics to markets, lorry terminals, police stations and other public areas.

A total of 2081 persons across the municipality were sensitized on COVID – 19.

- II. **MEDICAL SCREENING OF FOOD VENDORS:** a total of 5411 food handlers were screened 2020. With 4963 food handlers screened during the mass screening exercise which is about 50% increase in the number realized in 2020. This was made possible as a result of management timely release of resources for the exercise and staff commitment to achieve success.
- III. **Public complaints:** during the period 170 sanitary complains were received from residents across the municipality. Insanitary disposal of waste water was the highest sanitary complaint recorded accounting for 34% of all sanitary complaints received.
- IV. **SOLID WASTE SERVICE PROVIDERS:** During the period, contract agreements were finalized with twelve (12) SWSP. All SWSP have been shown areas of work and have commenced work.
- V. **Capacity building workshop:** All staff of the EHSU benefitted from a one day capacity building workshop organized by management. At the end of the day staff had their capacity enhanced with report and minutes writing skills.
- VI. **Amid the COVID -19 restrictions and impact,** the year was very eventful. All activities carried out by the EHSU during the year have contributed to having a clean environment and a healthy population. Officers of the Unit are commended for their efforts especially for turning up to serve the municipality during the lockdown.

1.11 SOCIAL WELFARE AND COMMUNITY DEVELOPMENT

1.11.1 SOCIAL WELFARE UNIT

1.11.2 INTRODUCTION

The Department of Social Welfare is an integral part of the Ministry of Gender, Children and Social Protection. The Department works with the communities to improve their social well-being.

It seeks to integrate the disadvantaged into the mainstream of development. This is achieved through the Department's three core programmes; Community Care, Child's Right Protection and Promotion and Justice Administration.

1.11.3 OPERATIONAL DETAILS

1.11.4 PROGRAMME PERFORMANCE

1.11.5 COMMUNITY CARE

Under this programme, various community care programmes were organized with or for People living with disabilities, NGOs, Street Children, the aged among other social issues related to people in their communities to enhance their capacity to function well in the society. The breakdowns of activities are as follows:

1.11.6 PERSONS WITH DISABILITY (PWDs)

The office identifies, registers and keeps record of all disabled persons for the purpose of assessing their needs so as to plan the form of assistance to be given them. Community-Based Rehabilitation Programmes are also held for them. This aims at strengthening the relationship, and Promoting interaction between disabled persons, their families and the community in which they live.

1.11.7 Registration and Receipt of applications

A number of applications for various financial assistance were received during the year under review numbering over 139 applicants, 78 of these application were new applicants. These applicants included both new entrants as well as old PWD's who have been working with us. Some included medical treatment, bills for further education as well as applications for income generating activities. This increased the data on PWD's in the municipality 320 persons.

1.11.7 Categories of PWD's application received for the quarter

	1 st quarter			2 nd quarter			3 rd quarter			4 th quarter		
	M / F			M / F			M / F			M / F		
VISUALLY IMPAIRED	-			-			3	2	1	-		
HEARING IMPERED	3	3	-	1	1	-	3	1	2	1	-	1
MENTALLY CHALLENGED							1	-	1			
HOLE IN HEART	-			-			-			-		
PHYSICALLY CHANLLENGED	6	4	2	4	1	3	4	3	1	10	8	2
MULTIPLE DISABILITY				2	-	2						
CEREBRAL PALSY	1	1	-	1	1	-	1	-	1	-	-	-
AUTISTIM										1	1	-
TOTAL	10			8			12			12		

1.11.8 Disbursement of the PWD's District Assembly Common Fund (DACF) and Monitoring Exercises

The office identifies, registers and keeps record of all disabled persons for the purpose of assessing their needs so as to plan the form of assistance to be given them. Community-Based Rehabilitation Programmes are also held for them. This aims at strengthening the relationship, and Promoting interaction between disabled persons, their families and the community in which they live. The twelve

(12th) PWD disbursement of the DACF took place on the 3rd of April, 2020 at the forecourt of the Ga Central Municipal Assembly. A total number of 69 PWD's received support in the form of assessing health care, education and income generating activities such as corn mill machines, pepper grinding machines, deep freezers sole grinding machines, knitting and over lock machines, ovens wheel chairs etc.

1.11.9 CLASSIFICATION OF BENEFICIARIES

Category of disability	Number of beneficiaries	Male	Female
Physically challenge	34	27	7
Hearing impairment	18	8	10
Visual impairment	3	1	2
Cerebral palsy	2	1	1
Multiple disability	5	2	3
Albinism	2	0	2
Autism	1	0	1
Total	65	39	26

1.11.10 Livelihood Empowerment against Poverty (LEAP)

The 64th/65th/66th, the 67nd and 68th payment were done on the 10th February 2020, 27th April, and 2nd June 2020 for 65th and 66th, 6 August 2020 for the 67th respectively and 5th and 7th October 2020 respectively.

TOTAL NUMBER OF BENEFICIARIES = 41

FEMALE = 40

MALE = 1

1.11.11 CITIZENS ADVISORY BUREAU

A number of clients totalling over 51 people were at the office to enquire about how to re-unite with their families, court procedures, directions to other offices such as Rent Control, Birth and Deaths, and other offices both within the Assembly and outside the office, as well as other enquiries of social nature. These were counselled accordingly and the others directed to the appropriate offices.

1.11.12 NON- GOVERNMENTAL ORGANISATIONS (NGO's)

Eleven (11) NGOs called on the social welfare department office to make enquiries for NGO registration proceedings and are yet to start the process. They have been advised to register with the office in order to regularize their activities. Two NGO were registered during the year.

1.11.13 CHILD RIGHTS PROMOTION AND PROTECTION

Under this programme, Services to children and the family are carried out in several ways, and are in a way, the focal point of the Department's Programmes. The office worked closely with the family to ensure that it was intact. This is because a breakdown in the family affects the entire society. However in situation where efforts to keep the family intact proves futile, a provision was made to lessen the negative impact it has especially on the children.

1.11.14 CHILD WELFARE SERVICES

The office has the statutory responsibility for providing homes for homeless, orphaned or abandoned children by assisting in finding foster or homes to care for them whenever children become victims of the environment or the home. Fit Persons or foster parents can be found to care for children whose mothers are seriously ill, hospitalized, in severe state of depression or incarcerated.

1.11.15 CASE WORK

Efforts were made to resolve misunderstandings between couples to enable them jointly look after their children, that is, assisting to bring irresponsible spouses before the law. An example is Child Maintenance and in cases of Child Custody to determine where the child would be best cared if there should be divorce or separation.

1.11.16 The office handled (139) cases for the period under review as tabulated below:

CATEGORIES OF CASES AS REPORTED BY CLIENTS AND THEIR GENDER

CASES	NUMBER	MALE	FEMALE
Maintenance	42		-
Custody/Access	17	9	9
Paternity	1	-	-
Child Neglect		14	14
Family Welfare	38	-	-
Family Tribunal Referral		4	4
Missing children	3	1	1
Assault (Referral to police)	1	1	1
Destitute/Psychological	1	1	

Concealment	1		
TOTAL	104	81	23

1.11.17 Maintenance

All the 139 cases have been attended to and the parties are adhering to our recommendations. Three (3) of such cases were referred to the Family Tribunal when the (respondents) refused to honour what was agreed upon. An amount ranging from Sixty Ghana Cedis (GH¢60) to Five hundred Ghana Cedis (GH¢500) is being paid as monthly maintenance allowance by some respondents to their complainants (mostly mothers). This is collected monthly and given to the mothers in question. Others also pay weekly. An amount of fifty-four thousand and six Ghana cedis (GHS54, 006) was collected as maintenance during the year.

1.11.18 REGISTRATION AND INSPECTION OF DAY CARE CENTRE

The office has the statutory responsibility under the Day Care Centres in the Children’s Act of 1998 to facilitate the registration and inspection of Day Care Centres. The office works to achieve and maintain minimum standards of operation at Day Care Centres where children spend greater part of the day while their mothers are engaged in other productive activities outside the homes to support the family.

It also caters for the training of Day Care Attendants and Proprietors to equip them with necessary skills and knowledge to properly care for the young children in their care.

(i) Day Care Inspection

The Category of Schools in the municipality is as follows:

NEW REGISTRATION

Category A --- 0

Category B --- 1

Category C --- 0

1

RENEWAL

Category A -2

Category B- 3

Category C- 6

11

1.11.19 JUVENILE JUSTICE ADMINISTRATION

During the year, no criminal case involving a juvenile was reported to the office. Non-criminal cases sent to the Police Stations involving children were handled by our Child Panel Members.

1.11.20 CHALLENGES

1. Lack of vehicles and funds to cater for issues such as destitute clients and missing/abandoned children that crop up which require urgent social investigations to be made. Similarly, stranded people occasionally call at the office for ad hoc services such as money for transportation to continue their journeys or buying of food to satisfy their hunger. Officers have been rendering such services from their own pockets.
2. Delay in releasing support to approved applications of PWDs affects the clients after they have visited them several times for our investigations. They call staff of the Department several times day and night to know about their fate.
3. Similarly, Officers pre-finance the Social Investigations they conduct. The funds for conducting the enquiry on PWD's are not refunded on time by the Finance Division making it difficult for officers to pursue other activities.
4. The lack of office space at the Zonal offices makes our officers underutilized. The surrounding communities also do not achieve optimum benefit.
5. Transport is a teething problem for the Department. Accessibility to Day Cares and NGO's is difficult for staff since some of these places are located in areas that are not motorable.

1.11.21 RECOMMENDATIONS

1. We highly recommend the purchasing of a desk top computer for the department. The office had only one lap top computer which was shared by the two units. However, this also broke down a year ago and so delays our work.
2. Quarterly impress should be given us so as to enable us attend to urgent issues that crop up.
3. Departments in charge of the payments should be up and doing to enable us deliver our services on time.
4. Staff who pre-financed by emergencies must be reimbursed as soon as possible in order not to reduce our output.

5. Management should provide logistics at the Zonal Councils to enable staff members who have been posted to the zonal council function properly
6. The Department will appreciate the allocation of one pick-up vehicle for its work so as to achieve its targets.

1.11.22 COMMUNITY DEVELOPMENT UNIT

1.11.23 Objectives for the year

Our aim was to reach out to various groups, by bringing the people together, helping them to identify the problems and needs, promote knowledge, skilled confidence and capacity to act. Strengthen organization and leadership; take actions to address inequalities in power and participation, work for positive mental health within the communities.

1.11.24 Programmes/Activities Undertaken

1.11.25 Adult Education

The programmes undertaken during this year are study group meeting, mass education and home visits, Study Group Meetings.

During this year, 94 study group meetings were organised, with the audience of 180 males and 418 females totalling 598, the details are as follows:

- How to wear mask
- Protecting the child during Covid'19
- Teenage pregnancy
- Effect of game centres on the child and the community
- Protecting the child during Covid'19
- Personal hygiene
- Effects of sexual abuse on a child
- Emotional abuse
- Physical and verbal abuse
- Reporting of assault cases to the office
- How to protect your child from the society?
- Living with people with disability

- social vices
- Duties of the Department of Social Welfare and Community Development
- Defilement
- Rape
- Rights and remedies of rape victims

1.11.26 Home Science Extension Programme

Demonstrations/Skills Training Undertaken during the year

No.	Name of Group	Membership	Type of Demonstration	Date	Source of Funding
1	Maranatha women's group	30	Parazone preparation Liquid soap Ankara and bead slippers making	26 th ,27 th and 28 th November	Group itself
2	Glory House women fellowship	18	Floor cleaner	24 th February,4 th ,11 th ,18 th and 25 th March 2020	Group itself
3	Glory House women fellowship	10	Liquid soap and hand sanitizer	25 th April and 25 th June	Group itself
4	Glory House women fellowship	15	Liquid soap and hand sanitizer	25 th July and 24 th August	Group itself
5	Glory House women fellowship	20	Ankara and bead slippers making Liquid soap	12 th ,13 th and 17 th November	Group itself
6	New Praise House Int.(Chantan)	30	Liquid soap	20 th and 21 st November 2020	Group itself
7	New Praise House Int.(Chantan)	15	Soya Khebab	19 th March 2020	Group itself
8	New Praise House Int.(Chantan)	14	Hand sanitizer	19 th May 2020	Group itself
9	New Praise House	24	Hand sanitizer	19 th July 2020	Group itself

	Int.(Chantan)				
10	Ruth1 and 2 women's group(fan milk)	15 10	Liquid soap Hand sanitizer	14 th May and 28 th June 2020	Group itself
11	Ruth1 and 2 women's group(fan milk)	18 20	Liquid soap Hand sanitizer	14 th and 28 th September 2020	Group itself
12	Ruth1 and 2 women's group(fan milk)	25 25	Ankara and bead slippers making Liquid soap	15 th ,16 th and 17 th December 2020	Group itself
13	4L women's group(Awoshie)	15	Sobolo and hand sanitizer	21 st April and 20 th May 2020	Group itself
14	4L women's group(Awoshie)	20	Parazone preparation Liquid soap	21 st and 22 nd October 2020	Group itself
	TOTAL	264			

1.11.27 Challenges

The main challenge encountered was inadequate financial support to carry out the activities and starting capital for the beneficiaries. Transportation for the resource personnel was also a challenge.

1.11.28 Recommendations

Funds should be made available to enable the officers to reach out to more people.

Transportation should be made available for both the field staff and the resource personnel.

1.11.29 Conclusion

More funds should be allocated to the department to enable the field staffs to extend their services to more deprived communities.

1.12 BUDGET AND RATING

1.12.1 INTRODUCTION

The Budget and Rating Department/Unit is a sub-department of the Municipal Administration in the GCMA. It is responsible for facilitating the preparation and execution of the budget of the Assembly. The Annual Report of 2020, details how the department performed its monitoring and evaluation activities and other functions including monitoring of physical projects in the municipality, organizing Budget Committee meetings, Revenue Improvement Action Plan (RIAP) meetings, Revenue Mobilization meetings, Stakeholders' Engagement in GCMA and the Preparation of the 2021-2024 Composite Budget.

1.12.2 MONITORING AND EVALUATION OF REVENUE COLLECTORS

The budget department visited field to monitor the revenue collectors. On the field, it was noted that the COVID-19 pandemic has affected the revenue and the collectors' performances were not encouraging. It was also noted that the collectors need further training on POS and other rules and regulations that guide financial management in the country especially revenue mobilization.

1.12.3 MONITORING OF PHYSICAL PROJECTS

Staff of the department visited the field to monitor projects and assess whether the contractors are doing a good job, whether work is completed or ongoing before warrants are issued for payments/claims with respect to such projects.

1.12.4 BUDGET COMMITTEE MEETINGS

The Department had committee meetings which membership comprises all the heads of department in GCMA. The number of the committee members are 23 that is, 13 heads of Department and 10 Unit Heads. The meetings were held on the 27th February, 15th July, and 28th October, 2020 to discuss the Performance of the 2019 Budget (Revenue and Expenditure), Trend Analysis of Revenue/ Expenditure of the Assembly (2016 – 2019), Review of 2020 Budget, Harmonization of Departmental Budgets for 2021-2023 and 2021-2024 Composite Budget.

The Department also adequately prepared documents for the Regional Budget Hearing on the 2021 Budget of the Assembly.

1.12.5 REVENUE IMPROVEMENT ACTION PLAN (RIAP) COMMITTEE MEETINGS

The Department coordinated RIAP committee meetings with its members in the Assembly. The meetings were held on the 18th February, 14th July, and 2nd November, 2020 to discuss Revenue Targeting for effective and efficient/ Improved Performance for 2021 and reviewed, the key performance indicators for 2020 and 2021 revenue mobilization and Taskforce Operations.

1.12.6 REVENUE MOBILIZATION SUB-COMMITTEE MEETINGS

The budget department which serves as the secretariat successfully coordinated Revenue Mobilization Sub-committee meeting. The committee comprises five (5) Hon. Assembly Members and selected Heads in the Ga Central Municipal Assembly. The meeting was held on 2nd December, 2020 to discuss the Revenue Targeting for effective and efficient/ Improved Performance for 2021. There was only one meeting due to the COVID-19 restrictions.

1.12.7 STAKEHOLDERS MEETING

The budget department held Stakeholders' Engagement in two (2) quarters, that is the first quarter on 12th March, 2020 and third (3rd) quarter. In the third quarter, a 3-day stakeholders' workshop was held on 25th, 26th and 27th August, 2020 to discuss Budget Implementation Report (Revenue and Expenditure) from 31st December, 2019 to 31st January, 2020, Developmental issues/challenges within the Ga Central Municipality, Fees to be paid in 2021, Budget Performance Report as at June, 2020, and Draft 2021-2024 MTEF Composite Budget.

1.12.8 CHALLENGES

1. The revenue collectors were not well educated on the usage of Point of sale (POS) devices.
2. The Revenue collectors always visited areas which had not been allocated to them.
3. Inadequate office space and logistics.
4. Apathy of rate payers and non-prosecution of defaulters affect revenue targets and forecasting.

1.12.9 RECOMMENDATIONS

1. The revenue collectors should be trained and compelled to use the POS device at all time to collect revenue.
2. The Assembly should give the revenue collectors staff ID card and uniforms to differentiate the GCMA staff from the other Assemblies.

3. Rezone the Revenue areas, increase management supervision and motivate all revenue generating units with 5% of collections.

1.12.10 CONCLUSION

The department is of the view that, the implementation of the above recommendations will enhance the development of the Assembly.

1.13 PHYSICAL PLANNING

1.13 ACTIVITIES FOR THE YEAR

1.13.1 Site Inspection

Series of sites were inspected in the course of the period on development applications received for compliance with the laid down planning regulations. A site inspection form prepared was used on field to collect data for the department's decision.

1.13.2 Technical / Spatial Planning Committee Meeting

During the year, the department organized four (4) Technical Sub-Committee/Spatial Planning Committee meetings to process development applications received. One Hundred and Ninety-One was processed for meeting out of the Two Hundred and Eighty-one (281) applications received during the year 2020.

ITEM DESCRIPTION	TOTAL
Development Applications received	281
Development Applications processed	191
Development Applications Approved	105
Development Applications Deferred	85
Development Application Refused	1

1.13.3 Regularization of local plan

Series of meetings have been held at management and sub-committee level about the need to regularize the local plans to ensure efficient use and management of land within our Municipality. The responses and assurances have been encouraging.

1.13.4 Street Naming

1.13.4.1 Training Field Workers and Supervisors on Data Collection exercise

The department trained field workers and supervisors on the NDPAS exercise which include the instructions that will guide their operations. The training extensively on how Data Collection Exercise will be carried out. Focus was given to the approach of jointly inscribing property numbers and street names on buildings at the same time. Dummy exercises was conducted to illustrate how one of the two fieldworks is expected to stencil the number on the building, whilst the other gather the data. Currently the field workers are on the field picking data.

1.13.5 Data Collection Exercise

In order for the field agents to identify properties and data collection exercise to run smoothly, The Physical Planning Department greatly assists with printed maps which are further divided into sections for each team (field agents). The 13 teams (2 personnel per team) with their respective tablets are segmented under 3-unit leaders.

In our first 2 weeks' encounter, the Coordinators and the field agents had a meeting on Monday 1st June, 2020 to basically address the challenges associated with this project. Since then, the team normally converges at the GCMA premises to have their monthly review meetings.

Since this exercise will be conducted from one electoral area to the other and Awoshie being the first to begin with, the Coordinators of this project deem it prudent to validate pending data, thus approve the accurate data, reject the ones with error for the right data to be captured on the field again in order for it to be approved. This strategy will make us focus more on the areas respectively and assurance of accurate data for each area. While these exercises are ongoing, the public are regularly informed using the information vehicle.

1.13.6 Validation of Data

The department organized a validation exercise to verify properties on grounds per the data base in the office. This involved the Physical Planning Officer, two (2) Senior Technical Officers, one (1) Technical Officer, four (3) Nabco personnel.

1.13.7 Public compliant Investigations and Resolution

The Department over the period under consideration received and addressed a number of requests and complaints with regard to encroachments on road and other utility reservations, unauthorized developments, zoning status, and blockage of access to plots among others. These complaints and requests were received from individuals, ministries, and other governmental agencies.

As indicated in the table below, most of the complaints and requests that need investigation were investigated and addressed. However, in cases where the Department deems necessary, the issues are redirected to the appropriate agency for it to be addressed.

Type	Received	Action completed	Outstanding/Redirected
Request from Lands Commission	16	13	3
Request from EPA	4	4	4
Other Agencies	5	4	1
Private Individual Complaints and Petitions	20	17	3

1.13.8 Recommendations

- ❖ The department will be provided with appropriate the logistics need to achieve their goals.
- ❖ Human resource and capacity building for staff for effective delivery of service.
- ❖ The development control section should be supported to regulate the activities of unauthorized developers.
- ❖ Awareness creation must be conducted periodically to the general public on their understanding on planning rules.

1.13.9 Conclusion

Lack of sensitization on the land use planning and building permit issues is affecting the flow of development applications and this has led to haphazard development especially in the fast-developing communities. There is also proliferation of uncontrolled informal structures in most available open spaces in the built-up areas, the department hopes to continue to regulate the activities of these developers.

1.14 CO-OPERATIVE (TRADE AND INDUSTRY)

This report describes the activities undertaken by the Department of Co-operatives. These activities were carried out within Ga central from January to December 2020.

1.14.1 Main activities

Four (4) main activities were carried out for the Year, which are as follows:

- Education of Co-operative Society
- Inspection of Co-operative Society
- Auditing of Co-operative Society
- Registration of Co-operative Society

1.14.2 ACTIVITIES

1. TRAINING OF CO-OPERATIVE SOCIETIES AND POTENTIAL GROUPS

These training was carried out within third quarter to enlighten and equip the members to work as a group be able to achieve their objectives. The members were trained on:

- **GROUP DYNAMICS**
- **FINANCIAL MANAGEMENT**

2) INSPECTION OF ONE (1) SOCIETIES

Kwashieman mini cargo cooperative society

3) AUDIT OF TWO (2) SOCIETIES

- Nyame Bekyere Cooperative Transport Society
- Praise Temple Co-operative Credit Union

4) Registration of One (1) Society

- Praise Temple Co-operative Credit Union

Resources

Resources used were stationery, calculators, computer and printer.

Outcome

Education was conducted for five societies, two societies were audited to satisfaction, one society was inspected and one society was registered successfully within the Municipal.

1.14.3 CONCLUSION

Although financially constrained, the Department managed to carry out four (4) planned activities for the year.

1.15 NADMO

1.15.1 INTRODUCTION

There have been continuous strives by National Disaster Management Organisation in Ga Central Municipal Assembly to ensure that disaster is mitigated effectively.

1.15.2 ACTIVITIES

A part of the action plan for the first quarter, we embarked on series of activities to mitigate disaster. These include:

1.15.2.1 Fire education in Schools within the Municipality and Communities-

To help curtail fire disasters in the Municipality, officers embarked on fire education campaign throughout the month of January to February in schools, churches and business centres. During the programme we encountered three (3) fire disasters in the Municipalities. The three (3) affected areas were Sowutuom – Africa junction, Ablekuma – Fan milk junction, Ablekuma Fan milk – Apostolic church area. Fire outbreak at a resident around Ablekuma Calvary Baptist Church.

1.15.2.2 Flood impact assessment on livelihood of victims and support for affected victims-

Officers are going round to identified and select victims whose livelihood were affected during the floods for various forms of support from the Social Welfare Department.

1.15.2.3 Mapping of flood prone areas, identification and creation of safe havens-

As part of preparations toward the raining season Officers were deployed to identify places that offer protection or refuge to serve as safe haven to evacuate victims in case of any flooding disaster, until the situation is stabilized.

1.15.2.4 Tree growing and maintenance in the Municipality-

Activities to grow and maintain the trees for the ‘greening the environment exercise’ are ongoing. Thirty-two (32) dead ones have been replaced between Awoshie-Abrantie and Anyaa Market traffic light. One Hundred and ninety-eight (198) new ones have been grown from Palace Town junction to NIC footbridge and also twenty (20) at the new Sowutuom District Court making the total number of trees grown within the first quarter to be two hundred and fifty (250).

1.15.2.5 Greening the environment

Activities to maintain the trees for the ‘greening the environment exercise’ are ongoing. Watering and maintenance of old royal palm trees planted on the Awoshie –Pokuase highway, with additional 150 trees planted. Continuous tree planting/ maintenance exercises are still ongoing within Anyaa – Ablekuma Pokuase Highway. So far, about 290 Royal Palm plants have been planted.

1.15.2.6 Flood impact assessment on livelihood and support for affected victims

Officers went around identifying some victims whose livelihood was affected during this quarter and took some data needed for the Municipality since we are still in the raining season.

1.15.2.7 Flood

Recorded 1(one) dead victim (10 years old girl) as a result of 9th November, 2020 flooding at Awoshie, Abrantie.

1.15.2.8 Evacuation mapping, identification of alternate routes and early warning systems

As part of the action plan for the year some staff was assigned to identify areas for installation of early warning indicators in flood spots along the various roads and alternate routes signage at vantage points to help motorist and residents. This involves identification of open space and safe points in and around the communities which could serve as Safe Heavens in times of emergency.

1.15.2.9 Field Inspection.

- a. Identification of alternative routes, establishment of early warning systems (Flood Spot) as second phase of the project at Kwashiebu, Auntie Aku, Palace Town, Agape, Fanmilk, Awoshie, Sowutuom, Ablekuma – Abease, Lomnava respectively.
- b. Identification of weakened structures – Dangerous crack on buildings, walls and abandoned old structures that poses treat to the people at the community. Areas include; some parts of Sowutuom, Santa Maria, Auntie Aku and Kwashiebu.
- c. Field inspection on Gas and Fuel Station in the municipality.

1.15.2.10 Meetings and Workshop

1. The Geological/Climate change Department attended Climate change workshop at NADMO – Headquarters
2. The Operation Department attended the inauguration and Sensitization workshop for project support units (PSUs) of Greater Accra Resilient and Integrated Development (GARID) participating MMAS.

1.15.2.11 OTHER ACTIVITIES

1. Distribution of food to the vulnerable

The Office assisted the Municipal Assembly in the distribution of food to the needy in the Municipality during the Lockdown.

2. Fumigation

Staff were fumigating and disinfecting Schools, Churches and Market as a result of the Covid – 19 pandemic

1.15.3 DISASTER/RELIEF

1.15.3.1 FLOOD

DATA SUMMARY OF AFFECTED COMMUNITIES/ VICTIMS 2020

NO.	COMMUNITY	VICTIMS	RELIEF ASSISTANCE
1.	SOWUTUOM(POLICE & CHOP BAR AREA)	48	NIL
2.	NII OKAIMAN EAST	215	NIL
3.	NII OKAIMAN WEST	250	NIL
4.	KWASHIEBU – RECT ACADEMY AREA	695	NIL
5.	KWASHIEBU – RECT ACADEMY DOWN	63	NIL
6	SANTA MARIA (DIMONA AREA)	107	NIL

7	ANYAA	123	NIL
8	AUNTIE AKU (DESERET AREA)	214	NIL
9	AUNTIE AKU (LANE 4 AREA)	214	NIL
10	AUNTIE AKU (LANE 5 AREA)	376	NIL
11	AUNTIE AKU (ANCHOR OF HOPE)	191	NIL
12	ABLEKUMA (OLEBU)	124	NIL
13	AWOSHIE	165	NIL
TOTAL		2,785	

1.15.4 RECOMMENDATION

It is therefore recommended that people living within the Municipality would adhere to good practices and behaviour in order to eschew disasters. It would be appreciated if periodic training and workshops are organized for the staff to improve their knowledge base on disaster prevention.

1.15.5 CONCLUSION

This year has been successful and there has been good collaboration between the Municipal Assembly and NADMO. We are most grateful to the Municipal Chief Executive and Co-ordinating Director for the support and encouragement given us so far.

1.16 INFORMATION

1.16.1 INTRODUCTION

The Information Services Department of Ga Central Municipal Assembly is headed by the Municipal Information Officer, assisted by other qualified staff to supervise and coordinate the activities of the Information Service Department within Ga Central Municipal Assembly.

1.16.2 CHALLENGES OF THE MUNICIPAL INFORMATION UNIT

a) Office and Communication equipment:

The Municipal Information Unit lack most of the equipment which help in the smooth running of the office such as Desktop computer which is out of use, tables and chairs, iPad for field use.

b) Office Partitioning:

The office needs to be partitioned to get the full concentration of staff. It is also to make work more effective.

c) Information Van:

The Ministry of Information (ISD) through Regional Information Office should do well to provide Ga Central Municipal Information Unit an information van for public sensitization since the unit lacks the required information van for publicity

1.16.3 WAY FORWARD

The Ga Central Municipal Information Office will continue to disseminate government policies and the assembly's programs for the people within the municipality through the use of all the available mass communication techniques to ensure effective and efficient delivery toward functional and sustainable development;

- To ensure that programs and activities reports from the Municipal Assembly are submitted to the Regional Office on time.
- To organize public education and publicity campaign including film shows.
- To collaborate with the Municipal Assembly, other departments and agencies on their outreach programs.
- To organize training in other to equip the Municipal Information Officers' performance in their area of operation.

1.16.4 SUMMARY REPORT ON ALL ACTIVITIES

The year under review was peaceful coupled with some colorful events. Socio-economic and religious life went well with the people though there were little challenges. Events navigated across Economic, Social, Traditional and Cultural settings.

These activities include;

- Induction of assembly and unit committee members,
- the Commissioning of a district court by the Ga Central Municipal Assembly
- The celebration of this year's 63rd Independence Day
- Stakeholders meeting
- Distribution of items by the assembly to help in the fight against Covid-19
- Mass disinfection of three (3) major markets in the Ga Central Municipality

- Imposition of a partial lockdown by the President
- Massive clean-up exercise
- Public sensitization on Coronavirus prevention
- Distribution of Personal Protective Equipment (PPEs) by MCE
- Public sensitization on new voters registration exercise
- Sensitization programmes by the Public Relations and Complaints Committee
- General Assembly meeting
- RELC planning section
- Hon. Greater Accra Regional Minister's visit
- Civic forum on the mandate of every office in Ga Central Municipal Assembly

1.16.5 A summary of activities undertaken during the year under review are listed below;

1.16.5.1 Induction of assembly and unit committee members

Following the dissolution of the previous assembly on 7th October, 2019, a new assembly has been duly inducted into office after the election of new Assembly and Unit Committee members. The Inaugural ceremony was witnessed by a host of dignitaries from the Municipality. The Assembly and Unit Committee members were sworn in by a Circuit Court Judge, Her Honour Ellen Lordina Serwaa Mireku. Hon. George Adu Darko was elected Presiding Member right after the Assembly Members had been inducted into office.

1.16.5.2 Commissioning of a district court by the MCE for Ga Central

On 25th February, 2020, the MCE for Ga Central Municipal Assembly commissioned a district court located at Sowutuom in the Ga Central municipality. The facility which commenced under the previous administration and completed by this current administration has a court room, accommodation for the Magistrate, chambers and offices for the Recorder, Registrar, Cashier and Bailiff.

1.16.5.3 The celebration of this year's 63rd Independence Day,

This year, the whole nation marked the 63rd Independence Day celebrations on 6th March, 2020, at the Baba Yara sports stadium in Kumasi in the Ashanti Region, making it the second time the national event has been held outside the independence grounds in the capital city of Accra. Ga Central Municipal Assembly in collaboration with the Municipal Education Directorate celebrated this year's Independence Day at the Odorgonno Senior High School under the theme: Consolidating Our Gains.

1.16.5.4 Stakeholders meeting 2

The first stake holders meeting has been held at the Maranatha University College at Sowutuom in the Ga Central Municipality. The meeting was essentially to explain the 2019 Budget implementation report to stakeholders gathered there. There was a question-and-answer section after the report had been delivered by the Municipal Budget Officer, Mr. Atta Fiagbor.

1.16.5.5 Distribution of items by the Assembly to fight Covid-19

The Environmental Health and Sanitation department of Ga Central Municipal Assembly on 19th March, 2020 distributed items to various vantage points within its catchment area to help fight COVID-19. Distributing the items on behalf of the Municipal Chief Executive (MCE), Hon. Dr. Emmanuel Lamptey, was the Municipal Coordinating Director (MCD), Alhaji S.Y Inusah together with Municipal Environmental Officers and a staff from the Information Services Department (Ga Central). Items such as Veronica Buckets, Tissue papers, Hand Sanitizers and Liquid Soap for proper hand washing to prevent and help minimize the spread of the virus were given out to the Anyaa Zonal Council, Anyaa Terminal, Anyaa Market, Anyaa Police Station, Chantan Zonal Council, Chantan Market, Israel Police Station, Municipal Education Office, Sowutuom Police Station.

1.16.5.6 The mass disinfection of three major markets in Ga Central.

All three (3) major markets in the Ga Central Municipality were successfully disinfected to help minimize the spread of the COVID-19. The markets located at Ablekuma curve, Anyaa and Chantan were duly sprayed with Chlorine disinfectants to eradicate possible coronavirus which may have found its way onto these markets.

1.16.5.7 Imposition of a partial lockdown by the President

President of the Republic, His Excellency, Nana Addo Dankwa Akufo-Addo on 23rd March, 2020, imposed a partial lockdown in some parts of the country including Greater Accra due to the upsurge in the number of confirmed coronavirus cases.

1.16.5.8 Massive Clean up exercise

A massive Cleanup exercise was organized to rid the major markets in Ga Central of filth. The exercise which was supervised by the Municipal Chief Executive of Ga Central, Hon. Dr. Emmanuel Lamptey was carried out by staff of Zoomlion, Environmental Health and Sanitation and NADMO.

1.16.5.9 Public sensitization on Coronavirus prevention

Regular public sensitization campaigns were undertaken by the Information Services Department to educate the public on the need to follow sanitary protocols to help prevent them from contracting the deadly coronavirus disease.

1.16.5.10 Public sensitization on revenue mobilization

The department undertook a series of public sensitizations on revenue mobilization within the Ga Central municipality.

1.16.5.11 Distribution of Personal Protective Equipment (PPEs) by MCE 2

Following the President's directives, Senior high schools in Ghana were partially reopened on Monday, 22nd June, 2020 to allow final year students study and write their final examination. In relation to the reopening, the Municipal Chief Executive (MCE) for the Ga Central Municipal Assembly, Hon. Dr. Emmanuel Lamptey, has on behalf of the President of the Republic of Ghana, distributed Personal Protective Equipment to the Odorgonno and Apostle Safo Senior high schools respectively.

1.16.5.12 Public sensitization on new voters registration exercise

The Electoral Commission of Ghana organized a nationwide new voters registration exercise which was done in phases. The Information Services Department (Ga Central) embarked on a 14-day public sensitization to educate eligible voters on the requirements in registering for a new voters' identification card.

1.16.5.13 Public Relations and Complaints Committee (PRCC) meetings 2

The Public Relations and Complaints Committee (PRCC) organized three (3) sensitization programs for the year 2020. The meeting was primarily to educate participants on court procedures at the new district court located at Sowutuom, conflict / dispute resolution mechanisms in the Assembly (the role of PRCC), local revenue mobilization initiatives / strategies, electoral violence and vigilantism amongst others.

1.16.5.14 General Assembly meeting

Three (3) General Assembly meetings have been held for the year under review. In attendance were MP for Anyaa Sowutuom, Honorable Shirley Ayorkor Botchwey, MCE for Ga Central, Hon. Dr. Emmanuel Lamptey, assembly members, heads of department of the assembly.

1.16.5.15 RELC planning section

The Agriculture Department under the Ga Central Municipal Assembly organized its annual Research Extension Linkage Committee (RELC) planning session for farmers this year on 1st September, 2020 at the Ga Central Municipal Assembly premise to train farmers on the various farming mechanisms.

1.16.5.16 Hon. Greater Accra Regional Minister's visit

Hon. Ishmael Ashitey, the Greater Accra Regional Minister, on Friday, 18th September, 2020, paid a visit to the Basic Education Certificate Examination (BECE) Centre at the Odorgonno Senior High School to interact and wish the candidates the best of luck during their last paper for the examination.

1.16.5.17 Civic forum on the mandate of every office in Ga Central Municipal Assembly

The NCCE in collaboration with other departments of the assembly organizes weekly civic forum to educate residents of Ga Central on programs and activities undertaken by the various departments in Ga Central Municipal Assembly.

1.16.6 SOCIAL

Social activities recorded for the year 2020 include;

- Re-asphalting of major road from Kwashieman to Ofankor
- The distribution of items to PwDs by the Social Welfare Department
- Flooding during heavy rain

A summary of the activities recorded are as follows;

1.16.6.1 Re-asphalting of major road from Kwashieman to Ofankor

Residents living within the municipality are grateful to the assembly for re-asphalting the major road from Kwashieman to Ofankor Barrier but were quick to add that all inner roads should be constructed as well to save them from the effect of the dust.

1.16.6.2 Distribution of items to PwDs by the Social Welfare Department

The Social Welfare Department of Ga Central Municipal Assembly has on two (2) occasions this year, disbursed some items worth millions of Ghana cedis to disabled persons at the forecourt of the Assembly. Items presented to them this year included deep freezers, food stuffs, secondhand clothing business startups, industrial sewing with knitting machines, popcorn startup business, shoe grinding machine, phone recharge cards, transparent fridges and other valuable supports like refund of school and hostel fees, payment of surgery fees amongst others.

1.16.6.3 Flooding during heavy rains

Residents raised several concerns during the onset of heavy rains in the year under review, some areas within the Ga Central municipality were submerged in water. Most of the low-lying areas were flooded. Residents living within the municipality are pleading with the Assembly to as a matter of urgency, construct the drains as well as the roads to help reduce the impact of the rains on lives and properties. Irregular power supply from the Electricity Company of Ghana (ECG) is greatly affecting the work of the Assembly as well as residents and businesses within the municipality.

1.16.7 RELIGIOUS

As Christians prepare to celebrate this year's Christmas festivities, Ga Central Municipal Assembly distributed items such as Rice, oil, corned beef, bulbs and an unspecified amount of money to all staff. Workers expressed their profound gratitude to the assembly for thinking about them during this yuletide.

1.16.8 POLITICAL

Political activities recorded for the year under review include;

- First lady's working visit to the Anyaa Sowutuom Constituency
- President's visit to the Anyaa Sowutuom constituency

A summary of activities recorded are as follows;

1.16.8.1 First lady's working visit to the Anyaa Sowutuom Constituency

First Lady of the Republic of Ghana, Her Excellency, Mrs. Rebecca Akufo-Addo, on Wednesday, 23rd September, 2020, during her tour of the Greater Accra Region, paid a working visit to the Anyaa Sowutuom Constituency, calling on citizens to maintain the ruling New Patriotic Party (NPP) in power.

1.16.8.2 President's visit to the Anyaa Sowutuom constituency

The President of the Republic of Ghana, His Excellency, Nana Addo Dankwa Akufo-Addo, as part of his campaign tour visited the Anyaa Sowutuom Constituency on 24th November, 2020 to canvass for votes in this year's presidential election.

1.16.9 ECONOMIC

Traders and the general public were generally concerned with the depreciation of the cedi against the US dollar. Prices of goods and services were fairly stable on the market.

Workers especially those on the Government of Ghana payroll are looking up to the current Government to increase the single spine salary structure to meet their expectations so that they can improve their standard of living.

1.17 INTERNAL AUDIT

1.17.1 Introduction

The Internal Audit unit exists to provide management with assurance service on the management of risk, effectiveness of internal control and governance issues. To be able to deliver this service the unit prepares an annual plan which is approved by both Management and the Audit Committee to guide the unit's operations.

1.17.2 Progress of work

1. The unit completed its first quarter assignment on Fixed Asset at the end of the quarter and submitted the final report and management has responded to the observations raised.
2. The unit completed its second quarter assignment on Human Resource and Payroll audit at the end of the quarter and submitted the final report and management has responded to the observations raised.
3. The Unit also participated in an Audit Committee Meeting held on 24th and 25th September, 2020.
4. The Unit was involved in monitoring of ongoing fire service station.
5. The Unit processed documents through the GIFMIS from the Stores and the Procurement Units.
6. The Unit completed its Third Quarter assignment on Expenditure audit. The final report has been submitted to management and appropriate stake holders.
7. The Unit also participated in an Audit Committee Meeting held on 1st December, 2020.
8. The Unit was involved in Revenue monitoring taskforce in Sowutuom and Pentecost University.
9. The Unit was involved inspection of progress of works on the construction of bottled and sachet water factory.
10. The Unit completed its Annual plan for 2021.
11. The Unit completed its Preparation of the Internal Audit Charter for 2021.
12. The Unit attended a Site meeting on construction of ground floor of a Holding Centre at kwarshiebu.

The Unit is currently carrying out a Project and Contract Management Audit regarding the 4th Quarter 2020 and the final report would be ready by the end of January 2021.

1.18 FINANCE DEPARTMENT

As part of the activities outlined by the finance department to be undertaken during the quarter under review, the department was able to execute the following; Organized monthly F & A meetings, Organized Data Collection exercise, organized revenue mobilization, taskforce and to educate and sensitize the public on civic responsibility of rate payers.

1.19 CENTRAL ADMINISTRATION

The department engaged in various activities such as; Management meeting, District Election Security Taskforce Committee Meeting, District Election Security Taskforce Committee Meeting, Revenue Improvement Action Plan Committee Meeting, and Joint Meeting (MUSEC & District Election Security Taskforce Committee). These activities were carried out to encouraged people to pay their tax, and also ensure people observe peace and harmony in the Municipality.

1.20 REPORT FROM THE ZONAL COUNCILS

1.20.1 CHANTAN ZONAL COUNCIL

1.20.1.1 General Council Meeting

The Zonal Council held a general council meeting on 20th March 2020. Some of the issues discussed and recommended by members are;

- The Zonal Council to put in measures to issue permits for the use of grounds for funerals and other social functions within the Electoral Areas, as this can help increase our revenue. Intensive announcements should be carried out to sensitize residents about this.
- Signages should be put on some grounds indicating that it is a public property so that revenue can be generated from its use for social functions.
- Streetlights should be fixed in the Electoral Areas especially in Tabora where crime rates are very high. Those ones that are dysfunctional should also be replaced, especially in Tabora and Lomnava.
- The Zonal Council should liaise with the Police to increase police surveillance within the areas.
- Unit committee members are not recognized in the activities undertaken by the Assembly. They also request that an ex-gratia be given to them as they leave office.
- The Assembly should invite Unit Committee members to partake in activities organized by the Assembly.

1.21 ANYAA ZONAL COUNCIL

1.21.1 Administration

1.21.2 Sub-Committee Meetings

The Council held five (5) subcommittee meetings which included; Development and Services Meeting, Finance & Administration Meeting and Works Sub-committee meetings.

After these five subcommittee meetings were held, two (2) general council meetings were held to consolidate the recommendations from these subcommittees and forwarded to the Executive Committee of the Assembly for further deliberations.

1.21.3 Stakeholder Meetings

The council held three (3) no. stakeholder meetings. The meetings included the following:

- i. Traders in front of the Anyaa Terminal and some of those on the pavements.
- ii. Market Queen and some selected market leaders.
- iii. GPRTU Anyaa 'Trotro' Branch.

1.21.4 COVID – 19 PANDEMIC

In compliance to COVID 19 protocols, the Zonal Council has put measures in place which include;

1. Strict adherence to the wearing of face mask.
2. Positioning of two (2) Veronica buckets with liquid soap and tissues at all the two entrances/exits of the office.
3. Provision of hand sanitizers for all the offices.

1.22 SOCIAL WELFARE AND COMMUNITY DEVELOPMENT

1.22.1 SOCIAL WELFARE- CASE WORK

The department recorded eight (8) active cases, one (1) on child welfare, 3 on child custody, 4 on child maintenance and 1 on family welfare.

1.22.2 Livelihood Empowerment Against Poverty (LEAP)

Payment of LEAP supports to 41 beneficiaries from 14 communities, 23 reported and 18 were absent.

1.22.3 National Disaster Management Organization (NADMO)

The office carried out the following exercises during the year:

- Identification of alternative routes for evacuation map.
- Recorded and reported fire disasters at Ablekuma and NIC
- Recorded and reported flood disasters at Ablekuma-Borkorborkor and Ablekuma-Israel.
- Identification of weak structures and buildings at Ablekuma-Abease, Awoshie and Anyaa.
- Field inspection on gas and fuel stations at Ablekuma-Abease, Awoshie and Anyaa.
- Embarked on fire education within the various markets within the zonal area.
- Attended and resolved complaints on diversion of water ways at Anyaa NIC and Palas Town.

1.23 Works Department

- Attended to Temporal Structural related complaints.
- Inspected and reported on blockage of water way at Palas Town, Ayigbe Town and Onyinase.

1.24 Environmental Health

1.24.1 Inspection of Premises

During the year, both residential and business premises were inspected. In all, 249 were inspected. The common nuisances detected were accumulation of refuse, insanitary disposal of waste water, insanitary drain, indiscriminate dumping and burning of refuse, overgrowth of weeds, pit lateness and accumulations of waste water in a catch pit.

1.24.2 Screening of Food Vendors

Food vendors were educated on food processing, handling and how to protect food against flies and other environmental hazards. A total number of 135 people were screened and certified with the health certificate

1.24.3 Sanitation Complaints

There were about 20 complaints received, these include: noise, improper siting of pit latrine, offensive odour from poultry farm among others. 98% of these complaints were resolved and those that were beyond the office were referred to the Assembly.

1.24.4 TRAINING OFFICER

The Training Officer performed the following activities in the quarter under review.

- COVID -19 workshop for Officers on 13th July 2020 at the municipal education office.
- COVID -19 workshop for public school head teachers on 20th August 2020 at the municipal office.
- COVID -19 workshop for private school head teachers on 21st August 2020 at Maranatha University.

1.24.5 SPED COORDINATOR

The following activities were performed in the month under review

- Monitored pupils with SEN in schools.
- Sent 2 pupils (a boy and a girl) with Learning Disabilities (LD) to Assessment centre for psychological assessment.
- Visited 3 learners with Special Education Needs (SEN) at their homes to encourage them to do independent studies at home.

1.24.6 GUIDANCE AND COUNSELING COORDINATOR

- A talk on “the need to talk to a trusted person” to JHS students
- A talk on effective study habit to JKS 3 students

1.24.7 GIRL CHILD AND GENDER COORDINATOR

The following activities were performed in the year under review;

- Organised a workshop for 90 head teachers and teachers of private schools on guidelines for the prevention of pregnancy among school girls and the re-entry of young mothers to the school after birth.

1.24.8 EARLY CHILDHOOD CARE AND DEVELOPMENT COORDINATOR

The following activities were performed in the year under review

- Monitored Re-opening Day activities.
- Inspected facilitators’ scheme of learning and the use of learning centres.
- Inspected the work of teachers nominated for Ghana Teacher Prize.
- Monitored the adherence to COVID-19 Protocols in schools.
- Monitored the sharing of ‘one hot meal’ in some schools.

- Received computers on behalf of the Circuit Supervisor for Chantan from Hon. Shirley A. Botchwey.
- Monitored end of term examinations.

1.24.9 SHEP CO-ORDINATOR

The following were the major activities performed by the SHEP Coordinator within the year.

- Red Cross Training on basic health tips for school-based SHEP Coordinators in both Public and Private schools in the municipality at Maranatha University on 19th February, 2020.
- Inspection of Sanitation conditions in schools. A total of 77 schools were inspected from 5th June to 18th July, 2020.
- Inspection of food prepared by caterers in the school feeding programme. All the 16 Public schools and some Private schools were visited in the year.
- Municipal, cluster and school level training workshops on COVID-19 were held in the municipality.
- GAMA Sensitization workshop on COVID-19 Protocols for School-Based Health coordinators in preparation towards the re-opening of schools for JHS 2 students in both Public and Private schools under the GAMA project was held at Maranatha University on 1st October, 2020.
- Four sub-committee meetings and four municipal COVID-19 Health meetings at the Municipal Health Directorate were attended throughout the year.
- Distribution of Long-Lasting Insecticidal Nets (LLINs) to students in form 2 and pupils in basic 6 in all schools within the municipality began on 2nd November, 2020 and ended on 11th December, 2020. A total of 10,910 pupils and students from 261 public and private schools benefited. Total number of boys were 5,254 and girls were 5,656.

1.24.10 SHS / PRIVATE SCHOOLS COORDINATOR

The following activities were performed in the year under review.

- Monitored the preparation towards the 64th Independence Anniversary district debate.
- Monitored teaching and learning activities in some private schools
- Monitored the adherence to COVID-19 Protocols in some Private schools

1.24.11 WELFARE OFFICER

The following activities came off in the quarter under review:

- Birth – a female teacher gave birth and the benefit was paid.
- Death – a female teacher passed on and her benefit was paid to the family.
- Retirement – the Municipal Director of Education retired in the quarter under review and her benefit was paid to her.

1.24.12 GIRLS' EDUCATION OFFICER

The Girls Education Officer embarked on the following activities during the year 2019.

1.25 SUPERVISION AND MONITORING UNIT

1.25.1 INTRODUCTION

To ensure quality education and excellent academic performance of pupils, the Supervision and Monitoring unit monitors teaching and learning and the general tone of the schools in the municipality. The unit has the following sections:

- 1) Circuit Supervisors
- 2) Guidance and Counselling Coordinator
- 3) Culture Coordinator
- 4) Technical and Vocational Education Training (TVET) Coordinator
- 5) Science, Technology and Mathematics Innovation Education (STMIE) Coordinator
- 6) Language and Literacy Coordinator
- 7) Sports and Physical Education Office.

1.25.2 SCIENCE, TECHNOLOGY, MATHEMATICS AND INNOVATIVE EDUCATION (STMIE)

The following activities were performed in the quarter under review.

- Monitoring of teaching and learning of Science, Maths and ICT in the JHS 3 public basic schools and some private schools.
- Organisation of Science practical lessons for JHS 3 candidates in the public basic schools from 9th to 11th September, 2020.

1.25.3 TECHNICAL AND VOCATIONAL EDUCATION TRAINING COORDINATOR (TVET)

The following activities were performed in the year under review.

- Monitored teaching and learning activities in Public Basic schools
- Inspected lesson notes and lesson delivery of facilitators.
- Assisted in grooming of pupils towards the 63rd Independence Anniversary.
- Monitored the adherence to the COVID-19 safety protocols.

- Observed teaching and learning of JHS 3 students.
- Monitored the municipal mock examinations for JHS 3 candidates.
- Monitored the end of term examinations.

1.25.4 LANGUAGE AND LITERACY COORDINATOR

The following activities were performed in the year under review.

- Monitored teaching and learning in Public Basic schools.
- Inspected lesson notes and lesson delivery of facilitators.
- Monitored and groomed selected pupils for the 63rd Independence Anniversary.
- Monitored the adherence to the COVID-19 safety protocols.
- Observed teaching and learning of JHS 3 students.
- Monitored the municipal mock examinations for JHS 3 candidates.
- Supervised the 2020 B.E.C.E
- Attended a three-day residential workshop on capacity building.
- Monitored the end of term examinations.

1.25.5 CIRCUIT SUPERVISORS

January to December 2020 - Monitoring of teaching and learning activities and attendance of teachers and pupils in the 17 public basic schools.

SN	ITEM	DATE
1	Monitoring of reopening day activities in all ten public basic schools in the Anyaa circuit	8 th January 2020
2	Circuit Supervisor's meeting with Head teachers at Odorgonno Model 2 Basic School	9 th January 2020
3	Inspection of schemes of learning in all public basic schools in the circuit	13 th – 15 th January 2020
4	Collection and Collation of enrolment figures	16 th – 17 th January 2020
5	SPAM at Odorgonno Model 2 Basic School	22 nd January 2020
6	Monitoring of mock exams by the JHS 3 pupils	20 th – 24 th January 2020
7	SPAM/PTA meeting at Ablekuma Cluster of schools	23 rd January 2020
8	SPAM/PTA meeting at Anyaa M/A 1 Basic School	24 th January 2020
9	Circuit Supervisor's meeting with Head teachers at Odorgonno Model 2 Basic School	6 th February 2020
10	Classroom observation of facilitators at lower primary in eight basic schools in the circuit	11 th - 25 th February 2020

11	Emergency meeting of CS with Head teachers at Odorgonno Model 2 Basic School	19 th February 2020
12	Attended MEOC meeting at Maranatha University	27 th February 2020
13	Classroom observation of facilitators of lower primary from two basic schools in the circuit	3 rd & 4 th March 2020
14	Led in the planning and organization of the 63 rd Independence Anniversary celebration held at Odorgonno SHS	6 th March 2020
15	Work inspection for nominees for 2020 Ghana Teacher Prize	10 th March 2020
16	Interview for nominees for 2020 Ghana Teacher Prize	16 th March 2020
17	Training on Sensitization of teachers on portfolio Development and assessment by NTC at St Johns Grammar School	12 th June 2020
18	Directors meeting with Head teachers	15 th June 2020
19	Emergency Remote Teaching Workshop at the Teachers' Hall, Accra	17 th – 18 th June 2020
20	Regional Training of selected staff in 4 Districts on COVID-19 at Ga West Municipal Assembly, Amasaman	10 th July 2020
21	Municipal Training of Office staff on COVID-19	13 th July 2020
22	Interview for HR position	15 th July 2020
23	Sensitization of head teachers on Ghana Learning Radio Programme	16 th July 2020
24	Distribution of worksheets for B1 – B3 on Ghana Learning Radio Programme	20 th July 2020
25	Training of public basic schools' head teachers on COVID-19 at the Municipal Office	20 th July 2020
26	GALOP Orientation	28 th July 2020
27	Training of private basic schools headteachers on COVID 19 at Maranatha University	12 th – 13 th August, 2020
28	Supervision of Municipal Mock for JHS 3 pupils	17 th – 21 st August, 2020
29	Monitoring of school feeding exercise for JH3 pupils	July – September 2020
30	BECE Supervision	14 th – 18 th September 2020
31	Training on LLIN distribution at Cleaver House, Adabraka	13 th October 2020
32	Distribution of worksheets for headteachers on phase 2 of NRRP	22 nd October, 2020
33	CS training for headteachers on the use of ODK for the radio reading programme at Odorgonno Model 2 Basic School	11 th November, 2020
34	Celebration of 2020 World Largest Lesson at Regional GNAT Office, Nungua	12 th November 2020

34	Monitoring & Evaluation Capacity Building Workshop on GALOP at Larteh	23 rd November, 2020
35	National Radio Reading Midline Data Collection Training for CSs at the Regional Education Office, Accra	24 th -25 th November, 2020
36	Regional Trainer’s Training on Strengthening SMCs at Koforidua	9 th – 11 th December, 2020
37	Trainer of Trainees Workshop for the Implementation of the Common Core Programme at University of Ghana, Legon	26 th – 31 st December, 2020

1.25.6 GUIDANCE AND COUNSELLING COORDINATOR

The following activities were performed in the year under review

- A talk on “the need to talk to a trusted person” to JHS students
- A talk on effective study habit to JKS 3 students

1.26 EMIS UNIT

The following activities were performed in the quarter under review

- Workshop was held on the Annual School Census for both public and private school Headteachers.
- Collected and vetted the Annual School Census questionnaire forms.
- Entered data on the Annual School Census questionnaire forms.
- Entered data for 2020 BECE school feeding.
- Took data on office inventory.
- Took data on schools for the fumigation exercise.
- Took data on schools for the National Reading programme.
- Took data on 2020/21 annual compensation and employees’ allowance.
- Attended workshop on GALOP (ICT) from 1st to 3rd December, 2030 at Larteh.
- Attended GALOP/COMPASS SMC Reconstitution workshop from 9th to 12th December, 2020.
- Printed JHS 2 examinations question papers and answer sheets.
- Provided enrolment and staffing of the 17 Basic schools in the municipality for handing over notes.

1.27 BECE 2020

1.27.1 THE 2020 BASIC EDUCATION CERTIFICATE EXAMINATION (BECE) FROM 14TH SEPTEMBER TO 18TH SEPTEMBER, 2020

The Basic Education Certificate Examination (BECE) started nationwide from Monday 14th September 2020 to Friday 18th September, 2020. The Municipal Director of Education as well as a three-member monitoring team monitored the conduct of the examination with the monitoring team also monitoring the distribution of food by caterers.

On the first day, Monday, 14th September 2020 the Monitoring Team comprising the Head of Supervision, the Training Officer and the Public Relations Officer monitored all the twenty-one examination centers to check how the examination was running and how the caterers were serving the centers with the 'One Hot Meal'. With the exception of the caterers who served individual schools in their various schools, all other caterers served at the examination centers.

On Tuesday, the Municipal Chief Executive of Ga Central Municipal Assembly and the Municipal Director of Education visited Glorious Jesus School Centre and Liberty Preparatory School A and B Centre to monitor the examination and to encourage the candidates.

The Training Officer visited Odorgonno Model Basic 1 and 2 and the Senior High School Centers. At Odorgonno Model 1 Centre, a total number of two hundred and thirty-four (234) candidates were to write the examination but one boy was absent for the Integrated Science Paper.

At the Odorgonno Model 2 Centre, a total of one hundred and ninety-five (195) candidates were to write the examination but one girl was absent and at the Senior High School Center, two hundred and forty-eight (248) candidates who were expected to write the examination recorded three boys and two girls being absent for the examination.

At Liberty Preparatory School Centre, A, two hundred and thirty-four (232) candidates were to write the examination but one boy and two girls were absent while at Liberty Preparatory School Center B, two hundred and seventeen (217) candidates in all were to write the examination but one boy and one girl were absent for the examination.

Cosmos Schools Centre had two hundred and sixty-eight (268) candidates writing the examination. There were no absentees.

Then at Chantan Experimental School Centre, one hundred and seventy-eight (178) candidates were to write the examination but one girl was absent.

Also, at Happy Home School Centre, two hundred and sixty-three (263) candidates were to write the examination but one boy and one girl were absent for the examination.

At Apostle Safo Centre, two hundred and forty-one (241) candidates wrote the examination with no absentee.

On Wednesday, 16th September, 2020, the Municipal Chief Executive, the Municipal Director of Education and the Member of Parliament elect for the Anyaa-Sowutuom Constituency visited the Rect Academy Centre to encourage the candidates. The Centre had two hundred and thirty-five (235) candidates with no absentee.

The monitoring team also visited Ebenezer Thompson School Centre. The Centre had two hundred and forty-eight (248) candidates who were to write the examination but two boys and one girl were absent for the examination.

At Vision School Centre, two hundred (200) candidates were to write the examination but three boys were absent.

United Family School Centre had two hundred (200) candidates who were to write the examination but one boy and one girl were absent for the examination.

Mystical Rose Centre recorded two hundred and forty-one (241) candidates who were to write the examination but one boy and two girls were absent.

At Glorious Jesus School Centre, a total of one hundred and seventy-five (175) candidates were to write the examination but one boy and two girls were absent for the examination.

Dimona Divine School Centre had a total of three hundred and nine (309) candidates with no absentee recorded.

On Thursday, 17th July, 2020, New Vision School Centre was visited. The Centre had two hundred and twenty-two (222) candidates but one boy and one girl were absent.

At Vicolis School Complex Centre, two hundred and sixty-five (265) candidates were to write the examination but one boy was absent for the examination.

At St Justin Anglican School A Centre, two hundred and forty-three (243) candidates were registered for the examination and all of them were present.

At St Justin Anglican School B Centre, one hundred and ninety-one candidates were to write the examination but one girl was absent.

On Friday, 18th of September 2020, the Greater Accra Regional Minister, the Regional Director of Education, the Municipal Chief Executive, the Municipal Director of Education, the Member of Parliament elect and other dignitaries visited the Odorgonno Centres and Platinum Montessori Schools Centres. They took turns to encourage the candidates to do their best and advised them to eschew all forms of examination malpractices.

At the Platinum Montessori Schools Centre, three hundred and nine candidates wrote the exams with one absent.

1.27.3 NUMBER OF CANDIDATES AT THE TWENTY-ONE EXAMINATION CENTRES

S/N	CENTRE NAME	NUMBER OF PUPILS EXPECTED	NUMBER OF PUPILS PRESENT	NUMBER OF BOYS PRESENT	NUMBER OF GIRLS PRESENT	NUMBER OF BOYS ABSENT	NUMBER OF GIRLS ABSENT
1	Odorgonno Model 1	234	243	133	110	1	-
2	Odorgonno Model 2	195	194	91	103	-	1
3	Odorgonno SHS	248	243	125	118	3	2
4	Liberty School A	232	229	100	128	1	2
5	Liberty School B	217	215	94	121	1	1
6	Cosmos School	268	268	127	141	-	-
7	Chantan Experimental	178	177	83	94	1	-

8	Happy Home School	263	261	123	138	1	1
9	Apostle Safo	241	241	119	122	-	-
10	Ebenezer Thompson Mem. School	248	245	107	138	2	1
11	Vision School	200	197	100	97	3	-
12	United Family	200	198	98	100	1	1
13	Rect Academy	235	235	104	131	-	-
14	Mystical Rose	241	238	103	135	1	2
15	Glorious Jesus Montessori	175	172	88	84	1	2
16	Dimona Divine	309	309	152	157	-	-
17	New Vision	222	220	111	109	1	1
18	Vicolis School	265	264	123	141	1	-
19	St. Justin Anglican A	243	243	113	130	-	-
20	St. Justin Anglican B	191	190	90	100	-	1
21	Platinum Montessori	309	309	149	160	-	-
	TOTAL	4914	4891	2333	2557	18	15

Arrangements in the rooms at the various examination centres were what the West African Examinations Council had stipulated that is, twenty-eight students in a room. However, at centres where the twenty-eight in a room could not ensure good social distancing, such rooms had twenty-five students in a room.

At each of the centres, veronica buckets, tissue and liquid soap were provided and all Covid-19 protocols were strictly observed.

1.27.4 CONCLUSION

Some of the centres could not start the examination at the scheduled time because the questions could not get to the centres on time. Nevertheless, 2020 Basic Education Certificate Examination was incident free and ended successfully on Friday, 18th September, 2020.

1.28 ADMINISTRATION AND FINANCE UNIT

The following officers work with the unit head:

1. Budget Officer
2. Logistics and Supply Officer
3. Public Relations Officer

1.28.1 LOGISTICS AND SUPPLY OFFICER

S/N	DATE	ITEMS	QUANTITY RECEIVED	QUANTITY DISTRIBUTED	REMARKS
1.	18/09/2020	Tissue	2028 packs	2028 packs	Distributed
2.	28/09/2020	Facemask	6162 packs	6162 packs	Distributed
3.	28/08/2020	Pass questions	2820 packs	2820 packs	Distributed
4.	28/08/2020	School uniform	350 packs	350 pack	Distributed
5.	30/09/2020	Whiteboard markers	600 packs	600 packs	Distributed
6.	30/09/2020	Hand sanitizers	3050 boxes	3050 boxes	Distributed
7	09/10/2020	Hand Gel Sanitizer	3112 boxes	3112 boxes	Distributed
8	20/10/2020	Jolly Phonics book 1	3971	3971	Distributed
9	30/10/2020	Jolly Phonics Teachers Guide	301	301	Distributed
10	30/10/2020	A4 Sheet	167 boxes		
11	02/11/2020	Liquid soap	171 gallons	171 gallons	
12	04/11/2020	Photocopier machine and its accessories	01		
13	14/11/2020	A1 Posters	115		
14	14/11/2020	A5 Flyers	2200		
15	15/12/2020	Motor Bikes and helmets	02		
16	17/12/2020	Jolly Phonics book 2	9943		
17	23/12/2020	Answer booklets	18 packets		

1.28.2 HANDING OVER

On 27th November, 2020 the Municipal Director of Education, Ms. Denise Dinah Oye Welbeck officially handed over the administration of the Ga Central Municipal Office to the Accra Metro Director Mr. Stephen Abamfo.

1.29 SHS/SHTS REPORT

1.29.1 ODORGONNO SENIOR HIGH SCHOOL

1.29.2 ANNUAL REPORT FOR THE YEAR 2020

1.29.3 PREAMBLE

This report covers the activities of both the Green and Gold Tracks for years one and two, and the third years, spanning the periods from January 2020 to December 2020. Academic activities had not been smooth due to the COVID -19 pandemic.

1.29.4 OPENING

School officially opened on the 6th of January 2020.

1.29.5 INTERVENTION CLASSES

Special intervention classes were organized for the form three students from 7am to 8am and 4pm to 5pm on week days. Most students attended but some recalcitrant ones boycotted the classes. Parents of these students were invited and advised.

1.29.6 VACATION FOR FORMS ONE (GREEN AND GOLD) AND FORM THREE

The school vacated for the first semester of the 2019 / 2020 academic year for the form one, Green / Gold tracks, form two, Green track and form three on the 28th of February, 2020.

1.29.7 COVID-19 CLOSURE OF SCHOOLS

On Monday the 16th of March 2020, the school was closed down acting on the directives from the GES. However, the form three students stayed in school to prepare for their WASSCE.

On the 21st March 2020, the final year students were also released to go home due to the COVID-19 pandemic in the country.

1.29.8 FUMIGATION

As a result of the COVID-19 Pandemic, the school was fumigated three times by Zoomlion Ghana Limited on behalf of the Ministry of Education.

1.29.9 COVID -19 LECTURE / TRAINING

Two lectures were held to educate teachers and other staff on the COVID-19 Pandemic by the Ga-Central Municipal Health Directorate.

1.29.10 RE-OPENING OF SCHOOL AFTER LOCK DOWN

The school officially re-opened on the 22nd of June, 2020 for the form two Gold Track and final year students after the Presidential closure of schools on the 20th of March, 2020.

Management took all the needed steps to ensure students were safe. It included taking of temperatures, bio-data and ensured that all students obeyed the protocols.

1.29.11 2020 WASSCE

The school had a successful WASSCE which ended on the 5th of September, 2020. Out of eight hundred and thirteen (813) students who registered for the exams only eight hundred and nine (809) students wrote the examination.

1.29.12 CHALLENGES

The school faced a lot of challenges. Among them were the following:

- Inadequate accommodation for teachers and students;
- Inadequate security men in the school,
- Inadequate kitchen staff.

1.29.13 COMMENDATION

Management is very grateful to the following personalities for their immerse support to the school: the Director General of GES, the Regional Director of Education, the Municipal Chief Executive (GA Central), the Ga Central Municipal Assembly, and the Municipal Director of Education. The school also appreciates the Ministry of Education and the GES for the various supplies and donations to the school.

1.29.14 THE WAY FORWARD

- More school structures needed to completely end the shift system.
- Additional vehicle needed for efficient supervision and monitoring
- More supervision and monitoring of input and output of work for both teachers and pupils.

1.29.15 CONCLUSION

The Office is poised to work extra hard in order to achieve the stated vision and mission of the Directorate and Municipality as a whole. Our profound gratitude to all stakeholders especially the President of the Republic of Ghana, The Director General, Ghana Education Service, The Regional Director Ghana Education Service, The Municipal Chief Executive, Ga Central Municipal Assembly, The Member of Parliament for Anyaa-Sowutuom Constituency, various organizations, both Public and Private schools and all others who in diverse ways have supported us to ensure Quality Education is delivered.

1.30 PROCUREMENT

The Municipal Procurement Unit (MPU) was established in October, 2012 to ensure that all purchases of the Assembly involving Goods, Works and Services are streamlined in accordance with the Procurement Act (2003), (Act 663), Amended Act 2016, (Act 916)

1.30.1 Registration of Suppliers and Contractors

Though the Unit did not advertise in the national dailies for companies interested in transacting business with the Assembly to either renew their registration or register their companies with the Assembly, a number of people had their companies registered with the Assembly but the Unit intends to do that in the year 2021. Twenty-Nine (29) companies responded and the Unit was able to generate an amount of Two Thousand, Two Hundred Ghana Cedis only (GHC2,200.00) to the Assembly.

1.30.2 Municipal Tender Committee Meeting

In the year under review, a total of Five (5) Tender Committee Meetings were held where procurements falling within the threshold of Tender Committee and Quarterly updates were vetted and approved and opening of tender documents done.

1.30.3 Preparation of Procurement Plan for 2021

Even though the preparation of the Procurement Plan for 2021 delayed, the Unit was able to meet the deadline for submission to the Public Procurement Authority.

1.30.4 CHALLENGES

1.30.4.1 No Data on Payment to Suppliers/Contractors

The Unit is expected under the Procurement Act, 2003 (Act 663) the Procurement Regulations and Procurement Manual to ensure detailed records management on all procurement proceedings and processes. Consequently, the Unit is required to keep records of all procurement from issuance of bids or quotations, request for proposals, notification of awards, issuances of LPOs up to payment that are made (part or full).

However, even though the Unit has written to the Finance to furnish it with information on payments made, this had not been done, so it is difficult for the Unit to close files of Contractors/Suppliers in respect of procurements.

1.30.4.2 Personnel

The Unit is inadequately resourced in terms of personnel to handle procurement. The Unit can boast of only two APOs.

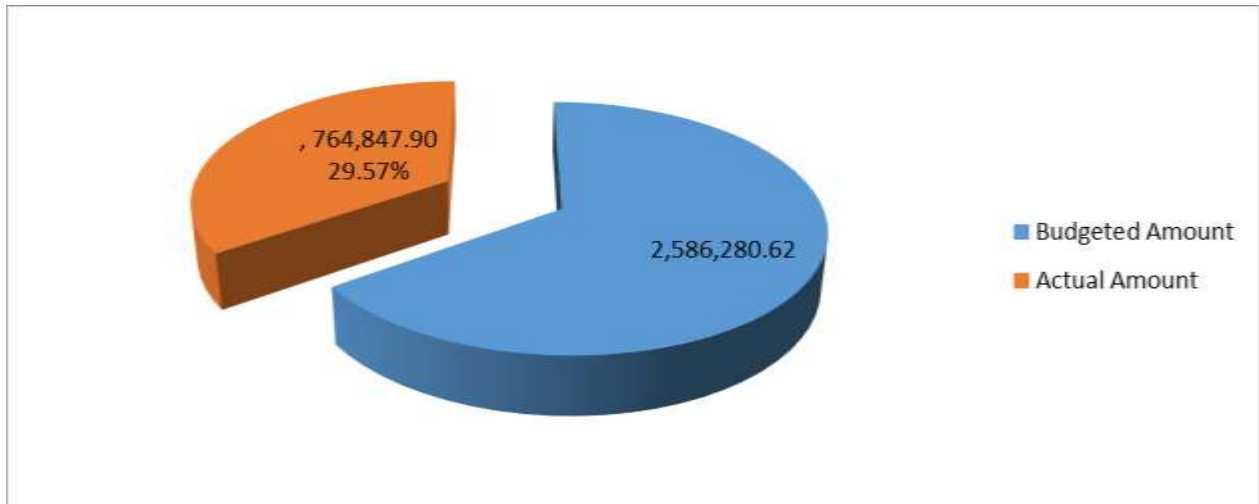
1.30.4.3 Handling MPs Procurement

All the MPs do their own solicitation and submit their documents for endorsement and most of the companies they submit are not VAT registered and are not GCMA registered.

1.30.4.4 Procurement made in 2020

In the year under review, a total of 56 procurements were made amounting to Three Million, Nine Hundred and Seventy-Three Thousand, Six-Hundred and Sixty-Two Ghana Cedis, Seventy pesewas (GH¢3,973,662.70). An amount of GH¢2,586,280.62 (Two Million, Five Hundred and Eighty-Six Thousand, Two Hundred and Eighty Ghana Cedis and Sixty-Two pesewas) was budgeted for the procurement of goods for 2020. However, in the year under review, a total amount of GH¢764,847.90 (Seven Hundred and Sixty-Four Thousand, Eight Hundred and Forty-Seven Ghana Cedis and Ninety Pesewas) representing 29.57% of the budgeted amount has actually been spent as indicated in the chart below.

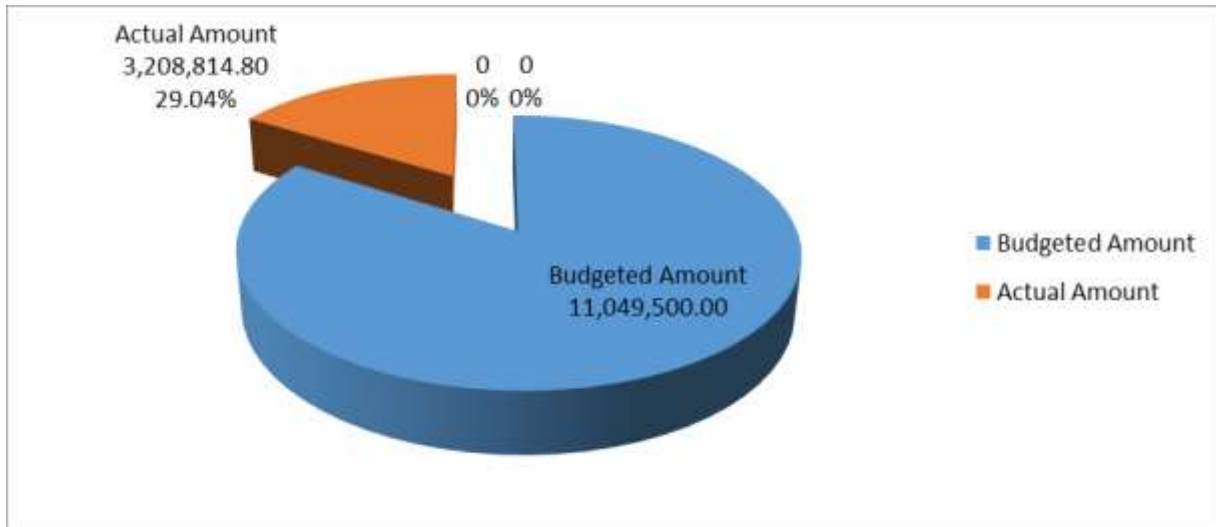
Chart 1 - Budgeted Amount versus Actual



A chart showing the percentage of amount spent on the procurement of goods as against the budget amount for 2020.

1.30.4.5 Works and Technical Service

Out of the total budgeted amount of GH¢11,049,500.00 (Eleven Million and Forty-Nine Thousand, Five Hundred Ghana Cedis), only GH¢3,208,814.80 (Three Million, Two Hundred and Eight Thousand, Eight-Hundred and Fourteen Ghana Cedis, and Eighty Pesewas) representing 29.04% of the amount has been spent to in 2020 as indicated in the chart below:



1.30.4.6 OUTSTANDING PROCUREMENT

There are a number of requests which have not been processed due to the financial situation of the Assembly. The user departments have been informed accordingly that when the situation improves their procurements would be made.

1.30.5 WAY FORWARD

- **Auctioning Of Obsolete Logistics**

The procurement Unit in its previous report had plans of auctioning obsolete materials but this could not materialize due the covid-19 pandemic that hit the country but intends to do so in the year 2021 with all things being equal. This will generate revenue to the assembly whilst freeing spaces which accommodate such logistics

- **Orientation Workshop for Assembly’s Suppliers/Contractors/Service Providers**

The Procurement Unit plans to organize an orientation workshop for Suppliers, Contractors and Service Providers of the Assembly to educate them on the Public Procurement Act 2003 (Act 663), Amended to facilitate the work of the Unit.

- **Strengthening Collaboration**

The Unit intends to strengthen collaboration between Works and Urban roads departments, MIS transport, Health and other user Department/Units

1.30.6 CONCLUSION

The year 2020 was a challenging one that notwithstanding; the Unit was able to chalk some successes including the generation of revenue to the Assembly, streamlining of procurement among others. The Unit was also able to review the procurement plan, conduct market surveys and strengthened relations between the MIS and the Estates Unit culminating in the preparation of maintenance agreement between service providers and the Assembly pending signing.

1.30.7 RECOMMENDATION

It is recommended:

- Considering the functions of the unit, it should be adequately resourced both in terms of personnel and vehicle to facilitate the activities of the unit.
- That Municipal Procurement Committee should be constituted and strengthened to handle packages within the Entity's threshold, the preparation of the Plan and ensuring its implementation in line with approved composite budget. MTC meeting should be scheduled for every other week to facilitate the procurement process.
- That quarterly review workshop involving the Budget, Finance and Internal Audit Units should be held to review the procurement plan.
- That out-going service personnel should be recruited to strengthen the Unit.
- That other professionals like IT experts, Quantity Surveyors etc. should be secondment to the Unit to assist in providing specifications.

CHAPTER TWO

2.0 REPORT ON STATUS OF IMPLEMENTATION OF PROJECTS

2.1 INTRODUCTION

The GCMA has its fair share of developmental challenges which retards development in the Municipality. In an attempt to address these challenges, the Assembly had undertaken several projects to achieve the various formulated objectives. The achievement of these objectives, will lead to the ultimate realisation of the overall goals. With the limited resources available, the Assembly was able to undertake the following projects and activities within the period of 2020.

2.2 PROGRAMME / PROJECT STATUS FOR THE YEAR 2020

2.2.1 PHYSICAL PROJECTS

2.2.2 ANNUAL REPORT 2020

STATUS REPORT AS AT THE END OF YEAR 2020: PROJECT/PROGRAMME

WORKS

N o.	Project Description	Developme nt Dimension of Policy Framework	Locat ion	Contracto r/ Consulta nt	Source of Funding	Date of Award	Date Started	Expected Date of Completion	Contract Sum GhC	Expendi- ture to Date GhC	Outstand-Ing Balance GhC	Impleme nta-Tion Status (%)	Rema rks
1.	Constructi on of 2- storey Fire Service Building at Anyaa.	Social Developmen t	Anyaa	K. Appiah Const. Ltd.	DACF	24/06/201 6	8/7/2016	Feb, 2017	801,509.30	651,823.90	149685.4	83% Complete	Work is ongoi ng

2.	2-storey 6-Unit classroom block with library, computer laboratory and head Teachers office	Social Developmen t	Anyaa	Anansu Trust Co. Ltd.	GES	27/08/201 5	10/9/2015	April, 2016	574,686.45	511950.42	62736.03	100% Complete d	End of Defect Liabili ty
3.	Constructi on of 3- Storey Health Centre	Social Developmen t	Ableku ma Abase	Triple 'A' Company Limited	DACF	15/11/201 6		May, 2018	1,501,815.60	727377.87	774437.72	79% Complete	Work is ongoi ng

4.	Construction of 3 storey 18 unit class room block , office, store and staff room	Education	Israel Park	Crown of Victory	GET-FUND							25% Complete	Ongoing
5.	Construction of Bottled water and sachet water factory production room at Anyaa (1D1F)	Economic	Anyaa	Niikson Design 1 and construction ltd	DACF	31/08/2020	3/9/2020	3/9/2021	609,057.73	134417.01	474640.72	82% complete	Ongoing
6.	Construction of ground floor, 4 unit holding centre for GCMA clinic at Kwashiebu	Social Development	Kwashiebu	Niikson Design 1 and construction ltd	DACF	31/08/2020	3/9/2020	3/3/2021	411,739.98	119544.17	292175.81	90% complete	Ongoing

7	Constructi on of 5no. concrete surface water storage support and installatio n of 10000ltrs tank within Ga Central Municipal ity	Social Developmen t	Selecte d areas within GCM A	Anyema Concrete products and constructio n limited	DDF	18/09/202 0				79,315.50	0	0	97% complete	Ongoi ng
8	Constructi on of 1no. concrete surface water storage support and installatio n of 10000ltrs tank within Ga Central Municipal ity	Social Developmen t	Anyaa Market	Naabeco Co. Ltd.	DDF					16,968.50	14,030.17	2,938.33	98% complete	Ongoi ng

9	Partitioning of Anyaa Terminal Polyclinic	Social Development	Anyaa Terminal	FFM Enterprise	DACF	23/09/2020	13/10/2020	24/11/2020	170,000.00	133,625.41	14,847.27	98% complete	Ongoing
10	Re-painting of Anyaa Bus Terminal		Anyaa Terminal	Bronze and Powers GH ltd	DACF	6/10/2020	12/10/2020	26/10/2020	23,220.00	23,220.00		100% completed	
11	Repainting of District Court and library at Sowutuum		Sowutuum		DACF	14/02/2020	17th, Feb., 2020	2nd march, 2020	16,250.00	16,250.00	0	100% completed	

URBAN ROADS

No.	PROJECT DISCRIPTION	DEVELOPMENT DIMENSION OF POLICY FRAMEWORK	LOCATION	CONTRACTOR / CONSULTANT	SOURCE OF FUNDING	DATE OF AWARD	DATE STARTED	EXPECTED DATE OF COMPLETION	EXPENDITURE TO DATE GH¢	OUTSTANDING BALANCE GH¢	IMPLEMENTATION STATUS (%)	REMARKS
1	Drainage works at Kwashieman	Environment, Infrastruc	Sowutuum	Field Mark Constru	IGF	8/08/2019	8/08/2019	8/01/2020	50,000.00	68,000.00	100%	Completed

	Church road-Kwashiebu	ture and Human Settlement		ction works								
2	Dredging works at A-LANG	Environ ment,Infr astructur e and human settlemen t	A-LANG	Elinash Agencie s	DACF	07/03/2020	26/06/2020	26/06/2020		122,613.5	100%	Completed
3	Grading of some selected roads	Environ ment,Infr astructur e and human settlemen t	Sowutu om	Monifiel d enterpris e	DACF	07/03/2020	10/03/2020	26/06/2020		127,950.00	100%	Completed
4.	Construction of 0.6m U drain around	Environ ment, Infracruc	Sowutu om	Openya Constru ction	IGF	24/08/2019	24/08/2019	8/01/2020	0	189,947.00	100%	Completed

	Research road – Sowutuom	ture and Human Settlement		LTD								
5.	Construction of Speed Humps on selected roads within Ga Central	Environment, Infrastructure and Human Settlement	Race Course	Yenest Vent. LTD	IGF	03/05/2019	03/05/2019	3/08/2020	68,854.00	0.00	100%	Completed
6.	Construction of 1.2M Rectangular storm drain on Ante Aku Road	Environment, Infrastructure and Human Settlement	Ante Aku	Urban Project int.Ltd	DACF	07/03/2020	10/03/2020	26/06/2020		28,780.90	100%	Completed
7.	Drainage works at block factory	Environment, Infrastructure	Sowutuom	Urban Pro. Int.	IGF	08/08/2019	08/08/2019	08/01/20	0	190,854.00	40% Completed	Ongoing

	road Race Course	ture and Human Settleme nt		LTD					20				
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NON-PHYSICAL PROJECTS

ANNUAL REPORT

S/ N	PROGRAMM E DESCRIPTIO N	DEVEL OPME NT DIMEN SION OF POLIC Y FRAM EWOR K	AMOU NT INVOL VED	SOURC E OF FUNDIN G	DATE STARTE D	EXPECTE D DATE OF COMPLE TION	EXPENDI TURE TO DATE	OUTSTANDI NG BALANCE	IMPLEMENT ATION STATUS (%)	TOTAL BENEFICIAR IES	REMARK S
INFORMATION											
1.	Inauguration of Assembly members	Social develop ment	No amount		23 rd January, 2020	23 rd January, 2020		-	100%	Public	Successful

2.	Commissioning of district court	Social development	1400		25 th February, 2020	25 th February, 2020		-	100%	Public	Successful
3.	Independence Day celebration	Social development	1,800		6 th March, 2020	6 th March, 2020		-	100%	Public View	Successful
4.	Stakeholders meeting	Social development	No amount		17 th March, 2020	26 th March, 2020		-	100%	Public View	Successful
5	Distribution of veronica buckets and other items	Social development	No amount		19 th March, 2020	20 th March, 2020		-	100%	Public	Successful
6	Mass disinfection of three major markets within the municipality	Social development	GHC500 (media coverage)		23 rd March, 2020	23 rd March, 2020		-	100%	Public	Successful

7	Public sensitization on the global Covid-19 pandemic	Social development	No amount		21 st March, 2020	31 st March, 2020		-	100%	Public	Successful
8	Special massive clean-up exercise in the major markets within the municipality	Social development	No amount		3 rd April, 2020	5 th April, 2020		-	100%	Public	Successful
9	Public sensitization on the global Covid-19 pandemic	Social development	385.00		20 th April, 2020	27 th April, 2020		-	100%	Public	Successful
10	14-day intensive public sensitization on Covid-19	Social development	1120.00		14 th May, 2020	28 th May, 2020		-	100%	Public	Successful

	pandemic										
11	Public sensitization on revenue mobilization at the Chantan Zonal Council	Social development	455.00		14th May, 2020	21st May, 2020		-	100%	Public	Successful
12	Distribution of PPEs to SHSs (media coverage)	Social development	900.00		22 nd June, 2020	22 nd June, 2020		-	100%	Public	Successful
13	Distribution of items to Persons with Disabilities by social welfare dept. (media coverage UTV, Da Graphic)	Social development	500.00		2 nd July, 2020	2 nd July, 2020		- -	100%	Public	Successful
14	Public announcement on revenue	Social develop	1000.00		14 th	28 th July, 2020		-	100%	Public	Successful

	mobilization	ment			July, 2020						
15	Public Relations and Complaints Committee (PRCC) meeting (Provision of PA system)	Social development	No amount		29 th July, 2020	29 th July, 2020		-	100%	Public	Successful
16	General Assembly meeting (Provision of PA system)	Social development	No amount		19 th August, 2020	20 th August, 2020		-	100%	Public	Successful

17	Public sensitization on the exhibition of new voters register.	Social development	1000.00		14 th September, 2020	24 th September, 2020		-	100%	Public	Successful
18	Greater Accra Regional Minister's visit to BECE center at Odorgonno SHS (media coverage ISD)	Social development	No amount		18 th September, 2020	18 th September, 2020		-	100%	Public	Successful

19	First lady's working visit to the Anyaa Sowutuom constituency (media coverage UTV, Daily Graphic)	Social development	600.00		23 rd September, 2020	23 rd September, 2020		-	100%	Public	Successful
20	Public sensitization on revenue mobilization	Social development	500.00		5 th October, 2020	11 th October, 2020		-	100%	Public	Successful
21	Workshop on career pathway organized for NABCO trainees within Ga Central Municipal Assembly	Social development	No amount		2 nd November, 2020	2 nd November, 2020		-	100%	Public	Successful

22	Ga Central honours its farmers during the 36 th annual farmers day celebration.	Social development	No amount		4 th November , 2020	4 th November, 2020		-	100%	Public	Successful
23	The NCCE inter-party dialogue committee (IPDC) 2020 formed	Social development	-		5 th November , 2020	5 th November, 2020		-	100%	Public	Successful

24	MP for Anyaa Sowutuom commissions Anyaa lorry terminal	Social development	No amount		10 th November, 2020	10 th November, 2020		-	100%	Public	Successful
25	Social welfare department disburses items to 39 PwDs (media coverage Tv3, GNA)	Social development	600.00		3 rd December, 2020	3 rd December, 2020		-	100%	Public	Successful

ZONAL COUNCILS

S/N	PROGRAMME DESCRIPTION	DEVELOPMENT DIMENSION OF POLICY FRAMEWORK	AMOUNT INVOLVED	SOURCE OF FUNDING	DATE STARTED	EXPECTED DATE OF COMPLETION	EXPENDITURE TO DATE	OUTSTANDING BALANCE	IMPLEMENTATION STATUS (%)	TOTAL BENEFICIARIES	REMARKS
CHANTAN ZONAL COUNCIL											
1	Recruitment of eight(8) additional revenue collectors	economic development	1,025.00	IGF	23rd March 2020	23rd March 2020	1,025.00	-	100%	i. 8 revenue collectors' ii. Assembly	Revenue collectors to collect property rates, daily tolls and market tolls within the Electoral Areas.
2	Meeting with heads of the transport unions	environment, infrastructure and human settlement	300.00	IGF	3rd March 2020	3rd March 2020	300.00	-	100%	7 No. lorry and taxi stations	Challenges faced by transport unions were discussed and were encouraged to pay lorry tolls to the Zonal Council office.

3	General Council meeting	governance, corruption and social accountability	2,800.00	IGF	3rd March 2020	3rd March 2020	2,800.00	-	100%	30 Councillors, Heads of department and staff	i. First council meeting held for the newly appointed Council members. ii. Measures have been taken to intensify revenue mobilisation .
4	Stakeholder meeting with the market women at the Chantan market.	environment, infrastructure and human settlement	1,500.00	IGF	28th February 2020	28th February 2020	1,500.00	-	100%	50 market women	Market women to begin payment of market tolls from the month of March 2020.
5	Printing of ID Cards for market women at Chantan.	environment, infrastructure and human settlement	645.00	IGF	7th April,2020	7th April 2020	645.00	-	100%	43 market women	ID Cards were printed during the COVID-19 lockdown period to identify these traders.

6	Fire education	environment, infrastructure and human settlement	4,000.00	IGF	29th January 2020	28th February 2020	4,000.00	-	100%	1912 households 80 shops 62 food vendors 16 schools	NADMO embarked on fire education within the Electoral Areas to help avoid or reduce fire disasters.
7	Announcement within the electoral areas	economic development	1,000	IGF	20th April 2020	1st May 2020	1,000	-	100%	Nii Okaiman East Nii Okaiman West Lomnava Kwashie-Bu	This was to sensitize traders within the electoral areas on payment of daily tolls.
8	Monitoring of revenue collectors	economic development	600	IGF	1st June 2020	26th June 2020	600	-	100%	Nii Okaiman East Nii Okaiman West	Monitoring exercise was undertaken to supervise the activities of especially the newly recruited revenue collectors within the electoral area.

9	Flood Education	environment, infrastructure and human settlement	4,500	IGF	8th June 2020	2nd July 2020	4,500	-	100%	1200 households 90 shops 50 food vendors chantan market	With the onset of the raining season, NADMO embarked on flood education within the electoral areas to help reduce the impact of floods and also help residents put in sanitation measures to prevent contracting cholera.
10	Commencement of revenue taskforce within the Electoral areas		13,000	IGF	7th September 2020	18th December 2020	9,935	3,065	100%	Nii Okaiman East Nii Okaiman West Lomnava Kwashie-Bu	This is to contribute to the overall realisation of the Assembly's revenue target.

11	Monitoring of revenue collectors	economic development	3000	IGF	14th September 2020	18th September 2020	1,000	2,000	25%	Nii Okaiman East Lomnava	monitoring exercise was undertaken to supervise the activities of especially the newly recruited revenue collectors within the electoral areas and address any concerns raised by residents
12	COVID-19 education	environment, infrastructure and human settlement	4,000	IGF	6th July 2020	28th August 2020	4,500	-500	100%	Chantan market 500 households and shops within Nii Okaiman East and Nii Okaiman West Electoral area	NADMO embarked on a COVID-19 awareness exercise within the electoral areas to help prevent the contraction and the spread of the virus

ANYAA ZONAL COUNCIL

NO.	PROGRAMME DESCRIPTIONS	DEVELOPMENT DIMENSION OF POLICY FRAMEWORK	AMOUNT INVOLVED SUM GH¢	SOURCE OF FUNDING	DATE STARTED	EXPECTED DATE OF COMPLETION	EXPENDITURE TO DATE	OUTSTANDING BALANCE	IMPLEMENTATION STATUS (%)	TOTAL BENEFICIARIES	REMARKS
1	Conduct 483 No. premises inspection	Social Development	-	-	January, 2020	December, 2020	-	-	95%	Zonal Wide	Complete
2	Conduct 245 No. Health screening for food vendors.	Social Development	-	-	January, 2020	December, 2020	-	-	98%	Zonal Wide	Complete
3	Conduct a monthly staff punctuality appraisal	Governance, Corruption and Social Accountability.	-	-	January, 2020	March, 2020	-	-	100%	Zonal Office	Complete
4	Handle 17 No. Child Welfare cases	Social Development	-	-	January, 2020	December, 2020	-	-	100%	Zonal Wide	Complete

5	Conduct 16 No. School inspections	Social Development	-	-	January, 2020	December, 2020	-	-	80%	Zonal Wide	Complete
6	Handle 18 No. Child Custody Cases	Social Development	-	-	January, 2020	December, 2020	-	-	100%	Zonal Wide	Complete
7	Handle 2 No. missing child Case	Social Development	-	-	January, 2020	December, 2020	-	-	100%	Zonal Wide	Complete
8	Conduct Public education on fire within the Markets in the Zonal area	Environment, Infrastructure and Human Settlements	-	-	January, 2020	December, 2020	-	-	100%	Zonal Wide	Complete
9	Inspect and report on blockage of waterways	Environment, Infrastructure and Human Settlements	-	-	January, 2020	December, 2020	-	-	100%	Zonal Wide	Complete

10	Attend to and resolve complaints on diversion of water ways.	Economic Development	-	-	January, 2020	December, 2020	-	-	100%	Zonal Wide	Complete
11	Attend to temporary structural related complaints	Environment, Infrastructure and Human Settlements	-	-	January, 2020	December, 2020	-	-	100%	Zonal Wide	Complete
12	Assist in processing 4 No. temporary structural permits	Environment, Infrastructure and Human Settlements	-	-	January, 2020	December, 2020	-	-	100%	Zonal Wide	Complete

BUDGET

S/N	PROGRAMME DESCRIPTION	DEVELOPMENT DIMENSION OF POLICY FRAMEWORK	AMOUNT INVOLVED	SOURCE OF FUNDING	DATE STARTED	EXPECTED DATE OF COMPLETION	EXPEN DITUR E TO DATE	OUTSTAND ING BALANCE	IMPLEMEN TATION STATUS (%)	TOTAL BENEFICIA RIES	REMARK S
BUDGET UNIT											
1.	Monitoring and Evaluation of Revenue Collections.				02/01/2020	31/12/2020				Completed
2.	Monitoring of physical projects in the Municipality.				02/01/2020	31/12/2020				Completed
3.	Budget Committee meeting	Management and Administration		IGF	27/02/2015/7/2028/10/20	27/02/2015/7/2028/10/20	7,657	----	100%	23	Completed
4.	Revenue Mobilization Sub-Committee meeting	Management and Administration		IGF	18/03/20211/20	18/03/20211/20	4,727	N/A	100%	17	Completed
5	Stakeholders' meeting	Social and Economical		IGF	12/03/202025/8/202026/08/202027/8/2020	12/03/202025/8/202026/08/202027/8/2020	39,370	N/A	100%	323	Completed
6	Revenue Improvement Action Plan (RIAP) sub-committee meeting	Management and Administration		IGF	18/02/202014/7/2020	18/02/202014/7/2020	2,664	N/A	100%	15	Completed

INTERNAL AUDIT

S/N	PROGRAMME DESCRIPTION	DEVELOPMENT DIMENSION OF POLICY FRAMEWORK	AMOUNT INVOLVED	SOURCE OF FUNDING	DATE STARTED	EXPECTED DATE OF COMPLETION	EXPENDITURE TO DATE	OUTSTANDING BALANCE	IMPLEMENTATION STATUS (%)	TOTAL BENEFICIARIES	REMARKS
1.	Fixed Asset audit for first quarter 2020	Corruption and accountability	None	None	January 2020.	April 2020.	None		100	The entire municipality	
2.	Human Resource and Payroll audit	Governance, Corruption and Social Accountability	None	None	April 2020	June, 2020	None		100	The entire municipality	
3.	Audit committee	Accountability	None	None	24 th September 2020	25 th September 2020	None		100	The entire municipality	
4.	Monitoring of ongoing fire service station project at Anyaa.	Social Accountability	None	None	8 th September 2020	8 th September 2020			98	Anyaa	
5.	Processing of documents through GIFMIS	Corruption and accountability	None	None	July 2020	Ongoing	None			The entire munic	

		y									ipality	
6	Expenditure Audit	Corruption and Accountability	None	None	July 2020	October, 2020	None			100	The entire municipality	
7	Audit Committee meeting	Accountability	None	None	1 December 2020	1 December 2020	None			100	The entire municipality	
8	Revenue monitoring taskforce in Sowutuom and Pentecost University.	Social Accountability	None	None	October 13, 2020	October 13, 2020	None			100	Some parts of the municipality	
9	Inspection of progress of works on the construction of bottled and sachet water factory.	Corruption and accountability	None	None	December 21, 2020	December 21, 2020	None			78	Anyaa	
10	Preparation of Annual Audit Plan for 2021	Corruption and accountability	None	None	December 1, 2020	December 31, 2020	None			100	The entire municipality	

11	Preparation of Internal Audit Charter	Governance	None	None	December 15, 2020	December 30, 2020	None			100	Management
12	Site meeting on construction of ground floor of a Holding Centre at kwarshiebu	Social Accountability	None	None	27 th October, 2020	27 th October, 2020	None			80	Kwarshiebu
13	Project and Contract Management	Corruption and Accountability	None	None	1 st October, 2020	29 th January 2021	None			50	The entire municipality

AGRIC DEPARTMENT

S/N	PROGRAMME DESCRIPTION	DEVELOPMENT DIMENSION OF POLICY FRAMEWORK	AMOUNT INVOLVED	SOURCE OF FUNDING	DATE STARTED	EXPECTED DATE OF COMPLETION	EXPENDITURE TO DATE	OUTSTANDING BALANCE	IMPLEMENTATION STATUS (%)	TOTAL BENEFICIARIES	REMARKS
1	Organize TEDMAG training for staff for capacity building	Social & Economic development	8,764.50	MAG/GoG	Jan.	Sept.	5,000.00	3,764.50	100%	40	Completed for the year
2	Monitor activity implementation to access performance & impact	Governance corruption & public accountability	4,090.00	MAG/GoG	Jan.	Dec.	2,000.00	2,090.00	100%	600	Successfully completed for the year
3	Organize 4 quarterly management meetings and 4 annual performance review	Economic development	9,840.00	MAG/GoG	Jan.	Dec.	1,000.00	8,840.00	100%	40	Completed for the year
4	Collect data along value chain to inform	Social & Economic development	7,640.00	MAG/GoG	Jan.	Sept.		7,640.00	100%	2000	Completed for the year

	planning and decision										
5	Organize RELC session	Social & Economic development	5,900.00	MAG	Jan.	Sept.	5,900.00		100%	50	Completed successfully
6	Tree plant nursery for demonstration	Social & Economic development	5,500.00	MAG	Jan.	Sept.		5,500.00	60%	40	On-going
7	Organize rabies and PPR vaccinations	Social & Economic development	16,000.00	IGF	Jan.	Sept	16,000.00		100%	2000 pets	Completed
8	Supervise and monitor implementation of biosecurity measures in the municipality	Social and Economic development	810.00	MAG	Jan.	Dec.	810.00		100%	350	Completed
9	Train staff on food safety and hygiene	Social and Economic development	2,925.00	MAG	July	Sept.	2,925.00		100%	37	Successfully implemented
10	Train staff on post-harvest management	Economic development	2,925.00	MAG	July	Sept.	2925.00		100%	40	Completed
11	Carry out home and farm visits	Social and Economic development	26,200.00	MAG	Jan.	Dec.	13,100.00	13,100.00	100%	865	Successfully implemented
12	Train staff on poultry production	Social and Economic development	1,700.83	MAG	Oct.	Dec.	1,700.83		100%	30	Completed
13	Train staff on liquid soap and antiseptic	Social and Economic development	2,500.00	MAG	Oct.	Dec.	2,500.00		100%	28	Implemented
14	Train one women group on yoghurt preparation	Social and Economic development	1,500.00	MAG	Oct.	Dec.	1,500.00		100%	30	Successfully implemented
15	Establish at least 2 demonstrations per AEA	Economic development	1,250.00	MAG/GoG	July	Sept.		1,250.00	10%	8	On-going
16	Plan, Prepare budgets and compile reports	Economic development	1,650.00	MAG	Jan.	Dec.	1,650.00		100%	4	Completed

FINANCE

S/N	PROGRAM ME DESCRIPTI ON	DEV DIMENSION OF POLICY	AMOUNT INVOLVED SUM-GHC	SOURCE OF FUNDING	DATE STARTED	EXPENDED DATE OF COMPLETION	EXP TO DAT E	OUTSTANDING BALANCING	TOTAL BENEFICIA RIES	RMKS
1	Improvement of Revenue Mobilization- Task Force Activities	Economic Development	38,986.75	IGF	Jan-20	Dec-20		38,986.75	N/A	
2	Preparation of Revenue Improvement action plan.	Economic Development	48,666.00	IGF	Jan-20	Mar-20		48,666.00	N/A	
3	Preparation of financial Reports	Governance, Corruption & Accountability	50,000.00	IGF	Feb-20	Jan-21	-	50,000.00	14	FIN REPORT S DULLY PREPAR ED & DISTRIB UTED
4	Organize Capacity Building of Staff	Social Development	40,000.00	IGF	Mar-20	Oct-20	-	40,000.00	N/A	
5	Create and Update Database /Nominal Roll of rate Payers	Economic Development	8,000.00	IGF	Jan-20	Dec-20	-	8,000.00	N/A	

CULTURE

PROGRAMME DESCRIPTION	DEVELOPMENT DIMENSION OF POLICY FRAMEWORK	AMOUNT INVOLVED SUM GHC	SOURCE OF FUNDING	DATE STATED	EXPECTED DATE OF COMPLETION	EXPENDITURE TO DATE	OUTSTANDING BALANCING	IMPLEMENTATION STATUS %	TOTAL BENEFICIARIES	REMARKS
Creative Arts and Talents Explosion	The program sought to provide students with rich cultural knowledge in a bid to empower them to function effectively in a culturally literate society.	N/A	Personal funds and Sponsorship from Partners.	7 th March 2020	7 th March 2020	N/A	N/A	100	750	The program was executed.

CHAPTER THREE

3.0 Update on disbursements from funding sources

Table 1.3: Update of Revenue Sources December, 2020

Revenue Item	Baseline 2018	Target 2019	Actual 2019	Target 2020	Actual 2020	Target 2021
IGF	2,864,317.46	3,600,000.00	3,110,729.27	4,000,000.00	3,361,803.64	-
DACF	3,281,895.06	10,689,450.00	4,725,927.48	11,600,000.00	3,750,124.52	-
MP's CF	302,432.16	300,000.00	357,707.68	350,000.00	338,612.27	-
PWD CF	346,955.44	250,000.00	147,262.71	350,000.00	127,261.47	-
MSHAP	-	-	-	-	-	-
GSFP	-	-	-	-	-	-
SRWSP	-	-	-	-	-	-
DDF	468,106.52	492,418.00	649,723.58	530,000.00	318,618.93	-
GSOP	-	-	-	-	-	-
UNFPA	-	-	-	-	-	-
UDG	-	-	-	-	-	-
LEAP	14520.00			-	-	-
Total	7278226.64	15,331,868.00	8,991,350.04	16,830,000	-	-

Table 1.3 shows the update on revenue sources of the Assembly from 2018. It can be inferred from the table that the Assembly's revenue baseline shows a general increase from the base year 2018 to year 2020. For instance IGF increased from GHC2, 864,317.46 for the base year 2018 through 3,361,803.64 in year 2020. On the other hand, DACF shows an increase of GHC 468,229.46 over the previous year.

Table 1.4: Update on Expenditure

No.	Item	2018 (Base)	2019		2020		2021	
			Budgeted	Actual	Budgeted	Actual	Budgeted	Actual
1.	Compensation	4,033,294.68	5,626,400.00	3,853,254.25	5,050,000.00	4,636,795.51	-	-
2.	Goods & Services	1,646,651.37	4,941,032.00	2,886,858.00	5,312,000.00	4,651,666.38	-	-
3.	Investment	-	-	-	-	-	-	-
4.	Assets	4,718,837.96	1,190,000.00	1,047,308.63	1,047,308.53	3,264,287.32	-	-
	Total	10,398,784.0	10,686,432	7,787,420.88	11,409,308	-	-	-

Source: GCMA, 2020

3.1 Update of Critical Development and Poverty 2020

Table 1.5 Update of Critical Development and Poverty 2020

Critical development and poverty issues	Allocation GHC	Actual Receipt GHC	No. Of Beneficiaries	
			Targets	Actual
Ghana School Feeding Programme	-	-	-	-
National Health Insurance	-	-	-	-
Livelihood Empowerment Against Poverty (LEAP) programme	-	-	-	-
National Youth Employment Program	-	-	-	-
One District-One Factory Programme				
One Village –One Dam Programme	-	-	-	-
One Constituency –One Million Dollars Programme	-	-	-	-
Planting for Food and Jobs Programme	-	-	-	-
National Entrepreneurship and Innovation Plan	-	-	-	-

3.1 Performance of Indicators against Targets

In order to measure the extent of progress chalked with respect to the implementation of activities within the Ga Central Medium Term Development Plan for the plan period, it is critical that indicators and targets were developed. For instance maize yield decreased from 7Ha to 9Ha, cassava also increased from 2.2Ha in 2018 to 3.1Ha in 2019.

Table 1.6: Municipal Indicators and Targets

Indicators	Indicator definition	Disaggregation	Monitoring Frequency	Baseline (2018)	Target (2019)	Actual (2019)	Target (2020)
Development Dimension: Economic Development							
Goal : <i>Build a Prosperous Society</i>							
Total output of agricultural production -staples ¹ (Mt) -Selected cash crops ² (Mt) -Livestock and poultry ³ (count)	Total quantity of selected crops, livestock and poultry and fisheries produced in the district in a given year	By category: Staple crops Selected cash crops Livestock and poultry Fisheries	Annual	1.Maize = 9ha	10ha	10ha	12ha
				2.Okro = 2.7ha	5	7.0ha	10ha
				3. Pepper = 2.6ha	5	5.0 ha	6.0ha
				4.Onions = 3.0ha	5	4.0ha	5.0ha
				5.Cassava =3.12ha	5	2.0 ha	3.1ha
				6.Plantain = 8.1ha	10	1500	2000
				7. Ducks = 600	1000	1500	2000
				8. Turkey = 500	500	550	600
				9. Fowl = -	3700	4000	5500

¹ Maize, Rice (milled), Millet, Sorghum, Cassava, Yam, Cocoyam, Plantain, Groundnut, Cowpea, Soybean

² Cocoa, Shea butter, Oil palm, Cashew nut, Cotton

³ Cattle, Sheep, Goat, Pig, poultry

-Fisheries (Mt)				10. Rabbit = 2700	4000	3000	5000
				11. Pigs = 1300	1800	1200	1800
				12. Cattle = 1200	1500	900	1000
				13. Sheep/goat = 3800	6700	6400	7000
Percentage of arable land under cultivation	Area of land (in hectares) put under agricultural production expressed as a percentage of total arable land within the district	By category: Staple crops Selected cash crops	Annual	55%	90%	75%	92%
Number of new industries established	Count of industries established in the district including cottage industries, 1D1F etc	By sector: agriculture, industry, Service	Annual	-	-		-
				1D1F = 0	2	1D1F= -	2
Number of new jobs created	The count of new jobs created per sector including those under the special initiative	By sector (temporal/permanent/sex): Agriculture industry, service	Annual	-	-	-	-

Indicators	Indicator definition	Disaggregation	Monitoring Frequency	Baseline (2018)	Target (2019)	Actual (2019)	Target (2020)
Development Dimension: Social Development							
Goal : Create opportunities for all Ghanaians							
Net enrolment ratio	The ratio of appropriately aged pupils enrolled at a given level expressed as a percentage of the total population in that age group	Primary	Annual	143%	155%		
		JHS		89.9%	95.9%		
Gender parity	Ratio of male to female enrolment rates	Kindergarten	Annual	1. KG: 1.02	1.1		
		Primary		2. Prim: 1.7	1.1		
		JHS		3. JHS: 1.96	1.1		
		SHS		4. SHS :1.07	1.1		

Completion rate	Ratio of the total number of boys/girls enrolled in the last grade of a given level of education (Primary 6, JHS 3, SHS 3), regardless of age, expressed as a percentage of the total district population of boys/girls of the theoretical entrance age to the last grade of that level of education	Kindergarten Primary Presented separately for boys and girls: JHS SHS	Annual	1.Prim: 83%	90%		
				2. JHS: 77%	95%		
				3. SHS: 84%	90%		
Number of operational health facilities	Total number of health facilities able to deliver basic health care	CHPS Clinics Hospitals	Annual	CHPS-0	4	0	4
				Clinic-1	2	1	2
				Hospital-0	1	0	1
Proportion of population with valid NHIS card	The population with valid NHIS card, expressed as a percentage of total district population	Total (by sex) Indigents Informal Aged Under 18years Pregnant Women	Annual	Total(M): 61%	80%	61%	80%
				Total (F): 75%	90%	77%	90%
				Below 18yrs: 49%	80%	49%	80%
				Preg. Women: 83%	100%	85%	100%

Total number of recorded cases of child trafficking and abuse	Count of recorded cases of child trafficking and child abuse cases in the district	Child trafficking (sex)	Annual/quarterly	Female:	-	-	-
				Male:	-	-	-
		Child abuse (sex)		Female: 58	50		
				Male:42	50		
Maternal mortality ratio(Institutional)	Maternal deaths recorded per 100,000 live births in the district	District	Annual	95	80	82	50

					Targets				
Indicators	Indicator definition	Disaggregation	Monitoring Frequency	Baseline (2018)	Target (2019)	Actual (2019)	Target (2020)	Actual(2020)	Target(2021)
Development Dimension: Social Development									
Goal : Create opportunities for all Ghanaians									
Proportion of population with access to basic drinking water	Share of the district population with access to basic drinking water sources including boreholes, standpipes, protected	District Urban Rural	Annual	70%	90%	80%	90%	N/A	N/A

sources	dug wells etc. expressed as a percentage of total district population								
Proportion of population with access to improved sanitation services	Share of population with access to basic sanitation services including ventilated improved pit latrines, flush toilets to sewer systems, septic tanks or pit latrines, composting toilets etc. expressed as a percentage of total district population	Urban Rural	Annual	20%	50%	35%	50%	55% 48%	65% 55%
Total number of recorded cases of child trafficking and abuse	Count of recorded cases of child trafficking and child abuse cases in the district	Child trafficking (sex)	Annual/quarterly	Female:	-	-	-		
				Male:	-	-	-		
		Child abuse (sex)		Female:	50	58	50		
				Male:	50	42	50		

Maternal mortality ratio (Institutional)	Maternal deaths recorded per 100,000 live births in the district	District	Annual	95	80	92	80		
					Targets				
Indicators	Indicator definition	Disaggregation	Monitoring Frequency	Baseline (2018)	Target (2019)	Actual (2019)	Target (2020)	Actual (2020)	Target (2021)
Development Dimension: Environment, Infrastructure and Human Settlements									
Goal: <i>Safeguard the Natural Environment and Ensure a Resilient, Built Environment</i>									
Percentage of road network in good condition	The total km of classified road network in good condition expressed as percentage of total road network	Total Urban	Annual	11%	30%	12%	40%	20%	50%
Percentage of communities covered by electricity	The number of communities in the district connected to the national grid divided by total number of communities in the district expressed as a	Urban	Annual	85%	100%	89%	100%	92%	100%

	percentage								
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Indicators	Indicator definition	Disaggregation	Monitoring Frequency	Baseline (2019)	Target (2020)	Actual (2020)	Target (2021)
Development Dimension: Social Development							
Goal : <i>Create opportunities for all Ghanaians</i>							
Number of child violence cases supported by social services/social Welfare.	Count of recorded cases of child violence case in the district supported by social welfare/social services. Age(10>,>18)	Type: counselling support	Annual	20	17	9	20
		Sex					
		Male		-	-	-	-
		Female		-	-	-	-

Number of LEAP beneficiaries on NHIS	Count of LEAP beneficiaries registered for NHIS	Sex Male Female	Annual	2 40	30 50	2 40	30 50
Number of households with adolescent girls benefitting from LEAP Programme	Count of households benefitting from LEAP that have adolescent girls	Sex Male Female	Annual	2 8	20 30	2 8	20 30
Number of outreach visits to communities with LEAP households	A count of communities visited that have LEAP households	Location: Olebu, Awoshie, Santa Maria, Ablekuma, Anyaa, Alhaji, Tabora, Race Course	Annual	13	13	13	

Child development – children’s access to books and play things	Percentage of pre-schools with access to books and play things (toys) and other learning aids.	86%	Annual	70%	85%	80%	90%
Adherence to COVID-19 protocol in all public institutions	Percentage of institutions adhering to hand washing, mask wearing, hand sanitizer use, social distancing						

Indicators	Indicator definition	Disaggregation	Monitoring Frequency	Baseline (2018)	Targets			Actual (2020)
					Target (2019)	Actual (2019)	Target (2020)	
Development Dimension: Governance, Corruption and Public Accountability								
Goal: <i>Maintain a Stable, United and Safe Society</i>								
Percentage of Annual Action Plan implemented	Total number of activities implemented divided by the total number of planned activities in a given year expressed as a percentage	District	Annual	86%	87%	95%	88%	95%

Reported cases of crime	Total number of reported cases of major crimes including rape, armed robbery, defilement, and murder recorded by Ghana Police in a given year	By type	Annual	108	85	116	80	
					Targets			
Indicators	Indicator definition	Disaggregation	Monitoring Frequency	Baseline (2018)	Target (2019)	Actual (2019)	Target (2020)	
Development Dimension: Governance, Corruption and Public Accountability								
Goal: <i>Maintain a Stable, United and Safe Society</i>								
Number of communities affected by disaster	Count of disaster incidents recorded at the district including floods, bushfires etc.	Bushfire Floods	Annual/quarterly	Flood: 11 Fire:	9 0	10 2	6 0	

Source: Ga Central Municipal Assembly, 2020

3.2 Update on Critical Development and Poverty Issues

3.2.1 Update on Critical Development: Overview

In line with the objective of the government to support the poor and the vulnerable as well as enhance value addition to transform the structure of the economy, the Assembly has initiated a number of social interventions aimed at alleviating poverty in the Municipality. Some of these initiatives are: implementation of the Ghana School Feeding Programme, Capitation Grant, National Health Insurance (NHIS), LEAP, One-District–One Factory Programme (1D1F), One - Village One - Dam Programme, One-Constituency One-Million Dollars Programme, Scholarship for needy but brilliant students, HIV and AIDS programmes, support for Persons With Disabilities etc.

3.2.2 Update on the Ghana School Feeding Programme (GSFP)

The implementation of the Ghana School Feeding Programme (GSFP) which is aimed at increasing school enrolment and retention, improving the nutritional status of the children at the basic level as well as boosting local food production is on course. Twelve (12) Public Schools with an enrolment 5,867 pupils are benefiting of 12, from the programme.

In addition to the above benefits, the programmes also helps to employ about 12 caterers in the municipal. To strengthen monitoring and evaluation, the Municipal Implementation Committee (MIC) distributed data sheets and report forms to help school authorities monitor daily performance of caterers for feedback at the end of the term. Enrolment figures and non-cooking days were also collated and submitted to both Regional and National Secretariats.

3.2.3 National Health Insurance Scheme (NHIS)

The goal of the NHIS is to provide equitable access and financial coverage for basic health care services to Ghanaians. For 2020 financial year, the office couldn't tell the assembly the amount they generate because the office is still under Ga West Municipal. The scheme however does not received allocation from the national to finance its operations.

3.2.4 One - District –One Factory Programme (1D1F)

The “One District One Factory” is one of the Government’s flagship projects rolled out in all the MMDAs. It is aimed at establishing at least one factory in each district as a means of creating economic growth poles to accelerate the development of those areas and jobs for the youth. It is

to transform the structure of the economy from one dependent on production and the export of raw materials to a value-added industrialised economy driven by the private sector. So far the Assembly has purchased a water processing plant for its pure water factory. Land has been acquired and the Assembly is in the process of putting up the infrastructure for the project.

3.2.5 One Constituency- One Million Dollar Programme

This is also one of the flagship projects being implemented by the government to accelerate socio-economic development in the 275 constituencies in Ghana. So far, the government is in the process of setting up the Authorities to manage the funds. Even though the constituency in the Municipal have prioritized their projects, no funds have been disbursed yet.

3.2.6 Planting For Food And Jobs Programme-2018 Update Report

The planting for food and jobs programme has increased activities within the Ga Central Municipal Assembly which is predominantly urban. The area does not have vast lands for commercial agricultural activities, nevertheless, there are peri- urban agricultural activities going on at isolated places, backyard gardens and container farming.

3.3 Activities

The major season 2020 registered thirty eight (38) famers all males for the planting for food and jobs programme at A-Lang, Lomnava, Anyaa, and Vicolis operational areas.

The total size planted was 15ha of maize. However, the container farmers are into vegetable production although farmers bought their own seeds and planted. However, this minor season has experienced three (3) framers from the Municipality but their lands are at Luom- Greater Accra, Maame Dede – Eastern region and Mpesedaade - Central region cultivating a total of 38acres of maize. The farmers bought their own seeds and Agric department supplied them with the fall army worm chemicals whiles they use foliar fertilizers. However, 6bags of NPK and 4bags of urea supplied to one farmer. 250 Organic fertilizers were supplied to the municipal under the Planting For Food and Jobs programme which farmers are patronizing for their vegetables.

Table 1.8 Number Of Beneficiaries And Area Of Operation

Area	Total average	No of beneficiaries	Chemicals FAW	Quantity of fertilizer(NPK)	Urea
Mpesedaade	17 acres	1	80 sachets	-	-
Luom	18 acres	1	74 sachets	-	-
Maame Dede	6 acres	1	30 sachets	6	4

The vertical or container farming is fast catching up with the framers to help grow a healthy vegetable for home and market.

3.4 Free SHS Programme

Ga Central Municipality has only one public senior high school – Odorgonno Senior High and 9 registered private senior high schools, namely

- Al-Basar SHS
- Apostle Safo SHS
- Commonwealth SHS
- Cosmos SHS
- Ghana College SHS
- Hill Top SHS
- New Star SHS
- Pank SHS
- Santa Maria SHS

Due to Government interventions like the free SHS, free Lunch for day students and now Double Tracking free SHS policies enrolments have increased. Many school going aged pupils who would have remain home due to financial constraints are now in school. A trend considered very positive.

In 2016 before the free SHS policy, first year enrolment at our public senior high school, stood at 798 of which 405 were boys and 393 girls. In 2020 the enrolment shot up to 879 which

comprised of 502 boys and 347 girls. Currently 846-day student's benefit from the free lunch. This number comprises 499 second year day students and 235 first year day students. The Municipal Assembly has been very supportive in many ways. However, the rise in enrolment figures subjected the existing inadequate facilities under a lot of pressure. The dining hall, Assembly hall and some other structures have been converted to classrooms in order to contain the situation. It is estimated that Odorgonno SHS will need an extra 36 unit class room block and a four unit science Lab.

Table 1.9 Enrolment Of Senior High Schools In Ga Central 2020

S/N	School	Boarding		Day		Total
		Boys	Girls	Boys	Girls	
1	Apostle Safo SHS	334	230	227	196	987
2	Al-Bashar SHS	21	14	12	18	65
3	Commonwealth SHS	0	0	45	38	83
4	Ghana College SHS	74	60	90	90	314
5	Santa Maria SHS	0	0	16	18	34
6	Cosmos SHS	0	0	24	37	61
7	Hill Top SHS	0	0	9	11	20
8	New Star SHS	0	0	47	64	111
9	Pank SHS	0	0	79	123	202
TOTAL		429	304	549	595	1877

Source: Municipal Education Directorate, 2018

3.5 Implementation of Infrastructural for Poverty Eradication Programme (IPEP)

The IPEP is a special government programme designed to eradicate poverty, focusing on the 275 constituencies in the country, with emphasis on rural and deprived communities. It encompasses 1D1F, One- Village One-Dam, Agricultural Infrastructure (warehouses and markets), Water for all (drilling of boreholes etc.), provision of improved sanitation.

3.6 Livelihood Empowerment against Poverty (LEAP)

LEAP is both conditional and unconditional cash transfer programme for extreme poor households. It is a social intervention programme that cushions beneficiary households against

livelihood shocks at the same time promoting social inclusion. Household's eligibility criteria for enrolment onto the programme are persons with severe disabilities without productive capacity, aged 65 and above without subsistence support, orphans and vulnerable children, pregnant women and mothers with babies below 2 years. It comprises of 41 beneficiaries, 1 male and 40 females.

3.7 Support to People with Disabilities (PWDs)

During the period under review, Sixty Nine (69) PWDs applied for the 3% DACF. An amount of One Hundred and Seventy-nine Thousand, Three Hundred and Thirty-two cedis (GH¢179,332.00) had been applied for livelihood improvement, educational support and medical care. All applications have been forwarded to the Municipal Assembly Disability Fund Management Committee (DFMC) for the necessary action.

3.8 Support for Needy but Brilliant Students

To ensure adequate protection for the poor and vulnerable groups, the Assembly continues to provide support for children of school going age. Key among these are, scholarship for 120 brilliant but needy students (70 males, 50 females) with their ages ranging between 13 to 19 years. For the period under review, the Assembly is making the necessary arrangement to pay the fees for the under listed pupils in the various schools of their choice.

3.9 HIV and AIDS Activities for Year 2020

The Assembly is particular about HIV and AIDS, and related diseases. As a result, specific interventions have been designed to cater for their needs for the year under review. For the Year under review, MAC organised all its 4 quarterly meetings. The Assembly also collaborated with the Ghana Health Service to celebrate the World AIDS Day. Some major activities executed for the World AIDS Day include: health screening and sensitization against stigma, awareness creation, free distribution of condoms, etc. Again, distribution of fliers and other BBC Materials in the municipality.

3.10 Local Economic Development (LED) Interventions

The Assembly also continue to implement various programmes and interventions to boost Local Economic Development in the Municipal. Some of these are: skill development for PWDs, various groups in the Municipal etc.

3.11 Climate Change Interventions

The Assembly also implemented a number of activities to combat the effect of Climate change. Key among them are: sensitisation on flood risk disaster prevention and massive desilting of drains to reduce the effects of climate change, training disaster volunteers, etc. So far, the Assembly has selected two Basic Schools to mentor pupils to become climate change ambassador in the municipality.

3.12 Sanitation Projects

The Greater Accra Metropolitan Area Sanitation (GAMA) Project is also being implemented in the municipality. This is supposed to provide relief for assemblies in the area of sanitation and hygiene. The Assembly with support from the World Bank is implementing a Rapid Results Initiative (RRI) programme in the municipality. This is a sub-component of the GAMA Project as mentioned earlier. With this intervention, the Assembly has so far constructed over 1665 household toilets under the RRI. Also, the 24 Institutional Toilets has been completed. In addition, Greater Accra Sustainable Sanitation and Livelihood Improvement Project (GASSLIP) has also been launched and started. The project is also providing household toilets at subsidized prices just as the GAMA project. A total of 137 beneficiaries had registered as at 31st December, 2020.

Table 1.11: Provision of Sanitation Facilities in 2018 in the Municipal

No.	Project Details	Quantity	Completed
1	Household W/C	1665	1665
2	School Toilet W/C	24	24

Source: GCMA, 2020

3.4 Evaluations conducted, findings and recommendations

The Assembly acknowledges the importance of evaluations in the implementation of Municipal level programmes and projects. In view of this, evaluation was carried out in three (3) major project funding sources to ensure that the Assembly has achieved the project effectiveness, efficiency, acceptability and where possible impacts .Table 1.16 gives an update on evaluations conducted.

Table 1.12: Update on Evaluations Conducted

Name of the Evaluation	Policy/ Programme/ Projects involved	Consultants/ Resource persons involved	Methodology used	Findings	Recommendations /Remarks
DACF Terminal (Annual 2018)	Evaluation of DACF projects	Office of The Administrator of DACF	Desk study, field verification and debriefing with stakeholders	-Effective and efficient utilization of DACF -Increased accessibility to health care by beneficiaries due to the construction of Health facilities	-Stakeholders demanded for the timely completions of DACF projects for a greater impact.
GAMA Mid-Term Review	Evaluation of GAMA projects	MLGRD and the World Bank Mission	Desk study, field inspection, verification from beneficiaries, mid-year reviews	-Slow progress in fund disbursement -Limited compliance on safeguard issues	Speed up progress of work and fund utilization; accelerate mitigation measures on safeguards

Source: GCMA, 2019

3.5 Participatory Monitoring and Evaluations (M&E) Conducted

Monitoring and evaluation continue to play a key role in the Assembly’s activities. In line with this, a number of monitoring and evaluation exercises were carried out within the Year by the MPCU and the respective sub-committees. The Core Management Team monitored on-going and recently completed projects to ascertain the functionality of the completed ones as well as interact with contractors and beneficiaries to know their challenges on the field, any deviation, etc. The Assembly equally conducted monitoring on programmes such as the School Feeding, LEAP, etc to ensure that the necessary expected outputs and outcomes were attained.

Table 1.13: Update on PM&E Conducted

Name of the PM&E Tool	Policy/ Programme/ Projects involved	Consultants/ Resource persons involved	Methodology used	Findings	Recommendations /Remark
Valuation of properties	Valuations of immovable properties	Land Valuation Division of the Lands Commission	Sensitization, data collection, ground truthing, zoning, preparation of map, preparation of valuation roll, tracing of block plans, etc.	-Inadequate sensitization, -Slow progress of work	Routine sensitization of communities, regular monitoring to assess progress of work
Revenue Monitoring	Improve revenue mobilization	Revenue mobilization taskforce	Sensitization, mapping, data collection, etc.	-(POS) strengthening the revenue taskforce and capacity building of collectors -Increasing number of defaulters -Inadequate data	-Recruit more staff to help administer the POS Machine -Sanctioning of defaulters
DACF	Monitoring of	Office of The	Desk study,	Delay in the	Timely release of

	DACF projects	Administrator of DACF	field verification and debriefing with stakeholders	completion of selected projects	DACF
GAMA Projects	Construction of institutional and household toilets	The MLGRD, MPCU, GAMA Project Team, GES/SHEP	Desk study, field verification and debriefing with stakeholders	-Delays in progress of work (inst. toilets) -Inadequate land space (both inst. & HHT) -Difficulty in payment of matching fund by beneficiaries -Low capacity of SPIs	-Sanctioning of contractors that delay progress of work -Enforcement of Assembly's bye-laws on sanitation by sanitation court -Engagement of Large Scale SPIs -Increased subsidy for beneficiaries

Source: GCMA, 2020

3.6 GENERAL CONSTRAINTS AND CHALLENGES

The Municipal Assembly encountered some challenges /constraints in programmes and projects implementation during the period under review. Some of these are:

- Delays in the release of funds for the implementation of non-physical programmes
- Delay in release of funds by Central Government (e.g. DACF, DDF, etc.)
- Inadequate logistics and delay in approving the budget for monitoring and evaluation of projects and programmes, e.g. vehicle, cameras, etc.
- Inadequate land space for construction
- Boundary disputes with sister Assemblies affecting revenue.

3.7 THE WAYFORWARD

On the basis of the constraints/challenges encountered in the implementation of the various programmes and projects for the year, we recommend as follows:

- Prioritize the release of funds for non-physical activities
- GCMA should open up more avenues for IGF collection to improve local revenue for development activities
- That central government should ensure the timely release of grants (DACF and DDF) to enable prioritized programmes and projects to be completed on schedule

3.8 CONCLUSION

Notwithstanding the challenges encountered, the Assembly remains focused to accelerate the development of the Municipal and provide enhanced service delivery in year 2019.

APPENDIX 1

PICTURES OF SOME GCMA PROJECTS FOR THE YEAR UNDER REVIEW



Construction of 1No. 3 Storey Clinic at Abase



Construction of educational facility at Anyaa M/A



Construction of Fire Service Station at Anyaa Market



Construction of 3m× 3.2m Double Culvert at Race Course



Construction of 3m× 2m Single Culvert at Sowutuom-Mambo



Construction of 3m× 2m Double Culvert at Olebu