

ANNUAL ACTION PLAN 2025

Programme (PPB)	Sub-Programme (PPB)	Broad Activities	Location	Timeframe (2025).				Cost			Programme Status		Implementing Institution/Department		
				1	2	3	4	GoG	IGF/A BFA	Others	New	Ongoing	Lead	Collaborating	
HUMAN RESOURCE DEPARTMENT															
ADOPTED DISTRICT GOAL: MAINTAIN A STABLE, UNITED AND SAFE SOCIETY															
Management and Administration	Gen. Admin	Prepare and update capacity building Plan	Municipality wide											Human Resource	Finance Department
Management and Administration	Gen. Admin	Monitoring of Security Staff (day and night)	Municipality wide					2800	1000					Human Resource	
Management and Administration	Gen. Admin	Local Government Service protocols (HR Manual)	Assembly Office						20,000					Human Resource	
Management and Administration	Gen. Admin	Local Governance Act, standing orders and PFM Act (Assembly Members)	Assembly Office					55,000	15,000					Human Resource	
Management and Administration	Gen. Admin	Enterprise risk Management Policy framework	Assembly office					45,000						HR	

		and risk register												
Management and Administration	Gen. Admin	Training on Artificial Intelligence (AI)	Assembly office					80,000					RCC	HR ABWMA
Management and Administration	Gen. Admin	Training on the preparation of financial statements using International Public Sector Accounting Standards (IPSAS)	Assembly office					45,000	20000				Consultant	HR ABWMA
Management and Administration	Gen. Admin	Provide sponsorship to pursue higher learning (Staff Development)	Assembly Office					10000	10000	20,000			Central Admin (HR Dept)	
Management and Administration	Gen. Admin	Organize two (2) staff durbars and orientation for NSS Personnels	Assembly Hall/forecourt of the Assembly						10,000				Human Resource	

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	Sub-Programme (PPB)			1	2	3	4	GoG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
CENTRAL ADMINISTRATION														
ADOPTED DISTRICT GOAL: MAINTAIN A STABLE, UNITED AND SAFE SOCIETY														
Management and Administration	Gen. Admin	Govt Flagship programmes	Municipality wide					133,100						
Management and Administration	Public Health Services Management	Construction of 1No. Each 10-seater WC for two Sub-zonal councils						822,000 (DDF)					Procurement	Works, Administration
Management and Administration	Gen. Admin	All Meetings-Mgt, sub-committee, SAT, general Assembly, Exco, etc.	Assembly Hall					46,585	73,208.50				Central Adm.	MPCU
Management and Administration	Gen. Admin	Acquisition of land for Dev't purposes	Municipality Wide					33,275	33,275				Admin	PPD
Management and Administration	Gen. Admin	Security operations	Municipality wide					229,790	66,550					
Management and Administration	Gen. Admin	Support to the sub-district structures	Municipality wide					66,550						

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PROCUREMENT UNIT														
ADOPTED DISTRICT GOAL: MAINTAIN A STABLE, UNITED AND SAFE SOCIETY														
Management and Administration	General Administration	Organize 4 quarterly Tender Committee meeting for approval of the procurement plan and the quarterly updates.	Municipality wide					7,400	7,400				Procurement Unit	
Management and Administration	General Administration	The preparation of procurement plan for 2026	Assembly Office					5,500	5000				Procurement Unit	
Management and Administration	General Administration	Evaluation of tender reports	Assembly Office					7,400	6000				Procurement Unit	
Management and Administration	General Administration	Advertisement in the Dailys	Assembly Office					3000	3000				Procurement Unit	
Management and Administration	General Administration	Procurement of field work equipment	Assembly Office					33,820	1000				Procurement Unit	Urban Roads Department

Management and Administration	General Administration	Procurement of logistics for development control (red paint, paint brush, turpentine, can spray, helmet, steel tape)	Assembly Office					7,770					Procurement Unit	Works Department
Management and Administration	General Administration	Procurement of Desktop computers, Laptops and its accessories for office use (UPS, pendrives & external drive)	Assembly Office					227,910	10,000				Procurement Unit	Administration
Management and Administration	General Administration	Procurement of school furniture	Assembly Office					4,951,609.55	100,000	120,000			Procurement Unit	Education
Management and Administration	General Administration	Procure 1No. 4X4 Pick-up	Assembly Office					700,000					Procurement Unit	Administration
Management and Administration	General Administration	Supply of Printed Materials and Stationery to the	Assembly Office					370,000					Procurement Unit	Administration

		Ablekuma West Municipal Assembly												
Management and Administration	General Administration	Procurement of Chemicals and Detergents for Office use	Assembly Office					65,259					Procurement Unit	Environmental Health
Management and Administration	General Administration	Procurement of Electrical Equipment (various) for the Ablekuma West Municipal Assembly	Assembly Office					575,000					Procurement Unit	Works
Management and Administration	General Administration	Procurement of Office Equipment (various) for the Ablekuma West Municipal Assembly	Assembly Office					270,000					Procurement Unit	Administration
Management and Administration	General Administration	Supply of Office Supplies and Consumables to the Assembly	Assembly Office					155,000					Procurement Unit	Administration

Management and Administration	General Administration	Procurement of Items (Various) for distribution to Persons with Disabilities within the Municipality	Assembly Office					160,000					Procurement Unit	Social Welfare and Community Development
Management and Administration	General Administration	Procurement of Fire Fighting Accessories for Office use	Assembly Office					6,000.00					Procurement Unit	Works
Management and Administration	General Administration	Construction of U-Drain	Addokwei Laryea Street					550,000.00					Procurement Unit	Urban Roads
Management and Administration	General Administration	Minor Road works-DRIP	Municipality wide					600,000.00					Procurement Unit	Urban Roads
Management and Administration	General Administration	Procurement and Installation of Streetlights	Municipality wide					250,000.00					Procurement Unit	Works/Urban Roads
Management and Administration	General Administration	Construction of Mpoase Methodist Canteen (Retention)	Mpoase Methodist					50,000.00					Procurement Unit	Education
SUBTOTAL										120,000				

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				1	2	3	4	GoG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating	
BUDGET & PLANNING UNIT															
ADOPTED DISTRICT GOAL:															
Management and Administration	Planning and Coordination	Coordinate, Monitor and Evaluate the all-ongoing physical projects and programmes	Municipality Wide					99,825	29,284.42					MPCU	Works Department, Budget, Internal Audit
Management and Administration	Planning, Budgeting, Monitoring and Evaluation	Prepare Annual Progress Report, and Quarterly reports	Head Office					23,194.40				✓		Planning unit	MPCU

Management and Administration	Planning, Budgeting, Monitoring and Evaluation	Prepare 2026-2029 DMTDP	Head Office					100,000	50,000					Planning Unit	MPCU, Assembly members, All stakeholders
Management and Administration	Planning and Coordination	Organize MPCU & Review meetings quarterly.	Head Office						30,000			✓		Planning unit	MPCU
Management and Administration	Planning and Coordination	Organise DC Praise Carnival	Municipality wide						50,000	250,000		✓			
Management and Administration	Planning and Coordination	Prepare 2026 Composite Budget - Program Based Budget	Office					33,225.5 (DACF)				✓		Budget unit	MPCU
Management and Administration	Planning, Budgeting, Monitoring and Evaluation	Update Socio-Economic Database /Revenue Mobilization Operation	Office					26,620 (DACF)	26,620			✓		Statistical Units,	MPCU
Management and Administration	Planning, Budgeting, Monitoring	Organization of Public Forums on public Financial	Municipality wide					26,620	19,965					Budget and Planning unit	MPCU

	g and Evaluation	Management (Town Hall Meetings/Stakeholders Meetings)												
Management and Administration	Planning and Coordination	Revise 2025 Composite Annual Action Plan and prepare 2026 Composite Annual Action Plan	Office					6,655(D ACF)					Planning unit	MPCU
SUBTOTAL								316,139.9	205,869.42	250,000				

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				1	2	3	4	GoG	IGF/A BFA	Others	New	Ongoing	Lead	Collaborating
MIS UNIT														
ADOPTED DISTRICT GOAL: MAINTAIN A STABLE, UNITED AND SAFE SOCIETY														
Management and Administration	General Administration	Populate official Website, Facebook page, Twitter page	Office						2,662					
Management and Administration	General Administration	Update BOP and property data within	Office								

		the municipality											
Management and Administration	General Administration	Printing of ID cards for staff and driver's permit	Office						46,585				
Management and Administration	General Administration	Start the process for generating and printing of 2026 BOP and property rate bills	Office						66,550				
Management and Administration	General Administration	Distribution of bill starts both manually and electronically	Office						26,620				
SUB-TOTAL									142,417				

Programme (PPB)	Sub-Programme (PPB)	Broad Activities	Location	Timeframe (2025).				Cost			Programme Status		Implementing Institution/Department		
				1	2	3	4	GoG	IGF/A BFA	Others	New	Ongoing	Lead	Collaborating	
NATIONAL COMMISSION ON CIVIC EDUCATION (NCCE)															
ADOPTED DISTRICT GOAL: MAINTAIN A STABLE, UNITED AND SAFE SOCIETY															
Management and Administration	General Administration	Promoting National Cohesion and Peaceful Co-existence	Municipal wide					3,000						NCCE	ISD

		Preventing Violent Extremism											
Management and Administration	General Administration	Education on Assembly bye-laws, the need to pay taxes Citizenship week celebration (to visit 40 basic schools- inculcating in the pupils' good citizenship)	Municipal wide				5,000 (DACF) 7500					NCCE	DSWCD
Management and Administration	General Administration	Civic education Club Activities: Quiz, Education Decentralization and Local Governance	Municipal wide,					5,000				NCCE	

SUB-TOTAL															
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				1	2	3	4	GoG	IGF/A BFA	Others	New	Ongoing	Lead	Collaborating

HEALTH DIRECTORATE

ADOPTED DISTRICT GOAL: SAFEGUARD THE NATURAL ENVIRONMENT AND ENSURE A RESILIENT BUILT ENVIRONMENT

Social Services Delivery	Public Health Services Management	World Awareness Malaria Day Celebration	Municipality Wide											Health Directorate	Assembly
Social Services Delivery	Public Health Services Management	World Awareness Menstrual Hygiene and Tobacco Day Celebration	Municipality Wide									✓		Health Directorate	Assembly
Social Services Delivery	Public Health Services Management	World Sickle Awareness Day Celebration	Municipality Wide									✓		Health Directorate	Assembly

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				1	2	3	4	GoG	IGF/A BFA	Others	New	Ongoing	Lead	Collaborating	
ENVIRONMENTAL HEALTH AND SANITATION UNIT															
ADOPTED DISTRICT GOAL: SAFEGUARD THE NATURAL ENVIRONMENT AND ENSURE A RESILIENT BUILT ENVIRONMENT															
Social Services Delivery	Environmental Health and Sanitation services	Organize sensitization programmes for informal sector (motorized tricycles waste collectors) on waste collection practices	Municipality Wide					4800.00 (DACF)	10,000					EHSU	
Social Services Delivery	Environmental Health and Sanitation services	Dispose of paupers, unclaimed dead bodies and infectious and deceased corpse	Municipality Wide					2000.00 (DACF)	10,000			✓		EHSU	
Social Services Delivery	Environmental Health and Sanitation services	Sanitation improvement package and fumigation	Municipality Wide					4000.00 (DACF)				✓		EHSU	
Social Services Delivery	Environmental Health and	Conduct house to house inspection to	Municipality Wide					6000.00 (DACF)	2000			✓		EHSU	

	Sanitation services	abate nuisances in all premises and public places												
Social Service Delivery	Environmental Health and Sanitation services	Prosecute sanitary offenders	Municipality Wide					6000.00 (DACF)	2000			✓	EHSU	Police
Social Services Delivery	Environmental Health and Sanitation services	Public awareness creation on sanitation issues via community information centers	Municipality Wide					2400.00 (DACF)	20000			✓	EHSU	ISD, NCCE
Social Services Delivery	Environmental Health and Sanitation services	Sensitize drinking bars and churches on noise nuisance	Municipality Wide					4800.00 (DACF)	2000			✓	EHSU	ISD, NCCE, Police, Task force
Social Services Delivery	Environmental Health and Sanitation services	Conduct school health inspection for 20 schools	Municipality Wide					2000.00 (DACF)	2000			✓	EHSU	GES
Social Services Delivery	Environmental Health and Sanitation services	Sensitize, screen and certify food and beverage vendors	Municipality Wide					4800.00 (DACF)	2000			✓	EHSU	NCCE, Service provider

Social Services Delivery	Environmental Health and Sanitation services	Prepare quarterly and annual reports	Municipality Wide					1600.00 (DACF)				✓	EHSU	
Social Services Delivery	Environmental Health and Sanitation services	Conduct market sanitation	Municipality Wide					1600.00 (DACF)	1000			✓	EHSU	
		Train school feeding caterers										✓		
SUB-TOTAL														

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				1	2	3	4	GoG	IGF/AB FA	Others	New	Ongoing	Lead	Collaborating	
EDUCATION DEPARTMENT															
ADOPTED DISTRICT GOAL: CREATE AN EQUITABLE, HEALTHY AND DISCIPLINED SOCIETY															
Social Services Delivery	Education, Youth and Sports Management	Support Education Directorate Operation	Municipality wide					210,000 (DACF)	55,500					Education Directorate	Assembly

Social Services Delivery	Education, Youth and Sports Management	Construction of St. Augustine B/S Phase 2	St. Augustine Basic School					400,000 (DDF)					Works Department	Education department, Procurement
Social Services Delivery	Education, Youth and Sports Management	Construction of Fence Wall	Akweibu Cluster of Schools					600,000 (MPCF)					Education	Procurement Unit
Social Services Delivery	Education, Youth and Sports Management	Construction of canteen block	AME Nasarawa					850,000.00					Works Department	Education department, Procurement
Social Services Delivery	Education, Youth and Sports Management	Construction of pavement at AME Zion School	AME Zion School					68,000 (DDF)					Works Department	Education department, Procurement
Social Services Delivery	Education, Youth and Sports Management	Conduct census at 1 st and 2 nd cycle schools	Municipality wide					110,000 (DDF)	13,210				Education department	Administration
Social Services Delivery	Education, Youth and Sports Management	Support STMIE (STEM-District and Regional)	Municipality wide					10,000 (DACF)	6,000				Education department	Finance Department

Social Services Delivery	Education, Youth and Sports Management	Provision for My 'First Day at School'	Municipality wide					30,000 (DACF)	10,000				Education department	Assembly
Social Services Delivery	Education, Youth and Sports Management	Support Sports and Cultural activities	Municipality wide					5,000 (DACF)	3,000				Education department	Assembly
Social Services Delivery	Education, Youth and Sports Management	Support to all complimentary education agency activities	Municipality wide					40,000 (DACF)				✓	CEA	Assembly
SUB-TOTAL								2,628,650	587,710					

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				1	2	3	4	GoG	IGF/A BFA	Others	New	Ongoing	Lead	Collaborating	
SOCIAL WELFARE AND COMMUNITY DEVELOPMENT DEPARTMENT															
ADOPTED DISTRICT GOAL: CREATE OPPORTUNITIES FOR ALL															
Social Services Delivery	Social Welfare and community services	Update database of vulnerable (PWDs & LEAP households)	Municipality wide						1,200.00					DWSCD	
Social Services Delivery	Social Welfare and	Support PWDs	Municipality wide					300,000 (DACF)				✓	DWSCD		

	community services												
Social Services Delivery	Social Welfare and community services	Build the capacity of PWDs (DACF beneficiaries) in business and financial management	Municipality wide				4,000				✓	DWSCD	
Social Services Delivery	Social Welfare and community services	Organize free NHIS registration for vulnerable /indigents	Municipality wide					1,800			✓	DWSCD	
Social Services Delivery	Social Welfare and community services	Monitor the implementation of leap payments	Municipality wide					1,200			✓	DWSCD	
Social Services Delivery	Social Welfare and community services	Public/ Community engagement on Gender based violence and discrimination	Municipality wide				4,000				✓	DWSCD	
Social Services Delivery	Social Welfare and community services	Organize community durbar on gender role	Municipality wide				1,500	1,000.00			✓	DWSCD	

Social Services Delivery	Social Welfare and community services	Celebrate International Women's Day	Municipality wide					1,500	1,500.00			✓	DWSCD	
Social Services Delivery	Social Welfare and community services	Visit and educate 100 homes	Municipality wide						1,500.00			✓	DWSCD	
Social Services Delivery	Social Welfare and community services	Organise adult literacy classes and group meetings	Municipality wide							1,500		✓	DWSCD	CEA
Social Services Delivery	Social Welfare and community services	Train 50 women and youth in entrepreneurial skills	Municipality wide					5,000	3,000.00			✓	DWSCD	BAC
Social Services Delivery	Social Welfare and community services	Undertake hospital welfare services	Municipality wide					1,200				✓	DWSCD	
Social Services Delivery	Social Welfare and community services	Conduct social enquiry and home study reports to the Courts	Municipality wide					1,500	1,000.00			✓	DWSCD	
Social Services Delivery	Social Welfare and community services	Organize 6 public education and sensitization sessions on	Municipality wide					3,000	1,000			✓	DWSCD	

		child protection and other social issues											
Social Services Delivery	Social Welfare and community services	Create awareness on Alternative care for children	Municipality wide					2,500				✓	DWSCD
Social Services Delivery	Social Welfare and community services	Identify and train 5 foster care parents	Assembly Hall					3,000.00				✓	DWSCD
Social Services Delivery	Social Welfare and community services	Train mothers of children with special needs	Municipality wide					5,000				✓	DWSCD
Social Services Delivery	Social Welfare and community services	Celebrate world children's Day	Municipality wide					2,500.00	100			✓	DWSCD
Social Services Delivery	Social Welfare and community services	supervise and monitor the activities of 120-day care centres	Municipality wide					1,500.00				✓	DWSCD
Social Services Delivery	Social Welfare and community services	Arbitrate and manage at least 90% of reported child & family	Municipality wide					2,000.00	600.00			✓	DWSCD

		welfare and related cases.												
Social Services Delivery	Social Welfare and community services	Provide care, shelter and reunite at least 90% of children in need of care and protection with their families.	Municipality wide					2,000.00	1,000.00			✓	DWSCD	
SUB-TOTAL								340,200	17,700	1,500				

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NATIONAL DISASTER MANAGEMENT ORGANIZATION (NADMO)															
ADOPTED DISTRICT GOAL: SAFEGUARD THE NATURAL ENVIRONMENT AND ENSURE A RESILIENT BUILT ENVIRONMENT															
Environmental and Sanitation Management	Disaster Prevention and Management	Provide assistance to victims of disaster	Municipality wide					34,848						NADMO	
Environmental and Sanitation Management	Disaster Prevention and Management	Organize seminars, training programmes and workshops on disaster	Municipality wide						7,666.56					NADMO	

		prevention strategies											
Environmental and Sanitation Management	Disaster Prevention and Management	Provide emergency response to community needs	Municipality wide						4,259.20				NADMO
Environmental and Sanitation Management	Disaster Prevention and Management	Education and Inspection of premises	Municipality wide						5,324				NADMO
SUB-TOTAL								34,848	29,543.36				

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URBAN ROADS DEPARTMENT															
ADOPTED DISTRICT GOAL: SAFEGUARD THE NATURAL ENVIRONMENT AND ENSURE A RESILIENT BUILT ENVIRONMENT															
Infrastructure Delivery and Management	Urban Roads Services	Rehabilitate roads in the Municipal (Rehabilitation)	Municipality wide					28,960(Road fund), CODA, DACF						Urban Roads	Works Department, Procurement Unit
Infrastructure Delivery and Management	Urban Roads Services	Reshaping /Spot improvement on the Road network	Municipality wide						21,4654					Urban Roads	Works Department, Procurement Unit
Infrastructure Delivery and Management	Urban Roads Services	Construct Drains and Culvert	Municipality wide					3,993	1,331					Urban Roads	Works Department, Procurement Unit
Infrastructure Delivery and Management	Urban Roads and Transport Services	Provide and replace Metal Gratings to cover Drains	Municipality wide						266,200					Urban Roads	Works Department, Procurement Unit
Infrastructure Delivery and Management	Urban Roads Services	Dredging of Major Drains and lagoon	Municipality wide					748,000.00 (DACF)	1,331					Urban Roads	Works Department, Procurement Unit
SUB-TOTAL								299,153	583,516						

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INFORMATION SERVICES DEPARTMENT															
ADOPTED GOAL: BUILD A PROSPEROUS SOCIETY															
Management and Administration	General Administration	Disseminate information on government programs and policies	Municipal wide					9000						ISD	
Management and Administration	General Administration	Collaborate with health directorate to sensitize the populace on diseases outbreak in the municipal	Municipal wide					10,500						ISD	HEALTH
Management and Administration	General Administration	Collaborate with NCCE to educate the citizenry and pupils on constitution and citizenship week celebrations	Municipal wide					6000						ISD	NCCE

Management and Administration	General Administration	Conduct public reaction survey on national topics	Municipal wide					600					ISD	
Management and Administration	General Administration	Educating citizenry on the right to information Acts (939)	Municipal wide					3,000					ISD	RTI
									15,972					

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PHYSICAL PLANNING DEPARTMENT															
ADOPTED DISTRICT GOAL: SAFEGUARD THE NATURAL ENVIRONMENT AND ENSURE A RESILIENT BUILT ENVIRONMENT															
Infrastructure Delivery and Management	Physical and Spatial Planning Development	Organize 12 No. Spatial Planning Committee Meeting annually	Municipality wide							27,500				PPD	SPC

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DEPARTMENT OF AGRICULTURE															
ADOPTED DISTRICT GOAL: CREATE OPPORTUNITIES FOR ALL															
Economic Development	Agricultural Services and Management	Monitoring and supervision of agricultural activities by D.A. D	Municipal Wide						1,452.00				✓	Agric Department	Assembly
Economic Development	Agricultural Services and Management	2000 farm and home visits	Municipal Wide						3,600				✓	Agric Department	Assembly
Economic Development	Agricultural Services and Management	Organize IRELC meeting for all stakeholders	Assembly Office						5,370				✓	Agric Department	Assembly
Economic Development	Agricultural Services and Management	Train 35 women on weanimix production	Municipal Wide						4,310				✓	Agric Department	Assembly
Economic Development	Agricultural Services and Management	Train Staff on hermetic storage for grains and legumes	Municipal Wide						1,160				✓	Agric Department	Assembly

Economic Development	Agricultural Services and Management	Vaccinate 250 sheep and 250 goats against PPR	Municipal Wide					4,780			✓	Agric Department	Assembly
Economic Development	Agricultural Services and Management	Train 40 fishermen on the dangers of IUU fishing	Municipal Wide					2,590			✓	Agric Department	Assembly
Economic Development	Agricultural Services and Management	Vaccinate 200 dogs and 50 cats against rabies	Municipal Wide					7,180			✓	Agric Department	Assembly
Economic Development	Agricultural Services and Management	Undertake rabies sensitization in 4 schools	Selected schools								✓	Agric Department	Assembly
Economic Development	Agricultural Services and Management	Train 30 female fish processors on good fish handling practices	Municipal Wide					3,120			✓	Agric Department	Assembly
Economic Development	Agricultural Services and Management	Train 35 women on soya utilization	Municipal Wide					4,310			✓	Agric Department	Assembly
Economic Development	Agricultural Services and	Organize national farmers and fishermen	Municipal Wide				70,000 (DACF)				✓	ABWMA	Agric Department

