MINISTRY OF TRADE & INDUSTRY

PROGRAMME PROGRESS IMPLEMENTATION REPORT FOR … January to December, 2023 (Annual)

District/Municipality Name: Ketu North Municipal
Capital: Dzodze
Region: Volta

Date: 2nd February, 2024

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1. INTRODUCTION

This document gives a general overview of the activities carried out by the Business Advisory Centre (BAC) with respect to the Rural Enterprises Programme (REP) and other activities the BAC facilitated.

It indicates clearly the period under review, the activities carried out within this period, the costs involved, sources of fund, challenges and the way forward for better results in the near future.

1.1 BACKGROUND OF THE REPORT INCLUDING OBJECTIVE, SCOPE, LIMITATIONS, AND APPROACH TO THE PROGRAMME IN THE DISTRICT.

Objective:

The main objective of this report is to give management a vivid description of what is actually happening on the ground as far as the programme is concern in the Ketu North Municipal. The management of Ketu North Municipal Assembly is doing the best to help its citizens to benefit through the programme but also keeping to the main objective of the Rural Enterprises Programme.

Scope

This document covers all aspects of the programme. That is the Business Development Services (BDS), Agric. Commodity Processing Infrastructure Development (ACPID) and the Institutional Development (ID).

Approach:

The Ketu North Municipal has adopted the participatory approach which is aimed at getting all the stakeholders involved in the activities of the BAC.

1.2 Background of the District

The Ketu North Municipal Assembly was established by the Legislative Instrument L.I 1843 of 2007. It was carved out of the Ketu District in 2007 and was formally inaugurated on 29th February 2008. It is one of the 25 Districts in the Volta Region.

The District shares its boundaries with the Akatsi South District to the West, Akatsi North District to the North, the Republic of Togo to the East, and Ketu South District and Keta Municipal Assembly to the South. The District has a total surface area of about 754 square kilometres and located between latitudes 6º 03"N and 6º 20"N and longitudes 0º 49'E and 1º 05'E.

According to the 2010 Population and Housing Census, the total population of the District was 99,913, made up of (46,551) (46.6%). Males and (53,362) (53.4%) Females. The population growth rate of the district is 1.9%. The number of Households was 26,437 and the Households size was 3.7 made up of 34,196 urban localities and 65,717 rural localities

Agriculture is the mainstay of the Ketu North Municipal's economy. It employs about 70% of the economically active labour force. Nearly every household in the district is engaged in farming or agricultural related activity. Farming in the district is largely carried out on small scale basis. The average acreage cultivated ranges between 4-6 acres for all crops.

The people of Ketu North Municipal cultivate several crops especially cassava, rice and maize and rear all kinds of animals all year round. But it is believe there are more of the resources yet to be tapped in the District. For instance, the irrigation project at Weta could be done better and even replicated in other parts of the District.

1.3 GENERAL MSE DEVELOPMENT ENVIRONMENT VIS-À-VIS THE BAC AND/OR RTF AND OTHER COLLABORATORS' EFFORTS IN THE DISTRICT

In general, MSE development in the Ketu North Municipal is very good because of the support from the District Assembly and the other decentralized departments in the district.

The District has a very effective Ministry of Food and Agriculture staff willing to help the BAC reach the farmers, the district assembly is fully committed to the REP and willing to do anything within its means to support the BAC to improve the livelihood of the people in the district in creating business opportunities and employment.

The Assembly members of the various communities are fully committed to the development of MSEs so they do their best to spread the works of the BAC to their electorates. Most of them walk into the office to enquire how their communities will benefit from the activities of the BAC.

2. OVERALL PLANNED ACTIVITIES AND ACTUAL RESULTS ACHIEVED

2.1 Business Development Services

Item No.	Description	Quarter	Number	Location
1.	Provided group formalization training for the executives of Volta Plantations and Agricultural Support Services Cooperative (VOPASS Cooperative)	1st	20	Penyi
2.	Provided counselling and advisory services to beneficiaries of the Disability fund who were supported in Income Generating Activity (IGA).	1st	30	District wide
3.	Performed Ghana Job and Skills Project (GJSP) readiness and needs assessment for 70 and 24 successful applicants respectively.	1st	94	District wide
4.	Supervised the Ghana Job and Skills Project (GJSP) Basic training	2nd	70	White Dove
5.	Provided counselling and advisory services to beneficiaries of the Disability fund who were supported in Income Generating Activity (IGA).	2nd	30	District wide
6.	Presentation of NVTI September, 2022 certificates to candidates	2nd	43	District wide
7.	Funds for the 2023 BDS have been received and plans have been initiated for the implementation of the programs			
8.	Supervised the Ghana Job and Skills Project (GJSP) Advanced training for participants	3rd	38	Sunflower Hotel
9.	Provided counselling and advisory services to beneficiaries of the Disability fund who were supported in Income Generating Activity (IGA	3rd	30	District wide
10.	NVTI September exams in Dressmaking	3rd	20	Dzodze
11.	Supervised the Ghana Job and Skills Project (GJSP) Mop-up Basic to Advanced training for participants	4th	110	White Dove & Sunflower Hotel
12	Provided counselling and advisory services to 30 beneficiaries of the Disability fund who were supported in Income Generating Activity (IGA).	4th	30	District wide
13.	Performed Due Diligence for 3 beneficiaries of Youth in MSME's	4th	3	Dzodze
14.	Formalization of Businesses at the Office of the Registrar of Companies.	4th	40	District wide

4.

2.2 Agricultural Commodity Processing Infrastructure Development (ACPID)

Item No.	Description	Quarter	Number	Location
1.	NVTI exams (dressmaking, Tailoring and hairdressing)	1st	32	Dzodze
2.	Monitor installation of equipment	2nd	5	1D1F Site Kave
3.	Field visit to 1D1F Site	3rd	2	1D1F Site Kave
4.	Handing of 1D1F site equipment to Assembly	4th		1D1F Site Kave

2.3 Access to Rural Finance (ARF)

No application has been submitted under this component for the quarter under review.

2.4 Institutional Development (ID)

No activity was executed under this component for the 4th quarter.

3. OUTCOME RESULTS

Refer to Annexes.

4. SUCCESS STORIES/LESSONS LEARNT/INNOVATIONS

5. FINANCIAL REPORT SUMMARIES

Please refer to annexes.

6. CHALLENGES/RECOMMENDATION

Some of the challenges of the BAC in the Ketu North include the following;

1. Lack of vehicle

The BAC has no vehicle but only one motorbike which has broken-down. It will be much appreciated if the BAC is provided with a vehicle to help in the smooth running of the centre.

2. Inadequate Staff

The BAC Head is the only staff at the Business Advisory Centre. There is no BDO (Business Development Officer) or AA (Administrative Assistant) second to the program.

7. CONCLUSION

The Ketu North Municipal Assembly has supported the BAC and they are willing to do more. The BAC is only looking forward to the success of the programme in the district since it will help the people of Ketu North.

ANNEXES

- **i.** Financial report
  - **a.** *Financial statements:*
    - **i.** *Training*
    - **ii.** *Recurrent*
  - **b.** *Bank statements*