



REPUBLIC OF GHANA

## LOCAL GOVERNMENT BULLETIN

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**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (POWER OF ENTRY) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Power of entry to Environmental Health Officers**

The Environmental Health Officers or any other Officers duly authorised by the Assembly have the right to enter any premises between the hours of 6am to 6pm or any time deemed fit to conduct inspections.

**2. Notices**

An Officer authorised by the Assembly shall issue statutory notices such as Abatement, Mandatory Summons and other notices as deemed fit to an offender who shall comply with such notices.

**3. Obstruction**

A person shall not obstruct a Public officer or Environmental Health Officer during the conduct of duties.

**4. Offence**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

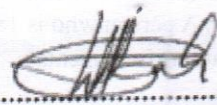
**5. Interpretation**

In these Bye-laws, unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;



.....  
**HON. PRESIDING MEMBER**



.....  
**MCD/SECRETARY**

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (SANITATION) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Dumping of refuse at unauthorised place prohibited**

A person shall not dump refuse at an unauthorised place within the jurisdiction of the Assembly.

**2. Defecating at unauthorized place**

A person shall not defecate at the banks of rivers and water sources or other similar areas.

**3. Washing and bathing in public**

A person shall not wash clothes or take one's bath in public except at public bathing and washing places.

**4. Washing of vehicles at source of drinking water**

A person shall not wash a vehicle at a source of drinking water which may include a lake, stream or rivulet.

**5. Approved toilet facilities**

(1) A landlord or a person in charge of a premises used for either residential or commercial purpose shall construct toilet facilities that have been approved by the Assembly.

(2) Domestic waste water from any toilet facility shall be contained in a soak-away pit.

**6. Untidy property**

A landlord or landowner or an agent for a landlord or landowner shall not allow any property to be overgrown with weeds.

**7. Communal labour**

(1) A person who is 18 years and above shall take part in communal labour organised by the Assembly or its authorised agents.

(2) A person shall not absent himself or herself from communal work without permission.

**8. Sale of food and alcoholic beverages**

(1) No person shall cook, prepare, bake, handle or sell any food and/or alcoholic beverage without a health certificate of fitness obtained from the Environmental Health Department of the Assembly.

(2) A health certificate of fitness obtained in paragraph 8 (1) above shall be renewed annually.

**9. Burial Certificate**

A person shall not bury a dead person without a death certificate and a burial permit.

**10. Littering the environment**

No person or group of persons shall litter the environment.

**11. Offence**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

**12. Interpretation**

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

“Agents” means authorised bodies like Unit committee members, traditional chiefs and people who closely work with the Assembly.

“Food” means drinks, meat, pastries, beverages or any substance that provides nourishment for people when taken in.



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HON. PRESIDING MEMBER



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MCD/SECRETARY

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (ENVIRONMENTAL SANITATION DAY)  
Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Environmental and sanitation day**

(1) There shall be an “Environmental Sanitation Day”, which shall be determined by the Assembly, on a weekly basis particularly on taboo days of communities during which all able persons shall undertake clean-up activities and specific exercises as the Unit Committee may direct between the hours of 6.00 a.m. and 10.00 a.m. on the specified days.

(2) On that day, the Assembly, Zonal Councils and Unit Committees in all the communities in the Municipality shall undertake cleaning exercises in their environment and public places of convenience and sanitary facilities.

(3) Barkeepers, restaurants including chop bars, market traders and shop-keepers shall not operate their business and shall undertake cleaning activities using their own resources in their communities during the period stated in 1 (1) above.

## 2. GPRTU, PROTOA and others

The Ghana Private Road Transport Union, Private Road Transport Owners Association and other similar unions or organised bodies shall use their own resources to undertake cleaning activities at lorry parks and stations in their communities.

## 3. Staff of Institutions to participate in activities

On "Environmental Sanitation Day", staff of institutions and commercial houses shall undertake cleaning activities in their offices and premises.

## 4. No vehicular movement

There shall be no vehicular movement on "Environmental Sanitation Day" during the hours specified under 1(1) above except for emergencies, urgent errands and Governmental vehicles serving humanitarian purposes or bringing essential items to the community like ambulances, fire service, and utility services.

## 5. Offence

A person or group of persons who contravene this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

## 6. Interpretation

In these Bye-laws unless the context otherwise requires

"Assembly" means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

"Municipality" means the AKUAPIM SOUTH MUNICIPALITY



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (WASTE WATER AND REFUSE DISPOSAL)  
Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Duty to provide linkage drain**

(1) The owner of a house or occupier of premises shall connect a linkage of waste water to the main storm drain or culvert, except sewerage wherever available.

(2) The linkage drain shall be made of concrete and shall also be covered.

**2. Provision of waste bin**

A household, an owner or occupier of premises shall provide a waste bin for which the owner shall pay a fee to the Assembly's approved Contractor for the collection of waste garbage. A person who without lawful justification or excuse, proof of which shall be on him/her, refuses or willfully neglects to pay for refuse collection services commits an offence and is liable on conviction to a fine including the payment of the said arrears.

**3. Application**

These Bye-laws apply to premises such as dwelling houses, industrial or commercial houses, structures or sheds whether or not permanently occupied, within the Assembly's area of jurisdiction.

**4. Offence**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

**5. Interpretation**

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;



HON. PRESIDING MEMBER



MCD/SECRETARY

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (CEMETERIES) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Control of cemeteries**

The Assembly shall have the control and management of all cemeteries within the area of its jurisdiction.

**2. Plan of cemetery**

The Assembly shall cause a plan of each cemetery to be prepared by a licensed surveyor or the MUNICIPAL Engineer

- (1) The plan shall delineate the position of all grave spaces and pathways;
- (2) The plan shall be kept by the Assembly's MUNICIPAL Environmental Health Officer; and
- (3) A copy of the plan shall be kept in the office of the sexton in charge of the cemetery.

**3. Infant burials**

- (1) Each cemetery shall have separate places for infant burials and there shall be no free burials;
- (2) Each infant grave space shall be 1.2 metres by 0.9 metres.

**4. Grave space**

Each adult grave space in every cemetery shall be 2.4 metres by 1.2 metres;

- (1) No grave in a cemetery shall be less than 2.4 metres deep; and
- (2) Each grave space delineated and plotted in the plan under paragraph 2 of these Bye-laws shall be consecutively numbered.

**5. Head stone**

The foundation of head stone or other memorial in a cemetery shall not extend more than 0.6 metres below the surface of the ground.

**6. Fees**

- (1) The Assembly shall in accordance with its fee-fixing resolution, stipulate fees payable for graves, grave space and vaults.
- (2) There shall be no free burial without the authority of the Assembly.
- (3) The authority given under paragraph 6 (2) shall be in writing and the reasons for free burial shall be stated therein.

**7. Burial application**

The Assembly shall issue a burial permit before burial is done

- (1) No burial shall be allowed without a permit and a death certificate issued by the Assembly;
- (2) An application for a grave space for the burial of a person in a stool cemetery or royal mausoleum shall also be channeled to the Assembly;
- (3) An application shall be accompanied with a written consent of a Head of Stool or a head of a Royal Family;
- (4) A grave space shall not be allocated in respect of infants without consent of the head of the Stool.
- (5) Where there is no head under 7 (3) above, the President of the Traditional Council may give the consent.

**8. Burial hours**

- (1) Burial shall take place in a public cemetery between the hours of 7am and 6pm
- (2) A burial conducted outside the stipulated hours shall be with the written consent of the Assembly.

**9. Registration of burials**

The sexton in charge of a cemetery shall keep a register of all burials.

**10. Nuisance**

A person shall not create any nuisance in a cemetery.

**11. Offence**

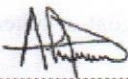
A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

**12. Interpretation**


In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

“Infant” means any person below the age of five (5) years



.....  
HON. PRESIDING MEMBER



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MCD/SECRETARY

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (CONTROL OF SWINE, CATTLE, SHEEP, GOAT, GRASSCUTTER AND OTHER DOMESTICATED ANIMALS) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Swine, Cattle, Goats to be kept by Permit**

(1) No person shall keep any swine, cattle, sheep, goats, grass cutters, domesticated rodents and other domesticated animals within the area of administration of the Assembly without a permit issued by the Assembly for that purpose

(2) Notwithstanding paragraph 1 (1) above a person may keep animals within the area of administration of the Assembly for domestic, religious or customary purposes upon the conditions that the animals-

a. Are kept in pens or kraals which are well maintained at all times

b. Do not constitute a nuisance to neighbours

c. Are attended to by veterinary officers, and that owners are to ensure that sanitary rules specified by the MUNICIPAL Environmental Health Officer are maintained

d. No person shall allow any swine, cattle, sheep, goats etc. to stray without anyone in charge of them.

**2. Number of goats and sheep to be kept in a dwelling house**

(1) The number of goats, grass cutter, sheep, chickens and other animals to be kept in any dwelling house shall not exceed twenty.

(2) Subject to paragraph 2(1) above, no person shall keep swine, cattle, etc. in any premises except at designated places as may be approved by the Assembly.

**3. Inspection of Premise**

(1) An authorised officer, or agent of the Assembly, may enter at any reasonable time and inspect any premises where swine, cattle, sheep, goats, rodents and other domesticated animals are kept.

(2) Any animals found in excess of the permitted number may be impounded by the officer or agent under paragraph 3 (1).

**4. Detention of Stray Animals**

(1) Any officer or agent of the Assembly may impound any swine, cattle, sheep, goat or other animal found in a public place without any person being in charge of it.

(2) The Assembly shall not be liable for any swine, cattle, sheep, goat or other animal that may die after it has been impounded.

(3) The owner of any impounded goat, sheep or other animal may retrieve it on conditions as may be determined by the Assembly.

### 5. Offence

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

### 6. Interpretation

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

“Rodents” means animals like mouse, rat, squirrel, marmot or any wild animal which is reared in the house.



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HON. PRESIDING MEMBER



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MCD/SECRETARY

## AKUAPIM SOUTH MUNICIPAL ASSEMBLY (CONTROL OF POULTRY IN DWELLING HOUSE) Bye-laws, 2022

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

### 1. Limitation of Poultry to be kept in dwelling houses

(1) Subject to the provisions of these Bye-laws, the maximum number of poultry that may be kept in a dwelling-house, where poultry is permissible, within the Assembly's Administrative area shall not exceed 50 birds.

(2) Whenever the sanitary condition of the poultry causes nuisance, the Assembly shall order its closure.

### 2. Impounding of poultry

(1) An officer of the Assembly duly authorised to impound excess poultry may at any reasonable time during the day enter and inspect any premises where poultry are kept and may request the owner or keeper of the poultry to dispose of the poultry which is in excess of the permitted number within fourteen days.

(2) Where the owner or keeper of the poultry fails to dispose of the excess poultry within the stipulated fourteen days upon request, the authorised officer of the Assembly may seize or impound and put them in a pound.

### **3. Housing of poultry**

Poultry shall be kept in deep-litter or hatchery cage or in any cage or other suitable housing, the floor of which shall be spread with a suitable absorbent material such as sawdust or wood shavings to minimize the smell of droppings.

### **4. Size of housing**

The size of the housing for poultry shall be as specified in the schedule to these Bye-laws, unless the Assembly in its discretion determines otherwise.

### **5. Disposal of Droppings**

(1) Litter or droppings cleared from deep litter or battery cages or any other structure housing poultry shall be disposed of in accordance with any law governing sanitation in the MUNICIPALITY and in a manner as the Assembly's Environmental Health Officer may, by notice in the Local Government Bulletin direct.

(2) Any such litter or droppings shall not be disposed of in a manner that constitutes a nuisance to residents in the area.

### **6. Stray Poultry Disallowed**

(1) An owner or keeper of poultry shall not allow his poultry to stray outside the premises owned or occupied by him.

(2) An officer of the Assembly duly authorised, may impound any stray or straying poultry, which he finds in a public place and put them in a pound.

### **7. Surrender of stray Poultry**

An owner or occupier of any premises into which poultry stray, may impound them and he shall within 24 hours, surrender them to the Assembly or arrange for the Assembly or its Environmental Health Officer to take possession of them, and the expenses incurred borne by the owner of the strayed animal(s).

### **8. Redemption of Impounded Stray poultry**

The owner of any impounded stray poultry may redeem them after paying 1 penalty unit per bird for each day that the poultry was kept.

### **9. Failure to pay Expense of stray poultry**

(1) Where the expenses of keeping the poultry are not paid by the owner within ten days after being impounded, the keeper or other person(s) appointed by the MUNICIPAL Environmental Health Officer shall sell them by Public Auction and may pay the proceeds therefore to the MUNICIPAL Finance Officer of the Assembly after deducting the expenses incurred for keeping the poultry.

(2) The Finance Officer of the Assembly shall pay the owner of the poultry the amount realized from the sale less any expenses incurred by the Assembly for keeping and selling same upon demand from owner within fourteen days after such sale.

**10. Power of Environmental Health Officer to Inspect**

A duly authorised officer of the Assembly may at any reasonable time during the day, enter any house in which he has reason to believe that poultry are being kept for the purpose of:

**11. Discretionary powers of Assembly**

Notwithstanding the provisions of these Bye-laws, the Assembly may, where it is satisfied that sufficient land is available for the purpose, authorize the keeping of poultry in excess of the limit specified in paragraph (1) subject to such conditions relating to sanitation as it may be reasonably necessary in the public interest.

**12. Offence**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

**13. Interpretation**

(1) In these Bye-laws unless the context otherwise requires –

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;


“Municipality” means the AKUAPIM SOUTH MUNICIPALITY;

“Poultry” includes domestic fowls, turkeys, ducks, guinea fowls and pigeons etc.

(2) SCHEDULE (Paragraph 4)

The minimum area occupied by poultry (unless kept in battery, cages) shall be as follows:

- |   |                |
|---|----------------|
| (a) Housing for 50 birds of poultry   | 7.5 sq. metres |
| (b) Housing for poultry between 50 and 100 birds  | 152sq. metres  |
| (c) Housing for poultry between 100 and 200 birds   | 304 sq. metres |
| (d) In each case the housing shall have a roof not less than 1.8 metres from the floor level. |                |



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (CONTROL OF DOGS) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 19th day of December, 2017.

**1. Dog license**

(1) A person who keeps a dog within the area of authority of the Assembly shall obtain a license from the MUNICIPAL Environmental Health Officer of the Assembly in respect of the dog.

(2) No dog license shall be issued by the Assembly unless the owner produces an inoculation certificate.

**2. Duration and licensing fee**

(1) A dog license shall be valid for a period of one year from the date of issue.

(2) The Assembly shall by a resolution determine the fee for a dog license.

**3. Badges**

A person to whom a dog license is issued shall, while the license remains in force, keep on the dog a metal or plastic badge supplied by the Assembly.

**4. Power to seize and destroy dog**

An officer of the Assembly, duly authorised may seize and detain a dog found in a public place which is not wearing a badge or which appears to be a stray dog.

**5. Notice of seizure**

(1) Where the owner of the dog is known, the officer shall cause a notice of seizure to be served on that owner as soon as practicable.

(2) A dog seized and detained under these Bye-laws shall be released to its owner if the owner produces a valid license in respect of the dog and pays a detention fee of 1 penalty unit for each day that the dog has been detained. Forty per cent of such fee shall, on payment, be ceded to the Assembly.

(3) Where a dog is detained under this paragraph for more than ten days and its owner cannot be found or where notice of the detention is given to the owner and the owner does not claim the dog within ten days after notice is served or the owner fails to pay the impounding fee, the MUNICIPAL Environmental Health Officer may cause the dog to be put down or disposed of.

**6. Seizure of diseased dog by Assembly officer**

The Assembly or a duly authorised officer may seize a dog which is suffering or which the officer reasonably believes to be suffering from mange, rabies or other diseases within the meaning of the Disease of Animals Act 1961 (Act 83).

**7. License to be produced on demand**

A person who has a dog license in force shall produce it within twenty-four hours on request by an officer of the Assembly.

**8. Inoculation of dogs**

A person who keeps a dog shall have it inoculated once every year against rabies at the MUNICIPAL Veterinary Office and obtain a certificate to that effect.

**9. Offence**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

**10. Interpretation**

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;



.....  
HON. PRESIDING MEMBER



.....  
MCD/SECRETARY

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (CONTROL OF SLAUGHTERHOUSES)**  
**Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Use of public slaughter house**

(1) A person shall not slaughter an animal for human consumption within the jurisdictional area of the Assembly other than in the public slaughterhouse or other places appointed for that purpose by the Assembly.

(2) A person shall not sell or offer or expose within the jurisdiction of the Assembly the flesh of domestic animals not killed in a slaughterhouse or other places appointed for the slaughter of animals.

**2. Not to cause pain or harm to animals for slaughter**

(1) The person in charge of animal(s) awaiting slaughter shall provide it with sufficient food and water, and protect it from being harassed by insects and from any act that causes unnecessary pain or harm.

(2) All animals slaughtered shall be killed by cutting the throat after stunning, or by means of a “captive bolt” pistol (the latter to be used only by a person authorised by the MUNICIPAL Environmental Health Officer)

(3) An animal shall not be slaughtered within the sight of another living animal.

(4) Subject to the provisions of the foregoing paragraph of this Bye-law, an Environmental Health Officer or any person employed by the Assembly to exercise control over a slaughterhouse or other places designated for the slaughter of animals shall have power to direct the manner in which an animal shall be slaughtered so as to prevent unnecessary cruelty.

### 3. Cleaning of Slaughterhouse after use

A person who slaughters an animal in a slaughterhouse or other places approved for the slaughter of animals shall keep the slaughterhouse clean and shall, before leaving, clean blood and wash the slaughterhouse to the satisfaction of the Environmental Health Officer or any person employed by the Assembly to exercise control over slaughterhouses or other places approved for the slaughter of animals.

### 4. Fee for using Slaughterhouse

The Assembly shall charge fees as shall be fixed by a resolution of the Assembly for the use of the slaughter house.

### 5. Offence

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

### 6. Interpretation

In these Bye-laws unless the context otherwise requires,

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;



.....  
**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (RESTAURANTS AND EATING HOUSES)****Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Licensing of eating places**

Every place where food is prepared or cooked or refreshment offered for sale to the public for consumption on the premises shall be considered to be a restaurant or eating-house for the purpose of these Bye-laws, and shall be approved and licensed by the Environmental Health Officer of Assembly.

**2. Permit to be monthly**

(1) An application for a permit pursuant to Paragraph 1 above may be subject to conditions imposed by the Assembly and such a permit shall be a monthly permit and shall take effect on the day that it is granted and terminate on the last day of each month.

(2) The fee for a monthly permit shall be determined in the Assembly's fee fixing resolution.

**3. Set-up of premises for cooking and or selling food**

Any premises intended to be used as a restaurant or eating house shall include:

a) A separate room which shall be used solely as a public eating room; and

b) A separate kitchen which shall be used solely for cooking and for the preparation of food and liquid refreshments for use in the restaurant.

**4. Dimension of eating rooms**

(1) A public eating-room in any restaurant or eating-house shall not be less than 15 feet long and 12 feet wide.

(2) The floor of every public eating-room shall be of concrete or other impervious materials and the walls shall be capable of being washed.

(3) There shall be provided in every public eating-room, adequate lighting and ventilation.

(4) In every public eating-room a restaurant shelves or cupboards shall be provided for the storage of plates and other utensils, and suitable tables and chairs or benches shall be provided.

(5) A public eating-room or a restaurant shall not be a living or sleeping-room and a living or sleeping room shall not open directly into a restaurant or a public eating room.

**5. Structure of kitchen**

(1) Each kitchen in a restaurant or eating-house shall be the approved type with a concrete floor, and in every such kitchen, suitable fly-proof storage for foodstuffs shall be provided, together with one or more tables for the preparation of food.

(2) Each kitchen shall be adequately provided with receptacle for the disposal of refuse and shall be maintained by the operator of the restaurant.

(3) An operator for a restaurant or eating-house shall provide suitable washing plates and utensils.

#### 6. Hygiene of Eating-houses

(1) A proprietor of a restaurant or eating-house or person in charge shall not allow a person suffering from an infectious or contagious disease to take part in the preparation or serving of food in connection with the restaurant or eating-house.

(2) No animal or fowl likely to cause a nuisance shall be kept in the compound of any restaurant or eating-house.

#### 7. Free access of eating-houses to officers of the Assembly

A person shall not obstruct or resist an officer or a person appointed by the Assembly who is acting or purporting to act in the performance of any duty relating to any of the purposes of these Bye-laws in any restaurant or eating-house.

#### 8. No alteration after approval

The Assembly may withdraw a permit granted under these Bye-laws if an alteration is made to any premises after the permit has been granted.

#### 9. Offence

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

#### 10. Interpretation

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;



.....  
HON. PRESIDING MEMBER



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MCD/SECRETARY

## **AKUAPIM SOUTH MUNICIPAL ASSEMBLY (CONTROL OF BAKERIES AND SALE OF BREAD) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

### **1. Permit for bread baking**

Premises shall not be used for the preparation or baking of bread from flour for sale unless or until the Assembly has approved and issued a permit on the payment of requisite fee determined by the Assembly.

### **2. Requirement for bread baking premises**

Premises granted permit for the preparation or baking of bread shall have separate and suitable rooms for the following purposes

- (1) Storage of flour and other materials to be used,
- (2) The mixing and kneading of the flour and other materials, and
- (3) Storage of the finished bread or other products of the bakery.

### **3. Storage of bread and materials for baking**

Rooms used for storage shall be properly lighted and ventilated. Materials stored in the rooms shall be kept from contact with the floor and the walls.

- (1) Mixing and kneading rooms shall be rodents-free
- (2) The floors and walls shall be capable of being easily cleaned,
- (3) Water shall be supplied direct from the town main supply by means of a tap,
- (4) Suitable shelves shall be provided,
- (5) Machinery used in the process shall be capable of being dismantled and cleaned, and
- (6) There shall be direct access from the mixing and kneading room to the oven used for baking

### **4. Rooms for display of bread and materials**

(1) Rooms used for the storage or display or sale of bread shall be provided with sufficient shelves, benches or tables.

(2) Bread stored or offered for sale shall be protected from contamination by being kept in suitable cupboard or show-cases or in wrapping materials approved by the MUNICIPAL Environmental Health Officer.

**5. Bakery is not sleeping rooms**

A room in a bakery shall not be used as a living or sleeping-room.

**6. Hygiene of eating-houses**

(1) Suitable sanitary facilities shall be provided for the use of persons employed in the bakery and there shall be facilities for washing of hands.

(2) Persons employed in the mixing and kneading room shall be supplied with sufficient quantity of aprons or overall capable of being washed.

(3) There shall be suitable and adequate arrangements for the disposal of refuse.

**7. No smoking**

Smoking is prohibited in a bakery.

**8. Worker in bakery to be healthy**

A person who is suffering from a discharging wound or sore on the body or who is suffering from attacks of diarrhea, infectious disease or vomiting shall not take part in handling or preparation of bread or flour or other materials used in the bakery.

**9. Approval of Environmental Health Officer**

A proprietor or manager of the bakery who becomes aware of any sickness in an employee shall not permit that person to handle bread or flour or any other materials or equipment used in the bakery until that person has been cleared by the MUNICIPAL Environmental Health Officer for the person to continue working in the bakery.

**10. Inspection by Health Officer**

The Medical Officer of Health or MUNICIPAL Environmental Health Officer or any person authorised by the Assembly shall have power to enter a bakery for the purpose of inspection in the performance of his duties.

**11. Revocation of permit**

The Assembly may revoke any permit granted under these Bye-laws if the operator is convicted for contravening any of the provisions of these Bye-laws.

**12. Offence**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

**13. Interpretation**

In these Bye-laws unless the context otherwise requires

"Assembly" means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

"Flour" means wheat flour and flour containing non-wheat substances such as cassava or corn;

"Bread" means loaves, rolls cakes, pastries and flour confectionery of any kind.



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

### **AKUAPIM SOUTH DISTRICT ASSEMBLY (CONTROL OF MILLS) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

#### **1. Building and development permit to be obtained**

No person shall operate a mill within the Assembly's area of Authority without first obtaining: -

- (1) A Development Permit for the site from the Development Planning Committee of the Assembly and
- (2) A Building Permit from the Development Planning Committee of the Assembly.

#### **2. License fee and duration**

No person shall operate a mill without a license from the Assembly.

- (1) The permit fee for operating a mill shall be determined in accordance with the fee fixing resolution of the Assembly.
- (2) The permit shall expire on the 31st day of December of the year of issue.

#### **3. Specifications for floor and wall of mill**

No person shall use a room or structure as a mill if-

- (1) It is less than 4.2 metres long and 3.6 metres wide and less than 3metres high from the floor level;  
and
- (2) The floor is not made of concrete or other approved impervious materials;and
- (3) The walls are not fly-proof

**4. Use of mill**

No person shall use a mill as a living or bedroom

**5. Times of operation**

A mill shall be opened to the public only between the hours of 5 am and 7 pm

**6. Prohibited persons**

No proprietor or person in charge of a mill shall allow any person suffering from an infectious disease to be present at his/her mill.

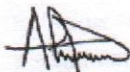
**7. Offence**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

**8. Interpretations**

In these Bye-laws unless the context otherwise requires

“Mill” means any building or structure with machinery for grinding corn, pepper, cassava, groundnuts or other foodstuff.



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

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**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (GROWING AND SALE OF CROPS/  
FOOD STUFFS) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Requirements and registration**

A person shall not grow crops at a place other than on land within his premises unless he has registered with the MUNICIPAL Environmental Health Officer/Agricultural Officer. The person shall furnish the name, address and the description of the site where the crops are to be grown.

**2. Watering and irrigation**

No crops shall be watered or irrigated with water or effluent from a drain.

**3. Infected person**

A person who has a discharging wound or sore or the symptoms of any infectious disease shall not take part in the growing or sale of crops or food stuffs.

**4. Sale of crops**

A person shall not sell, offer or display for sale at any other place than in a market stall, store or kiosk approved by the Assembly.

**5. Sale of crops on the ground**

No crops or food stuffs shall be displayed for sale on the ground, along a road, pavement or sidewalk.

**6. Crops unfit for sale**

The MUNICIPAL Environmental Health Officer/Agricultural Officer may, where necessary, in the interest of public health, declare a crop or food stuff unfit for human consumption.

**7. Unwholesome**

No crop or food stuff declared unfit for human consumption shall be sold, offered or displayed for sale as food for human beings.

**8. Offence**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of which fine shall, on payment, be ceded to the Assembly.

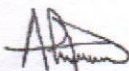
**9. Interpretations**

In these Bye-laws, unless the context otherwise requires

“Crops” include lettuce, nkontomire, tomatoes, radishes, onions, cucumber, water melon, oranges, bananas to be eaten in an uncooked state.

“Food stuff” means foods that are eaten in a cooked or raw state.

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;



HON. PRESIDING MEMBER



MCD/SECRETARY

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (FOREST PROTECTION) Bye-laws 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Entry into forest land or grass land**

A person shall not enter a forest land or grass land without obtaining the written permission of the owner or the relevant authority and shall not go ahead to;

- (1) Fell a tree, uproot a tree, girdle a tree, cut the bark of a tree in order to collect the sap that flows from the cut, or in any way damage any tree or timber;
- (2) Cause any damage by negligence in felling any tree or timber or cutting or removing any timber;
- (3) Hunt, shoot, or set traps;
- (4) Take or collect any forest produce;
- (5) Pasture cattle or permit any cattle to trespass the forest land or grass land;
- (6) Make or cultivate any farm.

**2. Use of chainsaw to fell trees**

- (1) No person shall use a chainsaw for felling or converting a tree into timber unless the chainsaw has been registered with the MUNICIPAL Forest Officer and the AKUAPIM SOUTH MUNICIPAL ASSEMBLY.
- (2) No person shall sell or buy timber products to which section 2 applies.
- (3) No landowner shall permit any person to use unregistered chainsaw for felling a tree or timber or sawing a tree or timber on his land.

**3. Registration of chainsaws**

- (1) Every person who owns a chainsaw in the MUNICIPAL shall apply to the AKUAPIM SOUTH MUNICIPAL ASSEMBLY for the registration of the chainsaw.
- (2) An applicant seeking registration of a chainsaw shall complete Form A.
- (3) Upon the receipt of the application and inspection of the chainsaw, the AKUAPIM SOUTH MUNICIPAL ASSEMBLY shall where satisfied register the chainsaw and issue to the applicant a license in respect of the chainsaw.

(4) Any license granted under sub-paragraph (1) of this section shall be granted upon the payment of such fee as the AKUAPIM SOUTH MUNICIPAL ASSEMBLY may by resolution determine and shall expire on the 31st December of the year in which it was granted.

#### 4. Offence

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

#### Interpretation

In this Bye-laws unless the context otherwise requires-

“forest produce” means timber, charcoal, rubber, wood, oil, peat, resin, natural varnish, trees, leaves, flowers, fruit, grass, creepers, reeds, moss, wild animals and skin, tusks, horns, bones, silk, honey, wax, all parts and produce of wild animals, birds, eggs, snails, crabs, fish, and surface soil.

“tree” includes palm, bamboos, stumps, brushwood and canes.

“sapling” includes any young tree or plant.

“timber” includes standing, fallen and felled trees, all wood, whether it has been cut up or fashioned or hollowed out for any purpose or not, and logs.

“cattle” includes cows, sheep, goats, pigs, and horses.

“MUNICIPAL” means AKUAPIM SOUTH MUNICIPAL ASSEMBLY.

“Forest land” means land that is at least 10 percent stocked by trees of any size, or formally having had such tree cover, and not currently developed for non-forest use.

“Grass land” means land on which the vegetation is dominated by grasses.



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HON. PRESIDING MEMBER



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MCD/SECRETARY

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (CONTROL OF MANUFACTURE OF  
CHARCOAL) Bye-laws 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Prohibition of manufacture of charcoal**

(1) No person shall manufacture charcoal in the MUNICIPALITY without obtaining a permit from the AKUAPIM SOUTH MUNICIPAL ASSEMBLY.

(2) The MUNICIPAL Assembly may grant such permit subject to such conditions such as the establishment of woodlot as the MUNICIPALITY Assembly may deem fit.

(3) Any permit granted under sub-paragraph (i) of this section shall be granted upon the payment of such fee as the AKUAPIM SOUTH MUNICIPAL ASSEMBLY may by resolution determine and shall expire on the 31st December of the year in which it was granted.

**2. Charcoal sellers to obtain license**

(1) Any person who wishes to sell charcoal in the MUNICIPAL shall obtain from the AKUAPIM SOUTH MUNICIPAL ASSEMBLY a license to do so.

(2) The license which shall expire on the 31st of December of the year in which it was granted shall be granted subject to the payment of such fee as may be determined by resolution of the AKUAPIM SOUTH MUNICIPAL ASSEMBLY.

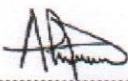
**3. Offence**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

**4. Interpretation**

In these Bye-laws, unless the context otherwise requires

“Municipality” means the AKUAPIM SOUTH MUNICIPALITY;



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (WATERSHED PROTECTION) Bye-laws. 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

1. (1) No person shall make or cultivate farm;

(a) within one hundred metres (100m) from the high water mark of the Volta Lake;

(b) within fifty metres (50m) from the high water mark of any other water body in the MUNICIPALITY;

(c) on the immediate first hill bordering any water body in the MUNICIPALITY; without obtaining a license from the AKUAPIM SOUTH MUNICIPAL ASSEMBLY.

(2) The Assembly shall, before granting the license satisfy itself from any relevant organization that the making or cultivation of such farm shall not be detrimental to the environmental conditions of the area.

2. **No person shall make or cultivate farm along the shores of any water body in the MUNICIPALITY.**

3. (1) No person shall fell a tree or a sapling within one hundred metres (100 m) from the shores of any water body in the MUNICIPALITY without obtaining a permit from the AKUAPIM SOUTH MUNICIPAL ASSEMBLY.

(2) The Assembly shall, before granting the permit satisfy itself from any relevant organization that the felling of such tree or sapling shall not be detrimental to the environmental conditions of the area.

(3) Any permit issued under these Bye-laws shall unless revoked expire on the 31st of December of the year in which it was granted.

4. (1) No person shall in any way obstruct the channel of any water body without obtaining a permit from the AKUAPIM SOUTH MUNICIPAL ASSEMBLY.

(2) The Assembly shall, before granting the permit satisfy itself from any relevant organization that the obstruction of such water body shall not be detrimental to the environmental conditions of the area.

5. No person shall pasture cattle within one hundred metres (100 m) from the high water mark of any water body in the MUNICIPALITY.

6. (1) No person shall win sand or mine stone at the shores of any water body or within one hundred metres from the high-water mark of any water body in the MUNICIPALITY without obtaining a permit from the AKUAPIM SOUTH MUNICIPAL ASSEMBLY.

(2) The Assembly shall, before granting the permit satisfy itself from any relevant organization that the winning of sand or the mining of stones shall not be detrimental to the environmental conditions of the area.

(3) Any permit issued under these Bye-laws shall unless revoked expire on the 31st of December of the year in which it was granted.

**7. No person shall engage in any or a number of the following acts;**

(1) Dumping of untreated liquid or solid waste inside any water body or along the shores or at the banks of any water body in the MUNICIPALITY.

(2) Defecating in any water body or at the banks or along the shores of any water body in the MUNICIPALITY.

(3) Urinating in any water body or at the banks or along the shores of any water body in the MUNICIPALITY.

(4) Littering such as dumping of fish guts, domestic waste, plastic materials, torn nets, cans, branches of trees, wood, remnants of food, and the likes at the banks of any water body in the MUNICIPALITY.

(5) Placing in or near a stream, lake, or other water body any substance which does or may pollute a stream, lake, or other water body.

(6) Washing of clothes and utensils in any water body in the MUNICIPALITY.

(7) Bathing with detergents in any water body in the MUNICIPALITY.

(8) Any activity which is likely to expose the land surface within one hundred metres (100m) from the high water mark of the water body to soil erosion.

(9) Any activity which is likely to cause unsanitary conditions along the shores or banks of any water body in the MUNICIPALITY.

**8. Wastewater disposal in watershed area**

(1) Any wastewater disposal system on property in the watershed area shall conform to the MUNICIPAL Environmental Health Department's as well as the Environmental Protection Agency's rules and regulations.

(2) All wastewater from toilet and urinal discharged from any property in a watershed area shall be discharged into a holding tank or septic tank.

(3) Septic tanks with drain fields may be used for the disposal of other domestic wastewater in a watershed (from sinks, washbowls, bathtubs, washing machines, and dishwashers) in compliance with MUNICIPAL Environmental Health Department's as well as the Environmental Protection Agency's rules and regulations.

**9. Offence**

A person who contravenes any sections of this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

In addition to any fine thereof, the Assembly shall have the power to stop the making or cultivation of a farm.

**Interpretation**

In this Bye-laws unless the context otherwise requires-

“vegetation” includes forest, grass, trees, palm trees, ferns, herbs, forbs, climbers, and thicket.

“water body” includes lakes, rivers, streams, and springs.

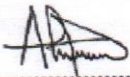
“person” includes individuals, and organisations.

“Assembly” means AKUAPIM SOUTH MUNICIPAL ASSEMBLY.

“MUNICIPALITY” means AKUAPIM SOUTH MUNICIPALITY.

“Liquid waste” means any fluid waste including sewage, domestic wastewater and liquids produced from industrial activities or farming.

“Solid waste” includes any refuse, discarded material or sludge from wastewater.



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

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**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (BUSHFIRE CONTROL) Bye-laws 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**Prohibition of setting fire to vegetation**

1. No person shall set fire to any vegetation within one hundred metres (100m) from the high-water mark of any water body in the MUNICIPAL.
2. It is unlawful for any person to set or kindle a fire without taking due precaution to prevent its spread into any vegetation or farmland, or private property, or state property, within the MUNICIPALITY.
3. Any person who contravenes the provision of sections (1) and (2) commits an offence and is liable on summary conviction to fine not less one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment.

4. In addition to whatever penalty imposed by court for contravening sections (1) and (2) of these Bye-laws, the culprit shall bear the cost of damages caused by the spread of fire and all expenses incurred in extinguishing the fire.

5. The cost of any damage caused by the fire in respect of sections (1) and (2) shall be calculated by;

(1) If it is mature timber or tree, determining the amount of stumpage applicable to that timber or trees and assigning that amount as the Ghana cedi value for that timber,

(2) If it is not mature timber or tree, determining;

(a) the average age of the timber or trees when damaged or destroyed,

(b) the area over which the damage and destruction occurred,

(c) the extent of damage and destruction, and

(d) the species composition of the stand of the timber or trees

(3) Other forest land resources, multiplying the number of hectares of forest land or grass land resources destroyed or damaged by the market or commercial value of that resource.

(4) other property, calculating the amount of the replacement value of that property and multiplying by 2 and then assigning that amount as the Ghana Cedi value for that property.

#### 6. **Prohibition of setting fire during drought periods**

(1) No person shall set or start fire within forest land or grass land during periods of extreme drought that is between December 1 and May 1 inclusive in this MUNICIPALITY.

(2) No person shall burn any sanitary paper or any debris or domestic solid waste in a grass land or forest land during periods of extreme drought.

(3) No person or group of persons shall engage in hunting with the use of dogs or fire or both in grass land or forest land during periods of extreme drought in the MUNICIPAL.

(4) No person shall drop or throw away any article such as burning cigarette, heated metal, embers of wood, glowing charcoal, and the likes that poses fire hazard in grass land or forest land during extreme periods of drought.

#### 7. **Report of a person known to have caused bush fire**

It is unlawful for any person who has knowledge or information about a person or group of persons known to have set or start fire without taking due precaution to prevent its spread into any vegetation or farmland, or private property, or state property, and fails to report or reveal the information to the Police or the Assembly member, the Unit Committee members, or the Chief of the area, or the National Disaster Management Organisation official, or official of the Ghana National Fire Service, or official of the Environment Department of the Volta River Authority.

#### 8. **Bush Fire Prevention**

(1) Any person undertaking such activities as refuse disposal, wood sorting, farming, or cooking on a site that is on or within 50 metres off forest land or grass land shall maintain a sufficient fire or fuel break at or near the site to ensure that a fire originating at the site does not escape the site.

(2) The MUNICIPAL Assembly shall assist the National Disaster Management Organisation in terms of financial support to work collaboratively with relevant institutions like the Volta River Authority, Ghana National Fire Service, Ghana Police Service, and National Commission for Civic Education to undertake anti-bush fire campaign throughout the MUNICIPALITY during periods of extreme drought.

#### 14. Offence

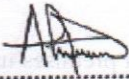
A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

#### Interpretation

In this Bye-laws unless the context otherwise requires-

“fuel break or fire break” means a barrier or a change in fuel type or condition; or a strip of land that has been modified or cleared to prevent fire spread.

“Municipality” means the AKUAPIM SOUTH MUNICIPALITY.



.....  
**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

### AKUAPIM SOUTH MUNICIPAL ASSEMBLY (SALE OF PALM WINE, CORN BEER OR AKPETESHIE AND OTHER ALCOHOLIC BEVERAGES) Bye-laws, 2022

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

#### 1. Place to sell and grant license

(1) A person shall not sell palm wine or corn beer (pito) or Akpeteshie or other alcoholic beverages except on premises which have been approved and licensed by the Assembly.

(2) The Assembly shall not approve a license to enable a sale take place near any worship centre or any place declared holy or in any health facility or within a radius of 300 metres from a health facility.

#### 2. Application for License

(1) An application for a license (which in every case may be subject to conditions as the Assembly may impose) shall be in writing to the Assembly.

(2) A permit may be granted half-yearly and every license shall, unless forfeited, continue in force from the date of issue until the 30th day of June or the 31st day of December, whichever occurred first.

### **3. Fees**

The fee for a half-year license shall be determined by a resolution of the Assembly.

### **4. Condition of premises to be used for sale**

(1) A room used for the sale of and or consumption of palm wine, corn beer or Akpeteshie in a premises shall not be less than 6 metre long, nor less than 4 metres wide and no part of such room shall be less than 5 metres high.

(2) The floor of any of the room shall be of concrete or other impervious material and the walls shall be capable of being washed.

(3) In every such room adequate lighting and ventilation shall be provided.

(4) A room used for the sale or consumption of palm wine or corn beer (pito) or Akpeteshie in a premises licensed under these Bye-laws shall not be used as a living or bed room nor shall it open directly into a room or into a latrine, bathroom or kitchen.

(5) In every room used for the sale of palm wine or corn beer or Akpeteshie in a premises under these Bye-laws, fly-proof storage shall be provided for stocks not in immediate use.

(6) There shall be shelves for the storage of drinking and other utensils and sufficient chairs; or forms and tables for the accommodation of customers.

### **5. Prohibition of persons with infectious diseases from premises**

(1) A license or person in charge of the premises licensed for the sale of palm wine, corn beer (pito) or Akpeteshie shall not allow any person suffering from an infectious disease to take part in the serving or sale or consumption of drinks or to remain on the premises.

(2) Likewise, a person of unsound mind (e.g. lunatic) shall be kept away from the premises.

### **6. Provision of sanitation facilities on premises**

(1) The MUNICIPAL Environmental Health Officer or any officer authorised by him may approve a suitable arrangement for the cleaning of drinking glasses and storage of utensils.

(2) The Assembly shall ensure that sanitary conditions are available for cleaning and washing of glass.

### **7. Prohibition of sale of alcoholic beverages at lorry parks and within 100 metres from lorry parks, and at health facilities**

A person shall not under any circumstance sell palm wine, corn beer (pito) or Akpeteshie or any other alcoholic beverage at a lorry park or within a radius of 100 metres from a lorry park and worship centres, and 300 metres from a health facility.

**8. Disposal of adulterated alcohol**

(1) A person who has in his possession any quantity of adulterated alcoholic beverages of whatever kind shall at the commencement of these Bye-laws dispose of them from the shop within seven days.

(2) The Assembly shall dispatch authorised persons to shops in search for adulterated alcoholic beverages that have been kept in that shop and confiscate such stock and destroy them without payment of compensation.

**9. Obstruction of Assembly officers in the performance of duties**

A person shall not obstruct or resist an officer authorised by the Assembly acting or purporting to act in the performance of any duty related to any of the provisions of these Bye-laws.

**10. Assembly's discretionary powers to withdraw license**

The Assembly may withdraw any license granted if any alteration is made to a licensed premises (after the license has been granted) or where the license is convicted for a breach of any provision of these Bye-laws.

**11. Display of signboards at entrance of premises**

The holder of a permit shall conspicuously keep it suspended or fixed at the entrance of the licensed premises a sign-board with the holder's name, license number and the inscription "Licensed to sell palm wine, corn beer (pito) or "Akpeteshie"

**12. Penalty**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

**13. Interpretation**

In these Bye-laws unless the context otherwise requires

"Assembly" means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;



.....  
**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (SAND, STONE AND GRAVEL WINNING)  
Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Application for permit**

(1) A person who wins or desires to win sand, stone or gravel within the jurisdiction of the Assembly shall apply to the Development Planning Committee of the Assembly for permit to win sand, stone or gravel.

(2) An applicant shall

(a) State the name and address,

(b) Enclose a site plan of the area of the intended operation,

(c) State the mode of winning, namely, excavation by mechanical means or by manual means,

(d) State the duration of winning operation and the application shall be counter signed by the Assembly and the landowners of the area.

(3) When all due processes have been satisfied, the Development Planning Committee shall recommend that the permit/license be granted to the applicant by the Assembly. The Assembly, when satisfied by the recommendation of the Development Planning Committee shall grant the permit.

**2. Requirements of permit**

(1) The conditions in the permit

(a) The permit shall contain the name and address of the operator,

(b) The hours of operation which by these Bye-laws shall be 5.00 a.m. to 6.00 p.m. and a special permit from the Assembly after 6.00pm,

(c) The duration of the permit or license,

(d) The fee to be paid for the permit by these Bye-laws shall be determined by the AKUAPIM SOUTH MUNICIPAL ASSEMBLY periodically, and

(e) The specified deposit to be determined by the Assembly which is refundable upon successfully reclaiming the land.

(2) No person shall win sand, stone and gravel for commercial purposes within the area of authority of the Assembly without a permit.

(3) A permit issued by the Assembly shall be produced on demand at the site at all times to an authorised officer of the Assembly.

(4) A person who violates paragraph 1 of these Bye-laws is liable to a fine of not less than one hundred penalty units and not less than.

**3. Payment of loading fee**

(1) A driver or a person in charge of a truck loaded with sand, stone or gravel shall pay a loading fee which the Assembly determines, and shall be issued with a receipt by the Assembly.

(2) Defaulters shall pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units and the sand, stone or gravel confiscated to the Assembly. Forty per cent (40%) of the penalty imposed shall, on payment, be ceded to the Assembly.

(3) A holder of a permit shall not assign, sell or part with it to another operator without the prior consent of the Assembly.

#### **4. Withdrawal of License**

A holder of a permit who violates this Bye-law will have the permit withdrawn.

#### **5. Reclamation of land**

(1) A person who does not reclaim the land after winning the sand, stone or gravel will be blacklisted in addition to the payment of a fine of 500 penalty units forty per cent of which fine shall, on payment be ceded to the Assembly.

(2) The Assembly shall be under no liability for any loss or damage to the site or any sand, stone or gravel that is due to the breach of these Bye-laws or any other cause whatsoever.

#### **6. Unauthorised operation**

(1) A driver or a person in charge of a vehicle caught within an unauthorised pit winning sand, stone or gravel commits an offence.

(2) A driver or a person in charge of any truck loaded with sand, stone or gravel working outside the working hours commits an offence.

#### **7. Penalty**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

#### **8. Interpretation**

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;



.....  
**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (EXCAVATION ON STREETS) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Permit to excavate road**

(1) No person shall within the Assembly's area of jurisdiction undertake any excavation or works on any roads without obtaining a permit from the Assembly.

(2) Where with such permit a person undertakes any excavation in a street that person shall

(a) At his own expense cause it to be sufficiently fenced;

(b) Maintain sufficient light or a reflective device in a proper place on or near it at all times until the work for which the excavation was made is completed; and

(c) Re-fill the excavated area to the satisfaction of the Assembly within such time as the Assembly may specify.

**2. Application for permit**

(1) An application for a permit to carry out an excavation exercise in any street shall be made in writing addressed to the MUNICIPAL Works Engineer for approval before work begins.

(2) The application for the permit shall be in the form specified in the schedule to these Bye-laws and shall only be signed by the MUNICIPAL Works Engineer or any other competent officer when the application is approved.

(3) A permit issued under these Bye-laws may be granted subject to rules and regulations as the Assembly determines in the interest of public safety.

**3. Permit fee**

A permit fee determined by the Assembly is payable at the issuance of permit to carry out excavation exercise.

**4. Creation of nuisance prohibited**

(1) A person who is granted a permit under the provisions of these Bye-laws shall not construe it as a power to commit nuisance.

(2) A person who is granted a permit under the provisions of these Bye-laws shall adequately educate the general public on the work being carried out.

**5. Failure to observe conditions**

The Assembly shall recover the expenses reasonably incurred where the operator fails to perform the obligations under these Bye-laws as a debt.

**6. Permanent reinstatement fee**

The Assembly shall be solely responsible for permanent reinstatement of all excavations exercise undertaken within the MUNICIPALITY. The proponent shall solely bear the cost of works to the contractor for the reinstatement before the issuance of the permit.

**7. Assembly not liable for injuries**

The Assembly shall not be liable under the provisions of these Bye-laws for any damage or injury sustained by any person during and after the time that the process of excavation is in progress.

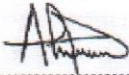
**8. Penalty**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

**9. Interpretation**

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;



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HON. PRESIDING MEMBER



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MCD/SECRETARY

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**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (ROAD BARRIER) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Barriers**

The Assembly may mount barriers in roads within its jurisdictional area to check and monitor the activities of vehicles in the area as and when appropriate.

**2. Tolls**

(1) A person shall not be permitted to convey goods on his vehicle to cross any barrier unless that person paid to an authorised officer of the Assembly in-charge of the barrier the appropriate toll and obtained a receipt.

(2) No person shall mount a road barrier or block any road within the jurisdiction of the Assembly for the purposes of ceremonies or any other form of activity without taking a permit from the Assembly.

**3. Duration of permit**

(1) A permit so granted in respect of item 2 (2) above shall last for the period indicated in the permit.

(2) A person shall not burn or cause to be burnt tyres or any form of material on the road within the jurisdiction of the Assembly.

(3) A person shall not break or do any damage to a duly authorised barrier.

**4. Damage to authorised barrier**

A person in-charge of a vehicle which breaks or causes damage to a barrier shall be responsible for the repairs of the damage cause.

**5. Penalty**

(1) A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

(2) In addition, the offender is liable to the payment of the cost of any damage caused

**6. Interpretation**

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (VEHICLE DEALERS) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Application to operate as a vehicle dealer**

A person shall not operate as a vehicle dealer or keep a minimum of 5 vehicles in an enclosure or open space for sale by himself or on behalf of others in the jurisdiction of the Assembly without applying to the Assembly for a permit.

**2. Vehicle dealer’s Permit**

An applicant for a vehicle dealer’s permit shall comply with the following conditions

- (a) the premises on which the vehicles are displayed shall be suitably fenced; and
- (b) there is a conspicuous sign board advertising the sale; and
- (c) the premises is adequately equipped with firefighting mechanisms.

## **AKUAPIM SOUTH MUNICIPAL ASSEMBLY (REGULATION ON MOTOR VEHICLE PARKING LOT) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

### **1. Paying fees**

The owner or user of any motor vehicle parked within a designated parking space or lot within the jurisdiction of the Assembly will be liable to the payment of a parking fee to the Assembly which shall by resolution be determined by the Assembly.

### **2. Tickets**

(1) A ticket shall be issued by the Assembly for every payment of parking of a parking fee.

(2) A driver who fails to produce a ticket upon demand shall be considered to have used a parking space without paying the prescribed fee.

(3) The Assembly shall issue an official ticket in respect of each payment specifying the amount paid, the date of issue and the registered number of the vehicle. Such a ticket is valid only for the vehicle indicated on it and shall not be transferable.

(4) The ticket so issued by the Assembly is valid for the day of issue.

### **3. Time of operation**

These Bye-laws shall be in force from 6:00 am to 6:00 pm each day of the week.

### **4. Parking lot**

A driver of a vehicle using a parking place shall

(a) park his vehicle in the space as may be indicated to him by the Assembly;

(b) ensure that the parked vehicle remains stationary.

(c) Ensure that all the car locks have been locked up as the Assembly shall not in any way be held liable for any damage caused to the car or any items removed from or on the vehicle.

(d) Not execute any substantial repairs on his vehicle within the parking lot except such as may be absolutely necessary.

### **5. Unauthorised parking**

A person shall not park or leave a vehicle at a place not designated by the Assembly as a parking lot.

### **6. Nuisance**

A driver or a person in charge of a vehicle shall not park or leave a vehicle at any place in such a manner as to constitute a nuisance to the public.

## **AKUAPIM SOUTH MUNICIPAL ASSEMBLY (REGULATION ON MOTOR VEHICLE PARKING LOT) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

### **1. Paying fees**

The owner or user of any motor vehicle parked within a designated parking space or lot within the jurisdiction of the Assembly will be liable to the payment of a parking fee to the Assembly which shall by resolution be determined by the Assembly.

### **2. Tickets**

(1) A ticket shall be issued by the Assembly for every payment of parking of a parking fee.

(2) A driver who fails to produce a ticket upon demand shall be considered to have used a parking space without paying the prescribed fee.

(3) The Assembly shall issue an official ticket in respect of each payment specifying the amount paid, the date of issue and the registered number of the vehicle. Such a ticket is valid only for the vehicle indicated on it and shall not be transferable.

(4) The ticket so issued by the Assembly is valid for the day of issue.

### **3. Time of operation**

These Bye-laws shall be in force from 6:00 am to 6: 00 pm each day of the week.

### **4. Parking lot**

A driver of a vehicle using a parking place shall

(a) park his vehicle in the space as may be indicated to him by the Assembly;

(b) ensure that the parked vehicle remains stationary.

(c) Ensure that all the car locks have been locked up as the Assembly shall not in any way be held liable for any damage caused to the car or any items removed from or on the vehicle.

(d) Not execute any substantial repairs on his vehicle within the parking lot except such as may be absolutely necessary.

### **5. Unauthorised parking**

A person shall not park or leave a vehicle at a place not designated by the Assembly as a parking lot.

### **6. Nuisance**

A driver or a person in charge of a vehicle shall not park or leave a vehicle at any place in such a manner as to constitute a nuisance to the public.

**7. Access to premises**

A person shall not park a vehicle at a place in a manner so as to prevent access to any premises.

**8. Clamping of vehicles**

A vehicle at a place in contravention of these Bye-laws shall be clamped by the Assembly or its authorised agents.

**9. Spot fine**

An owner or a driver of the clamped vehicle shall pay a spot fine in accordance with the fee fixed by the Assembly before the vehicle is released to its owner or agent.

**10. Towing of vehicles**

The Assembly or its authorised agents shall tow any vehicle parked at an unauthorized place upon the following conditions

(1) The vehicle being towed shall be deposited at a place to be decided by the Assembly.

(2) The driver or the person in charge of the towed vehicle shall pay a spot fine in accordance with the fee fixed by the Assembly before the vehicle is released to him.

(3) The Assembly shall not be responsible for any damage caused to a vehicle being towed.

**11. Penalty**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

**12. Interpretations**

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

“Driver” means any person who is the owner or has charge or control over a vehicle.

“Motor Vehicle” means

- (1) Any mechanically propelled vehicle intended or adopted for use on roads.
- (2) A hand push or animal drawn carriage

“Place” includes street, pathway, pavement or an open space.



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HON. PRESIDING MEMBER



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MCD/SECRETARY

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (REGULATION ON COMMERCIAL CAR PARKS)  
Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Lorry park permit**

A person or group of persons shall not establish and operate a commercial car park within the area of jurisdiction of the Assembly without a permit from the Assembly.

**2. Car park overseers permit**

Each commercial car park overseer (Bookman) within the Assembly's Jurisdiction shall obtain a permit from the Assembly to operate Vehicle Park.

**3. Payment of vehicle tolls**

Each commercial vehicle driver who operates within the jurisdictional area of the Assembly shall pay a daily toll determined by the Assembly and shall obtain an official ticket/receipt in respect of the payment.

**4. Drivers unions**

An owner or drivers of commercial vehicles who operate in the jurisdiction of the Assembly shall belong to a union of one's choice.

**5. Loading and discharging of passengers**

(1) Operators of commercial vehicles within the area of jurisdiction of the Assembly shall load and discharge passengers only at designated vehicle parks approved by the Assembly.

(2) A commercial vehicle operator within the Assembly's area of authority shall not load or discharge passengers on the road or by the side of the road unless it is designated for that purpose.

**6. Embossment of number on taxis**

(1) An operator of a taxi shall not operate within the area of jurisdiction of the Assembly without having an approved number from the Assembly or other sister Assemblies embossed visibly on the car.

(2) An operator of a taxi working within the jurisdiction area of the Assembly shall not operate without wearing the approved uniform of the Assembly or other sister Assemblies.

**7. Provision of dust bins in cars**

An owner or operator of a commercial vehicle who operates within the Assembly's area of jurisdiction shall provide containers (dustbins) in their vehicles for the purpose of dumping rubbish or waste by passengers while in the vehicle.

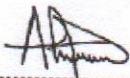
**8. Penalty**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

**9. Interpretations**

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

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**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (PUSH TRUCKS) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. License for Push Trucks**

An owner or a person in possession of a vehicle having four wheels or less not propelled by mechanical power referred to as “Push Truck” in use for the carriage of goods within the area of authority of the Assembly shall obtain a license for the Push Truck.

**2. Fee**

The Assembly shall determine the fee which will be fixed by a resolution.

**3. Number plate**

(1) A push truck for which a license is issued shall have affixed on it a number plate assigned by the Assembly or its authorised agents.

(2) A license shall not be issued under regulation 1 in respect of a push truck which in the opinion of the Assembly is in a condition which poses danger to persons or property.

**4. Disqualification**

(1) A person below the age of 18 years shall not operate a push truck which is subject to the Bye-laws, and no user of a push truck shall sit on it while it is in motion.

(2) An owner of a push truck shall not allow any person below the age of eighteen years to operate it.

**5. Observe traffic rules**

A user of a push truck which is subject to these Bye-laws shall observe the normal traffic rules and shall keep close to the right-hand side of the road.

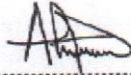
## 6. Penalty

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

## 7. Interpretations

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;



HON. PRESIDING MEMBER



MCD/SECRETARY

## AKUAPIM SOUTH MUNICIPAL ASSEMBLY (LICENSING OF BICYCLES) Bye-laws, 2022

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

### 1. License for bicycles

(1) A person who owns a bicycle within the area of authority of the Assembly shall obtain from the Assembly or its authorised agents, in respect of the Bicycle a license referred to as “Bicycle License”.

(2) A bicycle license shall be in a form as the Assembly may determine.

(3) A bicycle license shall be valid as from the date of issue and is valid for one year.

### 2. Bicycle register

The Assembly shall keep a register of all bicycle license issued by it and shall specify in the register, the name and address of each person to whom a bicycle license has been issued and the number of bicycles each person owns.

### 3. Ownership of bicycle

For the purpose of these Bye-laws, any person in whose custody, charge or possession or in whose house or premises a bicycle is found or seen shall unless the contrary is proved be deemed to be the person who owns that bicycle.

### 4. Production of license on demand

It is the duty of a person who has a bicycle license to produce it upon demand for examination by either a Police Officer or an officer of the Assembly.

**5. Badge for bicycle**

A person to whom a bicycle license has been issued shall, while the license remains in force, keep on the bicycle a badge of a type approved by the Assembly for use during the year in which the license was issued.

**6. Penalty**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

**7. Interpretations**

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;



HON. PRESIDING MEMBER



MCD/SECRETARY

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (BUSINESS OPERATING PERMIT) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Permit**

A person shall not carry on a business, in or around any premises within the area of authority of the Assembly without a Business Operating Permit duly granted by the Assembly.

**2. Period of validity**

A Business Operating permit granted under these Bye-laws shall expire on the 31st December of each year of issue.

**3. Permit not transferable**

A Business Operating permit once granted is not transferable.

**4. Display of permit**

A Business Operating Permit granted under these Bye-laws shall be displayed in a conspicuous part of the premises on which the business is operated.

**5. Fee**

There shall be a charged fee for each Business Operating Permit granted under these Bye-laws as shall be prescribed by the Assembly in accordance with its Fee Fixing Resolution.

**6. Liability to pay property rate**

An owner of a ratable property who is required to pay property rate, under any existing law shall in addition be required to apply for a business operating permit under these Bye-laws if a part of the property is used for commercial activities.

**7. Powers of entry**

(1) Subject to the provisions of these Bye-laws an officer or a person duly authorised by the Assembly may, during business hours enter into or upon any building premises or land within the area of authority of the Assembly for the purpose of carrying out an inspection, enquiry or any other duties authorised by the Assembly.

(2) A person shall not obstruct or interfere with an officer or a person authorised by the Assembly in the performance of any duties assigned to the authorised person under these Bye-laws.

**8. Withdrawal of permit and closure of business**

(1) The Assembly may withdraw or revoke any Business Operating Permit granted if the person granted the permit contravenes any provisions of these Bye-laws.

(2) The Assembly may close down a business or suspend its activities or seize the items on sale until the permit fee is paid.

**9. Liability of officers**

(1) The Assembly or an officer working on behalf of the Assembly shall not be liable for any damage, misplacement or otherwise of seized items in the event of contravention of sub-regulation 2 (b) of paragraph 8.

(2) The Assembly shall dispose of by public auction or by any other means, any seized items if the owner fails to claim them within 14 days after the seizure.

(3) Perishable items seized shall be disposed of within 24 hours.

**10. Winding Up**

(1) Where for any reason a company winds up its business entirely or suspends its operations, the Assembly shall be informed immediately about such a closure or suspension of activities.

(2) A company that fails to comply with paragraph 9 (1) of these Bye-laws shall continue to be billed by the Assembly for its fees for Business Operating Permit.

**11. Failure to pay business operating permit fees**

A person who fails to pay the Business Operating Permit fees at the prescribed time shall pay the outstanding fees plus interest at current bank rate with effect from the day of default up to and including the day of the final payment of the fees.

**12. Penalty**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.


**13. Interpretations**

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

“business” includes occupation, profession or trade;

“perishable items” means goods that go bad within a short period. (e.g. Tomato, yam, fish, meat etc).



.....  
HON. PRESIDING MEMBER



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MCD/SECRETARY

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**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (PUBLIC MARKETS) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Hours of Operation**

A market shall be open to the public every day of the week that is from Monday to Saturday, from 6 O'clock in the morning to 6 O'clock in the evening and on Sundays from 6 O'clock in the morning to 4 O'clock in the evening.

**2. Tenancy agreement with Assembly**

The Assembly shall enter into tenancy agreements with all successful applicants for any space, stall or store in a market.

**3. Allotment of stalls, spaces and stores**

(1) A stall, store or space shall be allotted to an allottee for sale of items or articles as the Assembly may from time to time direct.

- (2) Applications for the use of a stall, store or space shall be made to the Assembly.
- (3) The period of allotment shall as a rule, be on terms and conditions as the Assembly may determine.
- (4) The grant of a store, stall or space shall be made by the Assembly.

#### **4. Discontinuance of occupancy**

Where the rent of any store in a market is payable monthly in advance, the occupier of that store shall give notice of his intention to discontinue its use at least seven days before the last day of the month for which rent has been paid, otherwise he shall be liable for rent for the succeeding month.

#### **5. Notice of intention to discontinue**

Where the rent of a stall in a market is payable quarterly in advance, the occupier of that stall or store shall give notice of his intention to discontinue the use of the store or stall at least seven days before the last day of the last month of the terminal quarter.

#### **6. Rent**

The rent for a stall in the markets shall be as specified by a Rent resolution of the Assembly which shall be published annually.

#### **7. Payment in advance**

Rent shall be paid in advance and where the rent is payable monthly or quarterly any part of the month or quarter shall count as entire month or quarter.

#### **8. Receipt of rent paid**

Whenever rent is paid an official receipt shall be issued in respect of the period for which it is paid.

#### **9. Liability for ejection**

- (1) The failure to produce a receipt on demand shall render the occupier liable for ejection from the stall.
- (2) The period for which rent has been paid shall run from and include the day of allotment and shall expire on the last day of the period for which rent has been paid.

#### **10. Assembly under no liability for loss or damage**

The Assembly shall not be liable for any loss or damage to the property of an occupier of a store or stall under any circumstance.

#### **11. Insurance policy**

Tenants at the markets shall take an insurance policy against fire, theft, burglary or other unforeseeable contingencies.

#### **12. Sub-letting stores without consent**

An occupier of a store or stall, in a market shall not sublet or share it, except with the written consent of the Assembly.

**13. Sale restricted to allotted store etc.**

A person shall not sell at any place in a market other than the space, store or stall allotted to that person.

**14. Only specified articles to be sold**

An occupier of a stall, in a market shall not sell or expose for sale any goods other than those permitted to be sold at that area.

**15. Cleaning of stores**

(1) An occupier of a space, store or stall, in a market shall be responsible for the cleanliness of it at all times.

(2) Before leaving the market at the close of the day each occupier shall thoroughly clean the space, store or stall and its surroundings and place any refuse in dustbins provided for the purpose.

(3) Stains from oil, fat or other articles shall be thoroughly washed away by the occupier.

**16. Articles of food to be raised from the ground**

An occupier of a space, store or stall in a market shall not expose for sale bread, fish, prepared grain food or any other articles of food unless the items are placed\* on a table or on a support raised at least half a metre from the ground.

**17. Food to be protected**

An item which is likely to be used for human consumption in the state in which it is exposed for sale, shall be adequately protected from dust, flies or other insects.

**18. Obstruction of access ways**

A seller shall not sell or place any box, basket or other containers in any access way or avenue at a market.

**19. Prohibited persons**

The Assembly shall refuse a right of entry into a market to any person who has previously been guilty of misconduct in or about the market.

**20. Designated areas for sale of goods in the market**

A person shall not sell any article, animals or any other goods in any place in the market unless the place has been designated by the Assembly for that purpose.

**21. Children**

A person in charge of a child in a market shall be responsible for the cleanliness and orderly conduct of the child and shall at the request of any authorised officer of the Assembly remove any nuisance the child may create.

**22. No admittance of public at night**

Only scheduled officers of the Assembly shall on any occasion be in the market at hours other than the stated times in paragraph 1 of these Bye-laws.

### 23. Orders

(1) A person using a market shall obey all reasonable directions, instructions and requests of the officers of the Assembly given for the preservation of cleanliness, order and regularity in the market or for facilitating the dispatch of business in the market.

(2) The Assembly may suspend for such period as it may decide and determine the tenancy of any seller who willfully disobeys any of the provisions of these Bye-laws.

### 24. Categorization of market

Markets in the MUNICIPALITY shall be divided into categories and assigned facilities as the Assembly may determine.

### 25. Penalty

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

### 26. Interpretations

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

“Municipality” means the Akuapim South Municipality



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (STREET MARKET PERMIT) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Gazette notification**

The Assembly shall publish in the Gazette a notification to the effect that a street market has been established specifying the name of the street and notify the Traditional Authority.

**2. Days specified for street market**

A street market shall be opened to the public only on days specified by the Assembly in consultation with the Traditional authorities for the purpose.

**3. Restriction on street market**

(1) A person shall not at any time in any street market place or leave or cause to be placed or left in a street market, furniture, equipment, merchandise or goods or any articles whatsoever whether of a description herein enumerated or of any other description except on the days and during the hours as are provided for in these Bye-laws.

(2) Any item left in a Street Market in contravention of sub-paragraph (1) of paragraph three, shall be removed by officers of the Assembly and the goods may be sold or destroyed or otherwise disposed of as the Assembly may think fit.

**4. Demarcation of spaces and selling sites**

Spaces and selling sites in Street Market shall be demarcated as the Assembly may determine.

**5. Street market reserved only for permitted hawkers**

(1) No person other than a person who holds hawker's Permit shall occupy a selling space or site in a street.

(2) A Hawker's permit shall be valid and current and must be produced on demand to any officer appointed by the Assembly to supervise the Street Market.

(3) A space or selling site may not be sublet to other persons.

**6. Specific items not allowed to be sold**

A person shall not offer for sale in a Street Market any palm wine, corn wine or any other alcoholic beverage, or any other article the sale of which may at any time be prohibited by the Assembly, except where the Assembly may at any time otherwise direct.

**7. Only space or selling sites allocated to be used**

A person shall not offer for sale or sell any article in a Street Market other than the space or selling site allocated to him by the Assembly

**8. Responsibility for maintaining the place clean**

An occupier of a space or selling site shall be responsible for maintaining the cleanliness of the space or selling site, and he shall at the close of each day thoroughly clean his space or selling site, and sweep all rubbish from the space of selling and its surroundings, and place the rubbish in the dustbin provided for the purpose and thoroughly wash away all stains and marks whether of fat, oil, grease or any other kind.

**9. Food for sale to be raised from the ground**

An occupier of a space or selling site shall not offer for sale any bread, prepared grain food or any other articles of food, unless the articles are placed on a table or support raised at least half a metre from the ground.

**10. Food to be protected from dust and flies**

An article which is likely to be used for human consumption shall not be exposed either to dust or flies and shall be disposed of in a manner as will satisfy the sanitation rules imposed by the Assembly's Environmental Health Officers.

**11. Prohibited persons at street market**

The Assembly has the power to prohibit entry into a Street Market any person who has previously been found guilty of a conduct in or about any market as in the opinion of the officer, justifies the prohibition.

**12. Persons with contagious or infectious diseases**

(1) A person of unsound mind, any leper or person suffering from vermin or from any contagious or infectious diseases shall be prohibited entry into a street Market.

(2) An occupier of a space or selling site who brings to any street Market any box, basket or other containers shall desist from placing them in the access ways or avenues of the market.

**13. Animals, Alcoholic drinks not allowed at street markets**

A person shall not under any circumstances bring or cause to be brought into a Street Market any of the following.

(a) dogs, sheep, goats, swine, cattle etc

(b) the offal of any animal; or

(c) the skin of any animal, unless such skin has been properly cured or dressed.

**14. Responsibility towards children**

A person in charge of a child in a market shall be responsible for the neatness and conduct of the child, and shall, at the request of any officer from the Assembly or Police Officer, remove any nuisance the child may create.

**15. Respect for directives of Assembly**

A person who uses a Street Market either as a seller or buyer shall obey the directives of officers of the Assembly for the preservation of cleanliness; order in the market or for facilitating the dispatch of business in the market.

**16. Ejection of non-compliant persons**

The Assembly reserves the right to eject from a Street market a person who disobeys the directives or to take reasonable measures to ensure compliance as may be lawfully exercised by the Assembly.

**17. Liability of Assembly**

The Assembly shall be under no liability whatsoever for any loss or damage caused to the property of any occupier of any space or selling site whether due to fire or theft or any other cause whatsoever.

**18. Traffic in street market**

Vehicular traffic shall not be allowed in a Street Market during market hours.

**19. Penalty**

A person who contravenes any provision of these Bye-laws commits an offence and is liable on summary conviction to a fine not exceeding 2 penalty units or in default to a term of imprisonment not exceeding three months or to both forty per cent (40%) of the fine shall, on payment, be ceded to the Assembly.

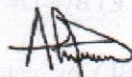
**20. Interpretation**

In the Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

“Hawker” includes both sedentary and roving persons who carry goods about for sale;

“Street Market” means a market organized by the Assembly on specific roads within the jurisdiction of the Assembly.



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

### **AKUAPIM SOUTH MUNICIPAL ASSEMBLY (KIOSK/CONTAINER KEEPERS) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

#### **1. Fee for kiosk/Containers**

A person is not permitted to keep a Kiosk/container in the Assembly's area of authority for the sale of anything to the public unless the person pays to the Assembly fees fixed by resolution of the Assembly.

#### **2. Penalty**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of shall, on payment, be ceded to the Assembly.

#### **3. Interpretation**

In the Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

### **AKUAPIM SOUTH MUNICIPAL ASSEMBLY (ENTERTAINMENT LICENCE) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

#### **1. Entertainment Licenses**

(1) A person shall not organise any form of entertainment within the jurisdiction of the Assembly without first obtaining a license for that purpose and on the payment of a fee as the Assembly may determine.

(2) Despite sub-section (1) of this paragraph a fee shall not be required for

(a) An entertainment devoted to charity;

(b) Free entertainment

(3) A license issued under subparagraph (1) of this paragraph shall

(a) Not be transferable;

(b) Valid only for the day and or year in which it is issued.

## 2. Activities for which licenses shall be obtained

The Assembly shall issue a license for

(a) Concerts, theatrical performances, video shows, cinemas, fairs, circuses, dances, discotheques and other entertainments for which payment is required for participation or entry; and

(b) Billiards, horse racing, soccer and lawn tennis unless these activities are being devoted to charity or are organised for free.

## 3. Hours of operation

(1) A license issued under these Bye-laws shall permit an activity for which the license was issued to take place at the specified time on the license.

(2) The Assembly may by a resolution grant an exception from the payment of fees as it may consider appropriate.

## 4. Right of entry

(1) An officer of the Assembly duly authorised has the right of entry to any premises of entertainment for the purposes of inspection.

(2) A person shall not obstruct or prevent any officer acting under sub-paragraph (1) of paragraph 4 of these Bye-laws.

## 5. Power to revoke license

The Assembly may revoke an entertainment license if the licensee is convicted of an offence against any provision of these Bye-laws.

## 6. Penalty

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

## 7. Interpretation

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;



HON. PRESIDING MEMBER



MCD/SECRETARY

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (ABATEMENT OF NOISE) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Place for sale of Records**

A person shall not use any place for the sale of records or other recorded music unless the place has been inspected, approved and licensed by the Assembly.

**2. Application for License**

(1) An application for a license shall be made in writing to the Assembly.

(2) A license may be issued subject to conditions as may be prescribed by the Assembly.

**3. Duration of validity of license**

(1) A license issued under paragraph 2 shall be an annual one and be effective from the date on which it is issued.

(2) The license so issued shall expire on the 31st of December of the year in which it is issued.

**4. Withdrawal of license**

(1) The Assembly may withdraw a license issued under these Bye-laws where the owner of the premises

- (a) makes an unauthorized alteration to any sound-proof design for listening; or

- (b) is convicted of an offence under these Bye-laws or any existing bye laws or laws still in force.

(2) A person shall not make noise within the jurisdiction of the Assembly beyond

- (a) 55 dB in residential areas between 6:00 am and 10:00 pm, and 48 dB between 10:00 pm and 6:00 am,

- (b) 55 dB in Educational and Health institutions and facilities, between 6:00 am and 10:00 pm, and 50 dB between 10:00 pm and 6:00 am,

- (c) 60 dB in commercial areas or light industry, between 6:00 am and 10:00 pm, and 55 dB between 10:00 pm and 6:00 am,

- (d) 65 dB in areas with light industry, place of entertainment or public assembly and place of worship like churches and mosques, between 6:00 am and 10:00 pm, and 60 dB between 10:00 pm and 6:00 am,

- (e) 75 dB in predominantly commercial areas, between 6:00 am and 10:00 pm, and 65 dB between 10:00 pm and 6:00 am,

- (f) 70 dB in light industrial areas, between 6:00 am and 10:00 pm, and 60 dB between 10:00 pm and 6:00 am,

- (g) 70 dB in predominantly heavy industrial areas, between 6:00 am and 10:00 pm, and 70dB between 10:00 pm and 6:00 am.

**5. Music for advertisement spots**

A person shall not play or cause to be played any recorded music in public for advertising purposes so as to cause a nuisance to the public.

**6. Music played in entertainment**

(1) A proprietor or person in charge of a night club, restaurant or drinking bar or other place of refreshment or entertainment, church or worship centre shall not play music at the place so as to cause a nuisance to the public or residents in the area.

(2) Any music played in any place must be heard only within the confines of that place and within permissible noise level.

**7. Music that can be played up to midnight**

A person may play music at a reasonable pitch up to midnight when

(a) A wake is being kept; or

(b) A party or a public function permitted by the Assembly is being organised

**8. Religious institutions**

(1) A person conducting a religious service shall not play or cause to be played music beyond the recommended pitch in regulation 4 (2) and 7.

(2) A person may play music in an institution or in an entertainment hall or make an address through a public address system so as to be heard only within the confines of the institution or entertainment hall within the permissible noise level.

(3) A person conducting a religious service where music is to be played before 6 am or after 12.00 pm shall seek permission from the Assembly in writing.

**9. Penalty**

(1) A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of which fine shall, on payment, be ceded to the Assembly.

A person who contravenes any provisions of these Bye-laws commits an offence and is liable on summary conviction to a fine of 6 penalty units or a term of imprisonment not exceeding 3 months or both. Forty per cent (40%) of the fine imposed shall, on payment, be ceded to the Assembly.

(2) In the case of a continuing offence, the offender is liable to an additional fine of 10 penalty unit in respect of each day on which the offence continues. Forty per cent (40%) of fine shall, on payment, be ceded to the Assembly.

## 10. Interpretations

In these regulations unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

“db” means decibel which is the measure of loudness of sound.



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

## AKUAPIM SOUTH MUNICIPAL ASSEMBLY (BUSH FIRE) Bye-laws, 2022

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

### 1. Establishment of fire volunteer squad

(1) There shall be the establishment in every Town Area or Unit a fire volunteer squad.

(2) The squad shall be assisted by the chiefs, Assembly members and Unit Committee members and the Ghana National Fire Service to enforce the Bye-laws.

### 2. Starting of bush fires

A person shall not start a bush fire for any purpose whatsoever without a permit from the Assembly.

### 3. Need to notify Fire Service

(1) Where bush fire is to be set for any purpose the Ghana National Fire Service or volunteer squads shall be contracted to supervise the burning.

(2) A person setting up fire for any purpose shall put off the fire immediately after usage.

### 4. Prosecution of offenders

A person who contravenes any of these Bye-laws commits an offence and shall be arrested and tried by a court of competent jurisdiction.

### 5. Penalty

(1) A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

(2) A person who is aware and refuses to report to the appropriate authority another person who sets a bush fire commits an offence and is liable on summary conviction to a fine of not less than 10 penalty units or to a term of imprisonment for three months or to both. Forty per cent (40%) of the fine imposed shall, on payment, be ceded to the Assembly.

## 6. Interpretations

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

“Bush Fire” means the uncontrolled burning of any farm, forest, grassland



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HON. PRESIDING MEMBER



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MCD/SECRETARY

## AKUAPIM SOUTH MUNICIPAL ASSEMBLY (FIREWOOD DEALERS) Bye-laws, 2022

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

### 1. License to sell firewood

A firewood dealer shall not

- (a) operate in the area of authority of the Assembly; or
- (b) produce, convey, or export firewood outside the area of authority of the Assembly unless the firewood dealer obtains a license to do so and complies with conditions set by the Assembly.

### 2. Fee

The fee payable to the Assembly for any license issued under these Bye laws shall be specified by the Assembly's fee fixing resolution.

### 3. Penalty

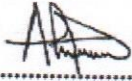
A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

#### 4. Interpretation

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

“Firewood Dealer” means a person who trades in firewood whether collected or stocked up for sale to the public.



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HON. PRESIDING MEMBER



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MCD/SECRETARY

### AKUAPIM SOUTH MUNICIPAL ASSEMBLY (OPERATION OF HERBALISTS) Bye-laws, 2022

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

#### 1. License

(1) A person shall not practice as a herbalist within the Assembly's area of authority unless that person

- (a) registers with the Ghana Psychic and Traditional Healers' Association; and

- (b) obtains a permit from the Assembly.

(2) A person who packages herbal mixtures for sale to the General Public shall obtain permit from the Foods and Drugs Board (FDB).

#### 2. Duration of Permit

A permit issued under these Bye-laws shall expire on the 31st December of each year of issue, and a fee determined in accordance with the fee fixing resolution of the Assembly shall be paid by the licensee.

#### 3. Sanitary conditions of herbalist's premises

A herbalist shall

- (a) Keep his premises and surroundings clean at all times; and

- (b) Keep his stock under hygienic conditions;

- (c) Take all reasonable precautions in cases of infectious and contagious diseases; and

- (d) Refer cases beyond his competence to a hospital with reasonable dispatch.

#### 4. Inspection of premises by Assembly official

An officer duly authorised by the Assembly shall enter and inspect the sanitary conditions of a herbalist's premises and may request him at any time to produce his license for inspection.

#### 5. Revocation of license

The Assembly may revoke a herbalist's license

(a) Where the herbalist has been convicted on two occasions of an offence involving dishonesty or improper conduct as a herbalist; or

(b) Where the herbalist repeatedly fails to maintain good sanitary conditions in his premises.

#### 6. Penalty

(1) A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of which fine shall, on payment, be ceded to the Assembly.

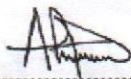
(2) For each day an offence is continued, after a written notice has been served on the offender, a further penalty of ten penalty units shall be imposed. Forty per cent (40%) of the accumulated fine imposed shall, on payment, be ceded to the Assembly.

#### 7. Interpretation

In these Bye-laws unless the context otherwise requires

"Assembly" means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

"Herbalist" means a person who holds himself or herself out as practicing therapeutics originating in any part of Africa or Asia.



HON. PRESIDING MEMBER



MCD/SECRETARY

## AKUAPIM SOUTH MUNICIPAL ASSEMBLY (CONTROL OF ARTISANS) Bye-laws, 2022

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

### 1. License to practice trade

(a) An artisan, handicraftsman or mechanic shall not practice his trade or profession in any area of the Assembly unless he has obtained a license from the Assembly to do so.

(b) A license issued under these Bye-laws shall expire on the 31st December of each year of issue, and a fee determined in accordance with the fee fixing resolution of the Assembly shall be paid by the licensee, and satisfying conditions as the Assembly may from time to time impose.

### 2. Penalty

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

### 3. Interpretation

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

“artisan” includes Sprayers, Painters, Leather Works, Soap Makers, Cobblers, Poultry Farmers, Plumbers, Wood-carvers, Motorized Hand Saw Operators, Vulcanizers, Tailors, Seamstresses, Hairdressers, Barbers, Masons, Carpenters, Tillers, Electricians and Auto Mechanics, Mattress Makers, Welders, Photographers, Repairers, Block makers, Glazers, Weavers, Sand and Stone Winners, Spare Parts Dealers, Washer men, Letter-writers who are not employed in a Government Department, State Corporation or any registered company.



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (PROTECTION OF CHILDREN UNDER  
EIGHTEEN YEARS) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Protection for Children**

The Assembly shall provide protection and supervise the control of children under eighteen years of age in all towns and villages within the area of the Assembly to ensure equal opportunity of development.

**2. Unaccompanied children**

A child under eighteen years of age shall not be allowed to roam about after 8.00 p.m unaccompanied by an adult, parent or guardian

**3. Prohibition from functions and acts**

(1) Children under eighteen years of age shall not

(a) Attend commercial concerts, dances, videos and wake keepings or funerals after 6 p.m

(b) Be allowed to engage in any trading activities after 6 p.m; or

(c) Patronise drinking places.

(2) Despite sub-regulation (1) the Assembly may allow children below eighteen years of age to attend

(a) Information Service film shows;

(b) Religious functions known to the general public;

(c) Organised night studies under the supervision of a school;

(d) Organised school entertainment and sporting programme; or vigils, bonfires, under the supervision of the Assembly, Teachers or Chief(s).

**4. Responsibility of parents or guardians and organisers of events or programs**

(1) A parent or guardian is responsible for keeping indoors children under 18 years after 6:00 p.m.

(2) A person shall not engage a child of less than eighteen years to undertake any trading activity during school hours and not beyond 8.00pm.

(3) An organizer of an event or program shall be responsible for those loitering after being present

## 5. Penalty

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.


## 6. Interpretation

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

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## AKUAPIM SOUTH MUNICIPAL ASSEMBLY (USE OF PUBLIC CLASSROOM BY RELIGIOUS BODIES) Bye-laws, 2022

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

### 1. Permit

(1) A person or religious body shall not use a public classroom for the observance or celebration of a religious function within the area of jurisdiction of the Assembly unless that person obtains approval from the Assembly.

(2) An application for approval is subject to the following

(a) The religious body applying to use a school site should be well established and interested in providing facilities for the enhancement of education in the area of jurisdiction of the Assembly;

(b) Payment of a fee every month to the Assembly in accordance with the fee fixing resolution.

### 2. Period of Operations

A religious body which has been given approval under these Bye-laws to use a Public classroom shall benefit from such approval only for the period specified and under the conditions as shall be determined by the Assembly.

### 3. Destruction of property

The cost of repairs or replacement of any furniture or equipment damaged during such uses of public classrooms will be borne by the Religious Body.

**4. Inspection of premises**

An officer duly authorised by the Assembly to conduct inspection may enter and inspect the conditions of the premises and request any person/group of persons to produce the relevant license for inspection.

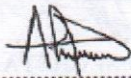
**5. Penalty**

Any person or religious bodies who contravenes any of the provisions of these Bye-laws commits an offence and is liable on summary conviction to a fine not exceeding ten penalty units or in default to a term of imprisonment not exceeding six months or to both. Forty per cent (40%) of the fine imposed shall, on payment, be ceded to the Assembly.

**6. Interpretation**

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

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**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (NUMBERING OF HOUSES) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Numbering of houses**

The Assembly may cause all premises to be numbered in all or any of the towns and villages within the area of authority of the Assembly, and may appoint persons referred to as Enumerators for the purpose of numbering of premises.

**2. Hours of work of enumerators**

An enumerator may enter any premises between the hours of 6.00 am and 6.00 p.m for the performance of duties and may ask questions of the occupants to obtain information as required.

**3. Markings by enumerators**

An enumerator may make a mark on any premise that is sufficient for the identification of the premises.

**4. Penalty**

A person who

(a) removes, alters, obliterates, covers or defaces any mark made in accordance with regulation three of these Bye-laws or who

(b) hinders or prevents the correct indication of any premises commits an offence and is liable on summary conviction to a fine not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of which fine shall, on payment, be ceded to the Assembly.

### 5. Interpretation

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

“premises” means any house, hut, shed, structure or roofed enclosure, whether used for the purpose of human habitation or otherwise.



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

## AKUAPIM SOUTH MUNICIPAL ASSEMBLY (MAINTENANCE OF PREMISES) Bye-laws, 2022

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

### 1. Cleanliness and maintenance

An owner or occupier of premises within the area of administration of the Assembly shall keep the house clean and well maintained in order to prevent destruction or to ensure safety.

### 2. Surcharge of owner, occupier

Where an owner or occupier fails to comply with sub-paragraph (1) the Assembly shall undertake the maintenance and charge the owner or occupier with the expenses incurred in undertaking the maintenance.

### 3. Inspection by authorised officer

An officer of the Assembly duly authorised may inspect the state of maintenance of any premises and its state of cleanliness within a prescribed period as it may determine.

### 4. Powers of Assembly

The Assembly may direct an owner or occupier of premises to put the premises in a state of cleanliness and safety within a prescribed period as it may determine.

**5. Extension of time**

The Assembly may extend the prescribed period for the painting or cleaning of premises upon an application by the owner or occupier of the premises in reasonable circumstances.

**6. Offence for uncleanliness**

After the expiration of the extended prescribed period, a person who refuses to comply with the request to put the premises in a state of cleanliness or safety commits an offence.

**7. Premises in disrepair**

A house owner or occupier of premises who refuses to repair any premises which is in a state of disrepair, dilapidation, collapse or poses a threat to life and property shall be deemed to have contravened these Bye-laws after being warned or noticed by the Assembly at least twice.

**8. Abandoned premises**

Where a premises is abandoned and in a total state of disrepair, dilapidation or collapse and poses a threat to life and property in such a manner that it cannot be repaired, the Assembly shall serve notice to the owner or occupier of the premises to demolish it within a period of eight days.

**9. Demolition of premises after eight days' notice**

The Assembly shall demolish the premises and charge the owner or occupier of the premises with the cost of demolishing after the expiration of the period of eight days' notice.

**10. Uncompleted dangerous property**

The Assembly shall serve notice on the owner of an uncompleted premises which poses a threat to life and property to either complete or demolish it within a specified period of time.

**11. Penalty**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

**12. Interpretation**

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

“premises” means any house, hut, shed, structure or roofed enclosure, whether used for the purpose of human habitation or otherwise.



HON. PRESIDING MEMBER



MCD/SECRETARY

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (REMOVAL OF NIGHT-SOIL/SEPTAGE)  
Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Supervision of private latrines**

In all communities under the jurisdiction of the Assembly the removal of night-soil/septage from all premises in which private toilets are kept shall be under the supervision of the Assembly.

**2. Use of Pan Latrines**

The use of pan latrines within the jurisdiction of the Assembly is hereby abolished. Premises with such facilities shall convert them to an approved toilet facility

**3. Notice to Assembly**

The owner or occupier of any premises in which private toilets are kept shall give notice of the keeping of any such toilets to the Assembly as well as the dislodging of same.

**4. Fees payable to Assembly**

There shall be payable to the Assembly or its accredited agents by the owner or occupier in respect of the services for which provision is made by the Assembly under these Bye-laws, a fee as may be fixed from time to time by resolution of the Assembly and approved by or on behalf of the Ministry of Local Government.

**5. Penalty**

Any person other than a person authorised by the Assembly who dislodges toilet from any premises to which the provisions of these Bye-laws apply, and every owner or occupier who permits any unauthorized person to dislodge same or who fails to notify the Assembly as required by the provisions of paragraph 3, shall be guilty of an offence and on summary conviction thereof and shall be liable to a fine not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

**6. Interpretation**

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

“A private toilet” means a toilet installed for the use of the person living within a single house or premises connected to a septic tank capable of being dislodged without nuisance.



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

## **AKUAPIM SOUTH MUNICIPAL ASSEMBLY (PERMANENT AND TEMPORARY STRUCTURES) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

### **1. Structures permit**

A person shall not mount a permanent or temporary structure including a house, kiosk or container within the area of jurisdiction of the Assembly unless that person has been issued with a permanent or temporary structure permit.

### **2. Unauthorised structure**

A permanent or temporary structure constructed within the jurisdictional area of the Assembly without a permit shall be classified as an unauthorised structure.

### **3. Structures in public right of way**

The Assembly may demolish or remove such unauthorized structure located in a public right of way or poses a danger to life and/or property with or without notice and surcharge the owner with any costs it incurs during the demolishing and/or removal of the offending structure.

### **4. Notice to be served in prescribed manner**

(1) Except where an unauthorized structure is sited within a public right of way or has been placed in a manner that poses danger to life and property, the Assembly will serve appropriate summons or removal notice on the owner of the offending structure for a period of three weeks

(2) A notice shall be served any day between the hours of 6:00 am to 6:00 pm.

(3) Notice shall be served on the owner, agents or persons residing in the house or structure who are above eighteen years and where a person refuses to accept the notice, the notice shall be tendered on that person.

(4) Where a person is not available to receive the notice, it shall be affixed on the property.

### **5. Enforcement in respect of non-compliance**

(1) The Assembly shall confiscate the tools of an unauthorized developer after the expiry of the notice served on him in paragraph 4 above to prevent the developer from continuing with the project.

(2) The Assembly shall remove or demolish the unauthorised structure and surcharge the owner or occupier after the expiry of the notice, and his continuous development after the action in paragraph 5 (1), and the owner shall pay a penalty.

### **6. Fine**

(1) Where a temporary structure is removed, it shall be deposited at a safe site for 14 days and shall only be released to the owner after the payment of a fine.

(2) The Assembly shall dispose of by public auction or by any other means, any structure or confiscated tools if the owner fails to claim them within fourteen days after the removal or confiscation.

#### 7. Validity of permit

Permits for temporary structures shall be valid for one year except where indicated otherwise.

#### 8. Revocation of permit

A Permanent or temporary structure permit may be revoked by the Assembly and the structure shall be removed from its location at the end of fourteen days.

#### 9. Penalty

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of which fine shall, on payment, be ceded to the Assembly.

#### 10. Interpretation

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

“tools” means any item used at a construction site to facilitate the construction of any structure.



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HON. PRESIDING MEMBER



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### AKUAPIM SOUTH MUNICIPAL ASSEMBLY (BUILDINGS-MISCELLANEOUS) Bye-laws, 2022

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

#### 1. Buildings permit

(1) A person shall not construct a building or any structure within the Assembly's area of jurisdiction without obtaining a permit from the Assembly.

(2) The Assembly shall stop the development of any structure indicated if the owner fails to obtain a permit from the Assembly.

(3) The Assembly shall confiscate the tools and other items from the construction site of a developer who contravenes paragraph (1) and (2).

(4) The Assembly or an officer working on behalf of the Assembly shall not be liable for any damage, misplacement of confiscated items.

(5) The Assembly shall dispose of by public auction or by any other means, any confiscated items if the owner fails to claim them within fourteen days after the confiscation.

(6) Perishable items shall be disposed of after twenty – four (24) hours.

## **2. Business premises**

(1) A person shall not construct a business premises in a residential area unless the building line is 10 metres from the fence line

(2) Adequate parking space commensurate to the business premises must be provided in order to curtail the incidence of on-street parking.

## **3. Building offsets to be observed**

(1) Building offsets in respect to fence lines and for all categories of buildings shall be respected by all persons who are undertaking constructional works.

(2) A person who contravenes paragraphs (1) shall rectify the anomaly within one week of notice of the anomaly.

(3) A person who refuses to rectify the anomaly commits an offence and is liable to a fine of twenty penalty units. Forty per cent (40%) of the fine imposed shall, on payment, be paid to the Assembly.

(4) In the case of a continuing offence, a fine of four penalty units shall be imposed for everyday that the offence continues and the Assembly shall rectify the anomaly and surcharge the developer with any costs incurred.

## **4. Hillside water ways**

A person shall not construct a building on the slope of a hill with gradient of more than forty degrees or on a water way.

## **5. Adjoining premises to be protected**

A person constructing a premises in a built up environment shall protect the site against dust and falling debris.

## **6. Penalty**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty per cent (40%) of fine shall, on payment, be ceded to the Assembly.

## **7. Interpretation**

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

“premises” means any house, hut, shed, structure or roofed enclosure, whether used for the purpose of human habitation or otherwise;

“Perishable items” means goods that go bad within a short period.

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (MISCELLANEOUS) Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. No fitting shop on or by street side**

A person shall not establish a fitting shop on or by the side of a public street (not less than 9m from a minor road and 15m from a major road) in the Assembly's area of jurisdiction for the repair of car or other machine

**2. No person shall park vehicle, goods etc. in public pathway**

(1) A person who

(a) Parks a vehicle; or

(b) Packs goods or other items in a public pathway or pavement commits an offence

(2) A person who contravenes paragraphs 2 (1) commits an offence.

**3. No bills or poster etc.**

A person shall not affix posters for advertisement on any wall, tree or fixtures, other than

(a) the spaces specifically provided or approved by the Assembly for that purpose; or

(b) the Property owned or occupied by the advertiser which shall be approved by the Assembly.

(c) Permits in respect of Article 3 (a) and (b) shall be renewed annually.

**4. Littering of refuse**

A person shall not throw litter, refuse or other matter which may cause nuisance or block the free passage of water in gutters or drains.

**5. Responsibility of operators**

(1) A commercial or industrial operator shall clean the business premises and keep it neat at all times.

(2) Where the commercial or industrial operator fails to undertake the cleaning within twenty hours the Assembly shall undertake the cleaning for an aesthetic purpose and charge the commercial or industrial fee commensurate with the work undertaken

**6. Health day**

Where the Assembly designates a HEALTH DAY, a person who obstructs-

(a) A pupil or teacher; or

(b) Any other person authorised to clean any area of the MUNICIPALITY commits an offence and is liable to a fine or a period of community service.

**7. No parking**

A person shall not place empty cases, spare parts of vehicles or derelict vehicles and other articles at places where they may

- (a) Cause obstruction to traffic or other users of the road; or
- (b) Be an eyesore; or
- (c) Otherwise unpleasant to the public.

**8. Frontage of commercial premises to be cemented**

(1) The owner or occupier of a commercial or industrial building shall ensure that the frontage of the building is concreted or cemented or solidly paved, slabbed, tiled to the satisfaction of the MUNICIPAL Engineer of the Assembly.

(2) Where the owner or occupier of commercial or industrial premises does not comply with the provisions of sub-paragraph (1) the MUNICIPAL Engineer or the Town Planning Officer or any approved agent of the Assembly shall do so and surcharge the owner or occupier of the commercial or industrial building concerned.

(3) Owners or occupiers of stores, market stalls and market places shall keep their floors and frontages clean of litter, rubbish or filth.

(4) Where a person is permitted or licensed to trade, work or use for any purpose the frontage of a premises, the owner or occupier of the premises and the licensee are jointly liable for any defaults under this paragraph.

**9. Creation of nuisance**

(1) A person who for the purpose of trade, vocation or other business causes smell or other nuisance to the detriment of neighbours or the public commits an offence.

(2) A person authorised by the Assembly to destroy, remove or dispose of anything under these Bye-laws, shall not be liable to any person for any loss sustained.

**10. Washing of vehicles on road**

A person shall not wash a vehicle of any kind on public roads within the area of jurisdiction of the Assembly.

**11. Damage to public property**

(1) A person shall not damage or cause to be damaged any public property within the jurisdictional area of the Assembly.

(2) A person who contravenes paragraph one shall replace or pay for the replacement of the property and in addition pay a fine.

**12. Prohibition against sale of unwholesome, poisonous or adulterated food**

A person shall not offer for sale or sell any food that has in or upon it any poisonous or harmful substance is unwholesome or unfit for human consumption.

**13. Deception of consumers**

Any person, who labels, packages, sells or advertises any food in manner that is false, misleading or deceptive as regards its character, nature, value, substance, quality, composition, merit or safety commits an offence.

**14. Sale etc. of food under insanitary conditions**

Any person who sells or offers or exposes for sale or has in his possession for sale or deposit with or consigns to any person for the purpose of sale of any food intended for, but unfit for human consumption commits an offence.

**15. Suitability report before commencement of business**

All operators in the hospitality industry, factories and or firms, food processing firms and schools shall obtain a suitability report from the Environmental Health Department of the Assembly before commencement of business or before a business operating permit shall be granted. The report is renewable annually.

**16. Sanitation Management Plan**

(1) A person shall not develop an estate, a school or other commercial facilities without a sanitation management plan.

(2) The sanitation management plan should indicate how waste and other sanitation activities will be managed on the premises.

**17. Solid waste collection**

(1) Land lords shall register with accredited waste contractors for door to door solid waste collection services.

(2) They shall pay to these contractors' monthly subscription fees in accordance with the fee fixing resolution.

(3) Where there is a communal refuse container, a token fee as stipulated in the fee fixing resolution is to be paid before dumping of refuse.

**18. Drain Cleansing**

(1) Shop owners shall be responsible for desilting and cleansing of drains in front of their shops.

(2) Pavements shall not be used for any trading activities, they shall be used exclusively as pedestrian walkways.

**19. Meat Inspection**

Environmental Health Officers shall undertake regular inspection of fish and meat for sale to ensure safety for consumption.

**20. Penalty**

A person who contravenes this Bye-law commits an offence and is liable on summary conviction to pay a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.

**21. Interpretations**

In these Bye-laws unless the context otherwise requires

“Assembly” means the AKUAPIM SOUTH MUNICIPAL ASSEMBLY;

“Frontage” includes verandah, porches, pavements, drains and roads in front of any premises;

“Goods” includes trucks, cranes, lorries, cars, motor cycles, tricycles, bicycles, carts and wagon, sand, stones, gravel;

“Health Day means any day set aside by the Assembly for cleaning up activities within its area of authority;

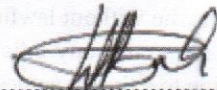
“premises” means any building, structure whatsoever and includes house, hut, shed, roofed enclosure, kiosk, whether used for the purpose of human habitation or otherwise;

“Roads” includes street, kerb, pavement, sidewalks and footpaths;

“Unauthorised structure” means the erection, construction, mounting etc. of any structure without taking a permit from the Assembly or its authorised agents.



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**

**AKUAPIM SOUTH MUNICIPAL ASSEMBLY (WATER AND SANITATION SERVICES)  
Bye-laws, 2022**

In exercise of the powers conferred on the AKUAPIM SOUTH MUNICIPAL ASSEMBLY by section 181 of the Local Governance Act, 2016 (Act 936) these Bye-laws are made this 30th day of March, 2022.

**1. Rural Water Supply**

The Assembly shall connect communities to her pipe scheme through the Water and Sanitation Development Board (the Board)

**2. Connecting to the Scheme**


An owner of a house or occupier of any premises may be connected to the water scheme upon receipt from him, an application and payment of the appropriate charges.

**3. Customer Service**

The Board shall supply potable water to customers within its catchment area and bill them monthly for the services rendered. Payment shall be done in accordance with the rules set by the Board within two weeks after receiving the bill.

**4. Penalty**

A person who without lawful justification or excuse, the prove of which shall be on him, refuses or willfully neglect to pay for any bills payable by him after water consumption commits an offence and is liable on conviction to a fine of not less than one hundred penalty units and not more than two hundred and fifty penalty units or a term of imprisonment of not less than six months and not more than twelve months or to both the fine and imprisonment. Forty percent (40%) of fine shall, on payment, be ceded to the Assembly.



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**HON. PRESIDING MEMBER**



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**MCD/SECRETARY**