

# **OFFINSO MUNICIPAL ASSEMBLY**



## **IMPLEMENTATION OF THE DISTRICT MEDIUM TERM DEVELOPMENT PLAN**

**(2022 - 2025)**

# **2022**

## **COMPOSITE ANNUAL ACTION PLAN**

PREPARED BY:

MUNICIPAL PLANNING COORDINATING UNIT  
OFFINSO MUNICIPAL ASSEMBLY  
OFFINSO – ASHANTI

OCTOBER, 2021

# OFFINSO MUNICIPAL ASSEMBLY



Office of the Offinso Municipal Assembly  
Post Office Box 2  
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Ghana W/A

*In case of reply the number and date of this  
Letter should be quoted*

OMA/ADM/135

Our Ref No .....

Your Ref No .....

28<sup>TH</sup> OCTOBER, 2021

Date: .....

## **SUBMISSION OF 2022 COMPOSITE ANNUAL ACTION PLAN**

I submit herewith an attached copy of the approved 2022 Composite Annual Action Plan for Offinso Municipal Assembly.

It is submitted for your information and necessary action please.

Thank you.

**BABA IDDI**

**MUNICIPAL COORD. DIRECTOR**

*for:* **MUNICIPAL CHIEF EXECUTIVE**

## **DISTRIBUTION**

**THE DIRECTOR GENERAL  
NATIONAL DEVELOPMENT PLANNING COMMISSION  
P.O. BOX CT 633, CANTONMENTS, ACCRA**

**THE HON. MINISTER  
ASHANTI REGIONAL COORDINATING COUNCIL  
KUMASI**

*Attention:*

**THE REGIONAL ECONOMIC PLANNING OFFICER  
ASHANTI REGIONAL CO-ORDINATING COUNCIL  
KUMASI**

*copies:*

**ALL MUNICIPAL PLANNING COORDINATING UNIT (MPCU) MEMBERS  
OFFINSO MUNICIPAL ASSEMBLY**

**ALL HONOURABLE ASSEMBLY MEMBERS  
OFFINSO MUNICIPAL ASSEMBLY**

**CHAIPERSON, OFFINSO ZONAL COUNCIL  
OFFINSO MUNICIPAL ASSEMBLY**

**CHAIRPERSON, ABOFOUR ZONAL COUNCIL  
OFFINSO MUNICIPAL ASSEMBLY**

**CHAIRPERSON, BON SUA ZONAL COUNCIL  
OFFINSO MUNICIPAL ASSEMBLY**

**CHAIRPERSON, SAMPOROSO ZONAL COUNCIL  
OFFINSO MUNICIPAL ASSEMBLY**



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# NARRATIVE STATEMENT

## 1.0 INTRODUCTION: BRIEF PROFILE OF THE MUNICIPALITY

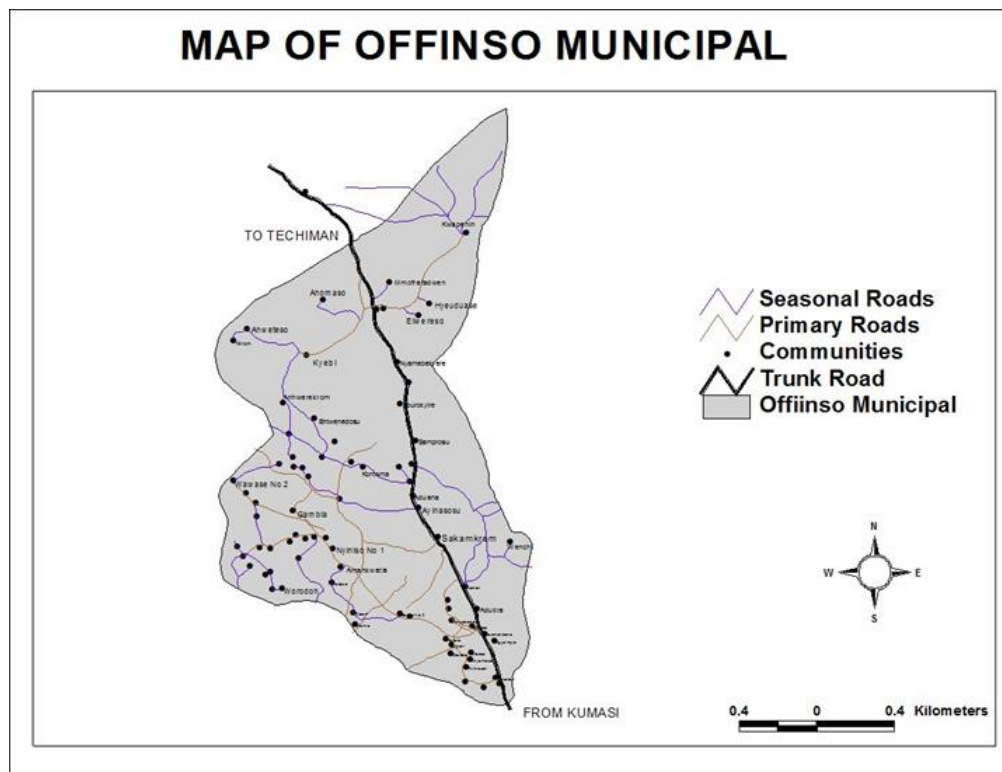
### *Background*

Offinso Municipal was established by Legislative Instrument (L.I.) 1909 of 2007 due to the growing population and the need to ensure that development reaches every part of the Municipality. It was carved out of the then Offinso District and split into Offinso Municipal and the Offinso North District.

### *Location and Size*

The Municipality is located in the extreme north-western part of the Ashanti Region. It has a total land area of 585.7 square kilometres which is 2.4 percent of the total land size of the Ashanti Region. The Municipality shares common boundaries with Offinso North in the North, Afigya Kwabre South in the East and South, Atwima Nwabiagya North and Ahafo Ano South Districts in the West.

Figure 1: Map of Offinso Municipal



Source: MPCU,OMA, 2021

Figure 1 displays the political map of the Offinso Municipality. The area is almost symmetrically dissected by the main trunk road forming part of the Trans-African Highway, which serves as the

main gateway to the Ashanti Region from the Northern and Bono and Ahafo Regions. The Municipal capital, Offinso New Town is only about 45 minutes drive from the central business district of Kumasi, the capital of Ashanti region. The Municipal is divided into four (4) zonal councils namely Offinso, Bonsua, Abofour and Samproso.

### ***Population Size and Distribution***

According to the 2021 PHC, Offinso Municipal has a total population of 137,272 accounting for 2.5 percent of the population in Ashanti region. The number of males stand at 66,569 (48%) whilst that of females stand at 70,703 (52%) giving a sex ratio of 94.2 percent. The rural population (69,671) is slightly higher than the urban population (67,601). As compared to the 2010 PHC, there has been a significant increase in the urban population which indicates that physical development is growing at a faster rate. This has implications for social services delivery, infrastructure development and management, economic development and environmental management. In terms of the geographical landscape, the Municipal has a surface area of 591km<sup>2</sup> with a population density of 232.1 persons per square kilometer.

## **2.0 VISION STATEMENT**

To ensure a better living standard for the people by formulating and implementing sound policies to support economic activities, human capacity development and enhance access to basic infrastructure.

## **3.0 MISSION STATEMENT**

To position the Assembly as a leading local government institution in ensuring the provision of excellent, social and economic services to raise the income levels of its people and reduce poverty.

## **4.0 OBJECTIVES OF THE 2022 COMPOSITE ANNUAL ACTION PLAN**

The 2022 Municipal Annual Action Plan is prepared from the Medium Term Development Plan (MTDP 2022 - 2025) and it the first year for the implementation of the MTDP. The main objective of the Plan is to provide a guide for all development investments in the Municipality irrespective of the sources of fund towards the achievement of a sustainable growth and development, wealth creation and poverty reduction to improve the living standards of people in the Offinso Municipality.

The broad strategic objectives of the Annual Action Plan (2022) have been prepared under the **Medium-Term National Development Policy Framework (MTNDPF)**, 2022- 2025 under the theme “*Agenda for Jobs, Creating Prosperity and Equal Opportunity for All (v2)*” which focuses on the following development dimensions;

- Economic Development
- Social Development
- Environment, Infrastructure and Human Settlements
- Governance, Corruption and Public Accountability
- Ghana's Role in International Affairs
- Emergency Planning and Response (including COVID-19 Recovery Plan)
- Implementation, Coordination, Monitoring and Evaluation

It is important to note that programmes, sub-programmes and broad activities of the 2022 Composite Annual Action Plan (CAAP) have been formulated and linked as same as those in the Programme Based-Budget (PBB) of the Ministry of Finance, Communication, Monitoring and Evaluation. The Plan has taken into consideration rollover projects from the 2021 plan implementation year.

## **5.0 DEVELOPMENT INTERVENTION AND FINANCING OF THE 2022 COMPOSITE ANNUAL ACTION PLAN**

The Offinso Municipal Assembly continues to receive financial support from Government of Ghana (GoG) through its share of the District Assemblies Common Fund (DACF), and the recently introduced District Performance Assessment Tool (DPAT) through the DACF- Responsiveness Factor Grant (RFG). Other GoG Financing Agencies assisting the Assembly in its development efforts are the GetFund, Ghana AIDS Commission, Middle Belt Development Authority, Development Partners such as European Union, UK AID, USAID, CANADA, etc.

The Assembly is mandated by law to mobilize revenue (Internally Generated Funds) within its jurisdiction through the collection of taxes in the form of property rates, business operating permits, licenses, fees and fines, etc. The Assembly may further engage in public private partnership agreements to finance huge infrastructure development projects. The Annual Action Plan (2022) would be financed from the above mentioned funding sources with the active support of all key stakeholders.

## **6.0 CONCLUSION**

The preparation and implementation of the CAAP (2022) would go a long way to improve the living standard of the people in the Municipality and in the long run help the Assembly to achieve Government's Agenda for Jobs policy. It is recommended that 2-5% of the cost of implementing all programmes and projects should be allocated to M&E and Communication of development results.

## OFFINSO MUNICIPAL ASSEMBLY 2022 COMPOSITE ANNUAL ACTION PLAN

Programme (PBB)	Sub-programme (PBB)		Broad Activities	Location	Time frame (2022)				Cost			Implementing Agency/Department	
					Q1	Q2	Q3	Q4	GoG	IGF	Others	Lead	Collaborating
Management and Administration	General Administration	1.	Provide technical and material resources for community-initiated projects (CIP)	Municipal wide					349,775			CA	WORKS
		2.	Procure office equipment and supplies (computers and accessories, stationery, furniture, consumables, etc)	Administration					120,000	35,000	30,000	CA	PROC. UNIT
		3.	Facilitate maintenance of public buildings (office, school, plants, machinery, general equipment and other facilities)	Municipal wide					170,000	59,000	50,000	WORKS	CA
		4.	Facilitate maintenance and repairs of official vehicles	Administration						20,000		TRANSP.	CA
		5.	Provide funds for insurance, running cost and servicing of officials vehicles	Administration						84,000		TRANSP.	CA/FINANCE
		6.	Provide funds for contingency	Administration					196,949	18,751		FINANCE	CA
		7.	Provide funds for national celebration activities	Municipal wide					50,000	20,000		CA	FINANCE
		8.	Provide funds for organization of statutory committee/adhoc meetings	Administration					40,000	25,000		CA	FINANCE
		9.	Provide funds for Municipal security and sub-vented organizations	Administration					30,000	20,000		CA	GPS
		10.	Provide funds for protocol services and miscellaneous expenditure	Administration					163,910	88,000		FINANCE	CA
		11.	Facilitate payment of transport, special and commuting allowances	Administration						70,000		FINANCE	CA

	Finance (Revenue Mobilization)	12.	Organize Pay Your Levy campaigns	Municipal wide						10,000		CA	REV. UNIT/ ISD	
		13.	Prepare and implement Revenue Improvement Action Plan (RIAP)	Administration					50,000			CA	REV.UNIT/ CA	
		14.	Update Revenue Database	Municipal wide					50,000	20,000		FINANCE	REV.UNIT	
		15.	Procure value books, accounting software and support internal audit operations	Administration					20,000	30,000		FINANCE	CA/ PROC.	
	Human Resource	16.	Build capacity of staff and assembly members (sensitizations & trainings)	Administration					25,000	40,000	45,859	CA	HR	
		17.	Facilitate compensation of employees (IGF and GoG staff)	Administration						110,880		CA	HR/FINANCE	
	Planning, Budgeting, Monitoring and Evaluation		18.	Organize 3 No. Town Hall meetings (Annual and Mid-Year Review and Budget Hearings)	Selected communities					20,000			CA	FINANCE
			19.	Monitoring and Evaluation of programs and projects	Municipal wide					20,000			CA	MPCU
			20.	Provide logistics and financial support to sub-district structures	Offinso Abofour Bonsua Samproso					83,910			CA	FINANCE
			21.	Preparation 2023 Composite Plan and Budget	Administration					25,000			CA	FINANCE
22.			Resource MPCU with Funds and Logistics to perform effectively	Administration					10,000			CA	FINANCE	
Social Services Delivery			Education, Youth and Sports and Library Services	23.	Construct 1 No. 6 Unit Bedroom Teachers Quarters with mechanized borehole	Anhwerekrom						380,000		WORKS
	24.	Maintain 12 Classrooms & ICCES		Municipal wide					20,000			WORKS	EDUC.	



		25.	Support brilliant but needy students with scholarships	Municipal Wide					91,000	5,000		EDUC.	CA
		26.	Organize culture and sports festival for basic schools	Offinso					10,000	5,000		EDUC.	CA
		27.	Organize my first day at school event for all basic schools	Municipal wide					20,000			EDUC.	CA
		28.	Organize quarterly DEOC meetings	Administration					10,000			EDUC.	CA
		29.	Resource MED with funds and logistics for Monitoring and Supervision of schools, and general administrative work	Administration					10,000	3,000		EDUC.	FINANCE
		30.	Conduct BECE Mock exams, Quiz & School debate	Offinso					20,000			EDUC..	CA
		31.	Build capacity of 15 School Management Committees (SMCs)	Selected Schools					8,909.98			EDUC.	CA
		32.	Organize Science, Technology, Mathematics and Innovation Education (STMIE) clinics for pupils	Offinso					15,000			EDUC.	CA
	Public Health Services and Management	33.	Support and monitor COVID 19 activities and supply of PPEs	Municipal wide					70,000			HEALTH	MEHU/CA
		34.	Organise Child Health Promotion Week	Offinso					5,000			HEALTH	CA
		35.	Conduct expanded programme on immunization	Municipal Wide					20,977			HEALTH	CA
		36.	Provide equipment to Health Centres/ CHPS	Offinso					30,000			HEALTH	CA

		37.	Construct 1 No. 30 bed capacity ward with 30 No. Hospital beds for women, men and children	Abofour Health Centre						581,936	HEALTH	CA
		38.	Organize Clinicians sensitization on priority diseases	Offinso					13,000		HEALTH	CA
		39.	Conduct HIV/AIDS M&E Activities	Offinso				16,124			HEALTH	CA
		40.	Sensitize food vendors and GSFP contractors on proper hygiene and nutrition	Selected schools				8,000			HEALTH	CA
		41.	Celebrate breastfeeding week	Offinso				5,000			HEALTH	FINANCE
		42.	Organize quarterly health committee meetings	Administration				8,000			HEALTH-MEHU	CA
		43.	Resource Health Department with funds and logistics for M&E, general administrative work	Administration				20,000	2,000		HEALTH-MEHU	CA
	Environmental Health and Sanitation Services	44.	Procure 5 No. refuse metal containers	Offinso				100,000			HEALTH-MEHU	CA
		45.	Provide sanitary equipment and medical supplies	Offinso				20,000	13,000		HEALTH-MEHU	CA
		46.	Maintain final disposal site and evacuate refuse dump	Sikaman, Kokote, Namong				80,000			MEHU	CA
		47.	Support waste management (Zoomlion) and fumigation of communities/environmental and climate change education	Municipal Wide				420,000			HEALTH-MEHU	CA
		48.	Construct 1 No. 10 Seater WC toilet	Dentin						140,000	MEHU	CA

		49.	Organize public hygiene education, monitoring and evaluation of sanitary facilities and service providers	Municipal wide					23,000			HEALTH/MEHU	CA	
		50.	Undertake WASH activities	Municipal wide					5,000			HEALTH/MEHU	CA	
		51.	Conduct food screening and medical examination of food vendors	Municipal wide					5,000			HEALTH/MEHU	CA	
	Birth and Death Registration Services	52.	Undertake burial of paupers	Municipal Wide						1,000		HEALTH/MEHU	CA	
	Social Welfare and Community Services	53.	Support/Form Child Right & Protection Committees	Selected communities							35,000	SW&CD	CA	
		54.	Monitor Day care centres and NGO activities	Municipal wide					3,000				SW&CD	CA
		55.	Support 100 PWDs in education, health (NHIS) and income generating activities	Municipal Wide					50,000				SWCD	CA
		56.	Train 20 PWDs in vocational skills	Municipal wide					5,000				SWCD	BAC
		57.	Organize community sensitization on child labour and family welfare related programmes	Amoawi, Amaning, Abofour, Kyebi, Ayaasu							10,000		SW&CD	CA
		58.	Organize public education for communities on local governance and involvement of women in decision making	Selected communities					9,000				NCCE/	SW&CD
		59.	Sensitize two women groups on vocational skills	Selected communities						3,000			GEA	SPC
		60.	Celebrate International Day for the elimination of violence against women	Offinso							20,000		SW&CD	CA
		61.	Facilitate implementation of LEAP programme and other social protection activities	Municipal Wide					20,000				PPD	CA

Infrastructure Development and Management	Physical and Spatial Planning	62.	Undertake Street Naming and Property Addressing	Offinso					50,000			PPD	CA
		63.	Conduct public education on land use matters and building permit acquisitions	Municipal Wide					15,000			PPD/WORKS	CA
		64.	Facilitate the preparation of local plans	Namong					6,000			PPD	CA
		65.	Conduct monthly SPC meetings and weekly site inspections	Administration					30,000	10,000		PPD	CA
		66.	Organize planning education for 2 communities	Offinso, Abofour					7,000			PPD	WORKS
	Public Works, Housing and Water Management	67.	Rehabilitate Municipal Magistrate's Bungalow	Adukro					230,000			WORKS	CA
		68.	Facilitate maintenance of street lights	Municipal wide					60,000	5,000		WORKS	CA
		69.	Facilitate rehabilitation of staff quarters	Adukro					50,000	5,000		WORKS	CA
		70.	Facilitate implementation of Rural Electrification programme	Municipal wide					50,000			WORKS	ECG/CA
		71.	Supply Low Tension Poles	Municipal wide					50,000			ECG	CA
		72.	Construction of 3 No. Mechanized Boreholes	Adiembra - ICCES, Adukro, Saboa							120,000	WORKS	CA
		73.	Complete the construction of 1 No storey building for Ghana Police Service	Asamankama					400,000			WORKS	CA
	Urban Roads and Feeder Roads Management	74.	Grading of town/feeder roads (reshaping/spot improvement)	Municipal Wide					80,000			URBAN ROADS	TRANSPORT
75.		Undertake Road Inventory	Municipal wide					10,000			URBAN ROADS	TRANSPORT	
76.		Sensitize transport unions/volunteers/road users on road signs and safety measures	Offinso Abofour					5,000			URBAN ROADS	TRANSPORT	

		77.	Organize public education campaigns on road safety and road traffic regulations	Municipal wide					5,000			URBAN ROADS	TRANSPORT		
		78.	Enforce compliance to road worthy policies and programmes	Municipal wide						6,000		TRANSPORT	CA		
Economic Development	Trade, Industry and Tourism Services	79.	Organize skills improvement training in suit making	Kayera					5,000			GEA	CA		
		80.	Conduct honey production training	Offinso							10,000	GEA	CA		
		81.	Undertake basic training in soap/detergent production making for women	Ayensua					20,000				GEA	CA	
		82.	Conduct Business Forums, Counselling and Advisory Services	Municipal Wide					3,000				GEA	CA	
		83.	Facilitate implementation of SNV GrEEn OYE project	Offinso					5,000				GEA	CA	
		84.	Prepare LED Strategic Action Plan – tourism development at Anyinasusu fish sanctuary	Administration								80,000	CA	CULTURE	
	Agriculture Services and Management		85.	Support SRID training and data collection exercise on food security and nutrition monitoring	Municipal wide							13,218	AGRIC	CA	
			86.	Scale-up of Food Security and Nutrition Monitoring System (FSNMS)								78,000	AGRIC	CA	
			87.	Supply planting materials, seeds and fertilizer	Municipal wide								100,000	AGRIC	CA
			88.	Organize workshop on PFJ 2022 modalities for key stakeholders	Administration					7,100				AGRIC	CA
89.			Facilitate implementation of MAG programme	Municipal wide								19,000	AGRIC	CA	

		90.	Strengthen 35 agric extension/ veterinary agents to organise home and farm visits	Offinso						7,500	AGRIC	CA	
		91.	Organize RELC review meetings	Offinso				15,000			AGRIC	CA	
		92.	Organize Farmers Day celebration	Aburokyire						50,000	AGRIC	CA	
		93.	Establish 30 demonstration plots across zones of the municipality	Seleted communities				3,000			FORESTRY/AGRIC	CA	
Environmental Management	Disaster Prevention and Management	94.	Build the capacity of NADMO staff on disaster prevention and management	Administration				5,000			NADMO/HR	FIRE SERVICE	
		95.	Provide relief materials to disaster victims	Municipal Wide				35,000			NADMO	CA	
		96.	Organize public awareness campaign on disaster prevention and management	Municipal wide						10,000		ISD/NADMO	CA
		97.	Construction of 1 No.30m concrete footbridge, desilting of 100m across Koloolo Stream	Saboa							242,000	WORKS	CA
	Natural Resource Conservation and Management	98.	Undertake tree planting and afforestation programmes	Municipal Wide				10,000			50,000	FORESTRY/NADMO	CA
		99.	Facilitate ECOCARE training on climate smart agriculture for technical staff and farmers	Municipal Wide							30,000	AGRIC/FORESTRY	CA
		100.	Facilitate implementation of GrEEen project (cash for work)	Administration							140,000	CA	WORKS
101.		Sensitize GrEEen communities on climate change adaptation	Saboa, Adukro, Offinso							5,000	CA	WORKS	

Source: OMA, MPCU, 2022