

OFFINSO MUNICIPAL ASSEMBLY



IMPLEMENTATION OF THE DISTRICT MEDIUM TERM DEVELOPMENT PLAN (2022 - 2025)

2024

COMPOSITE ANNUAL ACTION PLAN

PREPARED BY:

MUNICIPAL PLANNING COORDINATING UNIT
OFFINSO MUNICIPAL ASSEMBLY
OFFINSO – ASHANTI

OCTOBER, 2023

OFFINSO MUNICIPAL ASSEMBLY



Office of the Offinso Municipal Assembly
Post Office Box 2
Offinso – Ashanti
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

28TH OCTOBER, 2023

Date:

SUBMISSION OF APPROVED 2024 COMPOSITE ANNUAL ACTION PLAN

I submit herewith an attached copy of the approved 2024 Composite Annual Action Plan for Offinso Municipal Assembly.

It is submitted for your information and necessary action please.

Thank you.

MAJEED AYARIGA
MUNICIPAL COORDINATING 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**

**CHAIRPERSON, 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**



**ASHANTI
REGION**

**Tel: +233 (0) 322 190 792
Email: ofma.gov.gh
Website: www.ofma.gov.gh**

NARRATIVE STATEMENT

1.0 INTRODUCTION: BRIEF PROFILE OF THE MUNICIPALITY

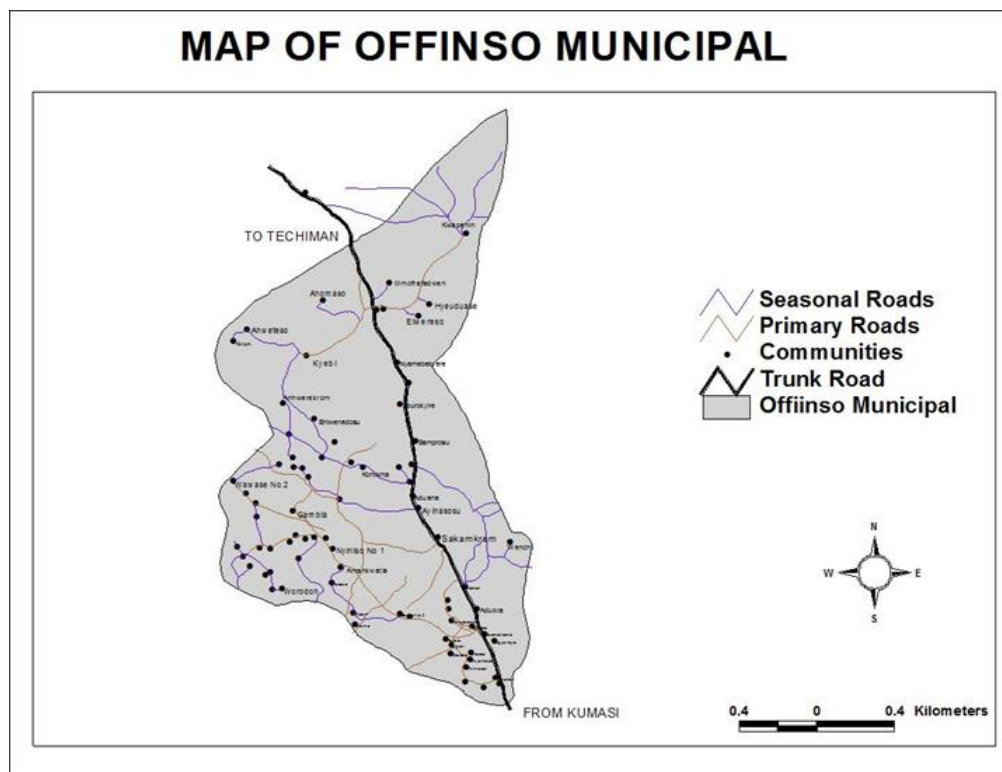
Background

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, 2024

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 591km² with a population density of 232.1 persons per square kilometer.

2.0 VISION STATEMENT

To position the Assembly as a leading local government institution, which provides excellent social and economic services to make the municipality a preferred destination for residence and investments.

3.0 MISSION STATEMENT

To mobilize all available resources to provide equitable services for the overall development in its area of jurisdiction within the context of good governance.

4.0 OBJECTIVES OF THE 2024 COMPOSITE ANNUAL ACTION PLAN

The 2024 Municipal Annual Action Plan is prepared from the Medium Term Development Plan (MTDP 2022 - 2025) and its the third 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 (2024) 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 2024 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 2022 plan implementation year.

5.0 DEVELOPMENT INTERVENTION AND FINANCING OF THE 2024 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 (2024) 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 (2024) 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 2024 COMPOSITE ANNUAL ACTION PLAN

Programme (PBB)	Sub-programme (PBB)	No	Broad Activities	Location	Time frame (2024)				Cost			Programme Status		Implementing Institution/Development	
					Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ong	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 support for 2024 General Elections	Municipal wide					90,000	20,000				CA	FINANCE
		9	Provide funds for organization of statutory committee/adhoc meetings	Administration					40,000	25,000				CA	FINANCE
		10	Provide funds for Municipal security and sub-vented organizations	Administration					30,000	20,000				CA	GPS
		11	Provide funds for protocol services and miscellaneous expenditure	Administration					163,910	88,000				FINANCE	CA
		12	Facilitate payment of ex-gratia, transport, and special allowances	Administration						200,000				FINANCE	CA

	Finance (Revenue Mobilization)	13	Organize Pay Your Levy campaigns	Municipal wide					10,000				FINANCE	REV. UNIT/ ISD	
		14	Prepare and implement Revenue Improvement Action Plan (RIAP)	Administration				50,000						FINANCE	REV.UNIT/ CA
		15	Update Revenue Database	Municipal wide				50,000	20,000					FINANCE	REV.UNIT
	Human Resource	16	Build capacity of staff and assembly members	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 4 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	SW&CD
		21	Preparation of 2025 Composite Action Plan, Budget and Procurement Plan	Administration				50,000						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	Supply No.200 dual desks for public basic schools	Selected schools					180,000				WORKS	EDUC.
24			Complete 1 No. 6 Unit Bedroom Teachers Quarters with mechanized borehole	Anhwerekrom						380,000				EDUC	WORKS
25			Maintain 12 Classrooms & ICCES	Municipal wide				20,000						WORKS	EDUC.
26			Support brilliant but needy students with scholarships	Municipal Wide				91,000	5,000					EDUC.	CA
27			Organize culture and sports festival for basic schools	Offinso				10,000	5,000					EDUC.	CA
28			Organize quarterly MEOC 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	Complete 1 No. 30 bed capacity ward with 30 No. Hospital beds	Abofour Health Centre								581,936			HEALTH	CA
		38	Construct 1 No. CHPS Compound	Brekum								800,000			HEALTH	CA
		39	Organise Clinicians sensitization on priority diseases	Offinso						13,000					HEALTH	CA
		40	Conduct nutrition monitoring and supportive supervision	Municipal wide					10,000						HEALTH	CA
		41	Conduct quarterly in-service training on nutrition	Administration					10,000						HEALTH	CA
		42	Conduct HIV/AIDS M&E Activities	Offinso					16,124						HEALTH	CA
		43	Organize quarterly health committee meetings	Administration					8,000						HEALTH	CA
		44	Resource Health Department with funds and logistics for	Administration					20,000	2,000					HEALTH	FINANCE

		M&E, general administrative work												
Environmental Health and Sanitation Services	45	Procure 5 No. refuse metal containers	Offinso					100,000					HEALTH-MEHU	CA
	46	Provide sanitary equipment and medical supplies	Offinso					20,000	13,000				HEALTH-MEHU	CA
	47	Maintain final disposal site and evacuate refuse dump	Sikaman, Kokote, Namong					80,000					HEALTH-MEHU	CA
	48	Support waste management (Zoomlion) and fumigation of communities (environmental education/climate change)	Municipal Wide					420,000					HEALTH-MEHU	CA
	49	Construct 2 No. WC toilet facilities with mechanized boreholes	Samproso Kyebe							660,000			HEALTH-MEHU	CA
	50	Organize public hygiene education, inspection and monitoring of sanitary facilities	Municipal wide					23,000					HEALTH-MEHU	CA
	51	Organize monthly clean up exercises in market and open places	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	Commemorate the 2024 World Day Against Child Labour	Selected communities							35,000			SWCD	CA
	54	Monitor Day care centres	Municipal wide					3,000					SW&CD	CA
	55	Support 60 PWDs in education, health and income generating activities	Municipal Wide					50,000					SW&CD	CA
	56	Train 20 PWDs in vocational skills	Municipal wide					5,000					WORKS	SWCD
	57	Organize sensitization on child protection and family welfare related programmes	Offinso					3,000					SW&CD	SWCD
	58	Organize public education on gender based issues	Municipal wide					9,000					SWCD	CA

		59	Organize community durbars on social services delivery (MCEs community engagement)	Selected communities				50,000				CA	MPCU
		60	Organize public education on women's participation in local governance and decision-making	Selected communities					3,000			SWCD	BAC
		61	Manage 100 child and family welfare-related cases										
		62	Facilitate implementation of LEAP programme and other social protection activities	Municipal Wide				20,000				SW&CD	CA
Infrastructure Development and Management	Physical and Spatial Planning	63	Undertake Street Naming and Property Addressing	Offinso				50,000				PHYSICAL PLANNING	CA
		64	Conduct public education on land use matters and building permit acquisitions	Municipal Wide				15,000				PHYSICAL PLANNING	SPC
		65	Facilitate the preparation of local plans	Namong				6,000				PHYSICAL PLANNING	SPC
		66	Conduct monthly SPC meetings and weekly site inspections	Administration				30,000	10,000			PHYSICAL PLANNING	SPC
		67	Organize planning education for 2 communities	Offinso, Abofour				7,000				PHYSICAL PLANNING	SPC
		68	Facilitate maintenance of streetlights	Municipal wide				60,000	5,000			WORKS	ECG
		69	Facilitate rehabilitation of staff quarters	Adukro				50,000	5,000			WORKS	CA
		70	Facilitate extension of electricity to new areas	Municipal wide				50,000				WORKS	ECG/CA
		71	Supply Low Tension Poles	Municipal wide				50,000				WORKS	ECG
		72	Construction of 2 No. Mechanized Boreholes	Aboasu, Mehame						140,000		WORKS	CA/ MWST
		73	Construct 1 No. Borehole fitted with hand pump	Ayaasu						40,000		WORKS	CA/MWST
			Urban Roads and Feeder Roads Management	74	Grading of town/feeder roads (reshaping/spot improvement)	Municipal Wide				80,000			
75	Undertake Road Inventory	Municipal wide						10,000				URBAN ROADS	TRANSPORT

		76	Sensitize transport unions/volunteers on road signs and safety measures	Offinso, Abofour					5,000					TRANSP.	CA			
		77	Organize public education campaigns on road safety and road traffic regulations	Municipal wide					5,000					TRANSP.	ISD/GPS			
		78	Create awareness on road reservation areas and removal of poorly sited temporary structures	Municipal wide						6,000				TRANSP.	ISD/GPS			
Economic Development	Trade, Industry and Tourism Services	79	Organize technical improvement training in oil palm processing	Mpehin					5,000					TRADE AND INDUSTRY	SWCD			
		80	Conduct technical improvement training in welding and fabrication	Offinso							10,000				TRADE AND INDUSTRY	SWCD		
		81	Undertake basic training in soap/detergent production for women	Abofour						20,000						TRADE AND INDUSTRY	SWCD	
		82	Conduct Business Counselling, Forums and Advisory Services	Municipal Wide						3,000						TRADE AND INDUSTRY	CA	
		83	Conduct technology improvement packaging and training in cassava	Wawase						5,000						TRADE AND INDUSTRY	CA	
		84	Develop Anyinasosu fish sanctuary	Administration									80,000				TRADE AND INDUSTRY	CA
		85	Construct 1 No. 8 Unit Lockable Stores	Abofour Market Centre									350,000				TRADE AND INDUSTRY	CA
		86	Facilitate the construction of modern markets under PPP	Kokote Anyinasosu Abofour, NewTown									80,000				TRADE AND INDUSTRY	CA
	Agriculture Services and Management	87	Support Farmers on improved nutrition	Offinso					13,218						AGRIC	CA		

		88	Sensitize youth and women farmers on child labour in cocoa supply chain areas	Municipal wide						10,000			AGRIC	CA	
		89	Organize training workshop on common bean production	Selected farmers; Agric officers				20,000					AGRIC	CA	
		90	Distribute oil palm seedlings to beneficiary farmers under the Alternative Livelihood Project	Selected communities						100,000			AGRIC	CA	
		91	Strengthen 17 agric extension/veterinary agents to organize home and farm visits	Offinso						7,500			AGRIC	CA	
		92	Train 100 livestock farmers on improved animal husbandry practices	Municipal wide				15,000					AGRIC	CA	
		93	Organize Farmers Day celebration	Selected community						50,000			AGRIC	CA	
		94	Establish 3 demonstration plots for rice, pawpaw and maize across zones	Selected communities				3,000					AGRIC	CA	
Environmental Management	Disaster Prevention and Management	95	Build the capacity of NADMO staff on disaster prevention and management	Administration				5,000					DISASTER PREVEN. & MGT. DEPT	CA	
		96	Provide relief materials to disaster victims	Municipal Wide				35,000					DISASTER PREVEN. & MGT. DEPT	CA	
		97	Organize public awareness campaign on disaster prevention	Municipal wide					10,000					DISASTER PREVEN. & MGT. DEPT	CA
		98	Construct 40m concrete footbridge across Aboasu stream (GrEEen project)	Aboasu							250,000			WORKS	FEEDER ROADS
	Natural Resource Conservation	99	Undertake tree planting and afforestation programmes	Municipal Wide				10,000		50,000			FORESTRY & NRC. DEPT	AGRIC/CA	

	and Management	100	Commemorate World Earth Day	Aboasu					5,000					FORESTRY & NRC. DEPT	AGRIC/CA	
		101	Sensitize communities on climate change adaptation (GrEEen project)	Municipal Wide							7,000				FORESTRY & NRC. DEPT	UNCDF/SOS-CV
		102	Facilitate implementation of GrEEen project (cash for work) activities	Aboasu					10,000			140,000			CA	WORKS

Source: MPCU, OMA, 2023

