KWAHU WEST MUNICIPAL ASSEMBLY

ANNUAL ACTION PLAN 2024

PREPARED BY THE MUNICIPAL PLANNING AND CO-ORDINATING UNIT

NOVEMBER 2023

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APPROVAL STATEMENT

This Annual Action Plan 2024 of the Kwahu West Municipal Assembly is an abstract from the Municipal Medium-Term Development Plan 2022-2025 under the Medium-Term National Development Policy Framework 2022-2025.

The Annual Action Plan 2024 was approved by the General Assembly on 31st October, 2023.

The annual development projects and activities as contained in this action plan reflect the aspirations of the majority of the people which when implemented, will improve the socio-economic conditions of the people within the Municipality.

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1. Introduction

This Action Plan is based on the planned activities for 2024 in the Medium-Term Development Plan (MTDP) 2022-2025 of the Kwahu West Municipal Assembly. Thus, it is an extract of the MTDP 2022-2025.

The Assembly has planned to undertake sixty (60) programmes and projects for the year, 2024.

Table 1.1 breaks down the activities into the various development dimensions of the MTDP.

Table 1.1: Summary of 2024 Action Plan under Development Dimensions

Dimension	Annual Plan
ED	8
SD	17
EIHS	8
GCPA	22
EPR	2
ICME	3
Total	**60**

Source: MPCU, KWMA 2023.

2. Physical Characteristics

This section provides summary physical characteristics of the Municipality. This will give some physical context to the items in the activities in the Annual Action plan for the year.

2.1. Location and Size

The Kwahu West Municipality is located in the Eastern Region of Ghana and it is one of the thirty-three (33) Districts/Municipalities in the Region. It lies between latitudes 6º30' North and 7º North and longitudes 0º30' West and 1º West. The Municipality is bordered to the East by Atiwa East District, to the North by Kwahu South Municipal, to the South by Birim North District and to the West by Asante Akim South District. The Municipality has a total land size of 401km^2 with 214 communities. It lies about 241kms north of Accra, the Capital of Ghana.

2.2. Climate

The Municipality lies within the wet-semi equatorial region and as such, it experiences a double maxima rainfall pattern with average monthly relative humidity ranging between 75 percent and 80 percent during the two rainy seasons. Mean monthly temperature is 30^{o}C which is often recorded between the months of March and April but decline to 26^{o}C in August.

The Municipality comes under the influence of two air masses namely the Tropical Maritime Air Mass (MT) and the Tropical Continental (CT)Air mass. The Tropical Maritime Air Mass hits the Municipality twice a year thereby causing the two rainy seasons. The two occasions are May to August and September to October. Between the months of November and March, the Municipality is affected by the tropical continental air mass making the area warm and dry.

The climate in the Municipality supports all year-round agriculture and the production of tropical crops such as cocoa, timber, cola and cereals. The current global climate change is however having a gradual impact on the environment which is a threat to food security and livelihood of the people in the Municipality.

2.3. Vegetation and Forest Reserves

The Kwahu West Municipality lies within the semi-deciduous forest zone, which belongs to the Antiaris-Chlorphora association. The vegetation is dense and consists of major economic trees such as Odum, Wawa and Sapele. These economic trees are sources of employment for most people in the wood and timber industry. The forest is made up of three layers with most of the trees in the upper and middle layers exhibiting deciduous characteristics during the dry season, which starts in November and ends in March. Few of the virgin forests in the Municipality remain due to the negative effects of human activities such as timber extraction, farming and bush burning. Most forest areas have been reduced to secondary bush or forest, which is easily distinguished from the climatic vegetation.

There are three forest reserves in the Municipality; the Southern Scarp, which covers an area of 15,460 hectares which is the largest, the Kade-Bepo, and the Nkawanda Forest Reserves. These forest reserves which were created during the colonial era have since come under threat by encroachers.

3. Local Economic Development

The Municipality has several potentials for economic development that can be harnessed to facilitate the realisation of the development goals in the plan. Aside the physical potentials of the location of the Municipality, some of these are also relevant for the development and achievement of the objectives of the plan. Two main issues highlighted in this section of the plan are the entrepreneurial opportunities and the tourism potentials of the Municipality.

3.1. Entrepreneurial Potentials/Opportunities and Challenges

The entrepreneurial opportunities in the Municipality include the use of clay for the manufacture of valuable goods, and expansion of ginger and tiger nut cultivation to serve as ready raw materials for value addition and processing factories. This is expected to create jobs and ultimately boost the local economy.

These opportunities are confronted with challenges of financial support and inadequate technological and technical know-how, lack of entrepreneurial skills and high interest rates from financial institutions. The Municipal Business Advisory Centre is well placed to provide entrepreneurial and facilitation advice to prospective investors.

3.2. Tourism Development

The Municipality is endowed with unique natural tourist sites which have the potential of rivalling some of the well-known tourist attractions in the country. These include; three Forest Reserves (Southern Scarp, Kade Bebo and Nkawanda, Waterfalls and Ancient Artifacts at Asuboni No.3, Caves at Nkawkaw-Kuma, Pottery Works at Oframase, and Kwahu Scarp and Paragliding Landing Site at Nkawkaw-Atta Ne Atta. However, these tourist sites and potentials are underdeveloped and require the needed public and private sector investment to develop them into standard attractions for the socioeconomic enhancement of the Municipality.

4. Demographic Characteristics

The activities in the plan are formatted, discussed and being envisaged that their implementation would be for the benefit of the inhabitants of the Municipality. The demographic characteristics of the people will determine the extent to which the plan will benefit them. Moreover, the appreciation of the demographics will enhance areas that their contributions to the realization of the objectives of the pan will also be discovered.

4.1. Population Size and Growth Rate

According to the 2010 Population and Housing Census (2010 PHC), Kwahu West Municipality had a total population of 93,584 with an annual growth rate of almost three percent (2.7%), higher than Eastern Region's growth rate of two percent (2.1%) and the national growth rate of 2.5 percent then. The main reason accounting for this situation is immigration. The 2021 population for the Municipality was projected as 120,525 based on the 2010 PHC., however the actual numbers exceeded the projected figure to 145,429. This is over 50% increase over the ten-year period. The Municipality remains the second most populous area within the Eastern Region, constituting 5.1% of the total population.

This calls for proactive physical and infrastructure planning to ensure that the growth does not precede planning. It is also important to study the growth trends and areas as well as the driving factors so as to inform effective policy interventions.

4.2. Age and Sex Distribution

According to the 2021 Population and Housing Census (2010 PHC), the sex ratio of the Municipality is 94.2 for males to 100 females. This is higher than the ratio recorded in 2010, which is 92.1 for males to 100 females. Based on the 2021 PHC, the Municipality has a population of 82,527 (56.7%) of persons aged between 15-64 years. This is lower that the regions sixty-one percent. The proportion of the population aged 0-14 constitutes 55,046 (37.9%) whiles that of 65 years and above is 7,856 (5.4%).

The above figures imply that there are about 76 dependent persons (children 0-14 years and 65+) for every 100 in the working age group (15 - 64 years). That makes the dependent population about 62,902. This ratio is higher than the regions 65 dependent persons for every 100 in the working age group and 68.05 for the national age dependency ratio.

The implication is that though the population is youthful, there are many more in the depended group that policies should cater for.

The higher dependency ration also highlights the need to empower the working group for their capacity to support the dependent group. High unemployment rates can affect their capacity to support the dependent group.

The structure highlights the type of interventions for job creation, youth development and even security to harness the full potential of the youthful population of the Municipality.

The figure 1.1 is the combined age-group population pyramid that depicts the structure of the Municipality.

Figure 1.1: Combined Age-Group Population Pyramid

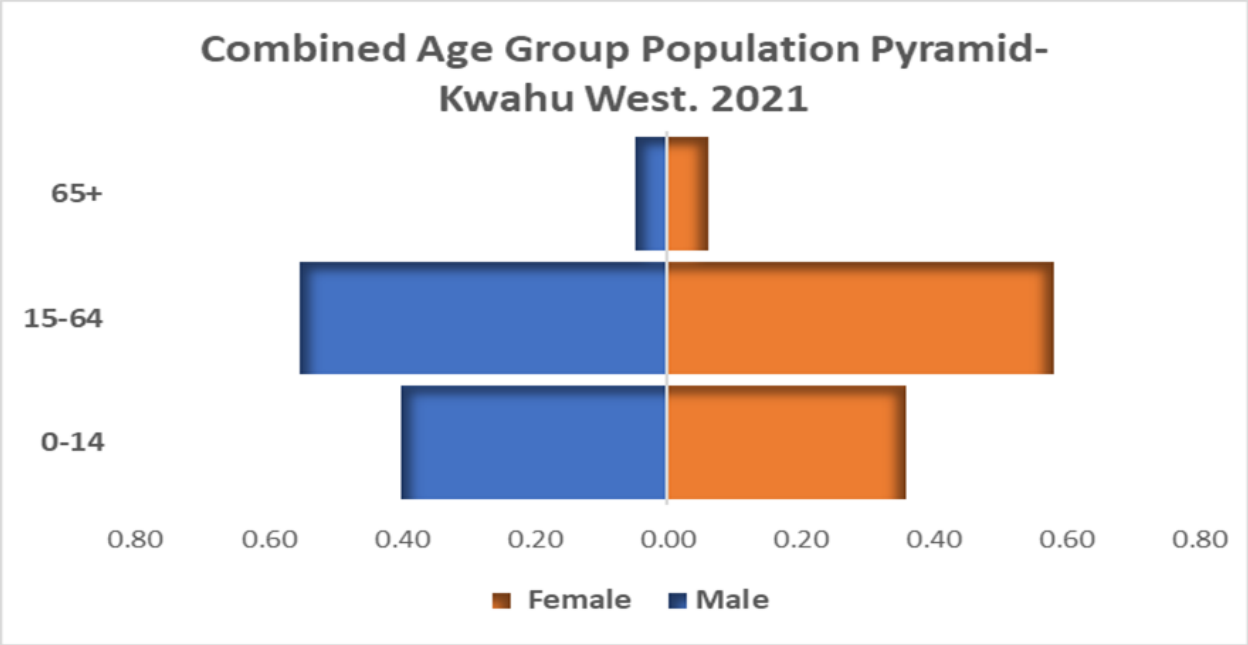

Table 1.2: Annual Action Plan 2024

Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Timeframe (2023)				Cost (GH₵)			Programme Status		Implementing Institution/Department	
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
Economic Development	Trade, Industry and Tourism Services.	Monitoring of internal revenue mobilization activities	Municipal wide	√	√	√	√	0.00	10,000.00	0.00	√		KWMA	MFD, GIZ, Budget Committee,
		Embark on tourism promotion drive to attract public-private partnership investments	Municipal wide	√	√	√	√	0.00	20,000.00	0.00	√		KWMA	MPCU, GTA, GIPC, TA, Citizens, Hospitality Facilities
		Train 50 SMEs on business management	Nkawkaw	√	√	√	√	10,000.00	5,000.00	100,000.00	√		KWMA	NEA, BAC, AGI, CSOs
		Support 50 SMEs to expand their local businesses	Nkawkaw	√	√	√	√	10,000.00	9,000.00	50,000.00	√		KWMA	NEA, BAC, AGI, CSOs
		Construction of Inner Perimeter Fence Wall, 94m x 0.6m Drain, levelling up of ground and ancillary works (2no. 2-unit waiting sheds, 1no. 2-unit urinal) at Adom Market Lorry Park, Nkawkaw.	Nkawkaw	√	√	√	√	400,000.00	0.00	0.00	√		KWMA	MLGRD, MRD, MWH

Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Timeframe (2023)				Cost (GH₵)			Programme Status		Implementing Institution/Department	
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
	Agricultural Services and Management	Provide agricultural inputs and seedlings for farmers	Municipal wide		√	√		45,000.00	0.00	0.00	√		MP	KWMA, DACF Secretariat
		Implement need-based technical assistance and extension support to 20,000 farmers	Municipal wide	√	√	√	√	30,000.00	0.00	10,000.00	√		KWMA	OHLGS, MLGDRD, MDA, DPs, MOFA
		Continue Implementation of MAG Activities	Municipal wide	√	√	√	√	1,000.00	10,000.00	20,000.00	√		KWMA	OHLGS, MLGDRD, MDA, DPs, MOFA
Social Services Delivery	Public Health and Education Services and Management	Undertake support visits and monitoring to health facilities and schools.	Municipal wide	√	√	√	√	0.00	5,500.00	5,000.00	√		MHD, GES	DPs, RHD, KWMA
		Procure and stock the Municipal Medical Stores with adequate drugs and commodities	Nkawkaw					0.00	0.00	396,000.00	√		MHD	EHD, MOH
		Construction of Health Center, staff accommodation and other Ancillary facilities	Wisiwisi	√	√	√	√		0.00	100,000.00			KWMA	MHD

Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Timeframe (2023)				Cost (GH₵)			Programme Status		Implementing Institution/Department	
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
	Social Welfare and Community Services	Provision of social protection interventions and gender empowerment	10 selected communities	√	√	√	√	0.00	0.00	13,550.00	√		KWMA	DPs, MGCSP
		Mobilization of communities for common action	10 selected communities	√	√	√	√	8,800.00	0.00	0.00	√		KWMA	DPs, MGCSP
		Child rights promotion and protection, and combating domestic violence and human trafficking	10 selected communities	√	√	√	√	7,500.00	0.00	37,500.00	√		KWMA	UNICEF, MLGDRD, OHLGS
		Construction and furnishing of a Shelter Home for the destitute	Nkawkaw	√	√	√	√		0.00	500,000.00			KWMA	GPS
		Assist in the payment of hospital bills for the poor and vulnerable	Municipal wide	√	√	√	√	35,000.00	8,000.00	0.00	√		MP	KWMA, DACF Secretariat
	Education, Youth and Sports, and Library Services	Construction of 1No. 6-Unit Classroom Block with ancillary facilities at Kwaku Dwira.	Kwaku Dwira	√	√	√	√	700,000.00	0.00	0.00	√		KWMA	DACF Secretariat, MLGDRD, GES

Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Timeframe (2023)				Cost (GH₵)			Programme Status		Implementing Institution/Department	
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
		Support inter-basic school sports competitions.	Municipal Wide	√	√	√	√	10,000.00	10,000.00	0.00	√		KWMA	DACF/RFG
		Construction of Two (2) kindergarten blocks, Two (2) Sick Bays, Mechanized boreholes, and other Ancillary facilities and supply of furniture	Nkawkaw (Salvation Army Basic School) and Asuboni Rails (Islamic Basic School)	√	√	√	√		0.00	700,000.00	√		KWMA	MED
		Procurement of 500 dual desks for public schools in the municipality	Municipal wide	√	√	√	√	175,000.00	0.00	0.00	√		KWMA	MED, DACF Secretariat, MED, GES
	Public Works, Rural Housing and Water Management	Provision of 250 street lights and accessories	Municipal wide	√	√	√	√	185,000.00	0.00	0.00	√		KWMA	MLGDRD, DACF Secretariat, MOE, ECG
		Extension of electricity to unserved communities across the municipality	Municipal wide	√	√	√	√	3,000,000.00	0.00	0.00	√		ECG	KWMA, MOE
		Drilling and mechanization of 6No. community boreholes	Selected Communities	√	√	√	√	178,125.00	0.00	0.00	√		KWMA	CWSA, DPs

Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Timeframe (2023)				Cost (GH₵)			Programme Status		Implementing Institution/Department	
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
		Maintenance of existing boreholes in the Municipality.	Selected Communities	√	√	√	√	59,375.00	0.00	0.00	√		KWMA	CWSA, DPs
	Environ-mental Health and Sanitation Services	Organization of clean-up exercises in the Municipality	Municipal wide	√	√	√	√	0.00	20,000.00	0.00	√		KWMA	MEHU, Assembly Members, TA
		Enhancement programmes (Air quality control, Noise pollution, Environmental education & promotion)	Municipal wide	√	√	√	√	0.00	15,000.00	0.00		√	KWMA	MEHU
Environmental Management	Disaster Prevention and Management	Emergency response and rescue missions to bring relief to people and communities affected by disaster	Municipal wide	√	√	√	√	22,500.00	0.00	6,500.00	√		KWMA	NADMO, DPs
		Support rehabilitation services of communities affected by disaster and epidemic	Municipal wide	√	√	√	√	250,000.00	0.00	0.00	√		KWMA	NADMO, MUSEC
		Embark on sensitization/campaigns on the need to build resilient settlement structures and safeguarding sustainable environment, etc.	Municipal wide	√	√	√	√	25,000.00	5,000.00	0.00	√		KWMA	NADMO, MEPRMT, MPCU, ISD, MWD, MPPD

Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Timeframe (2023)				Cost (GH₵)			Programme Status		Implementing Institution/Department	
				Q 1	Q 2	Q 3	Q 4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
	Natural Resource Conservation and Management	Tree planting and conservation of biodiversity	Selected Communities		√	√		0.00	0.00	65,000.00	√		KWMA	Okwahuman Youth Association, Eco Warriors Movement, DPs, NADMO
		Creation and maintenance of adequate urban green spaces	Nkawkaw	√	√	√	√	30,000.00	0.00	0.00	√		KWMA	MPPD, NADMO, MFD
	Climate Action and Sustainability	Sensitization on acquisition of Building Permits for all buildings	Municipal wide	√	√	√	√	25,000.00	5,000.00	0.00	√		KWMA	MPPD, MWD, MRD, EPA
Infrastructure Delivery and Management	Urban Roads and Transport Services	Construction of culverts, road speed humps and marking of road lines on selected roads in the Municipality	Nkawkaw	√	√	√	√	100,000.00	0.00	0.00	√		KWMA	MRH, MRD
		Grading, Pothole Patching, and Grass Cutting of/on/along selected roads in the Municipality	Municipal Wide	√	√	√	√	100,000.00	0.00	0.00	√		KWMA	MRH, MRD
		Construction/Grading of 10 km feeder roads	Municipal wide	√	√	√	√	385,000.00	0.00	0.00	√		KWMA	MRH, MRD
		Dredging of Major Drains in the Municipality	Nkawkaw, Asuboni Rails, etc.	√	√	√	√	105,000.00	0.00	0.00	√		KWMA	MRH, MRD

Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Timeframe (2023)				Cost (GH₵)			Programme Status		Implementing Institution/Department	
				Q 1	Q 2	Q 3	Q 4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
Management and Administration	General Administration	Conduct quarterly popular participation sessions (town hall meetings)	Selected Communities	√	√	√	√	35,000.00	5,000.00	0.00	√		KWMA	MPCU, CSOs, Media, TA, NGOs, CBOs, Trade Associations
		Stakeholder consultative engagements/meetings	Nkawkaw	√	√	√	√	5,000.00	0.00	0.00	√		KWMA	CAD, MPCU
	Gender, Women Empowerment and Inclusive Development.	Support/Facilitate activities of the Gender-Desk in basic schools and project communities.	Nkawkaw and Selected Communities	√	√	√	√	0.00	3,000.00	15,000.00	√		KWMA	CAD, MPCU, PMI-WILL, RGD
		Create awareness on total inclusiveness of all classes of people in the Municipality.	Municipal Wide	√	√	√	√	0.00	10,000.00	10,000.00	√		KWMA	CAD, MPCU, PMI-WILL, RGD
		Support prospective women in local level election in the Municipality.	Municipal Wide	√	√	√	√	0.00	20,000.00	15,000.00	√		KWMA	CAD, MPCU, PMI-WILL, RGD
	Human Resource	Capacity Building for staff of decentralised departments	Nkawkaw	√	√	√	√	60,000.00	20,000.00	0.00	√		KWMA	MHRD, OHLGS, RCC, Departments

Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Timeframe (2023)				Cost (GH₵)			Programme Status		Implementing Institution/Department	
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
		Staff Management and Development	Nkawkaw and beyond	√	√	√	√	50,000.00	0.00	0.00	√		KWMA	MHRD, OHLGS, RCC, Departments
		Conduct Performance Contracts	Nkawkaw	√	√	√	√	10,000.00	10,000.00	0.00	√		KWMA	MHRD, OHLGS, RCC, Departments
	Finance	Preparation of Fee Fixing Resolutions and Revenue Improvement Action Plan (RIAP)	Nkawkaw		√	√		5,000.00	2,000.00	0.00	√		KWMA	MFD, Budget Committee, Key Stakeholders
		Organization of Public Budget Hearings	Nkawkaw	√	√	√	√	10,000.00	10,000.00	0.00	√		KWMA	MFD, Budget Committee, Key Stakeholders
	General Administration	Support to Education and Health directorates.	Nkawkaw	√	√	√	√	50,000.00	23,000.00	0.00	√		KWMA	Central Admin., MOH, GHS, DPs
		Renovation and furnishing of MCE's Residence	Nkawkaw	√	√	√	√	400,000.00	0.00	0.00	√		KWMA	MLGDRD, DACF Secretariat
		Construction of Municipal Assembly Office Block Complex	Nkawkaw	√	√	√	√	700,000.00	0.00	0.00	√		KWMA	MLGDRD, DACF Secretariat

Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Timeframe (2023)				Cost (GH₵)			Programme Status		Implementing Institution/Department	
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
		Construction of 1No. 3-Unit Semi-detached Bungalow for Agric Extension Agents at Nkawkaw	Nkawkaw	√	√	√	√	700,000.00	0.00	0.00	√		KWMA	MLGDRD, DACF Secretariat
		Procurement of Goods and Services (Office supplies, consumables, printing materials, utilities)	Nkawkaw	√	√	√	√	100,000.00	100,000.00	0.00	√		KWMA	CAD, MFD, Procurement Unit DACF Secretariat
		Organisation of General Assembly, Statutory Committees and stakeholder meetings	Nkawkaw	√	√	√	√	25,000.00	25,000.00	0.00	√		KWMA	CAD, Departments, Stakeholders
		Organization of National Celebration Days		√	√	√	√	50,000.00	50,000.00	0.00	√		KWMA	CAD, Departments, Stakeholders
	General Administration	Operation and Maintenance (Vehicles, equipment and facilities, etc)	Nkawkaw	√	√	√	√	500,000.00	500,000.00	0.00	√		KWMA	CAD, Departments
		Procurement of office furniture and equipment for Decentralized Departments	Nkawkaw	√	√	√	√	60,000.00	10,000.00	0.00	√		KWMA	Central Admin., MFD, PU

Programme (PBB)	Sub-programme (PBB)	Broad Activities	Location	Timeframe (2023)				Cost (GH₵)			Programme Status		Implementing Institution/Department	
				Q1	Q2	Q3	Q4	GoG	IGF	Others	New	Ongoing	Lead	Collaborating
	Planning, Budgeting, Monitoring and Evaluation	Conduct quarterly monitoring and evaluation on development projects/activities	Municipal wide	√	√	√	√	15,000.00	10,000.00	0.00	√		KWMA	MPCU, CSOs, Media, TA, ZCs
		Preparation of Annual Action Plans and Composite Budgets	Nkawkaw	√	√	√	√	15,000.00	50,000.00	0.00	√		KWMA	MPCU, Budget Committee, Departments/ Agencies, CSOs
		Preparation of APRs and Quarterly Progress Reports	Nkawkaw	√	√	√	√	10,000.00	10,000.00	0.00	√		KWMA	MPCU, RPCU, NDPC
		Conduct reviews of AAP and Annual Composite Budget	Nkawkaw		√	√		20,000.00	5,000.00	0.00	√		KWMA	MPCU, RPCU
		Procurement of Petty tools and implements	Nkawkaw	√	√	√	√	50,000.00	25,000.00	0.00	√	√	KWMA	CAD, MPCU,
		Provide Legal, Security and Protocol Services	Nkawkaw	√	√	√	√	0.00	40,000.00	18,000.00	√	√	KWMA	CAD, MPCU,