

SUNYANI WEST MUNICIPAL ASSEMBLY



ANNUAL ACTION PLAN FOR 2023

**MPCU Secretariat,
Sunyani West Municipal,
Odomase.**

September, 2022

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DECLARATION

The Sunyani West Municipal Assembly at a General Assembly meeting held on theday of October Approved the District Annual Action Plan for the period 2023.

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Hon. (Dr) Joseph Adu-Mensah
Presiding Member
Sunyani West Municipal

.....
Mr Gordon Domaye
Municipal Coordinating Director
Sunyani West Municipal

SECTION ONE

1.0 INTRODUCTION

1.1 Background of the District

Sunyani West Municipal Assembly (SWMA) is one of the 12 Municipalities/Districts in the Bono Region of the Republic of Ghana. It was elevated to a Municipal status on the 13th November, 2019 by the executive instrument with Odomase as the administrative capital. SWMA is the planning authority of the area and has planning and rating powers.

1.2 Scope and Focus: Vision and Mission

The SWMA's vision is a future in which all inhabitants will experience enhanced living conditions and adequate socio-economic services of satisfactory quality in a well-maintained, highly decentralized and democratic environment.

The mission of the Assembly is to attain high standards of living for the inhabitants of the district through public-private collaboration, provision of facilities, social services, improved farming and husbandry methods in a sustained environment, and promoting governance through the strengthening of the Municipal Assembly's (MA) structures.

Our core values are accountability, client-oriented, creativity, diligence, equity, integrity, innovativeness, loyalty, commitment, anonymity, impartiality, permanence, timeliness and transparency.

We also embrace the cultural and ethnic diversity of the Municipality and are committed to promoting good governance, partnership and environmentally sustainable technologies for development actions.

1.3 Objectives of the Assembly

In line with the National Medium-Term Development Policy Framework for 2022-2025, the Assembly has adopted the objectives and strategies which are relevant to the achievement of its development aspirations for implementation in its Municipal Medium Term Development Plan for 2022-2025 and Annual Action Plan for 2023. The goals, objectives, strategies, programmes and sub-programmes are shown in the tables below.

2.1 Annual Implementation Plan

This section presents the Annual Action Plan for 2023. Specifically, it indicates the various programmes, sub-programmes and their related activities, location, expected outputs, time frame, estimated cost and implementing agencies.

DEVELOPMENT DIMENSION 1: ECONOMIC DEVELOPMENT

Programme (PBB)	Sub-pro (PBB)	Broad activities	Location	Time frame (year e.g 2023)				Cost			Programme status		Implementing /institution/departm ent	
				Q1	Q2	Q3	Q4	GOG	IGF/A BFA	Others	New	Ongoi ng	Lead	Collaborating
Promote Economic Development	Trade, Industry and Tourism Services	Periodic review of business regulations	Municipal Wide					-	-	65,000.00	√	-	BAC	SWMA
		Mobilize and support MSMEs activities	Fiapre and Chiraa					-	-	500,000.00	√	-	BAC	SWMA
		Support entrepreneurial skill training	Municipal Wide					30,000.00	-	100,000.00	√	-	NG Os/SWMA	NIIT, NVTI
		Develop 1N0. tourist site	Nsoatre					200,000.00	√	-	√	-	SWMA	GTB
Promote Economic Development	Agricultural and rural Development	Train 15 AEAs in data collection and IPM principle	Entire Municipal					5,000	√	-	√	-	CA D	SWMA
		Conduct quarterly	Odomase Chiraa					2,000	-	-	√	-	DO A	SWMA

		inspection to agro-shops	Nsoatre Fiapre											
		Conduct training for farmers in communities on safe handling of agro-chemicals	Odomase					-	10,000.00	5,000	-	-	DO A	SWMA
		Organize 5 trainings for Women Groups on mushroom production	Odomase					20,000.00	-	-	√	-	DO A	SWMA
		Train 10 Women FBOs on farming as a business	Odomase					30,000.00	-	-	√	-	DO A	SWMA
		Conduct one Poultry and Livestock survey	Municipal Wide					40,000.00	-	-	√		DO A	SWMA
		Organize 3 trainings for 20 livestock farmers on	Odomase					60,000.00	-	-	√		DO A	SWMA

		improved housing											
		Train farmers on post-harvest technologies	Odomase				10,000	-	-	√		DO A	SWMA
		Organize training for 10 Processing Groups	Odomase				10,000	-	-	-	√	DO A	SWMA
		Nurse and distribute 150,000 seedlings (cashew) to farmers within the Municipality	Odomase				50,000	-	-	√	-	SW MA	DOA
		Organize 150 Field days for 68 demonstrations	Odomase Chiraa Fiapre Nsoatre				10,000	-	-	√	-	DO A	SWMA
		Train the Youth in Agriculture Value Chain	Odomase				60,000	-	-	√	-	DO A	SWMA
ENHANCEMENT OF THE MANAGEM	General Administration	Maintenance of official motor bikes	Odomase				2,000			√		DO A	SWMA

ENT AND ADMINISTR ATION OF THE ASSEMBLY														
		Conduct quarterly Management meetings	4 Odomase					4000			√		DO A	SWMA
		Conduct monthly Technical Review meetings	Odomase					5000			√		DO A	SWMA
		Organize 4Municipal RELC meeting	Odomase					5,000			√		DO A	SWMA
		Organize one stakeholder meeting to establish Municipal Agriculture Business Partnership programme	Sunyani					6,000			√		DO A	SWMA
		Accountant submit monthly	Odomase					5,000			√		DO A	SWMA

		financial reports and attend Financial Review meeting at RADU											
	Market Infrastructure	Construct 1No.10 Units Market Stores at Fiapre Market	Fiapre				500,000.00	-	-	√		MWD	SWMA
		Rehabilitate 2No. Market Infrastructure	Kwabenak umaa & Tainso				300,000.00	-	-	√		MWD	SWMA

DEVELOPMENT DIMENSION 2: SOCIAL DEVELOPMENT

Program me (PPB)	Sub-pro (PDD)	Broad activities	Location	Time frame (year e.g 2023)				Cost			Programme status		Implementing /institution/ department	
				Q1	Q2	Q3	Q4	GOG	IGF/A BFA	Others	New	Ongoing	Lead	Collaborating
Social service delivery	Education and training	Provide financial assistance to 50 needy but brilliant boys and girls at all level of education	Municipal Wide					-	-	60,000.00	-	√	GES	SWMA
		Organize science technology engineering and mathematics and ICT education	Municipal Wide					-	-	20,000.00	-	√	GES	SWMA
		Provide 50 desktop computers for schools	Municipal Wide					40,000.00	-	-	√	-	GES	SWMA

		Intensify monitoring and supervision in schools (Regular school inspection)	Municipal Wide				30,000.00	-	-	√	-	GES	SWMA
		Organize orientation and induction for newly trained teachers	Odomase				10,000.00	-	-	√	-	GES	SWMA
		Organize sensitization programme to whip up interest for girl-child education in schools	Municipal Wide				10,000.00	-	-	√	-	GES	SWMA
		Organize sports and cultural activities for schools	Odomase				10,000	-	-	√	-	GES	SWMA
		Organize INSET/Work	Odomase				15,000	-	-	-	√	GES	SWMA

		shops for the Head teachers/Circuit supervisors and officers											
		Organize Capacity Building Workshop for STMIE Teachers	Odomase				10,000.00	-	-	-	√	GES	SWMA
		Support the organization of My first Day at School	Odomase				15,000.00	-	-	-	√	GES	SWMA
		Supply of 500pcs desk to selected Schools and Teachers	Municipal wide				30,000.00	-	-	-	√	SWMA	GES
ENHANCEMENT OF THE MANAGMENT	Educational Infrastructure	Construction of KG Block and Supply of furniture at	Chiraa				400,000.00	-	-	√	-	GES	SWMA

AND ADMINI STRATI ON OF THE ASSEMB LY		Presby School											
		Construction of 1N0.3- Unit Classroom Block and supply of Furniture at M.A School at Adantia	Adantia				400,000. 00	-	-	√	-	GES	SWMA
		Construction of KG Block and Supply of Funiture at Twumasikro m	Twumasik rom				380,000. 00	-	-	√	-	GES	SWMA
		Construction of 4-Units Workshop at Nsoatre Vocational Institute	Nsoatre				450,000. 00	-	-	√	-	GES	SWMA

		Complete Construction of 1No.6-Bedroom Teachers Bungalow at Aduonya	Aduonya					338,382.00	-	-	-	√	GES	SWMA
		Renovation of School buildings	Municipal Wide					200,000.00	-	-	√	-	GES	SWMA
Social Service Delivery	Health and Health service	Re-activating Adolescent Reproductive Health clubs in all JHS & SHS	Odomase Chiraa					10,000.00	-	-	√	-	GHS	SWMA
		Organize community durbar on Mental Health Services	Odomase					60,000.00	-	-	√	-	GHS	SWMA
		Conduct quarterly supportive monitoring and supervision on services	Odomase					60,000.00	-	-	√	-	GHS	SWMA

		delivery at facilities											
		Conduct routine health education on the various FM Stations for the public to make an informed choice on health behaviors	Municipal Wide				10,000.00	-	-	√	-	GHS	SWMA
		Support NID/Malaria and other Health Programmes	Municipal Wide				10,000.00	-	-	√	-	GHS	SWMA
		Monitoring and Evaluation Reporting on HIV/AIDS activities	Odomase				12,000.00	-	-	√	-	GHS	SWMA
		Furnishing of Health Facilities	Odomase				10,000.00	-	-	√	-	GHS	SWMA
ENHANCEMENT		Paving and Landscape of	Fiapre				230,000.00	-	-	-	√	GHS	SWMA

OF THE MANAGEMENT AND ADMINISTRATION OF THE ASSEMBLY		Fiapre Health Centre											
		Extension of electricity to 2No. Health Centers	Boffourkrum and Kwabenakuma				50,000.00	-	-	√	-	GHS	SWMA
		Complete payment for Construction of CHPS Compound at Fiapre Zongo	Fiapre Zongo				178,483.00	-	-	-	√	GHS	SWMA
Social service delivery	Water ,sanitation and hygiene sanitation delivery	Procure and supply of 2No. Motor-bikes to EHOs for regular/daily monitoring	Odomase				30,000.00	-	-	-	√	SWMA	EHU

		Acquire and develop an Engineered Landfill site	Adoe					100,000.00	-	-	-	√	SW MA	EHU
		Organize monthly clean-up exercise in all electoral areas	Municipal wide					10,000.00	-	-	-	√	SW MA	EHU
		Management of Final disposal sites/dumping sites and Evacuation of refuse	Odomase					20,000.00	30,000.00	-	-	√	SW MA	EHU
		Conduct daily monitoring and supervision of sanitary laborers	Odomase					50,000	10,000	-	-	√	SW MA	EHU
	Support Vulnerable and Excluded	Support to skill training programmes for women	Municipal Wide					80,000.00	-	-	√	-	SW CD	SWMA

		Educate the public and enforce child protecting laws and policy	Municipal Wide				10,000.00	√	-	-	-	SW CD	SWMA
		Organize sensitization workshops for parent to send identify children with special needs	Municipal Wide				20,000.00	-	-	√	-	GES	SWCD, GHS
		Organize adult education programmes /mass meeting on issues affecting children and domestic violence	Municipal Wide				35,000.00	-	-	-	√	SW CD	SWMA
		Undertake Gender Based activities	Municipal Wide				10,000.00	-	-	-	√	SW CD	SWMA

		Implement PWDs Action Plan	Municipal Wide				55,000.00	-	-	-	√	SW CD	SWMA
		Educate the youth on vocation technical education	Municipal Wide				-	-	20,000.00	-	√	SW CD	SWMA
		Support the youth with special skills	Municipal Wide				10,000.00	-	-	-	√	SW CD	SWMA
		Support the implementation of LEP within the Municipality	Municipal Wide				30,000.00	-	-	-		SW CD	SWMA

DEVELOPMENT DIMENSION 3: ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT

Programme (PPB)	Sub-pro (PDD)	Broad activities	Location	Time frame (year e.g 2023)				Cost			Programme status		Implementing / institution/ department	
				Q1	Q2	Q3	Q4	GOG	IGF/ ABF A	Others	New	Ongoing	Lead	Collaborating
INFRASTRUCTURE DELIVERY AND HUMAN SETTLEMENT MANAGEMENT	Water, Sanitation and Hygiene Infrastructure	Drilling of 6No. Boreholes fitted with Hand Pump	Chiraa Tanom, Aduonya, Appiakrom, Kantro CHPs Compound, Chiraa Attakrom & Apprakukrom					100,000.00	-	-	√	-	SWMA	MWST
		Complete the Mechanization of 3No. Boreholes at Mantukwa, Ayakumaso and Odomaseman SHS	Mantukwa, Ayakumaso and Odomaseman SHS					150,000.00	-	-	√	-	SWMA	MWST
		Rehabilitation of 20No.	Selected Communities					100,000.00	-	-	√	-	SWMA	MWST

		Borehole within the Municipality.	within the Municipality										
		Mechanized 5No. Borehole	Timbernkwan ta, Tumiayenko, Chiraa Tanon, Baamu, Chiraa Attaakrom & Sereso				200,000.00	-	-	√	-	SWMA	MWST
		Conduct Periodic water test for all existing public water source within the Municipality	Municipal Wide				-	-	100,000.00	√	-	NGO	SWMA
		Undertake WASH Learning Alliance	Municipal Wide				-	-	50,000.00	√	-	WSMT	SWMA
		Construction of 1No. 2-Seater toilet and urinal at Fiapre	Fiapre Durbar Grounds				50,000	20.000	-	-	√	SWMA	EHU

		Durbar Grounds											
		Support to MWST	Municipal Wide				10,000.00	5,000	-	-	√	SWMA	MWST
		Training of WATSAN/WSMT AND VLSA	Odomase				30,000.00		-	-	√	SWMA	MWST
		Procurement of Cleaning materials(such as Refuse containers/bins, detergent, brooms and services)	Municipal Wide				40,000.00	-	-	√	-	SWMA	EHU
		Evacuation of refuse at Nsoatre, Chiraa, Odomase and Fiapre	Nsoatre, Chiraa, Odomase and Fiapre				230,000.00	-	-	√	-	SWMA	EHU
	Drains and Road	Construction of Culvert for	Odomase, Tim bernkwanta ,				200,000.00	-	-	√	-	Urban Roads	SWMA

	Infrastructure	selected communities	Aduonya , & Tanon											
		Const,250 Km feeder roads/spot improvement	Odomase Nsoatre Fiapre Chiraa Aduonya				500,000.00	-	-	√	-	Urban Roads	SWMA	
		Putting up of road signage at four major towns	Odomase Nsoatre Fiapre Chiraa				75,000.00	-	-	√	-	Urban Roads	SWMA	
		Grass Cutting along two major roads	Odomase Nsoatre Fiapre Chiraa				20,000.00	-	-	√	-	Urban Roads	SWMA	
		Marking of roads along four (4) major highways within the Municipality	Odomase Nsoatre Fiapre Chiraa				20,000.00	-	-	√	-	Urban Roads	SWMA	
	Office and Staff Accommodation	Construction of 1No. Junior Staff Bungalow	Odomase				400,000.00	-	-	√	-	WORKS	SWMA	
		Construction 1No. Senior Staff	Odomase				350,000.00	-	-	√	-	WORKS	SWMA	

		Quarters for Decentralized Department											
		Construction of Nurses Quarters at Boffourkrom Health Center	Boffourkrom				500,000.00	-	-	√	-	WORKS	SWMA
		Renovation of MCE/Staff quarters	Odomase				20,000.00	-	-	√	-	WORKS	SWMA
		Construct 1No. Area Council office	Koduakrom				320,000.00	-	-	√	-	WORKS	SWMA
		Procurement of Electricity poles, street bulbs and Accessories and maintenance of street lights.	Municipal Wide				180,000.00	-	-	√	-	WORKS	SWMA
		Renovation of Fire	Nsoatre				60,000.00	-	-	√	-	FS	SWMA

		station at Nsoatre												
	Human Settlement Management	Facilitate the Process of Development and Planning Control	Odomase Nsoatre Fiapre Chiraa					10,000.00	-	-	√	-	PPD	SWMA
		Preparation and Revise of Local Plans	Odomase Nsoatre Fiapre Chiraa					100,000.00	-	-	√	-	PPD	SWMA
		Organize planning education within the major towns in the municipality	Municipal Wide					15,000.00	-	-	√	-	PPD	SWMA
		Organize monthly Technical Sub-Committee and Statutory Planning Committee Meetings	Odomase	-				60,000.00	-	-	√	-	PPD	SWMA

		Undertake landscaping within the Municipality	Municipal wide				30,000.00	-	-	√	-	PPD	SWMA
		Erection and maintenance of Street naming Signage	Municipal Wide				20,000.00	-	-	-	√	PPD	SWMA
		Conduct site inspections	Municipal Wide				5,000.00	-	-	-	√	PPD	SWMA
IMPROVE ENVIRONMENTAL AND SANITATION MANAGEMENT	Disaster Prevention and Environmental Management	Encourage buffer along major stream	Municipal Wide				35,000.00	-	-	√	-	NADMO	SWMA
		Distribution of relief item	Municipal Wide				100.000	-	-	√	-	NADMO	SWMA
		Public Education on Bushfires	Municipal Wide				50,000.00	-	-	√	-	NADMO	SWMA
	Natural Resource Conservation and Climate Change	Embark on Tree Planting	Municipal Wide				300,000	-	-	√	-	NRCFG W	SWMA

	Resilience												
		Anti-bush fire campaign and climate change Activities	Municipal Wide	-				30,000.00	-	-	-	√	NADMO SWMA

DEVELOPMENT DIMENSION 4: GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY

Programme (PPB)	Sub-pro (PDD)	Broad activities	Location	Time frame (year e.g 2022)				Cost			Programme status		Implementing /institution/department	
				Q1	Q2	Q3	Q4	GOG	IGF/ABF A	Others	New	Ongoing	Lead	Collaborating
ENHANCEMENT OF THE MANAGEMENT AND ADMINISTRATION OF THE ASSEMBLY	Human Resource Management	Support regular training of the Assembly members, DA staff and Unit Committees and equip them with logistics for effective performance	Municipal Wide					50,000.00	-	20,000	-	√	CAD	Urban/Town/Area Councils

	General Administration	Procurement of Office Materials and Equipment	Odomase					50,000.00	-	-	√	-	CAD	SWMA
		Maintenance of Heavy duty and official vehicles	Odomase					100,000.00	-	-	√	-	CAD	SWMA
		Support to TAs	Odomase Fiapre Nsoatre Chiraa					80,000.00	-	-	-	√	CAD	SWMA
		Support Community Self-initiated Projects	Municipal Wide					214,377.29	-	-	√	-	CAD	SWMA
		National/Official Celebrations	Municipal Wide					110,000.00	-	-	-	√	CAD	SWMA
		Acquisition of Land for Recreational Facilities	Municipal Wide					24,000.00	-	-	√	-	CAD	SWMA
		Organize national days celebration	Municipal wide					100,000.00	-	-	-	√	DA	DE

	Planning, Budgeting and Coordination	Organize Four Town Hall and accountability meetings at sub-structures	Municipal wide					-	-	100,000.00	√	-	CAD, SMA ID	Urban/Town, Area Councils
	General Administration	Support Security operations	Municipal wide					50,000.00	-	-	-	√	SWMA	GNFS, GIS & GPS,
		Maintain law and Order within the Municipality	Municipal wide					30,000.00	-	-	-	√	SWMA	GNFS, GIS & GPS,
		NACAP and ARAP (Accountability, rule of law and Anti-Corruption programme)	Municipal Wide					20,000.00	-	-	-	√	NCC E	SWDA

DEVELOPMENT DIMENSION 5: EMERGENCY AND RESPONSE (INCLUDING 19 RECOVERY PLAN)

Programme (PPB)	Sub-pro (PDD)	Broad activities	Location	Time frame (year e.g 2023)				Cost			Programme status		Implementing / institution/department	
				Q1	Q2	Q3	Q4	GOG	IGF/ ABF A	Other s	New	Ongoin g	Lead	Collaborating
ENHANCEMENT OF THE MANAGEMENT AND ADMINISTRATION OF THE ASSEMBLY	General Administration	Provide relief package for the victims	Municipal Wide					50,00.00	-	-	-	√	NADMO	SWMA
		Mitigation against the unforeseen (Emergency works)	Municipal Wide					70,000.00	-	-	√	-	NADMO	SWMA
		Support for Covid-19	Municipal Wide					50,000.00	-	-	√	-	CAD	SWMA

		Related Activities												
		Procurement and Distribution of Relief items	Municipal Wide					20,000.00	-	-	√	-	NADMO	SWMA

DEVELOPMENT DIMENSION 6: IMPLEMENTATION, COORDINATION, MONITORING AND EVALUATION

Programme (PPB)	Sub-pro (PDD)	Broad activities	Location	Time frame (year e.g 2023)				Cost			Programme status		Implementing / institution/department	
				Q1	Q2	Q3	Q4	GOG	IGF/ABFA	Others	New	Ongoing	Lead	Collaborating
ENHANCEMENT OF THE MANAGEMENT AND ADMINISTRATION OF THE ASSEMBLY	Planning, Budgeting and Coordination	Preparation of all Plans and Budget at all level	Odomase					60,000.00	-	-	√	-	CAD	SWMA
		Support to department	Odomase					70,000.00			√		MA	Departments
		Coordinate MPCU Activities	Odomase					50,000.00	-	-	√	-	CAD	SWMA
		Embark on Quarterly	Municipal Wide					60,000.00	-	-	√	-	CAD	SWMA

		Monitoring of Development Projects and Programme											
		Preparation of Quarterly and Annual Progress Report	Odomase				30,000.00	-	-	√	-	CAD	SWMA
	Administration	Support to management meetings	Odomase				10,000.00	-	-	-	√	CAD	SWMA
		Organize quarterly Audit Committee.	Odomase				40,000.00	-	-	-	√	CAD	SWMA

**SUMMARY OF PLANNED ACTIVITIES UNDER THE DEVELOPMENT
DIMENSIONS**

S/No	Development Dimension	Number of Activities	Remarks
1.	Economic Development	24	
2.	Social Development	39	
3.	Environment, Infrastructure and Human Settlement	30	
4.	Governance, Corruption and Public Accountability	12	
5	Emergency and Response (Including 19 Recovery Plan)	4	
6	Implementation, Coordination, Monitoring and Evaluation	7	
	Total	116	

ACRONYMS	
BRCC	Bono Regional Coordinating Council
CAD	Central Administration Department
DSWCD	Department of Social Welfare and Community Development
DUR	Department of Urban Roads
EPA	Environmental Protection Agency
GWCL	Ghana Water Company
RDA	Regional Department of Agriculture
TAs	Traditional Authorities

