

SEFWI WIAWSO MUNICIPAL ASSEMBLY
2021COMPOSITE ANNUAL ACTION PLAN

Programmes	Sub-programmes	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget			Implementing Agencies	
						1st	2nd	3rd	4th	GOG	IGF	Donor	Lead	Coll.
GOAL 1: BUILD A PROSPEROUS SOCIETY														
ECONOMIC DEVELOPMENT	Strong and resilient economy	Prepare and implement procurement plans	Municipality		Procurement plans prepared					4,000.00			CA	Dev't Plannin g, Budget, Works Dept't
		Construction of 5M X 1.5M rectangular storm drain (350M long) and 600M U-drain, 350M long	Dwinase market		Storm drain constructed							1,718,521.24	MA	Works Dept.
	Grading of market	Boako		Market graded							70,000.00	MA	Works Dept.	
	Construction of 80-unit market stalls, 20-unit market stores	Dwinase market		Market stalls and market stores constructed							2,649,928.41	MA	Works Dept.	
	Construction of 160-unit market stalls, 20-unit market stores, Fire post and Police post	Dwenase		Market stalls, market stores constructed, police post constructed							4,776,930.32	MA	Works Dept.	
	Support SMEs to access financial assistance from financial institutions	Municipal wide		SMEs supported to access credit					5,000.00			BAC	MA	
	Organise technical and managerial training for entrepreneurs and SMEs	Municipal wide		Entrepreneurs provided with technical and managerial training					5,000.00			BAC	MA	
	Private Sector Development													

		Organise business foerum /LED Platform s meetings		Business forums /LED meetings organised					20,000.00			BAC	MA
		Construction of temporary market shed for relocation	Dwinase	Temporary market shed constructed					148,736.87			MA	Works Dept
	Agricultural and Rural Development	Organize Municipal Farmers Day Celebrations	Municipality	Farmers day organised					70,000.00			MOFA	MA
		Training of AEAs and MDOs on Extension Tools	Municipality	No. of AEAs and MDOs trained					3,000.00			MOFA	MA
		Train 20 women Group Executives on Group Sustainability	Municipality	No. of training organized					2,510.30			MOFA	MA
		Organize training for AEA's and 20 farmers on poultry and pig feed formulation	Municipality	No. of training organized					6,555.00			MOFA	MA
		Establish Crop Demonstration per each AEA in their operational areas	Municipality	No. of crop demonstration established					4,590.00			MOFA	MA
		Organize training for 20 women on Small Ruminant on P.P.R. Detection and prevention	Municipality	No. of training organized					2,265.00			MOFA	MA
		Organize training for 30 poultry farmers on N.C.D and Rabies prevention	Municipality	No. of training organized					740.00			MOFA	MA
		Organize TEDMAG Training for AEA's, NADCO, VERT and MDA	Wiawso	No. of TEDMAG training org.					2,000.00			MOFA	MA
		Training of 20 women on Agro-processors in Business planning and management	Municipality	No. of women trained					2,000.00			MOFA	BAC/MA
		Train DDO's and AEA's on Yield Studies	Municipality	DDO's and AEA's trained					2,700.00			MOFA	MA
		Organize AEA's to undertake Home and	Municipality	Home and farm visit organized					18,000.00			MOFA	MA

		Farm Visit in their operational area											
		Training 30 farmers on safe handling of Agro-Chemicals	Municipality		No. of training Org.				1,970.70				MOFA MA
		Organize training for 50 women farmers on weaning mix preparation	Municipality		No. of training organized				2,600.00				MOFA MA
		Training 3 women Groups on Soap making as additional source of livelihood	Municipality		No. of women group trained				1,200.00				MOFA MA, BAC
		Monitoring and supervision by DDO's in their Zonal Area	Municipality		Monitoring and supervision Org.				16,800.00				DDO's MOFA, MA
		Organize Radio Sensitization for farmers on PFJ, PERD and RFJ	Municipality		No. of sensitization programmes Org.				1,000.00				MOFA MA
		Organize seminars/workshops for Director and Accountant on how to respond to Audit Queries	Municipality		No. of workshop organized				3,252.00				MOFA MA
		Monitoring and supervision by MDA	Municipality		Monitoring and supervision organized				5,000.00				MDA MOFA, MA
		Conduct weekly market survey in the municipality	Municipality		Market survey conducted				5,130.00				MOFA MA
		Organize a field trip to Kumasi for AEA's and MDO's	Kumasi		No. of field trips organized				3,884.00				MOFA MA
		Conduct regularly monitoring by the PFJ Desk Office to outlets in the Municipality	Municipality		Monitoring organized				6,000.00				MOFA MA
		Training of 20 women on dry season vegetable farming	Municipality		No. of women trained				1,000.00				MOFA MA
		Organize seminars /conference for Director, MIS Officer, Driver and Accountant	Municipality		No. of seminars organized				9,204.00				MOFA MA

		Organise data collection on all tourist sites and profile tourism potentials			Data collection on all tourist sites and profiling of tourist sites undertaken					10,000.00			CA	MA	
	Tourism and Creative Arts development	Project Ellue festival	Wiawso		Ellue festival projected					25,000			MA	MoTA C/BAC/ NBSSI	
SUB-TOTAL										732,500.00	530,000	5,371,718.11			
GOAL 2: CREATE OPPORTUNITIES FOR ALL															
EDUCATION	Pre-Tertiary Education	Financial assistance to the S.T.M.E/ICT Clinic ,My First Day at School Celebration	Municipality		No. of STMIE programmes held					25,000.00			GES	MA	
		2021 Financial assistance to selected Teacher Trainees/Brilliant but needy students	Municipality		No. of students supported					220,000.00			MA	GES	
		Support to 2021 B.E.C.E Mock Examination	Municipality		No. mocks conducted					50,000.00			MA	GES	
		Monitor and Evaluate District Education delivery programme	Municipality								10,000.00			MA	GES
		Conduct regularly school inspection	Municipality								10,000.00			MA	GES
		Organize School Performance Appraisal Meeting (SPAM)	Municipality								5,000.00			MA	GES
		Organize training workshop for male and female circuit supervisors	Municipality								8,517.00			MA	GES
		Construction of 1No. 2Unit KG Block with auxiliary facilities	Bosomoiso		No. of Classroom blocks						353,737.65			MA	Works Dept.
		Rehabilitation of 1No. 3Unit Classroom Block	Asafo		No. of classroom blocks						90,000.00			MA	Works Dept.

		Construction of 1No. 6 Unit classroom Block with Office, Store and auxiliary facilities	Kyeamekrom		No. of classroom blocks					610,070.48			MA	Works Dept.
		Construction of 1No. 3 Unit classroom Block with auxiliary facilities	Anglo		No. of classroom blocks					15,013.70			MA	Works Dept.
		Procurement of 600 No. Dual Desk Furniture	Municipality		No. of Dual Desk Furniture					144,000.00			MA	GES
		Procurement of 100 tables and Chairs for teachers	Municipality		No. of tables and chairs					45,000.00			MA	GES
		Maintenance of selected school buildings	Municipality		No. of school buildings					210,000.00			MA	Works Dept.
		Procurement of 100 No. Mono Desk	Municipality		No. of Mono Desk					80,000.00			MA	GES
		Construction of 1No. 3-unit classroom with office and store and ancillary facilities	Penakrom		No. of classroom blocks					189,007.67			MA	Works Dept.
		Construction of 1No. 3-unit classroom with office and store and ancillary facilities	Pewodie		No. of classroom blocks					189,566.27			MA	Works Dept.
		Construction of 1 No. 6-Unit Classroom Block with Office, Store And 4-Seater KVIP	Swanzy		No. of classroom blocks, office, store and seater KVIP constructed					592,690.35			MA	Works Dept.
		Continuation and completion of 1No. Clinic (Phase 1)	Asawinso		No. of Clinic constructed					68,551.05			MA	GHS
		Rehabilitation of Clinic and nurses' quarters	Abrabra		Building rehabilitated					52,453			MA	GHS
		Construction of 1No. CHPS Compound	Anhwiam		No. of CHPS constructed					49,233.97			MA	GHS
		Construction of 1No. CHPS Compound	Sefwi Shed		No. of CHPS constructed					33,279.21			MA	GHS
		Construction of 1No. 2 storey Community Health Nursing Training Hostel	Asafo							50,803.71			MA	GHS

		Support to small water system	Municipality		Small water system supported				102,170.00	200,000		MA	Works Dept.
	Waste Management and Environmental Sanitation	Increasing household Latrines in the Municipality (CLTS)	Municipality		No. of ODF communities				80,000.00			MA	EHSU
		Procuring sanitary tools	Municipality		No. of sanitary tools procured				40,000.00			MA	EHSU
		Conducting inspection of premises and enforcing regulation	Municipality		Inspection of premises conducted				20,000.00			MA	EHSU
		Organise orientation for food Vendors and school feeding caterers	Municipality		Sensitisation for food Vendors organised				20,000.00			MA	EHSU
		Organizing hygiene education and medical screening for food handlers	Municipality		No. of food handlers screened					30,000.00		EHSU	GHS, MA
		Fumigate all market centres against Covid-19	Municipality		No. of Market centres fumigated				50,000.00			EHSU	MA
		Organizing Environmental Education Programme and Controlling Environmental Pollution	Municipality		No. of education programme Org.					50,000.00		EHSU	MA
		Update 2021 MESSAP	Municipality		MESSAP updated				50,000.00			MA	EHSU
		Organizing Fumigation and Disinfection Exercise	Municipality		No. of Fumigation exercise organised				150,000.00	85,000.00		EHSU	MA
		Waste management (Refuse Evacuation)	Municipality		Refuse evacuated				350,000.00	150,000.00		EHSU	MA
		Desilting and cleansing of drains in the Central Business District	Municipality		Drains desilted					150,000.00		MA	EHSU/ Works Dept.
GENDER, CHILDREN A		Child and Family Welfare	Conduct home and school visits	Municipality		No. of homes and school visited				1,000 .00			SWCD

ND SOCIAL PROTECTION	Undertake Community Entry into 20 Communities	Municipality	No. of communities entered						5,000.00	SWCD	MA
	Organize 20 mass meetings (5 Communities per quarter) to discuss selected government policies/programmes	Municipality	No. of meetings organised				10,000.00			SWCD	MA
	Carryout teenage pregnancy awareness in selected communities	Municipality	Awareness created				5,000.00			SWCD	MA
	Organize sensitization and registration of Foster Parents	Municipality	No. of foster parents registered						5,000.00	SWCD	MA
	Organize round-table discussion /community durbars/live studio forum discussions on Child Welfare	Municipality	No. of discussion Org.				1,000.00			SWCD	MA
	Conduct inventory and register all NGO's and Early Childhood Development	Municipality	No. of NGOs and early childhood development registered					2,000.00		SWCD	MA
	Monitor activities of Day Care Centres	Municipality	No. of day care centre monitored					1,000.00		SWCD	MA
	Organize sensitization on the promotion of Justice for children policy	Municipality	No. of sensitization programmes Org.				2,000.00			SWCD	MA
	Strengthening referred and linkages with other stakeholders in Child Protection	Municipality							5,000.00	SWCD	MA
	Prepare mid-year and annual progress financial report and submit to UNICEF	Municipality	No. of mid-year and annual progress report prepared						5,000.00	SWCD	MA
	Gender Equality	Organize capacity building programmes for Day Care Centre Givers	Municipality	No. of trains Org.					5,000.00	SWCD	MA

		Organize sensitization on Gender Base Violence issues	Municipality		No. of sensitization Org.					20,000.00			SWCD	MA
		Carryout sensitization programme on gender equality	Municipality		No. of sensitization Org.						5,000.00		SWCD	MA
		Supporting Girl-Child Education programmes	Municipality		No. of Girl-child supported					50,160.00			SWCD	MA, GES
		Train 40 stakeholders in Child Protection	Municipality		No. of stakeholders trained					5,209.00			SWCD	MA
	Social Protection	Rescue and reintegration of child suspected laborer's and street trafficked children	Municipality		No. of child suspected issues rescued						5,000.00		SWCD	MA
		Register every LEAP household unto the NHIS programme	Municipality		No. of beneficiaries registered unto NHIS						10,000.00		SWCD	MA, NHIS
		Provide medical support to PLWD	Municipality		No. of PWLD supported						50,000.00		SWCD	GHS, MA
		Formation, inauguration and training of District-Child Protection Committees in selected communities	Municipality		No. of district-child protection committee formed					5,000.00			SWCD	MA
	Disability and Development	Support PLWD to start-up their businesses	Municipality		No. PLWD supported						150,000.00		SWCD	BAC, MA
		Provide medical support to PWDs	Municipality		PWDs provided with medical support					2,000.00			SWCD	BAC, MA
		Provide educational support to PLWD in the Municipality	Municipality		No. of PLWD supported						50,000.00		SWCD	GES, MA
JOB CREATION AND YOUTH DEVELOPMENT	Employment and Decent Work	Provide economic and skills empowerment to women	Municipality		No. of women trained						5,000.00		SWCD	MA/BAC
		Organize quarterly meetings for members of the District and Community Child Protection Committee	Municipality		No. of quarterly meetings organised					3,000.00			SWCD	MA

		Organize basic skills training in Group Management Studies	Municipality		Skills training organize						5,000.00	BAC	MA	
	Employment and Decent Work	Organized Basic Skills Training in financial management studies	Municipality		No. of training organized					5,000.00		MA	BAC	
		Organize basic training in Beads production	Municipality		No. of training org.					5,000.00		BAC	MA	
		Organize technology empowerment training in Fashion and Design	Municipality		No. of training organised					5,000.00		BAC	MA	
		Organize technology empowerment training in palm oil/nut processing	Municipality		No. of training org.				10,000.00			BAC	MA	
		Provide start-up kits for graduate apprentices	Municipality		Start-up kits provided				50,000.00			MA	BAC	
SUB-TOTAL									8,056,247.48	113,000	1,277,000			
GOAL 3: SAFEGUARD THE NATURAL ENVIRONMENT AND ENSURE A RESILIENT BUILT ENVIRONMENT														
NATURAL RESOURCE MANAGEMENT	Protected Areas	Train 15 forest fringe community members in bee keeping, snail and grasscutter rearing	Municipal wide		No. of community members trained					1,000 .00	2,500.00	BAC	MOFA, MA	
		Form 2 community forest -management committees						2,500.00				MA	Civil Society	
		Undertake tree planting exercise across the municipality	Municipal wide						50,000.00				FC	MA
		Train farmers on climate smart agriculture			Farmers trained on climate smart agriculture				3,000.00				MoFA	MA
	Mineral Extraction	Support EPA and forestry commission to monitor mining and logging in the district	Municipal wide		Mining and logging monitored				1,000.00				EPA	Forestry Commission
CLIMATE CHANGE AND	Climate Variability and Change	Train farmers on climate smart agriculture technologies	Municipal wide		No. of farmers trained				2,140 .00				MOFA MA	

DISASTER RISK REDUCTION		Organize mass education on the impact of climate change and its adaptation programme	Municipal wide		Mass education organize					5,000.00		NADMO	MA, NCCE, ISD
	Disaster Management	Visit communities in the various Disaster Zones to strengthen the DVG's	Municipal wide		No. of communities visited				7,888.00			NADMO	MA
		Collaborate with GNFS to set-up special fire volunteer groups in the Municipality	Municipal wide							3,000.00		NADMO	MA, GNFS
		Organize one (1) MDMC meeting to discuss the state of DVG's and measures to reactivate them	Municipal wide		MDMC meeting Org.				27,125.00			NADMO	MA
		Embark on industrial wide inspection on stations, mining and other institution in the municipality to ascertain the level of safety of workers	Municipal wide		Inspection conducted					5,000.00		MA	NADMO, GNFS, EPA
		Reactivate the weak DVG's and form new ones in the flood prone communities	Municipal wide		DVG's reactivated and new ones formed				5,425.00			NADMO	MA
		Construction of Roads	New Town		Road constructed					7,000.00		MA	Dep't of Feeder Roads
RESILIENT BUILT ENVIRONMENT	Transport Infrastructure	Reshaping of 50Km Feeder roads	Municipal wide		50km Feeder Roads reshaped				100,000.00	200,000.00	MA	Dep't of Feeder Roads	
		Sensitisation on erection of illegal speed ramps	Municipal wide		Sensitisation programme on road safety organised				5,000.00		URD	MA	
		Desilt choked gutters in collaboration with stakeholders in flood prone areas	Municipality		Length of drains desilted					10,000.00		MA	MLGRD, DUR

		Carryout educational campaign on flood and rainstorm disaster prevention's intervention in eight (8) disaster zones	Municipal wide		Education campaign organized					2,500.00		MA	NADMO, NCCE
		Identify and update data on settlement areas that are flood prone	Municipal wide		Data updated				15,000.00			NADMO	MA
		Organize community level meetings in flood prone areas for possible prevention and mitigation practices	Municipal wide		No. of meetings organized				16,650.00			NADMO	MA
Human Settlements and Housing		Organize technical and statutory planning committee meetings	Wiwso		No. of meetings organized				10,000.00			PPD	HODs
		Sensitization of the public on Planning and permitting issues	Municipal wide		No. of sensitization programmes Organized					10,000 .00		PPD	Works Dep't, MA
		organize joint inspections to check unauthorised developments	Municipal wide		No. of joint inspections organized					12,000 .00		PPD	Works Dep't, DA
		Provision for project design and drawing	Municipal wide		Project designed and drawings done				10,000 .00		384,350.72	MWE	MA/Co nsultant
		Provision for environmental and social safeguard issues	Municipal wide		environmental and social safeguard issues Provided for						274,563.23	MPO	MA/Co nsultant
		Monitoring and supervision of project	Wiwso		Monitoring and supervision undertaken						54,907.25	MPO	MA/Co nsultant
		Provision for business development specialist to facilitate the Annual Review of the LED Plan	Wiwso		LED plan reviewed						13,500.00	MPO	MA/Co nsultant
		Conducting of Social Services Delivery Survey and map service data	SWMA		Social Service delivery data collected						31,640.00	MPO	MA/Co nsultant

		Engage the service of an expert to facilitate the Annual Review of Disaster Risk Management Plan (2019-2023)	SWMA		Disaster Risk Management Plan reviewed						10,000.00	NADMO	MA/Consultant
		Update and maintain street names	Selected communities		Street names maintained and updated						24,500.00	PPD	MA/Consultant
		Procurement of 5No. UPS,1No. A3 Colour printer and other accessories	Wiwso		Equipment procures						45,000.00	PO	MA/Consultant
		Procurement of 1No. Writing Desk, power Inverter,2 sets of plotter cartridge and, computer accessories and other office equipment			Equipment procured						23,000.00	PO	MA
		Procurement of satellite images for selected communities	Selected communities		Satellite imagery procured						60,000.00	PO	MA/Consultant
		Engagement of land use and spatial planning specialist to facilitate the preparation of spatial development, structural plan and local plans	Selected communities		Spatial Development and structural plan, structural and local plans prepared						160,360.00	PPD	MA/Consultant
		Organise training on Inventory and Asset Management, Operation and maintenance plan	Wiwso		Training on Asset and inventory management organised						19,500.00	HR	MA/Consultant
		Organise training in GIS application for selected staff (Assign values, update values. Protect properties)	Wiwso		GIS training organised for key staff						20,000.00	PPD	MA/Consultant
SUB-TOTAL									766,640.00	151,000.00	287,775.00		
GOAL 4: MAINTAIN A STABLE, UNITED AND SAFE SOCIETY													

CULTURE AND GOVERNANCE	Local Government and Decentralization	Organize Sub-committee meetings, Executive, General Assembly and other statutory meetings	Wiawso		No. of meetings held					20,000.00	10,000.00		CA	MA	
		Organize Official celebrations (eg. Senior Citizens, May Day etc)	Municipal wide							190,000				CA	MA
		Provision for the 2021 H. R. D. Training /Seminar/Workshop	Central Administration		No. of staff trained					150,000.00				HR	MA
		Organise MPCU Meetings and M&E activities	Central Administration		No. of M&Es organized					60,000 .00				Dev't Planning Unit	HODs, MA
		Support NALAG Activities	Municipal wide		NALAG activities supported					10,000.00				NALAG	MA
		Contribution to Anti-Corruption activities	Municipal wide		Anti-corruption activities supported					5,000.00				NALAG	MA
		Organize Town Hall Meetings/Public Engagement	Municipal wide		No. of town hall meetings Org.					95,000.00				Dev't planning Unit	MA
		Organize training for staff on effective Records management	Wiawso		No. of training organized					30,000.00				HRM	MA
		Organize training on GIFMIS, Activate Software, Code plan etc for Accounts, Budget and other units	Wiawso		No. of training organized					20,000.00				HRM	MA
		Organize Training for staff on performance appraisal	Wiawso		No. of training Org.					50,000.00				HRM	MA
		Organize capacity building training for staff on LGS protocols (Time management, Code of Ethics of LGS and Leadership)	Wiawso		Capacity building training Org.					70,000.00				HRM	MA

Organize Technical and Statutory Planning Committee Meetings	Wiauso		No. of meetings held					36,000.00			PPD	MA
Support to 2021 population census and Data Gathering	Municipal wide		Population census supported					53,935.00			GSS	MA
Assembly's support for the establishment and strengthening of Sub-District Structures	Municipal wide		Municipality					75,356.00			MA	
Financial provision for the preparation of the Medium-Term Development Plan (2022 – 2025)	Municipal wide		Plan prepared					73,000.00			Dev't Planning Unit	MA
Preparation of 2022 Composite Budget and Fee Fixing Resolution	Municipal wide		Budget prepared					40,000.00			Budget Unit	MA
Revision of 2021 Composite Budget	Municipal wide		Budget reviewed					20,000.00			Budget Unit	MA
Monitoring of Assembly's programme and projects	Municipal wide		Assembly's programmes and projects monitored					30,000.00			MA	
Review of Assembly's Bye-Law	Municipal wide		Bye-laws reviewed					30,000.00			MA	
Re-introduction of the dLRev Software for revenue collection	Wiauso		dLRev software re-introduced					50,000.00			Fin Dep't	MA
Update Revenue/Economic Data Base	Wiauso		Revenue/economic data base updated					25,000.00			Fin Dep't	MA
Construction of 1No. Durbar Ground	Camp		Durbar ground constructed					129,214.45			MA	Works Dept.
Renovation/Construction of the Assembly Hall.	Wiauso		Assembly Hall renovated					500,000.00			MA	Works Dept.
Rehabilitation of office Accommodation	Wiauso		Office accommodation rehabilitated					8,000.00			MA	Works Dept.
Maintenance and repairs of official vehicle	Wiauso		Official vehicle repaired					150,000.00	90,000.00		MA	

		Rehabilitation of Municipal Assembly's Guest House	Wiwso		Municipal Assembly guest house rehabilitated					38,050.70				MA	Works Dept.
		Renovation of MCD's Bungalow	Wiwso		MCD's bungalow renovated					128,968.50				MA	Works Dept.
		Rehabilitation of Municipal Assembly's Bungalows/Renovation of BNI Bungalow	Wiwso		Assembly's Bungalows rehabilitated						100,000.00			MA	Works Dept.
		Rehabilitation of Official Bungalow	Wiwso		Official bungalow renovated					6,000.00				MA	Works Dept.
		2021 Support to Decentralised Depts. E.g. GES, MOFA, Health etc	Municipality		Support carried out					50,000.00				MA	
	Human Security and Public Safety	Support MUSEC Activities	Municipality		Financial support provided					65,000.00				MUSEC	MA
		Maintenance of street poles and bulbs	Municipality		No. of street poles and bulbs maintained					50,000.00	50,000.00			MA	Works Dept.
		Community initiated Projects	Municipality							188,390.00				MA	Works Dept.
SUB-TOTAL										1,898,700	91,650	-			
TOTAL										10,663,731.00	885,650.00	6,906,218.11			
GRAND TOTAL													15,694,415.19		