

# **KWAEBIBIREM DISTRICT ASSEMBLY**

## **(EASTERN REGION)**



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## **2016 ANNUAL PROGRESS REPORT**

DEVT. PLANNING UNIT

JAN. 2017

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## **LIST OF ABBREVIATIONS**

MTDP	Medium Term Development Plan
DMTDP	District Medium Term Development Plan
LI	Legislative Instrument
NDPC	National Development Planning Commission
RPCU	Regional Planning Co-ordinating Unit
M/E	Monitoring and Evaluation
JICA	Japanese International Co-operation Agency
GETFUND	Ghana Education Trust Fund
DANIDA	Danish International Development Agency
CBRDP	Community Based Rural Development Project
DPCU	District Planning And Co-ordinating Unit
DACF	District Assembly Common Fund
CSOs	Civil Society Organisations
CBOs	Community Based Organisations
MOFA	Ministry Of Food and Agriculture
GHS	Ghana Health Service
GES	Ghana Education Service
BECE	Basic Education Certificate Examination
DDF	District Development Facility

# CHAPTER ONE

## **1.0 INTRODUCTION**

Kwaebibirem District is one of the twenty (26) Districts in the Eastern Region. Kade is the capital. The District was initially carved out of the then West Akyem District under Legislative Instrument (IL) 1425 in November 1988 as a result of the Government's decentralization policy. However, Denkyembour District was carved out of Kwaebibirem District under LI 2042, leaving the current Kwaebibirem District created under LI 2043 in June 2012.

The 2016 Annual Progress Report (APR) clearly provides an assessment of the implementation of Projects and Programmes captured under the various Thematic Areas outlined in the Ghana Shared Growth and Development Agenda II, 2014-2017.

In creating the Annual Progress Report for the period under (Jan. to Dec. 2016) review, the District Assembly used the set of performance indicators and targets that have been agreed upon by all stakeholders to assess and evaluate the progress of implementation of key projects and programmes as captured mainly in the 2016 Annual Action Plan in order to address the gaps, shortcomings and challenges identified by all development agents who had interest in the district's overall development and well as prescribe workable solutions.

The preparation of this 2016 Annual Progress Report took into account inputs from some critical departments of the Assembly, other institutions and stakeholders, they all provided the precise and current status of programmes/projects being undertaken and their resultant implications on beneficiaries.

Even though, basic indicators points to certain level of positive outcomes, it would be very much appreciated and accepted by all stakeholders, especially the end user, if comprehensive evaluation exercise is undertaken at the end of 2016 fiscal year. This exercise is expected to provide adequate information on the benefits achieved in respect to the implementation of the Development Plans and objectives outlined in the 2014-2017 District Medium Term Development Plan (DMTDP) of Kwaebibirem District Assembly. Departments of the Assembly who provided enough inputs to the preparation of the 2016 Annual Progress Report are as follows:

- The District Education Directorate – Kade
- The District Department of Agriculture – Kade
- Department of Social Development - Kade

- District Division of National Disaster Management Organisation – Kade
- District Finance Office – Kade
- District branch of National Health Insurance Authority – Kade
- District Police Command – Kade
- District Fire Service - Kade
- Town and Country Planning Department- Kade
- The District’s Department of Co-operative/BAC - Kade

### **1.1 VISION**

The District aims at becoming a professional service delivery public sector organisation, collaborating effectively with key stakeholders to develop the entire district to better the lives of the citizens.

### **1.2 MISSION**

The District exists to improve upon the living standard of the people through the mobilization of human, material and financial resources in the provision of basic amenities and essential infrastructure facilities for human subsistence.

To really understand and reduce the poverty level and under development existing the District, it is important to identify and critically study the geographical and socio-economic environment within which the people live because this factor contributes greatly to the kind of economic activities or occupations present in the area and subsequently incomes levels and quality of social services.

### **1.3 SUMMARY OF ACHIEVEMENTS AND CHALLENGES WITH THE IMPLEMENTATION OF THE DMTDP 2014-2017**

The achievement of the implementation of projects and programmes captured in the Assembly’s 2016 Composite Annual Action Plan could only be evident after assessing the level of final execution within resource constraints.

The District Composite Annual Action Plan for 2016 had a total of one-hundred and ten (110) programmes/projects earmarked for execution during the period (1<sup>st</sup> January – 31<sup>st</sup> December, 2016).

Funding sources for the above projects included

- District Assembly Common Fund (DACF)
- District Development Facility (DDF)
- Internally Generated Fund (IGF)
- GET Fund etc.

Status of implementation of annual programmes/projects as indicated in table 1.1, shows the following;

**Table 1.1 District Composite Annual Action Plan- 2016**

<b>Status of Implementation</b>	<b>No. of programmes/projects</b>	<b>Percentage (%) coverage</b>
Projects Completed	83	81
Projects On-going	17	17.1
Projects Terminated	2	1.9
<b>Total</b>	<b>102</b>	<b>100</b>

Source: DPCU of Kwaebibirem District Assembly

As at the end of 2016, One hundred and two programmes (consisting projects and activities) were implemented, about eighty (81%) per cent of all programmes have been completed, over seventeen (17.1%) per cent are on-going and two (1.9%) per cent have been terminated.

### **Challenges**

One main challenge was the over reliance of departments such as the Education and Agriculture Departments on the District Assembly for execution of almost every programs or projects, since they are no more receiving enough subventions from central government.

Late release of the DACF and other GOG Grants was another major challenge that affected smooth execution of programmes/projects because this led to delayed payments of contractors. This hindered continuation of projects or official handover of completed projects.

A huge deduction of the DACF from source was also a major challenge towards the speedy completion of programmes. Most GET-Fund and MP's projects did not have any significant progress within the year.

Most Departments whose inputs were critical in the successful execution of plans and programmes experienced deficiency in the flow of funds from both local and central government to implement their plans to a meaningful conclusion.

The other major challenge was attributed to the refusal of the local citizens to honour their tax obligation which affected the Internally Generated Funds.

Another challenge was the negative perception created and accepted by some beneficiary stakeholders that the Assembly did not fully consider their interest in project/programme implementation, therefore the apathy shown towards these projects/programmes execution and final use.

It is however expected that management at the District Assembly would intensify their strategies to enhance revenue mobilization in the District so as help forestall the issue of lack of funds during project or activity implementation.

#### **1.4 PURPOSE OF THE MONITORING AND EVALUATION FOR THE STATED PERIOD**

The main objectives of the Monitoring and Evaluation was to institute an effective and efficient system of tracking the progress of programmes and projects in the District towards overall quality service delivery and to generate timely reports to NDPC and other stakeholders through the Regional Economic Planning Co-Ordinating Unit (R. E. P. C. U.), eventually, leading to the creation of the District Annual Progress Report for the year 2016.

The Monitoring and Evaluation exercise was to provide a flexible guide to the steps used to document MTDP activities and how to measure progress towards the achievement of MTDP goal and objectives in a structured way.

In addition, the process provides a clear picture of the MTDP's Monitoring and Evaluation Mechanism and detailed information on how specific activities and outputs will be monitored and evaluated to provide clear understanding and lessons learnt from the project or programme implementation.

#### **1.5 PROCESSES INVOLVED AND DIFFICULTIES ENCOUNTERED**

Processes involved

Information used in the preparation of this report was mainly from primary and secondary sources. In an attempt to develop and with limited resources available to the District Assembly, efforts were made to have other development partners and institutions as collaborators in the provision of information, these include:

1. Central Government
2. GET-FUND
3. DDF
4. DFID
5. NDPC
6. MLGRD
7. LGS & ILGS

The DPCU also relied on both Secondary and Primary sources to compile its report for the period under review, for instance, information were obtained from the reports of the various Departments of the Assembly directly overseeing these projects/programmes.

The following are major processes employed;

- a. Visitation to Project sites for inspection and evaluation.
- b. Holding town hall meeting with critical beneficiaries of specific programmes/projects.
- c. The usual quarterly meetings of key stakeholders such as DPCU Members, Development sub-committee members, Town/Area Council Members, and Heads of Assembly's Departments.

During the process of the preparation of the District's Annual Progress Reports, specifically during data collection exercise, the following were some difficulties encountered:

- Inadequate and sometimes lack of logistical support from central administration to undertake effective programme supervision or inspection.
- High level of illiteracy and perception of corruption among Assembly staffs local citizens/communities who happened to be the beneficiaries who could not appreciate the issues at stake and refused participate and or to respond to questionnaires about a programme in their territory.
- The delay of quarterly reports from the Assembly's Departments.
- There was also an issue of irregular financial flow to ensure that projects and programmes were executed to standards and on schedule.

This brings to question the frequency of visits paid to project sites by the inspection Team as insufficient budgetary allocations were provided for these activities, and most at times data from relevant Departments are not readily available when needed, though leadership style at the management level seems to be functioning effectively with enough political support, enough commitment are not shown when it comes to effectively supporting the DPCU in performing its mandatory activities, especially at the grass root.

## **CHAPTER TWO**

### **2.0 MONITORING AND EVALUATION (M&E) ACTIVITIES REPORT**

#### **2.1 PROGRAMMES/PROJECTS STATUS FOR THE YEAR 2016**

During the period under review, the District Planning Co-ordinating Unit and the District Monitoring and Evaluation Team agreed and reviewed the Composite Annual Action Plan of 2016 which is an integral part of the District Medium-Term Development Plan (2014-2017).

A thorough review of the Composite Annual Action Plan of 2016 was undertaken by the DPCU members. The process fell in line with the Mid-Year Review and the fourth quarter DPCU meeting which helped in the production of 2016 annual progress report based on the six thematic areas under the policy framework of the Ghana Shared Growth Development Agenda II (GSGDA) as prescribed by NDPC.

The process revealed that projects which were to be funded by the District Assembly and could not be fully implemented were due to late release of funds while those to be funded through sector departments or Ministries and Non-governmental agencies, the District Assembly did not have direct control on the release of funds and other supervisory role for conclusive execution of these projects. For instance, some projects and programmes implemented by District Directorate of Agriculture, District Directorates of Ghana Health Service, Regional Highway Authority among others were not under the direct implementation and supervision of the Assembly.

#### **2.2 PROGRESS ON DEVELOPMENT PROJECTS IMPLEMENTED IN**

##### **KWAEBIBIREM DISTRICT AS AT 31<sup>ST</sup> DECEMBER, 2016**

###### **2.2.1 INTRODUCTION**

The Kwaebirem District Assembly as a development authority has the sole responsibility towards the Socio-economic uplift of the people in the District. In order to fulfil its mandate, the Assembly mobilizes all available resources (both internal and external) to implement all projects and programmes in order of priority that are intended to meet the basic needs of the people. However, during the period under review, factors such as payment of judgement debts and delay in DACF release (fourth quarters of 2014 and 2016 are still in arrears) did not enable the Assembly to facilitate the completion of most programmes, especially physical projects.

### **2.2.2 Purpose of Report**

The purpose of the report is to evaluate the projects and programmes undertaken by the District Assembly is to ascertain the level of project implementation in relation to equitable spread and efficiency of scarce resources and to identify the challenges and also make appropriate recommendations towards the future.

### **2.2.3 Location of Projects**

Most of the programmes, especially the physical projects being undertaken in the District, are spread all over the District with about ninety (90%) per cent situated outside Kade, the District capital.

### **2.2.4 Types of Project**

The District Assembly's development focus is intended to undertake holistic development. Therefore, emphasis on priority projects cuts across all sphere of human endeavour in promoting socio-cultural and economic development, such as construction of basic school buildings, CHPs Compounds, construction of market stalls and security fence at Asuom markets, revision and updating of old planning schemes, etc. all with the ultimate aim of reducing poverty as a result of balanced and integrated development.

### **2.2.5 Contract Sum**

With a cursory study of the Assembly's contract register, projects undertaken or awarded by the District Assembly ranged between small to medium scale projects and costs awarded to these projects ranges between minimum of GH¢29,450.00 and to a maximum of GH¢167,861.79 respectively.

### **2.2.6 Stages of Completion**

A total of one hundred and two (102) projects/programs were implemented, over eighty (81%) per cent of them have been completed or implemented. Considering seventy-five (75) non-physical projects, sixty-six (66) of them were implemented successfully, representing eighty-eight (88%) per cent while with a total of twenty-seven (27) physical projects, funded by both DACF and DDF, seventeen (17) have been completed, representing 63 % and the rest are at various stages of completion as per the composite Annual Action Plan.

### **2.2.7 Pace of Work**

Progress of programmes, especially projects are at various stages, while others have been completed despite the slow or irregular release of funds to the District Assembly to honour its obligation towards its clients or contractors.

### **2.2.8 Payment**

As at the end of 2016, fifteen (15) physical projects being implemented and funded under the District Assembly Common Fund (DACF). Seven (7) have been completed and the rest at various stages of completion. Total contract sum to DACF projects as at the end of 2016 stood at GH¢1,893,100.81 while total payment made stood at GH¢1,093,052.98 representing fifty-eight (58%) per cent.

The Assembly implemented twelve (12) physical projects under the District Development Facility (DDF) and ten (10) were completed and two (2) are on-going. Total contract sum as at the year is GH¢583,430.48 and total payment is GH¢512,329.28, representing eighty-eight (88%) per cent.

### **2.2.9 Outcome**

Reports from Departments of the Assembly and some ordinary citizens indicate that the various projects are having positive impact on the beneficiaries. The Socio-Economic nature of projects covered health, education, transport, administration, sports, security, sanitation and others. For instance;

- The provision of street lights in some major communities like Asuom and Takyiman has increased commercial activities at night and also reduced crime rate at night.
- The provision of Kindergarten (KG) block at Kwae, and completion of a six unit classroom block at Bomso has increased enrolment and also relieved parents from carrying the young children along to the farm or market.

### **2.2.10 Challenges**

- Huge deductions from the DACF at source render the District Assembly with limited resources to meet its financial obligation to its contractors or clients.
- The delay in release of the District Assembly's Common Fund (DACF) and the excessive in the release of DF has also culminated in the slow process of project implementation and completion.

- Inadequate generation and massive leakages of Internally Generated Fund (IGF) make projects and programmes implementation schedule difficult to meet.
- The delay in funding of projects such as paying contractors on time, draws back the dates of projects/programmes completion thereby reducing the maximum benefits the ordinary citizen is to derive from such projects.
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#### **2.2.11 Way forward**

- The District Assembly should concentrate on the on-going projects to their logical conclusion.
- The Assembly should explore other sources of revenue to enhance its capacity to undertake additional projects to meet the increasing needs of Communities.
- The Assembly as a matter of urgency should employ independent/private revenue Agency(ies) to help block or reduce avenues of revenue leakages and collect revenue on behalf of the Assembly.
- The Assembly should critically consider developing projects that are cost benefit justified and promote value for money than the usual traditional means of procurement or contracting

**Table 2.1: Kwaebirem District Assembly – DACF Funded Programmes/Projects For The Year Ending 31st December, 2016.**

S/N	PROJECT/ LOCATION	COMMENCEMENT DATE	ESTIMATED COMPLETION DATE	ACTUAL COMPLETION DATE	CONTRACT SUM (GH¢)	PAYMENTS MADE TO DATE	DATE OF LAST PAYMENT/ CERTIFICATE	CONTRACTOR	% OF WORK DONE	REMARKS
1	Construction of 6-unit classroom block at Kukubi	12-May-10	30-Oct-10	30-Nov-10	120,342.80	76,300.55	7-Jun-11	Sevenka Ltd.	60	On-going
2	Construction of 2-unit KG block at Kwae	5-May-10	30-Nov-10	30-Oct-10	53,824.85	37,470.00	24-Mar-11	Ultimate Impression	55	On-going
3	Construction of 6-unit classroom block at Koka	12-May-10	30-Oct-10	30-Nov-10	120,780.27	80,464.98	28-Aug-15	Drankens Co. Ltd.	100	Completed
4	Construction of 6-unit classroom block at Bomso	12-May-10	30-Nov-10	30-Nov-10	120,867.80	51,139.39	29-May-15	Richnor Ltd.	75	Roofing Level
5	Supply of Street Light Bulbs	07 Sept. 12	18-Dec-12	18-Dec-12	29,450.00	13,000.00	4-Nov-13	Emmafri Ventures	100	Completed
6	Construction of Bridge at Okyinso/Amanfrom	8-Jul-12	18-Jan-13	18-Jan-13	44,305.20	27,500.00	20-Aug-13	M/S Kok Const. Trading Ent.	100	Completed
7	Construction of 16 seater Toilet at Okyinso	7-Mar-14	1-Mar-15	1-Mar-15	94,950.78	38,704.80	26-Aug-15	EL-NTIADDO	40	On-going

8	Dislodging/Rehabilitation of three Public Toilets	3-Jul-14	2-Oct-14	2-Oct-14	39,950.00	39,950.00	29-May-15	M/S JOABAN/Gen Service	100	Completed
9	Construction of 6 seater Toilet and security fence at Asuom market	11-Nov-14	11-May-15	11-May-15	81,173.00	30,000.00	2-Jun-15	Max Abaw LTD	60	On-going
10	Construction of CHPs compound at Twumwusu	1-May-15	1-Dec-16	1-Dec-16	96,000.00	14,000.00	22-May-15	Amikoma LTD	10	On-going
11	Construction of 3 unit classroom blk at Subrisu	1-May-15	1-Dec-16	1-Dec-16	140,000.00	21,000.00	22-May-15	YKB Company LTD	10	On-going
12	Construction of 3 unit classroom blk at Dompim	3-Jul-14	3-Dec-16	3-Dec-16	167,861.79	88,394.73	12-May-15	SKOD	40	Completed
	<b>TOTAL</b>				<b>1,109,506.49</b>	<b>517,924.45</b>				

The table 2.2 indicates the specific activities undertaken by the decentralized departments and their levels of implementation. It is important to note that most of the activities are routine and required much less financial resources to implement while projects in the form of physical construction encounter financial constraints due to large amounts involved and the irregular flow of funds.

**Table 2.2: Status of Implementation of Departmental Annual Action Plans As At 31st December, 2016**

<b>THEMATIC AREA</b>	<b>DEPARTMENT/ACTIVITY</b>	<b>STATUS</b>
<b>ENSURING AND SUSTAINING MACROECONOMIC STABILITY</b>	<b>FINANCE</b>	
	Gazetting Fee Fixing Resolution for 2016	Target Achieved
	Setting revenue Target for 2016	Target achieved
	Issue Demand Notice	Target achieved
	Conduct Public announcement on payment of fees, rates etc.	Target Achieved
	Monitoring activities of revenue collectors	Target Achieved
	Reviewing Trial Balance and strategizing of revenue task force	Target Achieved
	Filing of Defaulters Notice	Target Achieved
	Prosecute Revenue Defaulters	Target Achieved
<b>ENHANCING COMPETITIVENESS IN GHANA'S PRIVATE SECTOR</b>	<b>BAC/CO-OPERATIVE</b>	
	Support to BAC activities/ programmes	Target Achieved
	Training of Women groups in entrepreneurial skills	Target Achieved
<b>ACCELERATED AGRICULTURAL MODERNIZATION AND NATURAL RESOURCE MANAGEMENT</b>	<b>AGRIC. DEPARTMENT</b>	
	Training of Agric. staff in livestock husbandry practices	Target Achieved
	Organize 4 field days block farming programme for each AEA in all 14 operational areas	Target Achieved
	Organize and carry out PPR and Rabies vaccination for sheep, goats, dogs and cats, etc.	Target Achieved
	Carry out the Multi-Round Annual crops and	Target Achieved

Livestock survey (MRACLS) in all operational areas	
Inspection of farmers' fields for farmers award	Target Achieved
Organize farmers day celebration	Target Achieved
Training of women on the importance and how to prepare leafy vegetables	Target Achieved
<b>TOWN AND COUNTRY PLANNING DEPT.</b>	
Completion of planning scheme (Tweapease, Takyiman)	Completed
Preparation of Planning Schemes for two communities (Aweam, Nkwantanang)	Completed
Revision/ Updating of 3 planning schemes- Kade, Adompo, Abaam	Completed
Conduct weekly site inspection for processing development application for permitting	Completed
Street naming exercise	Completed
Train technical Officers on GIS (LUPMIS)	Completed
<b>WORKS DEPARTMENT</b>	
Construct 20-units market stalls at Kade	Completed
Implement M.P's Projects	Completed
Construct Assembly Hall Complex	Terminated
Maintenance of Assembly buildings	Completed
Rehabilitation & furnishing of DCE Bungalows	Completed
Construct staff bungalow at Kade by Dec. 2016	Completed
Rehab. Ambulance and Fire Stations Offices	Completed
Community Initiated Projects	Completed
Rehabilitation of district roads	Completed
Construct Security and toilet facilities at Asuom market	Completed
Pave Kade lorry park	Terminated
Rehabilitate selected feeder roads- district wide	Completed
Construct 16-seater Aqua Privy at Okyinso	Completed
Construct 1 No. 3-unit classroom block (DA JHS)	On-going

	Construct 1 No. 3 unit classroom block at Subriso	Completed
	Construct 1 No. CHPs Compound Twumwusu	On-going
	Construct 1 No. CHPs Compound at Takyiman	On-going
	Construct 16-seater toilet facility at Kade (Sakora Park)	Completed
	<b>NATIONAL DISASTER MANAGEMENT ORGANISATION</b>	
	Train anti-bush/rural fire fighters in the various communities	Completed
	Establish amenity tree nursery by 2016	Completed
	Conduct Tree planting exercise/campaign for Prevention of Rain and wind storm	Completed
	Public Education fire outbreaks and on buildings in waterways/unauthorized structures	Completed
	Visitation to mining areas, markets and Hospitals	Completed
	Support for disaster management activities	Completed
	Rehabilitate NADMO offices	Completed
<b>HUMAN DEVELOPMENT, PRODUCTIVITY AND EMPLOYMENT</b>	<b>ENVIRONMENTAL HEALTH AND SANITATION UNIT</b>	
	Clear and level refuse sites	Completed
	Fumigate the surroundings	Completed
	Manual dislodgement of choked public toilets	Completed
	Screen food and drink vendors	Completed
	Conduct school health inspection	Completed
	Intensify house to house inspections	Completed
	Organize periodic clean up exercise - i.e gutters etc.	Completed
	Inspect eating and drinking premises	Completed
	Miscellaneous programmes	Completed
	<b>GHANA EDUCATION SERVICE</b>	
	Provide Scholarship schemes for brilliant but needy students annually	Completed
	Organise My First Day at School	Completed

	Organise INSET for 8 Circuit Supervisors	Completed
	Comprehensive visits to all Basic Schools in the District.	Completed
	District Director's monitoring	Completed
	Conduct SPAM in 75 JHS	Completed
	Organise and Conduct Payroll audit in 120 schools	Completed
	Organise orientation for newly Trained Teachers	Completed
	Organize District Sports and Cultural Festivals in Basic School	Completed
	Provide resources and organize S.T.M.E.I for (science and math.) girl's students	Completed
	<b>GHANA HEALTH SERVICE</b>	
	Identify and care for PLWHA	Completed
	Organise educational campaign against malaria and other diseases	Completed
	Source funding from M-SHARP (GHANA AIDS COMMISSION)	Completed
	<b>DEPT. OF COMMUNITY DEVELOPMENT</b>	
	Train 20 female WATSAN members in leadership position - gender issues	Target Achieved
	Develop 1 community profile at Darmang	Target Achieved
	Provide assistance to registered disables	Target Achieved
	Provide funds to operate ICT to cater for children	On-going
	Enforce laws on Child labour	Target Achieved
	Provide social protection for the Vulnerable, through Justice administration, family tribunal, child right/ protection etc.	Target Achieved
	Embark on education and Sensitization on social issues	Target Achieved
	Disburse 1.5% of DACF to people with disability annually	Target Achieved
<b>TRANSPARENT AND</b>	<b>CENTRAL ADMINISTRATION</b>	
	Disburse school feeding funds in time	Completed

<b>ACCOUNTABLE GOVERNANCE</b>	Repair office buildings by December 2016	Completed
	Maintain Assembly Residential Buildings	Completed
	Maintain Furniture and Fixtures	Completed
	To prepare 2015-2017 Budget MTEF strategic Plan Composite Budget by June 2016	Completed
	To initiate and complete all HIPC projects by Dec. 2016	Completed
	Contribute to District Sports Festival by Dec.	Completed
	Organize 4 DPCU meetings	Completed
	To organize 4 budget committee meetings by Dec. 2016	Completed
	Prepare DMTDP (2014-2017)	Completed
	To maintain Public toilets	Completed
	To cater for Property evaluation expenses	On-going

From 2016 Composite Annual Action Plan for Kb. D.A

### **2.3 UPDATE OF FUNDING SOURCES**

**Table 2.3: Receipts/Funding Sources of the District**

<b>FUNDING SOURCES</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
DACF	727,165.69	524,816.80	1,429,966.09	216,164,00
IGF	338,294.35	372,739.40	406,651.11	597,022.37
GOG GRANTS	194,323.62	2,609,316.17	1,381,653.05	109,325.67
DONOR GRANTS	1,126,408.60	-	-	
HIPC DRAWINGS	-	25000.00	25,000.00	
<b>TOTAL REVENUE</b>	<b>2,386,192.26</b>	<b>353,1872.67</b>	<b>3,243,270.25</b>	<b>922,512.04</b>

(a) In 2016, three DACF were released to the Assembly and the third (3<sup>rd</sup>) and four (4<sup>th</sup>) quarters of 2016 are in arrears. On the average, about thirty (30%) per cent of total amount from DACF is deducted at source to service other payment on behalf of the Assembly.

This normally denies the Assembly enough funds to deliver effective services and projects to the ordinary citizens.

The Assembly recorded appreciation in all its revenue sources except GOG and Donor Grants. It is instructive to note that only GHC109,325.67 was received in the year 2016 as GOG Grants. The Assembly did not receive any District Development Facility (DDF).

- (b) In 2016, total IGF was GHC597,022.37 and this is an increase of about ten per cent (25.8%) in revenue target and this also represents over sixteen (20%) per cent growth of its 2015 collection. This is as a result of new strategies adopted by the Assembly for revenue mobilization. Most tax payers also paid their taxes, fines or rates so as to avoid their businesses to be locked up so that they can do business during the Christmas and New Year season without any difficulty.
- (c) The Administration also serves demand notices on business entities to compel them honour their tax obligations.
- (d) The Assembly losses revenue from landed property
- (i) Because the rates applied are un-assessed. It is envisaged that an evaluation list would be compiled to enable the Assembly charge rates based on the value of the property.
  - (ii) Generation of revenue is overly concentrated in the peri-urban centres with little emphasis on other communities

## **2.4 UPDATE ON DISBURSEMENTS (Sectoral Expenditure)**

**Table 2.4: Expenditure Sectors of the District Assembly**

<b>EXP. TYPE</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
ADMINISTRATION	254,461.90	1,503,040.23	1,402,127.35	1,789,526.88
SERVICE	113,3133.76	426,108.00	522,656.65	1,256,238.60
INVESTMENT	752,085.51	1,206,938.85	972,717.54	1,277,641.31
SPECIAL PROJECTS		55,000.00	67,968.00	-
MISCELLANEOUS	357,55.10	29,379.00	13,082.00	13,315.15
<b>TOTAL EXP.</b>	<b>2,175,433.24</b>	<b>3,220,466.08</b>	<b>2,978,551.54</b>	<b>4,336,721.94</b>

Source: District Finance Office, Kwaebibirem, 2016

The data in table 2.4 shows that the Assembly invested over fifty (51%) per cent (GHC4336721.94) of its financial resources in administration. This could be an indication of the Assembly's resolve to offer quality service delivery to its people.

## **2.5 UPDATE ON DISBURSEMENTS (from different sources)**

**Table 2.5: Expenditure from different Sources of Income**

<b>EXP. TYPE</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
DACF	713,823.08	564,977.82	1,343,462.80	-
IGF	341,393.90	367,201.16	1,376,910.27	-
HIPC FUNDS	11,429.90	2,288,287.10	-	-
GOG FUNDS	194,323.62	-	258,178.47	13,695.00
DONOR GRANTS	264,643.99	20,143.48	-	-
<b>TOTAL EXP.</b>	<b>1,525,614.49</b>	<b>3,240,609.56</b>	<b>2,978,551.54</b>	<b>13,695.00</b>

On disbursement from different revenue sources of the District Assembly, only disbursement from GOG funds was available for reporting.

### **2.5.1 INADEQUACY OF FUNDS**

From the period 2013 to date (2016), funds released have not been adequate to carry out planned projects and activities. This was as a result of massive deductions of funds from the DACF allocated to the District Assembly. To worsen matters, the third and fourth quarters of the 2016 share of the DACF has not been released at the time this report was being compiled. One can imagine the financial constraints of the Assembly to enable it achieve its developmental goals.

### **2.5.2 UTILISATION OF FUND IN ACCORDANCE WITH THE BUDGET**

With the guidance of the Internal Audit Unit, utilization of funds has been in accordance with the budget and other regulatory guidelines.

### **2.5.3 OTHER CHALLENGES WITH REGARD TO DISBURSEMENT**

The inflow from IGF in 2016 has improved tremendously and this has aided in the running of the Assembly, especially payment of its clients and recurrent expenditure.

### **2.5.4 UPDATE OF INDICATORS AND TARGETS**

Preparation of the Medium Term Development Plan involved the gathering of inputs from stakeholders which were specific on their inputs, outputs and outcomes. As a result, certain information was to be stated to guide the implementations along the path of project implementation.

Indicators are needed to measure the processes of achieving our objectives while targets are the sign post that will lead us to the stated goals of achievement.

The DPCU in January 2015 met at the District Assembly hall to update and define some core indicators for monitoring the implementation of the MMTDP (2016). These indicators which were local specific, were determined through participatory and collaborative process. The SMART principle was adhered to. These were reflected in the 2016 Assembly's Departments Annual Action Plans, submitted to the DPCU Secretariat.

As presented in table 2.6, the indicators are categorized into output and disaggregated into specific items. In the Monitoring Process all stakeholders were involved in the exercise by the use of questionnaire, focus group, discussion, interviews, observation, etc. the stakeholders were members of the DPCU, Assembly members, CBOs, CSOs, Development Partners and Traditional Authorities.

To ensure that the process is continuing, the monitoring exercise will be undertaken quarterly.

At the end of the exercise it was realized that the indicators developed were able to measure the various Thematic Areas and results could be quantifiable. The level of resources needed for the exercise could be affordable while at the same time the indicators will be reliable during the planned period.

During the course of the exercise, MOFA, GHS, GES, Department of Community Development made immense contributions and needed to be commended. However, the other challenges which occurred were the non-availability of ready data from certain strategic institutions which are directly under the Assembly, hence the need to see each other as partners in development.

**2.6 UPDATE ON CORE DISTRICT INDICATORS AND TARGETS CATEGORISED BY GHANA SHARED GROWTH AND DEVELOPMENT AGENDA THEMATIC AREAS AS AT 31<sup>ST</sup> DECEMBER, 2016**

**Table 2.6: Core Indicators and Targets under the various thematic areas**

PRIVATE SECTOR COMPETITIVENESS	2013 TARGET IN REQUIRED UNIT	2014 INDICATOR LEVEL IN REQUIRED UNIT	2 <sup>ND</sup> QUARTER, 2015 INDICATOR LEVEL IN REQUIRED UNIT	3 <sup>RD</sup> QUARTER, 2015 INDICATOR LEVEL IN REQUIRED UNIT	4 <sup>TH</sup> QUARTER, 2015 INDICATOR LEVEL IN REQUIRED UNIT	2017 PROJECTED INDICATOR TARGET IN REQUIRED UNIT
Percentage (%) increase in yield of selected crops, livestock and fish in metric tons	Rice 3.4 Maize 3.0 Plantain 15.0 Cocoyam 20.0 Cassava 35.0	3.3 2.3 8.7 8.1 28.5	3.4 2.2 11.6 19.0 29.8	3.4 2.3 11.8 19.05 29.9	3.5 2.4 11.9 19.20 31.5	3.6 4.87 11.85 19.42 30.60
Proportion/ length of roads Maintained/rehabilitated in km. -Trunk Roads (in km) -Urban Roads (in km) -Feeder Roads (in km)	40 km 5km 140km	35km 5km 100km	5km 5km 120km	5km 5km 120km	5km 2km 130km	20km 10km 160km
% change in number of households with access to electricity	60%	+5 % (65%)	+3.75% = (68.75%)	+1.25% = (70%)	+1.25% = (70%)	+15% = (75%)
Hectares of degraded forest, mining, dry and wet lands rehabilitated/ restored: a. forest b. mining c. dry and wetlands	N/A	N/A	N/A	N/A	N/A	N/A

PRIVATE SECTOR COMPETITIVENESS	2013 TARGET IN REQUIRED UNIT	2014 INDICATOR LEVEL IN REQUIRED UNIT	2 <sup>ND</sup> QUARTER, 2015 INDICATOR LEVEL IN REQUIRED UNIT	3 <sup>RD</sup> QUARTER, 2015 INDICATOR LEVEL IN REQUIRED UNIT	4 <sup>TH</sup> QUARTER, 2015 INDICATOR LEVEL IN REQUIRED UNIT	2017 PROJECTED INDICATOR TARGET IN REQUIRED UNIT
% increase in tourist arrivals	N/A	N/A	N/A	N/A	N/A	N/A
Tele-density penetration rate;	15 km	30km	32.5km	34km	35.5km	40km
<b>HUMAN RESOURCE DEVELOPMENT</b>						
HIV/AIDS prevalence rate (% of adult population 15-49yrs. HIV positive)	270	131	N/A	N/A	N/A	N/A
Maternal Mortality ratio (no. of deaths due to pregnancy and childbirth per 100,000 live births)	273/100000LBs	266/100000 LBs	159/100000LBs	140/100000LBs	N/A	100/100000LBs
Under-five mortality rate (no. of deaths occurring between birth and exact age five per 1000 live births)	15	8/100 LBs 33	6/1000 LBs 43	6/1000LBs 43	N/A	6/1000 LBs 84
Malaria case fatality in children under five years births per 10,000 population	-	0.6/10000 Pop. 12	0.4/10000 Pop 8	0.3/10000Pop. 7	N/A	0.2/10000Pop 5
% of population with sustainable access to safe water sources	80	60	62.5	64	65.5	70
% of population with improved access to sanitation (flush toilets,	20	28	28.5	30	31.5	40

PRIVATE SECTOR COMPETITIVENESS	2013 TARGET IN REQUIRED UNIT	2014 INDICATOR LEVEL IN REQUIRED UNIT	2 <sup>ND</sup> QUARTER, 2015 INDICATOR LEVEL IN REQUIRED UNIT	3 <sup>RD</sup> QUARTER, 2015 INDICATOR LEVEL IN REQUIRED UNIT	4 <sup>TH</sup> QUARTER, 2015 INDICATOR LEVEL IN REQUIRED UNIT	2017 PROJECTED INDICATOR TARGET IN REQUIRED UNIT
KVIP, household latrine)						
Gross enrolment rate (indicates the no. of pupils/students at a given level of schooling regardless of age-as per proportion of no. of children in the relevant age group KG -Primary -JHS -SHS Net admission rates in primary schools (indicate primary 1 enrolment of pupils age 6)	91.62 90.0 82.9 79.62 80.1 80.1 54.3	89.09 90.10 80.0 78.6	91.32 89.46 80.03 78.5	91.5 89.5 80.7 78.5	91.5 89.5 80.7 78.5	92.1 90.0 82.9 79.2
Gender Parity Index (ratio between boys and girls enrolment rates, the balance of parity is	KG 1.06 Prim. 1.03 JHS 0.97 SHS 1.85	Pre sch. 1.0 Prim 0.9 JSS 0.5 SHS 0.8	Pre sch. 1.0 Prim =0.9 JSS =0.5 SHS =0.8	Pre sch.= 1.02 Prim = 1.0 JSS = 0.2 SHS = 1.0	Pre sch.= 1.02 Prim = 1.0 JSS = 0.2 SHS = 1.0	Pre sch. 1.06 Prim 1.3 JSS 0.97 SH 1.85
Proportion of unemployed youth benefiting from skills/apprenticeship and entrepreneurial training	N/A	N/A	N/A	N/A	N/A	N/A
GOOD GOVERNANCE						

PRIVATE SECTOR COMPETITIVENESS	2013 TARGET IN REQUIRED UNIT	2014 INDICATOR LEVEL IN REQUIRED UNIT	2 <sup>ND</sup> QUARTER, 2015 INDICATOR LEVEL IN REQUIRED UNIT	3 <sup>RD</sup> QUARTER, 2015 INDICATOR LEVEL IN REQUIRED UNIT	4 <sup>TH</sup> QUARTER, 2015 INDICATOR LEVEL IN REQUIRED UNIT	2017 PROJECTED INDICATOR TARGET IN REQUIRED UNIT
AND CIVIC RESPONSIBILITY						
Total amount of internally generated revenue in Ghana Cedis	GH¢338,294.35,	GH¢413,542.60	GH¢78,514.80	GH¢ 269,204.80	GH¢406,651.11	GH¢482,200.00
Amount of development partner and NGO funds contribution to DMTDP implementation	NIL	NIL	NIL	NIL	NIL	NIL
% of DA expenditure within the DMTDP budget ( how much of DA's expenditure was not in the annual budget)	30%	40%	10%	12%	8%	30%
No of reported cases of abuse (chn/women)	32	32	16	N/A	N/A	10
Police citizen ratio	1:1757	1:1818	1:1818	1: 1757	1: 1757	1:1757

In the area of Agriculture, there is minimal increase in the production of staple crops such as rice, maize, cassava but plantain harvest was high because the wind were not severe to destroy them before they matured. Cash crop such as citrus and oil palm production was also good. The favourable weather conditions experienced during the year accounted for high levels of food production. This notwithstanding, prices quoted for most of the food items were prohibitive compared to what prevailed at the same period last year. Losses in perishable such as the vegetables and oranges were also very high. This could also be attributed to lack of processing facilities in the district to extent the shelf life of such commodities.

A worrying problem in the Agric. Sector is how arable land have been taken over by illegal miners, the erratic rainfall patterns due to climate change, the challenge of lack of resources at the MoFA Offices at the District level are among limitations to high and improved agricultural production.

In the road sector, the District improved its rehabilitation or maintenance work on selected roads in this quarter, such as grading and reshaping of Kade, Subi and Asuom town roads, the filling/patching of Kade town trunk road, construction of culvert at Kade forestry junction and construction of culvert and approach filling at Nkwantanang as well as construction of footbridge at Ologo near Twumwusu.

Government's road project from Adeaso-Asamankese, Asamankese-Osenase, Osenase-Akwatia-Kade trunk roads respectively, which fall under the Cocoa roads being funded from the Cocoa Syndicated Loan from COCOABOD and Government of Ghana is on-going.

Land degradation is also of utmost concern due to the high incidences of illegal mining and flooding recorded over the period under review and as a result NADMO, forestry commission and District mineral commission are collaborating to minimise the environmental menace.

The District NADMO in collaboration with Local taskforce visited especially (Galamsey) illegal mining sites where some arrest and seizure of some mining equipment were done.

Coming to the health statistics, the occurrence of malaria is on the decline owing to policies implemented by Ghana Health Service, such as the distribution of mosquito nets to pregnant women and children supplemented by the good initiative of the Government through the Ministry of Local Government and Rural Development's National Sanitation Day. This is mainly supervised by Zoomlion in the District. From table 2.5, even though infant and

maternal mortality has declined significantly, stakeholders are to maintain the momentum and even strengthen their resolve through activities as inoculation of mother and child and intensive health education.

As at December 2016, there wasn't any official report from the District Health Directorate available to the Unit on health related issues. On HIV/ AIDS during the period under review, records indicates that out of a total hundred (100) people tested, comprising of twenty-four (24) males and seventy-six (76) females, six(6) females tested positive and were subsequently counselled. The prevalence rate has reduced drastically.

In the area of water and sanitation, there has been continuous improvement and increase in the provision of sustainable access to safe water sources and sanitation facilities, this is due to the active and effective role of the Water Boards in the various zones/sub-structures. Despite all these there is much demand for water, especially in the typical rural communities.

Telecommunication penetration is about ninety (90%) as almost all communities are connected to one service provider or the other, though network receptions in this fourth quarter is very bad due to the worsening (Hamattan) dry condition. In 2013, average distance coverage was 15km and it is projected to reach 40km by 2017. By the end of this fourth quarter of 2016, cell/reception coverage had reached 35.5km.

There is general improvement in Education. Some Basic schools have had additional school buildings, rehabilitation of others, provision of tables and chairs, textbooks etc. increment in the amount of capitation grant per pupil and the School feeding policy among others.

In 2016, total IGF was GH¢597,022.37 and this is an increase of about ten per cent (25.8%) in revenue target and this also represents over sixteen (20%) per cent growth of its 2015 collection. This is as a result of new strategies adopted by the Assembly for revenue mobilization. Most tax payers also paid their taxes, fines or rates so as to avoid their businesses to be locked up so that they can do business during the Christmas and New year season without any difficulty.

Expenditure/disbursement at the District is shown in table 2.4. All expenditure of the District Assembly was grounded in the agreed budget and this practice needs to be maintained.

There wasn't much support from development partners in overall development in the District apart from few NGO's whose activities in communities were not under the supervision of the Assembly.

With domestic violence, as at the end of 2015, reported cases were 15 by the District Police Office. It has been projected that domestic cases should reduce to at least 10 by 2017, and as a result, much interventions such as Public education, empowerment of victims to report cases of domestic violence to the appropriate quarters irrespective of its degree and consequences, as well as advocacy for severe punishment for perpetrators are on-going.

Considering households with access to hydro-electricity power, there was not much extension of electricity by either the Central Government or the District Assembly mainly due to the national power crises and non-availability of funds.

Under security, there was no serious breach of public peace. Total number of police personnel is twenty-eight (28), leaving the police-citizen ratio as 1:4061, this is very bad or far below international standards as compared to the United Nations standard of 1: 500. Security service in the District is supplemented by the efforts of other agencies such as Fire Service, Immigration Service and National Ambulance Service as well as NADMO.

To improve the administrative situation of Kwaebibirem District, stakeholders as a matter of priority should lay emphasis on the provision of both residential and office accommodation to entice the Public Officers to accept posting into the District.

Under the private sector, especially in the area of agriculture, there was marginal increase in the production of rice, maize, cassava, plantain and oil palm nut. This is an indication that the district can do more and therefore all efforts should be employed by MOFA to take advantage of the favourable rainfall pattern to improve production level.

In the area of water and sanitation, there has been some moderate increase in the provision of water facilities while sanitation is still a challenge.

From the data above, the road sector did not see any appreciable improvement. This is due to high cost of rehabilitation and maintenance works on roads in the district vis a vis the limited resources. Land degradation is also of utmost concern due to the high incidences of illegal mining and flooding recorded over the period under review and as a result NADMO, forestry commission and District mineral commission are collaborating to minimise the environmental menace.

Coming to the health statistics, the occurrence of malaria is on the decline owing to policies implemented by Ghana Health Service who distributes mosquito nets to pregnant women and children supplemented by the good sanitary works being undertaken by Zoomlion. Even

though maternal mortality has declined significantly, stakeholders are to maintain the momentum and even strengthen their resolve.

Telecommunication penetration is about 90% as almost all communities are connected to one service provider or the other.

Internally Generated Fund for 2016 saw a much improvement in generation as compared with that of 2015. This is as a result of proactive measures implemented by management and the revenue team to reduce revenue leakages.

The district enjoyed support from development partners in the areas of quality education, water and sanitation, entrepreneurial skills training, etc. Development partners involved included DFID, Green Cross and NBSSI whose resources did not pass through the district assembly but rather through vendors.

All expenditures of the district assembly were grounded in the agreed budget and needs to be maintained.

Report cases of abuse of children and women recorded during the period under review was eight (8) which not welcome news was and the district should aim at zero occurrence.

Under security, there were no serious breach of public peace, while the police strength has been marginally increased from 54 to 58 personnel, supplemented by the efforts of other security agencies such as fire service and national ambulance. Even though the police number has appreciated, the police citizen ratio worsened from the previous ratio of 1: 1757 to 1: 1961 as compared to the United Nations standard of 1: 500.

To improve the situation, stakeholders as a matter of priority put emphasis on the provision of both residential and office accommodation to entice the central government to send more personnel.

## **2.7: REPORT FROM GHANA EDUCATION SERVICE DIRECTORATE 2016**

### **2.7.1 INTRODUCTION**

This report covers the major activities and programmes embarked upon during the year 2016 (January to December, 2016) by the Kwaebibirem District Directorate of Education.

### **2.7.2 MAJOR HIGHLIGHT**

- ✓ The mission of the District Directorate
- ✓ The vision statement of the District Directorate
- ✓ General Administration
- ✓ Manpower position at the Directorate
- ✓ Report from Basic Schools Coordinator on STMIE
- ✓ Report from the Inspectorate Unit
- ✓ Report from Logistics/Stores Unit
- ✓ Report from Examination Unit
- ✓ Report from Girls Education Unit
- ✓ Report from Special Education Unit
- ✓ Report from Cultural Education Unit
- ✓ Report from Guidance and Counselling Unit
- ✓ Report from Early Childhood Coordinator
- ✓ Report from School Health Education Department
- ✓ Report from Social Work and Welfare Unit

### **2.7.3 MISSION OF THE DIRECTORATE**

The mission of the District Directorate is to reduce illiteracy, especially among children of school going age and also capacity building in administration to ensure effective monitoring and supervision of education in the district.

### **2.7.4 VISION STATEMENT**

To create conducive atmosphere in schools and build strong collaboration among stakeholders of education in the provision of knowledge based citizenry for sustainable national development.

### **2.7.5 GENERAL ADMINISTRATION**

- MS. VIDA EVELYN PAAKU – DISTRICT DIRECTOR  
MR. ISAAC OWUSU SINTIM – A/D SUPERVISION  
MR. BISMARCK OFFEI – A/D HRMD  
MR. GODWIN AWERE – A/D FINANCE AND ADMINISTRATION  
MR. MARTIN DUNYO – A/D STATISTICS AND PLANNING

**Table 2.7 MANPOWER POSITION**

Approved staff establishment at the District Education Office

<b>Total approved establishment</b>	<b>Personnel at post</b>	<b>Teaching</b>			<b>Non-teaching</b>		
		<b>Male</b>	<b>Female</b>	<b>Total</b>	<b>Male</b>	<b>Female</b>	<b>Total</b>
<b>57</b>	<b>57</b>	<b>30</b>	<b>8</b>	<b>38</b>	<b>16</b>	<b>3</b>	<b>19</b>

**Table 2.8: ENROLMENTS PUBLIC BASIC SCHOOLS**

<b>LEVEL</b>	<b>NUMBER OF SCHOOL</b>	<b>BOYS</b>	<b>GIRLS</b>	<b>TOTAL</b>
KG	79	2,505	2,531	5,036
PRIMARY	83	6,421	5,949	12,370

JUNIOR HIGH	65	3,101	2,858	5,959
SENIOR HIGH	2	1,609	1,544	3,153
<b>TOTAL</b>	<b>229</b>	<b>13,636</b>	<b>12,882</b>	<b>26,518</b>

**Table 2.9: ENROLMENT PRIVATE BASIC SCHOOLS**

LEVEL	NUMBER OF SCHOOLS	BOYS	GIRLS	TOTAL
KG	55	1,697	1,617	3,314
PRIMARY	55	3,848	3,759	7,607
JUNIOR HIGH	48	1,227	1,195	2,422
SENIOR HIGH	-	-	-	-
<b>TOTAL</b>	<b>158</b>	<b>6,772</b>	<b>6,571</b>	<b>13,343</b>

**Table 2.10: STAFF ESTABLISHMENT: PUBLIC BASIC SCHOOLS**

LEVEL	TRAINED			UNTRAINED			GRAND TOTAL		
	MAL E	FEMA LE	TOTA L	MAL E	FEMA LE	TOTA L	MAL E	FEMA LE	TOTA L
KG	9	106	115	3	76	79	12	182	194
PRIMARY	222	178	400	60	18	78	282	196	478
JUNIOR HIGH	256	71	327	39	4	43	295	75	370
<b>TOTAL</b>	<b>487</b>	<b>355</b>	<b>842</b>	<b>102</b>	<b>98</b>	<b>200</b>	<b>589</b>	<b>453</b>	<b>1,042</b>

**Table 2.11: STAFF ESTABLISHMENT: PRIVATE BASIC SCHOOLS**

LEVEL	TRAINED			UNTRAINED			GRAND TOTAL		
	MALE	FEMALE	TOTAL	MALE	FEMALE	TOTAL	MALE	FEMALE	TOTAL

KG	-	3	3	7	111	118	7	114	121
PRIMARY	7	4	11	225	97	322	233	100	333
JUNIOR HIGH	23	-	23	163	31	194	186	31	217
<b>TOTAL</b>	<b>30</b>	<b>7</b>	<b>37</b>	<b>395</b>	<b>239</b>	<b>634</b>	<b>426</b>	<b>245</b>	<b>671</b>

**Table 2.12: STAFF ESTABLISHMENT: SENIOR HIGH SCHOOLS**

LEVEL	TRAINED			UNTRAINED			NON TEACHING			GRAND TOTAL		
	MAL E	FE- MAL E	TO- TAL	MAL E	FE- MAL E	TO- TAL	MAL E	FE- MAL E	TO- TAL	MAL E	FE- MAL E	TO- TAL
SHS	92	21	113	33	5	38	59	21	80	184	47	231

## **2.8 MANAGEMENT:**

Over the year 2016, management was effective in administering affairs of the Ghana Education Service in the District.

The Director was able to attend all meetings that he was invited to, and paid visit to all BECE and WASSCE centres during the respective examinations among his monitoring activities

### **2.8.1 SUPERVISION AND MONITORING UNIT'S ACTIVITIES:**

#### **2.8.1a CHECKING OF PUPILS ATTENDANCE AND STAFFING**

All circuit supervisors and the other field officers were assigned to visit selected schools in the district to check on the reporting of teachers during the period. Reports submitted showed that averagely about ninety percent (90%) of the teachers do report on school's reopening days while about sixty-seven percent (67%) of the pupils also report to school on school's reopening day. Heads of schools gave various reasons why some of their teachers do not report to school on schools reopening days.

Again, circuit supervisors as part of their monitoring also visit schools in their various circuits to check on the resumption of duty, using the short format. Reports were submitted to the Deputy Director in charge of supervision for necessary actions to be taken.

### **2.8.1b INSPECTION OF LESSON NOTES AND LESSON PRESENTATION**

All the circuit supervisors embarked on an intensive visit to all the schools in their circuits to inspect teachers' lesson notes and lesson presentation. Post-delivery conferences were held to give support to the teachers with difficulties in the preparation of lesson notes and lesson delivery.

The preparation of scheme of work has seen some improvement but areas that needed to be given serious attention included Relevant Previous Knowledge (RPK), Teaching Learning Materials (TLM) and language literacy.

### **2.8.1c CLASSROOM OBSERVATION AND CHECKING OF OUTPUT OF WORK**

To ensure effective lesson delivery and pupils' participation in lessons, circuit supervisors visited selected schools in their circuits to observe lesson presentation by teachers. This enabled the circuit supervisors to assess whether the methodology used by the teachers were child centred and more practical to motivate pupils' participation in lessons.

Random sampling of pupils exercise books was done for inspection of teachers output of work. Generally, output of work was not adequate and therefore below expectation.

### **2.8.1d WORKSHOP ON HEALTH EDUCATION**

A one day health education workshop was organized for School Health Education Programme (SHEP) coordinators and circuit supervisors to educate both public and private schools on the national de-worming exercise. To ensure effective administration of the drugs, the circuit supervisors were assigned to their various circuits to monitor the administration of the drugs.

A major challenge with the exercise was that some parents prevented their wards from taking the drugs.

### **2.8.1e: INSPECTION FOR CONFIRMATION**

Newly trained teachers who were successfully awarded Diploma in Basic Education were inspected for possible confirmation as professional teachers in the Ghana Education Service.

The teachers lesson notes, weekly forecast, output of work, attendance and other records were inspected for their confirmation.

### **2.8.2 MEETING WITH THE PARENT TEACHER ASSOCIATIONS (PTA), SCHOOL MANAGEMENT COMMITTEES (SMC) AND THE COMMUNITY**

The circuit supervisors in the year under review attended PTA and SMC meetings in the various schools in their circuits to establish good relationship between their schools and the communities.

Parents were sensitized on the need to support their children's education. Parents were also educated on the need to ensure that their children sleep under long lasting insecticide treated nets to help control the spread of malaria infections.

The division also had a sensitization program for parent teacher association and school management committee members to intensify their work in their schools.

### **2.8.3 MONITORING OF END OF TERM EXAMINATION**

All schools in the circuits during the year under review were monitored to ensure strict compliance with the rules and regulations governing the conduct of terminal examinations.

### **2.8.4 CHALLENGES**

- The dysfunctional motor bikes in the District Education Office make mobility of the circuit supervisors difficult.
- The dilapidated nature of some school buildings continue to pose health hazards to both pupils and teachers. KadePresby primary school had a section of their office and classroom blocks blown off by recent rain storm is awaiting renovation.
- Lack of funds to organize School Based and Cluster Based in-service training for teachers.
- Delay in supplying text books, teachers' lesson note books and other logistics by the government.
- Absence of workshops for teachers in order to be abreast with the changing trends in the education service.

### **2.8.5 RECOMMENDATIONS**

- In-service training programmes should be intensified in the schools to help improve teaching and learning outcomes.
- Schools should be assisted to establish their computer laboratories to ensure that pupils become computer literates in the near future.
- Community sensitization programmes could be undertaken.
- Teachers should be encouraged to increase output of work to improve the performance of pupils.
- Communities should be sensitized to send their children of school going age to school.

## **2.9 REPORT ON CULTURAL ACTIVITIES**

### **2.9.1 INTRODUCTION:**

The report covers activities undertaken by the coordinator within the year.

The activities included:

- Meeting for Municipals/District Cultural Coordinators, Koforidua.
- Workshop on Text Song for the 11<sup>th</sup> SHS/Tech. Festival of Arts, Koforidua.
- 58<sup>th</sup> Independence Day Celebration Anniversary, 2016.
- Workshop on Visual Arts and Other Disciplines for Municipals/District Cultural Coordinators and SHS Coordinators at Koforidua.
- Workshop on Disciplines for SHS/Tech. Festival of Arts in the District.
- District SHS/Tech. Festival of Arts.
- The 2016 B. E.C. E. Invigilation.
- Sub-zonal SHS/Tech. Festival of Arts at Nsawam.
- The Regional Zones SHS/Tech. Festival of Arts at Kukurantumi – OPASS
- The 11<sup>th</sup> National SHS/Tech. Festival of Arts at Sunyani.

### **2.9.2 THE REGIONAL MEETING FOR MUNICIPAL/DISTRICT CULTURAL CO-ORDINATORS AT KOFORIDUA**

As part of preparation to start the new academic year's programmes, the Regional Cultural Coordinator invited the Municipal/District Coordinators to update them on the programme for the year's activities.

The Regional Coordinator gave out the activities of the National, and that assisted us to plan for the Regional programmes as well as the District.

### **2.9.3 WORKSHOP ON TEXT SONG FOR THE 11<sup>TH</sup> SHS/TECHNICAL AT KOFORIDUA**

Due to the preparations towards the 11<sup>th</sup> SHS/Technical Schools Festival of Arts, the District Cultural Coordinator and the Cultural Coordinators of SHS were invited to a day's workshop organized at Koforidua, Teachers Resource Centre, to learn the Text Song of the year.

The disciplines included: Choral Music, Dance, Drama, Poetry Recital, Drum Language, Sight Singing and Exhibition. The cost involved was GhC 50.00 per participant and financed by the Capitation Grant.

### **2.9.4 REGIONAL SHS/TECHNICAL FESTIVAL OF ARTS ATOPASS – KUKURANTUMI**

In preparation towards the National Festival of Arts at Sunyani, the Regional Federation of Culture scheduled 4<sup>th</sup> to 6<sup>th</sup> July, 2016 for the 11<sup>th</sup> Regional Second Cycle Festival of

Arts at OforiPanin Senior High (OPASS) – Kukurantumi. The theme was still (THE ROLE OF CULTURE IN GHANAIAAN SOCEITY). In attendance were the host District Director of Education, East Akim, Mr. Teye A. Moses, under the distinguished patronage of Gertrude Mensah (MS.), the Eastern Regional Director of Education and some Municipal/District Directors of Education across the region with their District Cultural Coordinators.

The Guest of Honour for the programme was Honourable Abraham Adusei, Member of Council of State and the Chairman, Nana BoamahDarko II, Chief of Kukurantumi.

The Nana Chairman said, the theme for this year’s programme is appropriate because Culture is who we are and what shapes our identity. Culture contributes to poverty reduction and paves the way for human-centered, inclusive and equitable development. No development can be sustainable without Culture.

The cost of this activity was GH¢ 4,600.00 but the district gave out Gh¢3,520.00.

**Table 2.13: THE REGIONAL ZONES PERFORMANCE RESULTS:**

NO.	ZONES	DC	DM	CM	SS	DL	PO	EX	OVERALL
1.	<b>AKROPONG</b>	3	4	1	1	1	1	3	<b>FIRST</b>
2.	<b>KOFORIDUA</b>	1	1	2	4	3	2	1	<b>SECOND</b>
3.	<b>ASAMANKESE</b>	2	2	3	5	2	3	2	<b>THIRD</b>
4.	<b>ODA</b>	5	3	5	2	5	5	4	<b>FOURTH</b>
5.	<b>NKAWKAW</b>	4	5	4	3	4	4	5	<b>FIFTH</b>

**KEY:-** DC- Dance, DM- Drama, CM- Choral Music, SS- Sight Singing, DL- Drum Language, PO- Poetry Recital, EX- Exhibition.

### **2.9.5 THE 11<sup>TH</sup> NATIONAL SHS/TECHNICAL FESTIVAL OF ARTS AT SUNYANI**

The 11<sup>th</sup> Second Cycle Schools Festival of Arts took place at BrongAhafo Region, Sunyani on 21<sup>st</sup> to 25<sup>th</sup> August, 2016 and the venue was Jubilee Park, Sunyani.

According to the programme line up, Sunday, 21<sup>st</sup> August, 2016 was scheduled for Reporting, Supper and Accommodation of the various Regional Culture Contingents. All the various Regional Artists were hosted and accommodated at Sunyani Senior High School while the Regional Officials were also located at their various hotels.

**2.9.5a OPENING CEREMONY:** The opening ceremony of the National Festival of Arts was on Monday, 22<sup>nd</sup> August, 2016 and in the programme, opening prayer was said in the Three Major Religions in Ghana: Christianity, Moslem and Traditional Religion and were performed by Artists (students) of the various Regions.

In the Regional Showcase, all the regions in Ghana were asked to showcase their culture in the following order of Regions: Ashanti, Brong Ahafo, Central, Eastern, Greater Accra, Northern, Upper East, Upper West, Volta and Western.

**2.9.5b WELCOME ADDRESS:** The Brong Ahafo Regional Director of Education, Mr. Kwadwo Osei Asibey, welcomed all the various regions as well as the dignitaries of the programme under the patronage of Dr. Jacob A. M. Kor, the Director General of Education, Mrs. Cynthia Bosomtwi-Sam, Acting Deputy Director General (MS), Mrs. Felicia Boakye-Yiadom, Acting Deputy Director General(Q&A), Mr. Inkoom, Director, Secondary Education, Mrs. Joyce Afreh-Nuamah, Director of Culture, Mr. John Anang Mensah, Director General's Representative for Culture, Mr. Seth K. Mintah, National Cultural Coordinator and other Regional Cultural Coordinators with their District Cultural Coordinators.

**2.9.5 c Keynote Address:** Dr. Jacob A. M. Kor, Director General of Education delivered the Keynote address by starting with the difference between Culture and Religion. He said, we can keep culture and religion totally separate. The Culture Elements must not be confused with the religion Elements. Culture has to do the customs of a people and society with the people who are practicing these customs. Religious ideas are part of Cultural inheritance, yet two peoples can share a culture yet practice different religion.

After his keynote address, he opened the Festival and moved on to cut the tape to open the Exhibition Centre which were followed by all the Cultural performances.

**2.9.5 d Closing Ceremony:** On the closing ceremony, it was held on Wednesday, 24<sup>th</sup> August, 2016 with the following programme line up: opening Prayer (Christian, Moslem and Traditional), Reports from the Chief Adjudicators, Presentation of Awards and certificates, Handing over of the sword of Honour to the next Host, Northern Region; response 2017 Host, Northern Region, Mass Choir, Official closing of the Festival and blessings.

Some activities that took place at the Festival were Exhibition, Cook Arts, Sewing, Still-Life Drawing, Choral Music, Sight Singing, Drama, Arts(Demonstration of Hands-on Activity), Drum Language, Poetry Recital, Ampe, Dance and Live Entertainment.

Conclusively, Excursion and Departure happened on Thursday, 25<sup>th</sup> August, 2016.

The cost of this National Festival of Arts was GH¢2,500.00 but the district gave the Culture Unit Gh¢2,000.00.

## **2.10 PHYSICAL EDUCATION UNIT:**

### **2.10.1 INTRODUCTION**

- Technical meeting
- Inter schools under 13 boys soccer and under 12 girls netball

#### **TECHNICAL MEETING**

The coordinator resumed work in October and quickly organized a technical meeting to discuss inter-schools U-13 boys' soccer and U-12 girls' netball. Also to find out problems the sports secretaries faced. It was agreed that all zones should organize their games on or before the end of January, 2017.

**INTER-SCHOOLS UNDER 13 BOYS' SOCCER AND UNDER 12 GILS' NETBALL**

All the zonal secretaries did well by organizing the above activities which the District P.E coordinator and the circuit supervisors monitored. Activities at all the zonal centers were successful without violent incidents.

In all the activities inherited were on course and those implemented were successful.

**Table 2.14: REPORT FROM LOGISTICS/STORES UNIT**

The following items were received from the Regional stores to the District store;

ITEMS	QUANTITY
➤ Desktop computer	4
➤ Early childhood pencil bags	50
➤ White chalk	12,679
➤ Attendance registers	1,283
➤ Teachers notebooks	160
➤ Cockcrow textbooks	2,750
➤ Cockcrow training manual	110
➤ Teachers tables and chairs	136
➤ Dual desks (Metal)	53
➤ Dual desks (wood)	2,000

ITEMS	QUANTITY
-------	----------

➤ A4-Paper (rem)	2
➤ Flip cart	20
➤ Marker pen	3-boxes
➤ Facilitators guide	50
➤ Masking tape	15
➤ Pens	2-boxes

**The following items were also provided to support GES by USAID**

**2.10.2 REPORT FROM GUIDANCE AND COUNSELLING UNIT**

Activities undertaken during the period were the following:

- School visits
- Engagement with the JHS 3 students
- Career conference

**2.10.3 OBJETIVES:**

- To familiarise with the school
- To improve on the guidance and counselling activities in our school
- To enable the final year students (JHS 3) make informed choices concerning their program and schools
- To enlighten the business students on the job opportunities ahead.

**Schools visited:**

1. Tweapease Presby JHS
2. Tweapease Salvation Army JHS
3. Tweapease Pentecost JHS
4. Bomso Advent Preparatory JHS
5. Bomso L/A JHS
6. Otumi Presby JHS
7. Kade E.P JHS
8. Kade Methodist JHS
9. Kade El-ntiado JHS
10. All Abaam JHS'
11. Asuom Presby JHS
12. Asuom Islamic JHS
13. Asuom Methodist JHS
14. Asuom R/C JHS
15. Asuom SHS

**2.10.4 CHALLENGES**

- It was realised that guidance and counselling is not given the necessary attention in most of the Basic schools and most of the representatives in the various schools.
- Lacks of most of the basic information to enable them operate effectively.

### **2.10.5 WAY FORWARD**

- A workshop must be organised for heads of schools and their guidance and counselling representative to ensure effective guidance and counselling activities in the schools

## **2.11 REPORT FROM EARLY CHILDHOOD DEVELOPMENT UNIT ACTIVITIES:**

These are the activities performed by the Early Childhood Development coordinator in the period under review.

- ✓ Schools visits (Monitoring)
- ✓ School based in-service training
- ✓ “My first day at school” celebration
- ✓ Challenges
- ✓ Recommendations
- ✓ Way forward

### **2.11.1 SCHOOLS VISITS**

The coordinator visited forty-one (41) Kindergarten (KG) schools in the district. During the visits, the coordinator observed some of the teachers’ lesson delivery to see if the methodology they use is child centred. It was observed that about eighty per cent (80%) of the teachers who were asked to teach used the right methodology and the pupils’ participation was also encouraging.

### **2.11.2 SCHOOL BASED IN-SERVICE TRAINING**

School based in-service training were organised for the remaining twenty per cent (20%) of the teachers on the proper KG lesson notes preparation, methodology and caring or handling of the KG pupils.

### **2.11.3 OUTPUT OF WORK**

The pupils’ exercise books were selected at random by the coordinator in all the schools visited to check on the output of work. It was found out that about seventy per cent (70%) of the schools had adequate output of work of the pupils while the remaining thirty per cent (30%) had inadequate output of work of the pupils.

The teachers concerned were advised to encourage the pupils to write in exercise books and also give them more exercises to do, since this will help the teachers to assess the pupils and they themselves to achieved objectives set for the lessons.

#### **2.11.4 “MY FIRST DAY AT SCHOOL” CELEBRATION**

The coordinator and the Public Relations Officer visited three (3) selected schools in the district capital on the day of reopening to distribute fifty (50) pencil cases to KG1, KG2 and Basic one (1) pupils’ to welcome and motivate the new entrants to be regular and punctual to school.

#### **2.11.5 CHALLENGES**

- Lack of permanent classroom accommodation in some of the pre-schools.
- Lack of trained teachers and attendants in some of the pre-schools.
- Inadequate teaching and learning materials in some of the pre-schools in the district.

#### **2.11.6 RECOMMENDATIONS**

- Provision of proper and permanent classroom accommodation by the District Assembly.
- Provision and improvisation of adequate teaching and learning materials.
- Head teachers should ensure that KG teachers improve upon their output of work.
- Head teachers should periodically observe the KG teachers teaching to ensure that they use the appropriate methodology and support them when the need arises.
- The District Assembly should support ‘MY FIRST DAY AT SCHOOL’ regularly to cover the entire district.

#### **2.11.7WAY FORWARD**

- Monitoring would be intensified to check output of work, lesson notes preparation and lesson delivery in the pre-schools.
- Regular workshops and in-service training should be organised if funds are made available.

#### **2.12 REPORT FROM SCHOOL HEALTH EDUCATION PROGRAMME (SHEP) COORDINATOR.**

The District SHEP coordinator, the Public Relations Officer (Health Service), Deputy Director of Health service, the Public Health Nurse, District Health information officer and the Disease Control officer collaborate within the year.

The District SHEP coordinator and other officers from the Environmental Health Service visited some schools to brief food vendors on personal hygiene, covering of food and hair and obtaining health certificates. In all ten (10) private and public schools were visited.

The District SHEP coordinator as part of her activities visited some schools to check on the HIV/AIDS Alert materials and to interview pupils on Alert activities in the five (5) schools visited.

Again, the District SHEP coordinator visited some schools to check on schools with toilet and Urinal to be submitted to the District Assembly. Most of the schools visited in the circuits have toilet facilities except the following (Subriso D/A JHS, Atobriso number 2 basic, Abaam Presby JHS, Mereponso D/A primary school, Asuom Presby Primary 'A,B&C, Asuom Methodist JHS, Pramkuma L/A JHS, Koka D/A Primary, James Town Presby Primary, Malam Nkwanta L/A Basic, Otumi Presby A&B).

All the District SHEP coordinators attended a meeting at Koforidua to discuss issues pertaining to the SHEP activities in the region and the districts.

The District SHEP coordinator and the District HIV/AIDS focal persons visited some Alert schools to sensitise pupils and teachers on how people living with HIV/AIDS should not be discriminated or stigmatised in the community. In all three (3) schools and two prayer camps were visited.

Schools in Kade, R/C Basic and EP Basic schools observed the Global hand washing day. The coordinator made an announcement educating the Kade town ship on personal hygiene and better ways of hand washing on the local communication centre in the town with the assistance of public nurses. Detergent and wipes were also provided by the health Directorate.

The District SHEP coordinator attended a workshop on deworming at Koforidua and organised a days' workshop for School Based SHEP coordinators in the district for deworming with the assistance of two (2) Disease Control officers from the ministry of health together with the GES Director. The day of deworming was 29<sup>th</sup> September, 2016.

The District SHEP coordinator and two other officers from the District Health Administration monitored the administration of the drugs for three (3) days.

A team of National School Feeding Program were here to observe and sensitise cooks on the proper ways of maintaining good cooking environment.

On the 20<sup>th</sup> December, Ghana National School Feeding Program came to train school based SHEP coordinators on personal hygiene and how to plan menu for the schools.

World HIV/AIDS day at Koforidua was attended by the coordinator.

### **2.12.1 CHALLENGES**

- ✓ No funds to organise the district HIV/AIDS day in the district.
- ✓ Funds to fuel District Education Office vehicles to visit the schools are unavailable.
- ✓ There are no funds to repair broken SHEP coordinator's motor bike and vehicle.
- ✓ Some parents feel very reluctant to allow their children to be administered with the albendazole and the praziquantel drugs.

## **2.13 SPECIAL EDUCATION UNIT**

### **2.13.1 INTRODUCTION**

During the period under review, Special Needs Education was greatly enhanced as a result of collaborative work with other officers within the district. The year has been rewarding even with the numerous difficulties.

### **ACTIVITIES**

Activities undertaken within the year included the following:

- ✓ Awareness creation/ schools visits
- ✓ Management strategies for pupils with special needs in the classroom.
- ✓ Follow up visits
- ✓ Referrals
- ✓ Seminar/workshops

### **SCHOOLS VISITS**

During the period under review, the coordinator visited about thirty nine (39) schools in the district – thus KG, primary and JHS to identify cases of impairment and other related defects.

### **AWARENESS CREATION**

Awareness creation talks on disability issues were held in some communities and churches in the district. The objectives of these talks were to sensitise them on causes, symptoms and the prevention of disabilities – thus, the visual, hearing and mental disabilities. This was done in collaboration with other officers from the District Education Office. About fifty four percent (54%) of those who were ignorant of the causes of the impairments were made aware or educated on it. Teachers were also updated on the defects in their discharge of duty within their respective schools.

### **REFERRALS**

A number of cases were identified. Master Seth Aidoo a five (5) years old pupil at Kade R/C was referred to see an ophthalmologist for proper check on his eyes. The rest were asked to be sent to the hospital by their parents for guidance.

### **FOLLOW UP VISITS**

Most of the clients' schools were visited to ascertain how pupils with impairment were coping with classroom activities. Pupils with impaired hearing and vision were coping steadily as compared with mentally handicapped ones.

### **WORKSHOPS/SEMINARS**

The ministry of health in collaboration with Ghana Education Service organised a workshop on mental retardation for selected officers within the region. The theme was "Managing the mentally ill patient". The Special Education coordinator together with the SHEP coordinator was present for the workshop.

## **CHALLENGES**

- ✓ Parents continue to relax on directives given to handle the affected children.
- ✓ Affected pupils sometimes need monetary assistance.

## **WAY FORWARD**

- ✓ The coordinator intends conducting screening programmes to find out more pupils with hidden defects.
- ✓ Continue with the awareness creation as the new set of personnel join the service.

## **2.14 EXAMINATION UNIT ACTIVITIES**

- ✓ School selection and continuous assessment.
- ✓ Conduct of West Africa Senior Secondary Certificate Examination (WASSCE) and Basic Education Certificate Examination (BECE).
- ✓ Preparation and submission of transport and overnight allowances for the conduct of BECE 2016.
- ✓ Collection of re-entry forms to SHS.
- ✓ Briefing course on the 2016 WASSCE and BECE.
- ✓ Submission of 2016 BECE invigilators and supervisors claim form.
- ✓ Training of examination and ICT coordinators on BECE registration
- ✓ Workshop for JHS heads (both Public and Private) on the registration of 2017 BECE.
- ✓ Registration fees and photo album.
- ✓ Interview for JHS nominees for presidential awards for brilliant but needy pupils.

## **SCHOOL SELECTION AND CONTINUOUS ASSESSMENT**

The school selection and continuous assessment data entries were made from January to February, 2016 by all heads of schools in the district who were invited for briefing on the school selection or choices and continuous assessment entries.

## **CONDUCT OF JHS 3 MOCKS 1 AND 2**

- ✓ The first (1<sup>st</sup>) mock was conducted in February, 2016
- ✓ The second (2<sup>nd</sup>) mock was also conducted in April, 2016

The District Director and his team monitored the conduct of both the WASSCE and the BECE 2016 at all centres in the district. The District Examination officer and the West Africa Examination Council officials also went round the centres to monitor both examinations.

## **PREPARATION AND SUBMISSION OF TRANSPORT FARE AND OVER NIGHT ALLOWANCES FOR THE CONDUCT OF BECE 2016**

Per the directives to the conduct of the BECE, the Examination desk prepared and submitted to the Ghana Education Service headquarters, Accra on the month of May, 2016, the transport fare and overnight allowances of invigilators and supervisors.

### **COLLECTION OF RE-ENTRY FORM TO SHS**

The Examination unit took delivery of re-entry forms from Koforidua to be sold to potential candidates qualified to re-enter school next academic year 2015/2016. Twenty four (24) of this form has been completed and forwarded to Koforidua.

### **BRIEFING COURSE ON THE 2016 WASSCE AND BECE**

A briefing course for WASSCE was organised at Oda St. Francis SHS on the 16<sup>th</sup> March, 2016 for District Directors of Education, Examination officers and supervisors to oversee the conduct of the BECE.

### **COMMON EXAMINATION**

In every academic year, the district conducts two (2) termly District Common Examinations – that is, second (2<sup>nd</sup>) and third (3<sup>rd</sup>) terms. As usual, the district conducted the examination this year.

### **SUBMISSION OF 2016 BECE INVIGILATORS AND SUPERVISORS CLAIM FORM.**

In July, the Examination officer submitted the 2016 BECE invigilators and supervisors claim form to WAEC, Koforidua branch.

### **TRAINING OF EXAMINATION AND ICT COORDINATORS ON B.E.C.E REGISTRATION**

On the 15<sup>th</sup> November, 2016, the examination coordinator together with the ICT coordinator were invited for briefing on 2017 BECE registration. The workshop was held at Ghana Senior High School, Koforidua led by Madam Jemima Vanderpuije the branch controller.

### **WORKSHOP FOR JHS HEADS (BOTH PUBLIC AND PRIVATE)**

The Examination officer organised a day's workshop for Junior High School heads, both Public and Private on the registration for 2017 BECE on 7<sup>th</sup> November, 2016 at the premises of Kade Presbyterian JHS. The Examination officer took the heads through some areas on the registration form. For example sex, date of birth, spelling of names, check list of the candidates and who is a qualified candidate.

The ICT coordinator also took the heads through certain techniques and observation he had in the previous years.

After the registration, the data was downloaded online. Hazardous though the registration was, we managed to complete and load them unto the internet.

### **REGISTRATION FEES AND PHOTO ALBUM**

The master file, the photo album CDs, the hard print and fee slip were sent to WAEC branch office in Koforidua in November, 2016.

The examination officer also went to WAEC branch in Koforidua to collect 2015 Basic Education Certificate Examination Certificate (BECE) for the various Junior High Schools in the District.

### **INTERVIEW FOR JHS NOMINEES FOR PRESIDENTIAL AWARD FOR BRILLIANT BUT NEEDY PUPILS**

The presidential Independence Day Award interview was conducted to select two (2) candidates, a boy and a girl to represent the district in the regional levels interview.

### **CONSTRAINTS**

- Lack of funds to run educational programmes and activities
- Insufficient trained teachers in the district

### **WAY FORWARD**

Monitoring and supervision would be intensified within the next year.

### **ESTATES/ PROJECTS**

The Directorate is left with oodles of uncompleted building projects from year 2000 till date among which are: the District Education Office building, the District Director's bungalow, a 3-unit classroom block at Subriso, a 3-unit classroom block at Larbikrom and a number of schools that needed renovation.

### **CHALLENGES**

- No funds for supervising on-going projects by the project officer of the GES.

### **GIRLS EDUCATION UNIT SCHOOLS VISIT:**

The Girls Education coordinator visited some Junior High Schools to counsel the pupils on the following:

- ✓ The need to have formal education.
- ✓ Monitor the enrollment trends of the girls' attendance to school.
- ✓ Find out rational for girls' drop out.
- ✓ Challenges confronting girl child education.
- ✓ Find recommendations to remedy the situation

One hundred and six (106) girls were met to be counseled.

- Most of the girls drop out were due to pregnancy
- Challenges confronting girls' education are parents' inability to provide the basic needs of their children.
- Girls desire for the love of money.
- Parents there were sensitized on the need to take good care and provide their ward with their basic needs.

### **BASIC EDUCATION CERTIFICATE EXAMINATION (BECE)**

The number of girls registered for the BECE was one thousand two hundred and nineteen (1,219). One thousand two hundred and ten (1,210) girls wrote the examination. The remaining nine (9) were absent.

The various reasons given for their absenteeism were that: two (2) girls got pregnant prior to the writing of the exams. Four (4) girls were sick, One (1) travelled and the remaining two (2) dropped out.

The coordinator also embarked on school visit on the identification and counseling of school drop outs in two (2) communities to go back to school. Eleven (11) girls were identified as drop outs due to pregnancy and seven were dropped out not because of pregnancy but partly due to harsh economic conditions at home.

### **2.15 REPORT ON SCIENCE, TECHNOLOGY, MATHEMATICS AND INNOVATION EDUCATION (STMIE) CAMP FOR JUNIOR HIGH SCHOOLS -2016 HELD AT KOFORIDUA SECONDARY TECHNICAL HIGH SCHOOL (27<sup>TH</sup> – 31<sup>ST</sup> OCTOBER, 2016)**

#### **APPRECIATION:**

We wish to appreciate the support of the Kwaebibirem District Assembly led by the District Chief Executive (DCE), for releasing an amount of GH¢ 2,500.00 in sponsoring fourteen (14) pupils for the 2016 Basic schools Regional STMIE Camp.

The team from the Kwaebibirem District comprises seven (7) boys and seven (7) girls respectively. Accompanying the participants were the District Training Officer and two (2) chaperons who are classroom teachers from the selected schools.

On Friday the beginning of the programme, Prefects were elected for various positions to ensure smooth running of the programme.

After the election, a symposium followed with a talk on the topic, "HOW TO LEARN". It was very educative since it helped participants to acquire the skills needed to study and pass their exams. In the quest to entertain and educate participants, they were taken to the GRATIS FOUNDATION an automobile company in Koforidua to have a firsthand experience in auto-mobile engineering.

Participants who brought projects were asked to mount their projects for inspection. The inspection of the projects took the rest of the day since twenty five projects were presented. The team from Kwaebibirem District presented two (2) projects entitled **sola water heater** and **Power band for charging of mobile phones**. This did not gain audience much as their attention was more on projects that were geared towards the environment.

Later, the participants went back to continue their classes and those defending the projects went back to continue with the inspection of the projects.

Saturday was the third day of the programme; practical activities in Mathematic, Biology, Physics, Chemistry and Technology were carried out where Participants were taken to the various Laboratories to study the practical aspect of STMIE. Unlike the previous camping, this year Participants did not write examination and therefore there was no declaration of positions of individual students.

On Sunday, there were two main activities. The first was a joint church service with the SECTECH students and a quiz competition between the participants (boys and girls). This was won by the girls with only one point difference in margin. Finally participants were taken through the preparation of disinfectants (Dettol).

Monday 31<sup>st</sup> October, 2016 was the day for the grand durbar and the award of prizes to deserving participants, schools and districts. A lot of dignitaries were present including the Deputy Regional Director of Health, a representative of the Regional Minister and District Directors of Education from most of the participating Districts. Also present was the Headmaster of KoforiduaSecTech., who was the host.

The Regional Director of Education in a speech delivered on her behalf by the Deputy Regional Director, Madam Baba Tunde, She urge all participants to apply the knowledge they have acquired to help solve problems of society. She continued that, Science and Technology are the driving force for development because it brings out the creative abilities of individuals and also if children are exposed to technologies at their early ages they will be excellent materials for development.

The Kwaebibirem team departed from Koforidua around 3:30pm and after an event free journey, arrived at Kade at about 6:00pm. Participants from Kwae, Abodom, Adankrono and Bomso were given transportation fares to their destinations.

### CHALLENGES

- ✓ The postponement of the programme affected the organization and preparation.
- ✓ The district could not organize the District fare due to lack of funds.

- ✓ Due to the timing of the programme some Private Schools did not release students for us.
- ✓ The delay of funds affected the preparation of projects.
- ✓ The dormitories were not sprayed as such bed-bugs attacked teachers and participants.
- ✓ The buses used for the excursion were not enough and therefore the students were overcrowded.

### **RECOMMENDATIONS**

- ✓ Proposal should be prepared on time to enable the release of fund for activities.
- ✓ The district should source for funds for the organization of district fares in order to improve our performance at the regional level.
- ✓ The regional team should always inspect the dormitories of host schools and if need be spray them in order to avoid the inconvenience caused by bed bugs
- ✓ When excursions are organized for students during such programmes, the organizers should make available enough buses to avoid overcrowding.
- ✓ The District Assembly should sponsor district level fairs in other to get the best of projects.

### **TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING:**

Now there is no TVET school in the District however we anticipate the establishment of one to augment training of the youths in craft work.

### **CHALLENGES**

- There is the need for funds to be provided in organizing in-service training for BDT and Creative Arts teachers in the district.
- Lack of teaching aids (tools and materials) for practical lessons.
- The District TVET coordinator should be involved in District workshop for artisans.

### **RECOMMENDATION:**

We however recommend that challenges faced within the year 2016 would be avoided with a valid support from the District Assembly and Central Government.

### **CONCLUSION:**

In conclusion, we acknowledge all stake holders in education for their functional parts played in uplifting education in the district.

## **2.16 HEALTH**

### **National Health Insurance Scheme**

The 2016 target for NHIS membership in the District was 90,109 and the scheme was able to register 88,430 people, representing a ninety-eight (98%) per cent achievement. There was a total of 24,165 new members in the year, made up of 11,874 males and 12,291 females. Membership renewal was 64,266 males constituted 41.7% and females 58.3%. Those under 18 years made up the total registrants. This is encouraging because this trend shall go a long way to reduce the incidence of infant mortality, since more children may now assess primary health care.

**Table 2.15: National Health Insurance Scheme**

<b>PROGRAMME</b>	<b>YEAR</b>	<b>NUMBER COVERED</b>	<b>DISBURSEMENT (GH¢)</b>
NATIONAL HEALTH INSURANCE SCHEME	2013	367,108	3,920,690.96
	2014	100,413	6,869,190.92
	2015	88,431	2,687,460.45
	2016	100,000	Not Available

Source: DHIO – Kade.

From table 2.13, the National Health Insurance in 2015 registered 88,431 of subscribers and total claims made amounted to GH¢2,687,460.45 while disbursement for 2016 is not yet available.

Considering the figure of out-patients attending to the hospital in the district with health insurance cards, there has been appreciating increase in numbers of patients. This is a result of the following:

- Satisfactory services the various Health Service providers are rendering to Health Insurance card bearers (subscribers).
- The enrolment of Non-Governmental Health facilities that are also providing health insurance services.
- The increased registration of the exempted ingredients/registrants of the insurance scheme
- The introduction of CHPs compounds and the biometric registration cards which is attractive to clients among others.

This out-patient attendance can even be better improved when the National Health Insurance authority (NHIA) and other stakeholders intensify and encourage the non-registrants target population to register. It is important to note that, the above stated critical development and poverty related programme be supported and strengthened to satisfy the basic health needs of the vulnerable, the marginalised and the aged.

This will very much strengthen and better improve the scheme as well as health delivery in the district in particular and Ghana as a whole.

**Table 2.16: Admissions with Health Insurance**

ADMISSIONS	YEAR	INSURED
	2013	24,384
	2014	12,240
	2015	16,500
	2016	Not available

Source: District Health Insurance Office, Kade

From table 2.14, there has been a progressive increase in number of patients admitted in the hospital covered under the National Health Insurance Scheme. This increase in admission attendance has resulted from factors such as:

- The gradual understanding and acceptance of the scheme by both subscribers and providers in the district
- The opportunities of the dependants of the scheme subscribers to ride on paid registrants, as well as the increased ill-health or deteriorating health of the aged who either registered or are in the exempted group.
- The national policy of providing free Anti-Natal Care to pregnant women which falls under the sponsorship of the NHIA
- Also, due to the gradual urbanisation of Kade; the district capital, as a result of booming commercial activities thus producing a lot of filth and insanitary conditions which eventually leads to upper respiration tract infections and malaria related ill-health.
- The serious issues of environmental pollution or degradation leading to problems such as water pollution which linked to water related diseases.

To help reduce the increasing rate of admission of patients especially with national health insurance cards, the following measures should be considered:

- There should be intensive education on preventive health by all stakeholders to the population, e.g good eating habit, regular physical exercise etc.
- Sanitary conditions should be improved in the district.
- The menace of air pollution, the degradation of environment such as destruction of vegetation through farming, lumbering, mining (galamsey especially), etc. Should be addressed with all seriousness.

**Table 2.17: General Information on National Health Insurance at Kade**

	PERIOD/YEAR		
	2013	20114	2015
Registrants	205,339	100,413	88,431
Registrants with cards	202,624	100,413	87,925
<b>Registrants by category</b>			
Informal (pay by cash)	70,243	34,813	29,789
SSNIT contributors	7,824	4,645	4,412
SSNIT Pensioners	1,385	251	225
Under 18 years old	101,639	47,694	39,469
Pregnant women	11,474	4,398	3,064
70 years old and above	11,764	3,872	3,524
Indigenes	1,010	4,740	7,748
Paying	192,855	91,275	41,949
Non-paying	12,484	9,138	46,282

Source: District Health Insurance Office, Kade

From table 2.15, it can be indicated that the use of National Health Insurance Scheme in accessing healthcare in the district is increasingly being patronised.

Process of registration and issuing of the cards for accessing health is very much improving when you consider the registrants with cards and those who are yet to acquire it.

Dependants of the contributors to the Health Insurance Scheme, pregnant women and the aged who access health services under the scheme are gradually increasing as against the needed resources to sustain the scheme in the long term

Therefore stakeholders and managers of the scheme such as the NHIA, the government, hospital administrators, etc should take a critical notice on this potential challenge to the scheme and try to find out pragmatic solutions to the problem in order to save the scheme from future collapse.

The table above puts registrants of the National Health Insurance at Kwaebibirem at 88,431 out of the total population of 113,721 as at 31<sup>st</sup> December, 2015 which is encouraging.

### **ISSUES ON HIV/AIDS**

During the period under reporting, the District HIV/AIDS focal person in collaboration with the District GES SHEP Co-ordinator, undertook several activities with the aim of creating and intensifying awareness on HIV/AIDS in the District. These include;

(a) Schools visitation

Visit to six selected HIV/AIDS alert Junior High Schools in the district where students were educated on topical issues on HIV/AIDS through open forum. The use of HIV/AIDS materials were also distributed to students. In all, about two hundred and forty (240) students captured.

**Table 2.18: Age and Sex disaggregation of students in one of the schools.**

<b>Age group</b>	<b>Male</b>	<b>Female</b>	<b>Total</b>
12 – 14	69	62	<b>131</b>
15 – 17	65	68	<b>133</b>
18 - 19	51	43	<b>94</b>
20+	22	28	<b>50</b>
<b>Total</b>	<b>207</b>	<b>201</b>	<b>408</b>

Source: District HIV/AIDS Focal Unit

(b) Visit to churches

A team comprising of DAC members and the District Education Service visited churches, for example, the Baptist Church where presentation was done after which the congregation also asked question on topical issues presented.

(c) Engagement with Community Information Centres

Resource persons comprising the district HIV/AIDS Focal Person, representatives from District Health service, district information service and SHEP Co-ordinator did 30 minutes

presentation on HIV/AIDS and the significance of World AIDS Day which fell on Tuesday, Dec. 1<sup>st</sup>, 2015.

(d) Celebration of World AIDS Day

There was a route march on the principal streets of Kade, the District Capital. Stakeholders later addressed the general public or audience on HIV/AIDS. Condoms, leaflets and posters on HIV/AIDS were distributed to the people.

Voluntary counselling and testing

As part of celebrating the World AIDS Day, there was a voluntary counselling and testing on HIV/AIDS. Out of hundred (100) people who turn out to tested comprising of 24 males and 76 females, three (3) people tested positive and were advised accordingly.

**Table 2.19: Voluntary testing conducted on W.A.D**

Age group	sex		Results			
	Male	Female	Negative		Positive	
			M	F	M	F
16 – 25	4	16	4	16	-	-
26 – 35	7	35	7	34	-	1
36 – 45	13	25	13	23	-	2
<b>Total</b>	24	76			-	3

Source: District HIV/AIDS Focal Unit

(e) Quiz Competition

The District AISD Committee in collaboration with District Education Service organized quiz competition in all the eight (8) education circuits to commemorate the 2015 World AIDS Day. The quiz was centred around the theme for the 2015 WAD celebration, “Fast track: meeting the health needs of children towards an HIV/AIDS free generation. The final quiz competition was held at the district Assembly Hall at Kade with the District Chief Executive present. Ampofo Memorial School came out as the overall winners.

**2.17 VULNERABILITY AND SOCIAL PROTECTION PROGRAMMES**

Table 2.18 shows explains the total population of the District as 113,721 and out of this, the total population with disability is 2,951, representing 2.6% of the total population.

**Table 2.20: Population by type of locality, disability type and sex**

<b>Disability type</b>						
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	<b>No.</b>	<b>%</b>	<b>MALE</b>	<b>%</b>	<b>FEMALE</b>	<b>%</b>
Sight	1462	49.5	696	48.6	766	50.5
Hearing	424	14.4	195	13.6	229	15.1
Speech	437	14.8	239	16.7	198	13.0
Physical	782	26.5	336	23.4	446	29.4
Intellectual	285	9.7	162	11.3	123	8.1
Emotional	235	8.0	114	8.0	121	8.0
Other	230	7.8	107	7.5	123	8.1

Source: Population and Housing Census, 2010

**Table 2.21: Sex Aggregation of Pop. by type of disability.**

<b>Male</b>	1433	48.6%
<b>Female</b>	1518	51.4%
<b>Total</b>	<b>2,951</b>	<b>100%</b>

Source: Population and Housing Census, 2010

The information reveals that, the total population with disability stood at 2.6% as at 2010. Indications are that about 50% of the people with disability were suffering from sight which is very common with age. In the same way, fifty (50%) per cent of the victims of sight challenges are predominantly females. Therefore, there is the need to target programmes aimed at enhancing the sight of those having these challenge.

### **Children**

The Ghana living standard survey defines children as being vulnerable in a society if they are: Malnourished, Victims of child labour, School dropouts, Orphans, Children suffering from sex abuse and among many other factors of which the Kwaebibirem district located in the Eastern Region of Ghana is not in exception.

Child vulnerability's manifestation in the Kwaebibirem District can be traced to parental irresponsibility most especially, among the District's Rural Population.

Weak enforcement and in some cases, lack of child welfare programmes and child development programmes such as adequate and child-friendly educational programmes and infrastructure, entertainment programmes and infrastructure such as children’s park among many others.

Besides, children born outside marriage and children of large families tend to be victims of parental neglect and so, are called upon to fend for themselves sometimes at early age, a situation which opens them up to all manner of dangers and abuse such as child labour.

The most effective remedy to the afore-mentioned situations is to strengthen the social welfare department and the other stakeholders of child vulnerability so that, family and child welfare programs can be effectively undertaken in the District.

**Table 2.22: Total population of children as at 2010PHC**

<b>AGE SEGREGATION</b>	<b>MALE</b>	<b>FEMALE</b>	<b>TOTAL</b>	<b>PERCENTAGE (%)</b>
0-14	23,035	21,832	44,867	39.4

34.4% of the district population constitute children; hence the District Assembly as a policy or development focus should target specific projects and programmes that will be advantage to them. Specific projects and programmes that could benefit them include school facilities, health facilities, water and sanitation facilities, immunisation programmes, school feeding programme and capitation grant.

**The Aged**

As per the indication(s) of the aged in society been described or seen as vulnerable by the Ghana living standard survey, it is not farfetched as far as Kwaebibirem District as a society in general is concerned.

The elderly with no access to family care and protection and physically challenged with no employable skills are some of the common factors found in the district hence, evidence of vulnerability among that social class of people within the Kwaebibirem District.

Besides, the safety net provided by the extended family system is getting eroded as society transforms towards emphasis on nuclear families. Where the nuclear family is incapable of supporting their aged or with the out-migration of the young ones for jobs, even where money is transferred to the aged, catering for their own needs become problematic.

There is the need to institute and extend the existing support system such as the on-going LEAP project in the district to provide a safety net for neglected aged persons.

**Table 2.23: Table 2.20 Total population of the aged as at 2010PHC**

<b>AGE SEGREGATION</b>	<b>MALE</b>	<b>FEMALE</b>	<b>TOTAL</b>	<b>PERCENTAGE (%)</b>
65+	2549	3195	5744	5

Even though the percentage of the aged as compared to the total population is not much significant there is the need to come out with projects and programmes that will enhance their standard of living. Under the circumstance the District Assembly in collaboration with sector departments could ensure that the aged are registered under the National Health Insurance Scheme, free transport on Metro Mass Transit and annual reception during national occasion such as Republic Days.

**Women**

Even though women according to the 2010 Population and Housing Census constituted more than half (50.9%) of the total population of the Kwaebibirem District, most of them are found to be vulnerable.

Again, more than twice (69.2%) of the total women population enumerated were found to be illiterates as against their male counterparts' illiterates (30.8%). Below are tables explaining the above.

**Table 2.24: Population Structure of Female in Kwaebibirem District**

AGE STRUCTURE	POPULATION	PERCENTAGE (%)
0-14	21832	37.6
15-64	32948	56.8
65+	3195	5.5

About 40% of the female population in the District fall below 15 years therefore there is the need to target projects and programmes (social interventions) to enrol and maintain them in school, improve their health status and prevent teenage pregnancy. The economically active female population constitute more than half of the total female population, therefore the need for the Assembly through sector agencies and departments to target programmes in entrepreneurial skills training to empower them in the area of palm oil extraction, soap making, basic book keeping retail sales and services etc.

In the area of water and sanitation, since women and children are vulnerable in terms of benefit, the District Assembly through district water and sanitation has been organising training in managerial skills for women serving on the water and sanitation teams in the various communities.

**Table 2.25: Total Population by sex**

	POPULATION	PERCENTAGE
MALES	55746	49.1%
FEMALES	57975	50.9%

**Table 2.26: Total Population in terms of illiteracy level by sex**

	POPULATION	PERCENTAGE
MALES	3774	30.8%
FEMALES	8477	69.2%

Beside the above, the Ghana living standard survey also defines women as vulnerable in a particular society if a segment of the women population are evident to be single parenting, malnourished pregnant women and nursing mothers, teenage mothers, commercial sex

workers and among many other factors of which the situation is never far fetching as far as the Kwaebibirem District is concer

## **2.18: REPORT FROM AGRICULTURE DEVELOPMENT 2016**

### **EXECUTIVE SUMMARY**

A summary of the agricultural sector's performance in the Kweabibirem District for the period January to December 2016 is presented in this report. Recommendations and strategies have been proposed in the report as a result of challenges encountered and the lessons learnt during the years, 2015 and 2016 to promote achievement of targets set for 2017.

Favourable weather conditions especially good rainfall in both the major and minor seasons, good agricultural practices and projects interventions in the district resulted in increases of about 3.4% crop production and about 2.1% in livestock

About half of technology transfer activities (On Farm Demonstrations, Field days and special farm trainings planned could not be implemented fully due to non release of budgeted funds to the Department of Agriculture. The Department did not receive any fund for its Goods and Service activities for the entire year 2016.

The Department did not disburse any fund in the form of input credit (fertilizer and seed) to farmers to cultivate any crop under Block Farm concept. However, 188 farmers were supplied with high yielding cassava varieties under the West Africa Agricultural Productivity Programme (WAAPP) and cultivated on their fields. Fifteen acres of cassava and two cares of rice community demonstrations field were also established under the WAAPP programme.

Under the Women-In-Agriculture Development (WIAD) 1,061 women and another 478 men were trained in propel utilization of various local dishes and food hygiene and food safety. The Extension delivery of improved technologies and other planned agricultural activities fell below target due to lack of full complement of staff and inadequate Travel and Transport (T&T) allowance. Out of a total of 18 Agricultural Extension Agents (AEAs) required in the district, there were only 8 general AEAs and 5 District Agricultural Officers (DAOs) at post during the year.

The Extension sub-sector also carried out the following activities:

- 1,152 Farm and Home visits were made and interacted with farmers
- 47 field demonstrations carried out
- Interacted with 31 active FBOs
- 9 field days for farmers
- 4 trainings for staff (DAOs and AEAs).

The Veterinary Sub-sector worked fairly. It on daily basis provided services to farmers and the public and its revenue was paid into GOG account at the GCB bank at Kade.

The Management Information System/Statistical (MIS) unit presented an Annual Budget of the department to the Kweabibirem District Assembly as an input to the 2016 Composite Budget. The MIS/SRID also compiled field data and wrote the following reports:

- 4 Quarterly Reports
- 1 Annual Report
- 4 Quarterly Food Situation Reports
- 4 Quarterly Extension Delivery Reports
- 12 Monthly Market Data Reports
- 4 Quarterly Budget Performance Reports

The District Assembly and its Agricultural Department organised a successful Farmers' Day celebration at Atobriso on the 7<sup>th</sup> of November 2016 and awarded various prizes to deserving farmers and agribusiness entities.

The Department of Agriculture together with the 3 DAOs carried out monitoring and evaluation of AEAs field works and as well attended various workshops and meetings.

### **Effect of Weather Conditions on Agriculture during the year**

Rainfall is one most import determinants of agricultural production in the District. There was about 19.8 % increase in rainfall (rain days) from 171 rain days in 2015 to 205 rain days in 2016. Both the intensity and distribution of rainfall in 2016 was better than that of 2015. The District experienced early precipitation in January and February but actual rainfalls started in March it continued till the third week in the December. That was at least two rainfalls in a month between March and November. There were several wet days coupled with enough soil moisture in between the rain days.

The favourable weather conditions enhanced the performance of the major staple crops in the district. The beneficiary crops were maize, cassava plantain, and vegetables. Oil palm also performed well in the district especially on the out grower and corporate fields. Aside the good rainfall during the period, day and night temperatures were a little high in the district especially Kwae and Takyiman zones.

### Occurrence of Natural Disasters, External Shocks and Forces

**Table 2.27: External forces, factors, and shocks that may impact significantly on agriculture**

<b>External forces</b>	<b>Area of occurrence (1)</b>	<b>Frequency (2)</b>	<b>Impact on agriculture (3)</b>	<b>Trends (4)</b>
Drought	Nil	C	E	A
Floods	Kade and Asoum zones			
Mean lean season	Nil			
Land erosion and degradation	District Wide	A	B	A
Bush fire	Nil	B	A	A
Pest and disease by type	District Wide	B	B	B
Animal epidemic by type	Nil			
Avian Flu (Influenza)	Nil			
Malaria	District Wide	A	C	B
HIV/Aids	District Wide	A	C	B
Tsetse flies/ Trypanosomiasis	Nil			
Permanent migration and remittance	District Wide	B	F	A

Seasonal migration	Nil			
High input price variation compared to normal year	District Wide	B	B	A
High commodity price variation compared to normal year	District Wide	C	C	C
Urbanization	Kade Zone	A	B	B
Soil and water pollution, toxicity	District Wide	A	E	A
Regional border effect	Nil	-	-	-
Conflict on land and natural resources	District Wide	A	E	A
Alien herdsman	Nil	-	-	-
Illegal logging	District Wide	B	B	C
Illegal mining	District Wide	B	B	C
Stealing of animal	Nil	B	C	C
Others (Chieftaincy, etc.)				

**Source: DOA/ KbDA**

- (1) Indicate operational areas concerned
- (2) Indicate: A = Permanent; B = Seasonal every year; C = Occasional; D = Cycle of 2-3 times every ten years.
- (3) Significance of impact on agriculture performance: A = very important with mostly positive impact on agriculture. B = Important with mostly positive impact on agriculture; C = Medium with mostly positive impact on agriculture; D = Minor and occasional with mostly positive impact on agriculture. E = Very important with mostly negative impact on agriculture. F = Important with mostly negative impact on agriculture; G: minor with mostly negative impact on agriculture; H. No impact
- (4) A = Increase; B = Decrease; C=Stable.

**2.19: Government contribution to MOFA**

**Table 2.28: Actual Releases of Approved Budget to Agricultural Department in 2015 and**

**2016**

<b>Budget Item</b>	<b>2016 Gh¢</b>	<b>2015 Gh¢</b>	<b>% difference between 2016 and 2015</b>
Compensation of Employees			
Goods and Services	7,560.00	0	
Assets (Investment)	0	0	
<b>Total</b>			

*Source: Budget/Treasury Unit KbDA, DOA*

The department received an amount of Seven thousand Five Hundred and Sixty Ghana Cedis (GH 7,560.00) in the year ending 2016 as second quarter 2016 warrant for Goods and Services activities. That amount was the only GOG fund received throughout the period January to December 2016.

**Table 2.29: Internally Generated Funds for DOA in the District – 2016**

<b>Source of fund</b>	<b>Inflows (Gh¢) 2016</b>	<b>Inflows (Gh¢) 2015</b>	<b>% Difference between 2015 and 2016</b>
Phytosanitary certificate			

Sale of Vaccines,	0.00	0.00	-
Slaughter of animals	717.00	644.00	
Movement of animal	73.00	147.00	
Other Veterinary services Charges	824.00	695.00	
Seed Grower registration	-	-	-
<b>Total</b>	1,614.00	1,486.00	8.6%

The department did not collect Seed Grower registration and Phytosanitary certificate fees as these activities were not available in the district. Veterinary services charges were collected and paid into GOG account at the GCB bank at Kade.

### **Enhanced Human Resource Development and Institutional Capacity Building 4.1.Local Training**

**Table 2.30: Local Training**

Course	Number of Participants		Institution	Duration	Impact of Training (1)
	Male	Female			
Citrus production and Beekeeping	4	0		3 days	Positive
RELC planning session in more functional and multiple way information	2	0		3 days	
M&E Planning	2	0		2 days	Positive
e-agriculture techniques	3	0	MOFA -	4 days	Positive

			WAAPP		
Climate Smart Agriculture	2	0	MOFA - WAAPP	3 days	Positive
Staff Performance Appraiser	17	5	LGS KbDA	2 days	Positive
LGs Protocols and Public Financial Management	1	0	LGS RCC	3 days	Positive
<b>TOTAL</b>	<b>31*</b>	<b>5</b>			

\* Staff attendance is cumulative

### **In service staff training**

**Table 2.31: Staff Training (in-service) – DOA**

2016			
Training area	Number of staff trained		
	Male	Female	Total
CROPS	12	2	14
LIVESTOCK	12	2	14
PLANNING	12	2	14
CROSSCUTTING	12	2	14
WIAD	12	2	14
M&E (MISO)	0	0	0
ENGINEERING	0	0	0

GENDER MAINSTREAMING	0	0	0
Total(MEAN)	12	2	14

**Analysis:**

The trainings enhanced the performance of staff which resulted in high technology adoption rate the reflected quantity and quality of crops and livestock produced by the farmers.

**2.20: M&E activities**

**Table 2.32: Main M&E activities and Participants**

2015						
Activities	Number / Quantity of Activities	Number of participants	Nature of participants	% of female participants	Results	Impact and follow-up
Reporting	1	14	staff	0	Improvement in report writing and record keeping by staff	-
Special study						
Meeting on M&E						
Training / Workshop on M&E	0	0				
Institutional capacity building	2	14	staff	0	Staff performance appraiser	
Coordination with Partners	2	10	staff		Improve processing techniques and food safety in the oil palm	

					value chain	
Other activities						

Impact of M&E on sector development planning

**Lessons learned from 2016 incorporated in the 2017 strategic planning**

The shortfall in field staff number for extension and other technical unites that necessitated re-zoning of the district and the deployment of District Agric. Officers (DAOs) into direct extension duties improved extension coverage. The e-agriculture initiative of MOFA-WAAPP to contact majority of the FBOs and farmers on phone which helped to address the shortfall, will be continued in 2017.

**2.21: Update on Core District Indicators and Targets (Categorized by GSGDA Thematic Areas)**

**Table 2.33: Major Crop Performance in 2016**

Commodity	Cultivated area (ha)		Yield (MT/ha)		Production (MT)		% Target	% Achieve
	Target	Achieve	Target	Achieve	Target	Achieve		
<b>Annuaals</b>								
Maize	1,174	1,161	1.85	1.82	2,171	2,113	1.30	1.2
Cassava	1,285	1,212	17.23	17.71	22,140	21,465	3.2	3.0
Cocoyam	157	146	8.42	8.33	1,322	1,216	1.5	1.3
Plantain	652	566	10.20	10.12	6,650	5,7285	0.4	0.3
Yam	34	23	15.50	15.20	527	350	2.1	1.4

Rice	105	84	6.0	5.4	630	454	0.9	0.7
<b>Tree Crops</b>								
Oil palm	34,500	33,450	14.2	-				
Citrus	900	880	12.1	-				

\*\*\* 2016 figures are provisional estimates.

Source: DOA SRID

## 2.22: Food Access

### 6.1. Food markets and Food outlets

**Table 2.34: Availability and Access to Food Outlets**

District level	Total in the District 2016	Total in the District 2015	% Increase
Total number of District food markets (daily to weekly) all year round	32	21	52.3

Access to food in the Kwaebibirem District has three main sources (1) local daily and weekly food markets and outlets for locally produce food; (2) consumption from household own farms and gardens (3) food from import sources outside the district.

Local weekly and daily food markets and outlets increased from 21 in 2015 to 32 in 2016. Alternative economic and social safety food sources such as food assistance did not take place as there was no case of food production shortage. The district did not experience deficit in most of the major foods apart from foreign rice and fish which were taken care of through import. Vegetables such as onion, tomato and cabbage came to the markets from other districts within and outside the country.

### 2.23 Food price variation

**Table 2.35: Average Wholesale Food Price (2015 - 2016) in GH¢**

Commodity	Year	Jan - March	April - June	July- September	October - December
Maize (100Kg)	2016	213.00	252.00	143.00	135.00
	2015	188.00	217.00	165.00	180.00
Local Rice (100 kg)	2016	113.00	195.00	170.00	173.00
	2015	-	-	-	-
Cowpea (109 kg)	2016	366.00	410.00	362.00	284.00
	2015	245.00	240.00	250.00	239.00
Groundnuts (82 kg)	2016	540.00	585.00	455.00	480.00
	2015	330.00	330.00	337.00	330.00
Yam (250 kg)	2016	688.00	833.00	675.00	484.00
	2015	375.00	357.00	320.00	336.00
Cocoyam (91 kg)	2016	130.00	130.00	185.00	205.00
	2015	71.00	75.00	110.00	98.00
Cassava (91 kg)	2016	91.00	98.00	65.00	52.00

	<b>2015</b>	65.00	57.00	51.00	48.00
Plantain(9-11kg)	<b>2016</b>	9.00	21.00	25.00	31.00
	<b>2015</b>	5.00	7.00	5.00	11.00
Tomatoes (52kg)	<b>2016</b>	270.00	290.00	316.00	345.00
	<b>2015</b>	67.00	290.00	115.00	122.00
Orange (100 Single) (20kg)	<b>2016</b>	8.00	-	9.00	8.00
	<b>2015</b>	-	-	-	-
Palm Fruit (35 kg)	<b>2016</b>	38.00	37.00	45.00	53.00
	<b>2015</b>	-	-	-	-
Palm Oil (18 lit)	<b>2016</b>	66.00	71.00	81.00	97.00
	<b>2015</b>	-	-	-	-
Smoked Herrings-100singles	<b>2016</b>	53.00	90.00	50.00	58.00
	<b>2015</b>	63.00	62.00	75.00	85.00

**Source: SRID/DOA**

The major food stuffs such as cassava, plantain and cocoyam as well as the local vegetables were available at all the markets centers and food outlets in the district throughout the year but the high demand at the farm gates by traders from Koforidua and Accra made their prices to go up in some months. Palm Oil had unstable price during the period as result of high demand by trader from some West Africa countries such as Burkina Faso, Niger, Mali and Togo.

**Table 2.36: Food aid and school feeding programme**

	<b>Base Year</b>	<b>Target</b>	<b>Result</b>	<b>% Comparison between 2016 and 2015</b>	<b>Main regions/district/ecological zone concerned</b>	
<b>Region</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>		<b>2016</b>	<b>2015</b>
<b>Number of communities benefiting from food aid (2).</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>			
Number of poor/vulnerable households benefiting from food aid (2).	Nil	Nil				
Number of schools involved in school feeding programme	19	25	19	0	District Wide	
Number of poor/vulnerable people benefiting from school feeding program (1).						

(1 ) KbDA / School Feeding Secretariat

## **2.24: Livestock sub-sector performance**

### **2.24.1: Livestock Production and Population**

The population of sheep, goat, cattle, pigs and poultry grew by 3.8%, 6.2%, 42,5%, 8.4% and 1.6% respectively over the same period. Cattle had already exceeded its target mainly due to

the movement of stocks from the Kwahu Afram Plain Districts and the Greater Accra Region into the District by their owners who found conditions here favourable for the animals.

The Department has pursued productivity improvement interventions through the training of farmers on good husbandry practices resulting in good records of increased livestock production and improvement of the livelihoods of farmers especially small scale farmers.

**Table 2.37: Projections for the major Livestock for 2016 and achievements**

No	Sector	2016 Target	2015 Indicator Level	2016 Indicator***	2016 Indicator
	<b>Livestock</b>	<b>Percentage(%) increase in yield of selected animals</b>	<b>Numbers</b>	<b>Numbers</b>	<b>Percentage(%) increase in yield of selected livestock</b>
	Sheep	4.1	12,891	13,355	3.8
	Goat	5.5	33,782	36,079	6.2
	Cattle	32.5	521	803	42.5
	Pig	12.0	143	214	8.4
	Poultry (Local & Exotic fowl)	2.0	187,233	190,228	1.6

\*\*\* 2016 figures are provisional estimates.

## 2.25: Immunisation and Prophylactic Treatments

**Table 2.38: Vaccinations and Prophylactic Treatments of Farm Animals and Pets 2015-2016.**

<b>Animal Species</b>	<b>Disease</b>	<b>No. of Animals Vaccinated (Jan-Dec 2016)</b>	<b>No. of Animals vaccinated (Jan-Dec 2015)</b>	<b>Achievement (+/-)</b>
POULTRY	Newcastle Disease (Conventional vaccine)	14,0332	134251	+6081
	I-2 vaccine			
	Gumboro Disease	66,090	79,165	-1305
	Fowlpox			
	Marek's disease			
CATTLE	Anthrax			
	Blackleg			
	CBPP			
	Brucellosis			
SHEEP	PPR	816	517	+299
	Anthrax			
GOATS	PPR	2069	2314	-307
	Anthrax			
PIGS	Anthrax			
DOGS	Rabies	651	344	+ 307

CATS	Rabies	6	11	-5
Monkey	Rabies	0	0	
Cattle (Prophylactic Treatment)	Trypanosomiasis			

*Source: DOA Veterinary Services*

The Department have only Veterinary staff. This together with lack of mobility hindered achievement of set targets.

### **Aquaculture Developments**

Currently, the District has only five fish ponds despite its potential in Aquaculture development. During the year under review, the Department sanitized farmers on the profitability of fish farming as an agribusiness.

## **2.26: WOMEN IN AGRICULTURAL DEVELOPMENT (WIAD)**

### **Agro-processing Facilities Distributed**

No Agro-processing facility was distributed during the period.

There are 95 processing facilities in the district. Gari and Palm Oil are processed through the traditional methods.

The Department organized training for selected palm oil and cassava processors to enhance their operation and improve quality of their products. Twenty five cassava processors from Tsumuwusu Krobo and it's environ were sent to improved processing sites in the Akwapem North District and observed conditions and processing techniques there.

### **Food Based Nutrition Education**

A total number of 1,061 people were reached with nutrition programs in 2016, as compared to 1,905 in 2015. This is a decrease of 19.2% in the number of participants of nutrition outreach programs partly due to low coverage as a result of non release of funds to the Department for its planned activities. Over the years, more females than males have been participating in these outreach programs, due to the fact that the topics treated are more

women related. However, males are being encouraged to get more involved to encourage the production and utilization of crop s such as soybeans and the leathern vegetables.

*Source DOA, RADU*

- Each AEA was able, on the average, to implement 18-22 field visits per month out of 32 visits planned;
- On average, each field visit lasted 4-5 hours with the farming communities making an interaction of 32 hours per month a per AEA with FBOs and farmers.

Very active FBOs numbering 31 were involved in DOA activities during the year.FBO development enhanced technology transfer and high farmers’ participation in extension activities.

## 2.27 Research-Extension Linkages and Adoption of Technologies

**Table 2.39: Research-Extension Linkages and Adoption of Technologies**

	2015	2016	% difference
Number of Research Extension Linkages Planning meetings	0	0	
Average number of participants (with % female) per planning meeting.			
Number of actions recommended during Planning meeting			
Number of actions implemented or ongoing.			

Level of participation by category (1) in Research Extension Linkages Committee meetings			

The district could not organize any Research-Extension Linkages meeting during the year due to lack of funds. However, 5 farmers participated in the Regional planning and review meetings in Koforidua.

Demonstrations enhanced technology transfer and increase in yield of participants. Farmers' participation was high.

## **2.28: Natural Resources Management**

### **Protection and Mitigation Measures (Sustainable Land Use Management)**

Sustainable Land Management (SLM) is a prerequisite for an enhanced production, food security, incomes and livelihoods for the present and future generations and the maintenance of ecosystem integrity

Destruction of vegetative cover and food crops by bushfire, illegal mining and sandy winning are an annual problem in the district especially the Kade and Asoum Zones. The effect of all these factors is declining soil fertility, erratic rainfall, poor crop growth and lower yields and massive land degradation. Livestock production is not well managed. Farmers have inadequate knowledge on the use of farm yard manure. . A number of activities were carried out to ensure awareness creation and adoption of sustainable land management technologies among farmers.

Ten community fora were held and farmers were sensitized on the need to preserve the environment.

Areas covered include the following:

- a. Erosion management in the farming communities.

Planting of vegetative materials to improve soil

- a. Effect of tree felling of the environment.
- b. Bush fire prevention.
- c. Effect of farming close to rivers on water quality.

- d. Importance of organic manure and crop rotation in sustainable land use.
- e. Safe use of agro chemicals especially disposal of containers.

## 2.28: Gender Mainstreaming

**Table 2.40: Institutional Gender Mainstreaming**

OBSERVABLE CHANGES	2015 (%)	2016 (%)
% OF PLANNED PROGS THAT ARE GENDER SENSITIVE	100	100
% OF BUDGETS ALLOCATED TO GENDER SENSITIZATION ACTIVITIES	100	100
FEMALE RECRUITMENT % OF TOTAL	-	-
% OF FEMALES IN LEVELS OF DECISION MAKING	-	-

*Source: DOA*

## 2.29: HIV/AIDS

### Main activities implemented in 2016

**Table 2.41: Number of Farmers Sensitised on HIV/AIDS**

District	2016		2015	
	Male	Female	Male	Female
Kwaebibirem				
Awareness creation on Stigmatization and effects of AIDs on Agriculture	1,447	1,361	1,125	1,912

HIV/AIDS has a major effect on agricultural households and community food security due to factors such as loss of labour, loss of capital and a creation of high dependency rates on care givers. The department organised awareness programmes during the period. Farm families

were also reached with HIV/AIDS awareness messages through the integration of HIV/AIDS messages into main extension delivery services.

### 2.30: YOUTH IN AGRICULTURE

#### Cocoa Pest and Disease Control Exercise

**Table 2.42 a: Black pod Control 2016**

Total No. Of Farms Sprayed	Total Area Sprayed/Covered (Ha)	No. Of Beneficiaries		
		MALE	FEMALE	TOTAL

**Table 2.42b: Capsid Control 2016**

Total No. Of Farms Sprayed	Total Area Sprayed/Covered (Ha)	No. Of Beneficiaries		
		MALE	FEMALE	TOTAL

The above programme was carried out by the Cocoa Services and the report was not available to the department at the time of writing this report.

The Department monitored the stocking and sales of subsidized fertilizer to farmers in the district Farmers' Choice was the only agent that was able to stock during the year because Distributors asked for a 30% deposit from agents before supply which most of them could not afford.

### 2.31: INSTITUTIONAL COLLABORATION

The Department collaborated with NGOs and other Development Partners during the year.

### (1) Agricultural Productivity Programme (WAAPP)

WAAPP assisted the Department to improve technology transfer. A total of 188 farmers were supplied with high yielding cassava varieties under the West Africa Agricultural Productivity Programme (WAAPP) and cultivated on their fields. Fifteen acres of cassava and two acres of rice community demonstrations field were also established under the WAAPP programme. The program also facilitated the establishment of Cocoyam Growth Chamber Amoafu near Pramkese to produce about 20,000 improved cocoyam plantlets for farmers in the district. A total of 30 rice farmers were also assisted with inputs under the programme.

### **2.38: COLLABORATION WITH PRIVATE SERVICE PROVIDERS**

The District Agricultural Development Unit (DADU) is partnering The Hunger project to advance agricultural development in the district. The project includes the creation and strengthening of FBOs to access finance for agricultural activities. Below are the breakdowns of activities within the period.

**Table 2.43: Activities within the period**

Activities	Communities	Number of Participants		
		Male	Female	Total
Sensitization on group formation	Akawani	26	5	31
	Nyinatease	12	25	37
Education on savings and shares	Ntronang	38	13	51
Education on Farming as a Business				
Training on Poultry and Livestock housing	Akawani/Abehenease/Subriso/Akenkase	25	13	38
Breed selection				
Pest and Disease recognition				
Good Husbandry practices				
Marketing of poultry and livestock				

Leadership roles in groups	Akawani/Abehenease/Subriso/Akenkase	27	14	41
Group dynamics				
Organising group meetings				
Conflict management				

### 2.39: SOME SUCCESS STORIES

- High Farmer attendance at DOA organized FBO Meetings during the period.
- Good Farmer cooperation during trainings and demonstrations.
- Favorable agricultural weather condition throughout the year.
- Regular monitoring visits by DDA, DAOs (supervisors) and NGO staff
- Inauguration of Agricultural Sub Committee of the Assembly.

### 2.40: REPORT FROM DEPARTMENT OF SOCIAL DEVELOPMENT 2016

**Table 2.44: PERFORMANCE CHART – KWAEBIBIREM DISTRICT**

DISTRICT STRATEGIC OBJECTIVE	EXPECTED KEY OUTPUT	PERFORMANC E INDICATOR	PROGRESS/ACTUA L OUTPUT	COMMENTS/REMARK S
1. To promote social, economic and emotional stability in families.	Mediate and settle cases.	Child maintenance cases settle at office.	Twenty- one(21) new maintenance cases were received. Thirty (18) had been settled successfully while other (3) were forwarded to court.	Maintenance allowance of GHC3,490.00 handed out to clients. Balance of GH¢600.00 to be paid out.  Amount ranging from GH¢90.00- GH¢200.00 were ordered.

		Family Tribunal	Thirty-three (33) news cases were received, 10 on custody, 3 applied for divorce and the rest on maintenance.	
2. To promote access to Social Welfare Services.	Produce Departmental report.	Annual Report produced.	Report submitted to District Assembly.	An amount of GH¢400.00 was spent as stationary.
3.	Children provided with Social Welfare Services.	Day Care Centre's visited and inspected.  SER produced on Juveniles.	Four Day Care Centres visited  Five (5) cases received.	An amount of GH¢150.00 was spent as T&T  An amount of GH¢140.00 was spent as T&T.
4i. Educating beneficiaries of LEAP programme on the use of monies received.	636 household members educated.	636 household members educated	636 beneficiaries household paid.	

## **INTRODUCTION**

The department through kwaebibirem district assembly with the available resources undertook the responsibility to implement activities stated in the departmental action plan. The department faced with financial constraints and other logistical challenges was able to perform creditably as indicated in the report presented.

## **JUSTICE ADMINISTRATION**

### ***JUVENILE COURT***

Five (5) cases were received. They were charged with unlawful entry, stealing and abetment of crime. SERswere prepared and various punishments given.

### **FAMILY TRIBUNAL**

Thirty Three (33) new cases were received.

Ten(10) on custody, Three (3) applied for divorce and the rest on maintenance.

## **CHILD RIGHTS AND PROTECTION**

### **CASE WORK WITH FAMILIES**

Twenty one (21) cases were received; Eighteen (18) were tried and settled amicably in the office. Maintenance allowance ranging from GH¢ 90.00 to GH¢ 200.00 was charged monthly. The other three (3) cases were forwarded to court.

### **FOLLOW UP VISIT**

A follow up visits were made to some clients who had defaulted in paying their children's maintenance allowances. The Agency advised their Clients in order to be able to pay their arrears. All LEAP beneficiaries were also visited to see how they are utilizing their grant and also check if their NHIS cards had expired for the office to have it renewed for them.

## **REGISTRATION AND INSPECTION OF DAY CARE CENTRES**

During the year, 4 Day Care Centres were visited and inspected.

They were Nana Appiawiah Preparatory School, Happy Home Preparatory School, King Jesus Preparatory School and Advent Preparatory School.

During the visit, the proprietors were advised to provide well balanced diets approved by the Ministry of Health for the children and also to always keep clean environment for the proper development of children.

The Assembly supported the Department by providing a fueled vehicle for the inspection.

Happy Home Preparatory school also received their certificate of registration with the Department of Social Welfare.

**Table 2.45: Find below the particulars of the centres visited.**

NAME OF CENTRE	NO ON ROLL		TOTAL	NO. ON ROLL		TOTAL
	BOYS	GIRLS		TRN	UNTRN	

				<b>CARE GIVERS</b>	<b>GIVERS</b>	
HAPPY HOME	100	132	232	Nil	5	5
KING JESUS PREP.	45	34	79	Nil	2	2
NANA APPIAWIAH	84	78	162	Nil	10	10
ADVENT REF. PREP.	71	60	131	1	5	6

### **COMMUNITY CARE PROGRAMME**

- a) Disability Fund
- b) LEAP
- c) Outreach Programme
- d) Hospital Welfare Services

### **Child Maintenance**

One hundred and thirteen (113) maintenance cases were received and successfully settled and offenders asked to pay allowances ranging from GH¢70.00 - GH¢120.00.

### **Assistance to indigenes**

A total of 258 indigenes were identified and registered under the National Health Insurance Scheme.

**Table 2.46: shows indigenes registered under NHIS**

<b>Age</b>	<b>Male</b>	<b>Female</b>	<b>Total</b>
10-29	5	15	20
30-50	36	150	186
51+	14	38	52

### **Special and Inclusive Education**

During the period under review, about twelve (12) disabled children with different defects have been enrolled successfully in the regular school in different communities in the District.

**Table 2.47: Disabled children enrolled in regular schools**

<b>Age</b>	<b>Male</b>	<b>Female</b>	<b>Total</b>
0-15	8	4	12

During the period, forty-six (46) people with disabilities were registered and the applications for assistance approved with payments ranged between GH¢150.00 - GH¢500.00 totalling GH¢10,500.00.

Out of the applications, twenty-eight (28%) were females while seventy-two (72%) were males. Activities that were approved among others included farming, trading, oil milling, hairdressing, dressmaking, tailoring and photography. Additionally, people with disability applicants were serviced, fourteen (14) in number and the total amount disbursed amounted to GH¢21,033.85.

#### **Assistance to Registered Disables**

There are three registered challenged Association in the District, that is, the Union for the

- i. Blind
- ii. Deaf and the
- iii. Physically handicapped.

#### **DISABILITY FUND**

The Disability Fund Management Committee (DFMC) met four times during the year to approve of the various applications received.

During this year, Fifty One (32) schoolbills from various schools and institutions were paid totalling **GHC7013.00** for the disabled students in the District.

One hundred and twenty (120) adults were assisted with a total amount of **GHC31100.00** for learning various trade and vocations.

An amount of **GHC3,900.00** was also disbursed as Imprest for the three Unions. An amount of **GHC2,700.00** was also spent on the various workshop attended and organized by the three Unions in the year. An amount of **GHC 3000.00** was also spent in support of medical expenses incurred by some disables. Finally an amount of **GHC 1000.00** was spent in monitoring the beneficiaries of the fund. In all a total amount of **GHC48,713.00** was disbursed from the Disability Fund in 2016.

#### **LEAP**

The total number of beneficiaries now stands at 636 households. Payment was done six times this year for the 40<sup>th</sup>, 41<sup>st</sup>, 42<sup>nd</sup>, 43<sup>rd</sup>, 44<sup>th</sup> and 45<sup>th</sup> payment cycle.

Total amount allocated for all payment cycle was **GHC 271,560.00**

Total amount paid out as of the year under review is **GHC 244,868.00**

November and December grant are yet to be paid.

Four (4) workshops on LEAP was organized and attended during the year.

Beneficiaries who had their NHIS cards expired were renewed, and those who were not having the NHIS card were registered with the National Health Insurance Scheme

**Table 2.48: Leap Beneficiaries**

<b>AGE GROUP</b>	<b>MALE</b>	<b>FEMALE</b>	<b>TOTAL</b>
20-29	55	81	136
30-39	65	95	160
40-49	90	130	220
50+	55	65	120
<b>TOTAL</b>	<b>265</b>	<b>371</b>	<b>636</b>

### **HOSPITAL WELFARE SERVICES**

During 2016 year under review, thirteen (13) cases were recorded which three (3) of them were on abandoned patients and the remaining ten (10) cases were destitute patients who were catered for and enrolled unto the National Health Insurance Scheme (NHIS) as indigents.

### **MEETING**

The Disability Fund Management Committee met four times during the year at the District Social Welfare Office. They approved various applications which have been received from Persons With Disabilities (PWDs) and discussed the way forward for the management of the Disability Fund. The District LEAP Implementation Committee (DLIC) also met once during the year under review while the Community LEAP Implementation Committee (CLIC) met twice in the year.

### **STAFF POSITION**

The staff position for Social Welfare Unit stands at four (4). The Unit now has one (1) Social Development Officer (SDOs), two (2) Social Development Assistant (SDAs), one (1) supporting staff and one (1) national service personnel

### **CHALLENGES**

- Difficulty in monitoring our Clients due to lack of logistics and funds.
- Office Accommodation.

## **CONCLUSION**

In the Kwaebibirem District, much has been done for the vulnerable and excluded. However, a lot more needs to be done to improve the lot of excluded and vulnerable. The District Assembly has to come out with a clear cut policy and programmes for this category of people tailored along the national disability law. Even though, there are laws safe guiding the rights of women, children and the aged (vulnerable and excluded), these have not been adequately enforced.

The Department of Social Welfare and communities which are mainly responsible (or who see to safe guide the vulnerable and excluded) in the Kwaebibirem District need to be strengthened in order to enable them play their rolls of removing barriers that impedes the well being of the people. We commend the Assembly for their enormous support.

### **2.41: GENDER MAINSTREAMING**

#### **Women in public education/skills training**

A little of half of the District population is females (52%) and logically needs specific attention targeted at prioritised projects and programmes aimed at improving the living conditions of the target group. Within the target group, there are aggregate of special groups with different needs. These groups include the girl child and women in general. In line with the decentralization concept, the Department of Social Welfare and Community Development in collaboration with the National Commission on Civic Education have focused on providing legal aid and education for women to empower them through access to justice programme as well as promote and protect women's rights. The programme intends to share trends of women's rights violations and create quick referrals system among the actors including the Police, Judiciary and others including NGOs.

The period under review (2016) saw the NBSSI through the BAC trained women and interested men in entrepreneurial skills in the specific activities such as:

- a. Training in oil palm extraction
- b. Basic training in soap making
- c. Group dynamics/promotion
- d. Training of women in book keeping

**Table 2.49: Activity, age and sex characteristics**

<b>Activity</b>	<b>Age</b>	<b>Sex</b>	<b>Total</b>
-----------------	------------	------------	--------------

		<b>Male</b>	<b>Female</b>	
Palm oil extraction	29-39	14	52	66
Soap making	29-39	17	27	44
Group dynamics/promotion	29-39	14	87	101
Bookkeeping	29-39	14	87	101

Those activities enumerated above were targeted at women engaged in productive venture to make them viable and sustainable with the objective of expansion and creating more jobs for the youth.

### **Training of women in Water and Sanitation Management Skills**

During the year, 2016, the Community Development Unit under the Department of Social Development organised managerial skills to equip women involved in the management of water and sanitation. The programme was an effort on the part of the District Assembly to empower women in the management of critical social service to the beneficiary communities as they and children are vulnerable. Fourteen (14) participants took part in the training as indicate in the table below:

**Table 2.50: Women trained in water and sanitation management**

<b>Age</b>	<b>Male</b>	<b>Female</b>	<b>Total</b>
20-39	-	5	5
40-49	-	9	9
Total			14

### **Medical Screening of Women Food Vendors**

In line with improving and sustaining the local economy through healthy population, the District Environmental Health Division in collaboration with the District Health management team organised medical screening for food vendors within the District who are mainly women as a means of empowering them in their economic activities. The table below depicts the following:

**Table 2.51: Age Distribution of Food Vendors Medically Screened – 2016**

<b>Age group</b>	<b>Number</b>
11 – 20	60
21 – 30	551
31 – 40	894
41 – 50	711
51 – 60	373
61 – 70	63
71 +	33
<b>Total</b>	<b>2,675</b>

### **GIRL CHILD**

Thirty (30) girls from Kwaebibirem District were prepared to participate in Science Technology, Mathematics, Education and Innovation (STMEI). Cultural Education, Sports and the formation of virgin clubs in schools were other strategies to educate parents on the importance of the girl child education. Others are the strengthening of Parent Teacher Association and School Management Committees.

### **GENDER PARITY**

It is evident that enrolment at the basic level for both boys and girls is 50% each respectively. It is for this reasons that Gender Parity at the basic level is closely monitored by all stakeholders to ensure that the girl-child is maintained in school.

Sports and Cultural activities were undertaken during the periods at both the District and Regional levels. Table 2:32 shows the major sporting activities undertaken by the District Education Directorate.

The District Directorate of Education also participated in the Regional Camping and National Festival of Arts at Labone Senior High School. Below are sporting activities undertaken.

### **LOCAL ECONOMIC DEVELOPMENT**

#### **Business Advisory Centre - Achievements as at end of December, 2016**

Economic development is a function of all production activities pursued by people. If the various economic and productive activities prove successful, the spontaneous growth in the economy stimulates multiplier effect. Increasing the number of rural poor MSE's that generate profit and growth among others are the goals of BAC.

It is in the light of these that the BAC designed program of activities to improve the livelihood and incomes of rural poor. BAC aims at helping develop micro or small scale entrepreneurs in the Kwaebibirem District, in the Agro-based and other Commodity Processing.

The period ending 31<sup>st</sup> December, 2016, the Kwaebibirem BAC undertook the following activities in line with its mandate these are, training of women in soap production and palm oil production.

**Table 2.52: Report on BAC activities as at the end of 2016.**

<b>No .</b>	<b>ACTUAL ACTIVITY</b>	<b>NO. OF PARTICIPANTS</b>	<b>MALE</b>	<b>FEMALE</b>	<b>LOCATION / VENUE</b>	<b>NO. OF ACTIVITIES</b>
1	Technical Improvement in Palm Oil Extraction	64	8	56	Atobriso and Kade	2
2	Basic Skills Training in Soap Making	53	8	45	Atobriso and Kade	2
3	Group Promotion	101	14	87	Atobriso and Kade	3
4	Sensitization Seminar on Export Market	8	2	8	Kade	1
	<b>TOTAL</b>	<b>226</b>	<b>32</b>	<b>196</b>		<b>8</b>

<b>Report on BAC activities as at fourth Quarter 2016.</b>						
<b>No .</b>	<b>ACTUAL ACTIVITY</b>	<b>NO. OF PARTICIPANTS</b>	<b>MAL E</b>	<b>FEMA LE</b>	<b>LOCATION / VENUE</b>	<b>NO. OF ACTIVITIES</b>
1	Training of women in soap production	40	14	26	Abaam	1
2	Training of women in palm oil production	26	13	13	Abaam	1
3	Training of women in palm oil production	40	1	39	Old - Ntronang	1
	<b>TOTAL</b>	<b>206</b>	<b>28</b>	<b>8</b>		<b>4</b>

### **Initiate the Rural Enterprise Programmes to Support SMES**

The Rural Enterprise Programme established in the Kwaebibirem District in 2012 has been in operation since and has been providing entrepreneurial skills to especially women.

Activities participants had been taken through as at the time of reporting include:

1. Technical Improvement in Palm oil extraction – 64 participants
2. Basic skills in Soap Making with oil palm – 53 participants
3. Group Formation in local industry – 87 participants
4. Sensitization Seminarian Export – 8 participants

In all, 206 participants passed through the training programme during the year, 2016. The programme has enabled participants maximize their output, leading to high incomes.

### **Support to BAC**

The District Assembly has in various ways assisted the Business Advisory Centre to perform its functions. Due to the important role the centre plays in the development of the local Economy, the Assembly made available office accommodation, furniture and fixtures as well as seconding three staffs from Department Social Development to the centre. This support in

addition to occasional financial and logistical support has enhanced the working environment of the centre.

### **Recommendation**

1. The local communities should be sensitized to accept the programme as demand driven
2. The funding sources of the programme should be expanded to make more women benefit.

### **2.42: CLIMATIC CHANGE INTERVENTION**

The negative effects of climatic change such as erratic rainfall has resulted in rising temperatures, floods, environmental degradation and declining crop yields. The District through its collaborative agencies like NADMO, MOFA and NGOs has put in specific programmes in an attempt to minimise the negative impact of the climatic change. All these agencies and other stakeholders targeted the beneficiaries who are mostly farmers. The objective was to take remedial measures to negate the effect of the climate change in order to ensure climatic adaptation to enhance the capacity of small scale farmers. The intervention as earlier indicated, was meant to ultimately help increase farmers' yields and incomes.

Techniques introduced to stakeholders was in the areas of building adaptive climate, smart agricultural practices, weather forecasting, land use practiced (bottom valley, bottom Rice Production), controlling erosion, planting trees, tree nursery, processing of palm fruits and citrus.

In addition, public education was undertaken in communities to avoid activities that caused disasters and unplanned settlement.

To operationalize efforts to minimise the adverse effects of climatic change on agriculture, Valley Bottom Rice production was introduced into the District in communities like Pramkese, Otumi-Pabi, Abaam, Abodom, Okyinso, Akawani, Larbikrom, Anwiam and Nkwantanang respectively by the Kwaebibirem Agricultural Directorate. There was a follow up programme aimed at visiting farmers both on the farms and homes to ensure that technologies adopted in the production of rice was practiced.

Dykes and canals which drew water from artificially created dam to service the rice farms were inspected to ensure that farmers applied the approved principles and standards to ensure sustainability of the project which will ensure that water was available throughout the year so that farmers could produce twice in the year.

## **2.43: PROGRAMMES AND PROJECTS OF NADMO FOR 2016**

### **Public Education**

NADMO Kwaebibirem performed series of public education in the year under review as part of our mitigation activities. The public education was categorised into four (4) forms' that is fire education, flood, rainstorm and education on epidemic.

**Flood:** Public education on flood was subject matter of NADMO during the raining season. This years' flood education was intensified in flood prone communities to educate masses of people on flood. We educate communities to avoid building in water ways and erection of unauthorised structures. To that effect, the district co-ordinator wrote to the DCE to allow NADMO to be part of the agencies that approve building permit, hence, NADMO being part of the sub-technical committee. Under same flood education, Communities were advised to de-silt all choked gutters and also desist from discarding waste materials into gutters. This was to enhance a free passage of water during rainfall and in the long run helping to prevent flood and its impart. In the raining season, people who might be affected by flood were asked to evacuate as soon as possible

A lot of people who were living at bank of rivers were asked to quit in order to be saved during flooding.

**Rain storm:** People staying in old dilapidated structures with cracks and old roof were advised to find another place of living since those structures stand the danger of collapsing during rain storm. Trees were planted that would serve as wind breaks to reduce the impact of rain storm disaster. Details of tree planting are given under tree planting exercise.

**Fire education:** Public education on all three (3) types of fire disaster; domestic, industrial and bush was done across the district. Concerning domestic fires, many houses that had poor

and old electric wiring system were instructed to change them. Market women who cook at the market places and fish mongers were instructed to exercise great care with fire. People who burn refuses after work were also advised to make sure they are burnt before they leave the market. Most churches were ask to lay hands on fire extinguishers.

With industrial fire, a thorough education was cut across oil milling, distilling and soap making industry, filling station and gas stations were inspected to check whether they have proper fire quenching mechanisms in place.

A lot of farmers too have been advised to adopt the best ways of burning bush on farms so as to prevent crops from burning, avoiding dangers of degradation. Same advice went to local palm wine tappers and those who go for hunting with the use of fire.

Through this activity, we have recorded lesser number of fire outbreaks this year.

**Public education on epidemic:** NADMO Kwaebibirem educated communities on the outbreak of disease (malaria and diarrhoea) and the ways to prevent these diseases. It was done after we sought for records of most emerging diseases from the various CHPS zones across the towns in the district. The diseases so recorded were malaria and diarrhoea.

**Amenity nursery:** About 5,000 different species of both economic, medicinal and aesthetic trees were nursed and distributed to interested groups and communities for planting as shown in the table below.

**Tree planting:** NADMO of Kwaebibirem District, embarked on tree planting exercise in some Schools at Kade from 22nd July to 29th July, 2016. The varieties of trees planted are Acacia, Zalopia, Akyee and Prekese. The schools and the number of trees planted are shown on table 2.34.

**Table 2.53: shows the schools and number of trees planted**

S/N	SCHOOLS	NO. OF TREES
1	KADE PRESBY J.H.S	500
2	KADE EP SCHOOL	600
3	KADE L/A	450
4	AMPOFO PREPARATORY SCHOOL	300
5	KADE PRESBY PRIMARY	350

6	OTHERS	2500
<b>TOTAL</b>		<b>5000</b>

The aim of this tree planting is to reduce the impact of rainstorm disaster. Effective monitoring system was set out to enhance their effective growth.

**National Sanitation Day:** The recent emergence of sanitation day which takes place on first Saturday of every month has been a core area for NADMO. For that matter, zonal co-ordinators have been tasked to see to its organisation in the various towns.

**Mitigation against illegal mining in the District:** Kwaebibirem district NADMO has performed a great task in fighting against illegal mining activities that had cropped up in the district. It is made up of NADMO, mineral commission, Police, existing volunteers and the traditional authorities with the consent of the District Chief Executive. This is to prevent further degradation of land and pollution of water bodies with chemicals.

Not only did the task force form to fight against illegal mining, but also to push legal miners to show their commitment to the district assembly by registering their set up and paying required dues.

**Visitation, town inspection and monitoring:** There have been a number of inspections that took place in the period under review. We inspected the activities of people that produce edibles for human consumption. Examples of places we had been visiting are slaughter house to check the animals they kill, local palm and kennel oil producers to inspect their finish products if is not altered with substances and their non-industrial safety measures. Inspections were also carried out at some various eateries (chop bars, restaurants etc.) to check the environment in which they operate and also whether operators and workers have been screened.

Town inspection was done at Otumi on 10<sup>th</sup> September, 2016 where twenty one (21) dilapidated buildings serving as death traps were found. The district NADMO saw to their demolition since the state of those buildings could be disastrous to innocent souls.

**Provision of relief items:** NADMO Kwaebibirem provided relief items to some schools and individuals who fell victims of the rainstorm disaster that occurred on 6<sup>th</sup> March 2016. Majority of such victims were resident of Adankrono and Kade. The relief items were student mattress, rice, cooking oil, second hand clothes, mosquito coil, treated mosquito nets, plastic bowls, plastic buckets, plastic cups, soap, and plastic plates. The Kwaebibirem district

assembly also bought twenty (30) packets of roofing sheets for NADMO that were later shared among Schools and individuals whose roofs were ripped off by the rainstorm.

#### **2.44: REPORT FROM TOWN AND COUNTRY PLANNING**

The Town and Country Planning Department (TCPD) was established in 1945 and charged with the responsibility of planning and management of growth and development of cities, towns and villages in the country. It therefore seeks to promote sustainable human settlements development based on principles of efficiency, orderliness, safety and healthy growth of communities. It is a unique service delivery Department under the Ministry of Environment, Science and Technology.

#### **Status of Street Naming and Property Addressing (SNPA) In the District**

The assembly has erected twenty –five (25) signage poles from Adonkrono to Health insurance junction at Kade. The Assembly procured two desktop computers, one coloured printer, one black and white printer, one hp printer, two GPS receiver, two UPS, one laptop and a motor bike. The assembly has released funds for scanning of layouts, purchasing of ortho-maps and networking office computers.

**Table 2.54: shows outlook/way forward in 2016**

ACTIVITY	LOCATION	INDICATOR	TIME FRAME (QUARTERLY)			
			1 <sup>ST</sup>	2 <sup>ND</sup>	3 <sup>RD</sup>	4 <sup>TH</sup>
1. Preparation of planning scheme	Nkwantanan and Awiem	Planning schemes prepared		√	√	√
2. Revision / updating three planning schemes	Kade, Adompo & Abaam	Schemes revised and updated	√	√	√	√
3. Organize quarterly technical sub-committee and Statutory Planning Committee meetings	Kb. DA	Meeting organized with supporting minutes	√	√	√	√
4. Organize planning education for selected communities	Big and Medium towns	Education organized	√	√	√	√

5. Undertake street naming exercise	District wide	Signage poles planted and properties addressed	√	√	√	√
6. Preparation of site plans for areas earmarked for sanitary use	District wide	Site plans prepared			√	
7. Support for T & Plg Dept.	District wide	Support provided by DA	√	√	√	√

### **General Challenges**

The department lacks funds to manage its activities in the Assembly. The Assembly has failed to renovate the office to meet computer standards.

### **Challenges**

Inadequate financial resources, lack of logistic supports such as Wellington boots, Rain coats, Identity cards and Reflector jackets etc. impede the progress of work in the District.

### **Recommendations**

There is the need to provide official vehicle to the department to facilitate and enhance its service delivery.

### **Conclusion**

There will be improvement in the work of Town and country planning officials if necessary logistics support and financial resource are provided.

## **2.45: GHANA HEALTH SERVICE**

- **Increase Geographical Access And Maintain Health Facilities**

The District Health directorate as part of its responsibilities to implementing health policies and also providing health services to people under its jurisdiction undertakes weekly outreach programmes in all communities that are far from the service providing points. This is done through its existing facilities located in the various cities and towns such as Kade, Otumi,

Abodom, Kwae, Pramkese, Asuom, Takyiman, Abaam, Subi, Bomso, Larbikrom, Nkwantanang, Tweapease, Atorbriso, Kwamang, Abenaso, Abehenease and Adankrono

- **Improve On Infrastructure.**

Construction of Maternity complex at Tweapease by the MP is under way. Laboratory unit was also set up at Subi health centre and an OPD constructed at Abaam CHPS Compound by a voluntary organization. In addition, CHPS compound has been constructed at Twumwusu and rehabilitation and expansion works are on-going at Takyiman.

- **Strengthen Provision of Essential Services**

Essential drugs were available in stores for treatment of the (10) Ten common diseases often reported at facilities such as Malaria, URTI a CHPS Compound was also opened at Awem with the aim of bringing health care services to the door step of the people of the area.etc.

There was availability of 24/7 OPD services to all manner of persons in all the facilities mentioned above.

- **Healthcare And Nutrition**

Public education on healthcare and nutrition, routine exercise were undertaken by health facilities during outreach programmes as well as community durbars.

On the diet counselling especially for pregnant women and nursing mothers was also carried out by the district nutrition officer.

- Mainstream Regenerative Health Programmes
- Community durbars were held with at least four clubs where they were educated on the importance of regular exercises, taking enough water, enough rest, sleep etc.

- **Reduction in the 3Ds**

A community durbar was held with various drivers' groups where memorandum of understanding was reached on transporting critically ill clients to facilities as timely as possible. Nurses and doctors were oriented on the need for triaging more especially at the OPDs to ensuring critically ill patients are catered for as quickly as possible to avert life lost.

All health facilities were provided with the basic resources to maintain and improve health delivery systems in their communities.

- **Reproductive Health**

In line with government's policy under Population Management popularly called FAMILY PLANNING, the DHMT has instituted campaign on fertility regulation. Maternal and Child Health (MCH)/ Family Planning activities are carried out in all health facilities in the district aimed at child survival the development and healthy mothers before and after delivery. Available data shows the following coverage of various services:- ANC (80.31%), Supervised Delivery (70.4%), PNC (79.72%), Family Planning (50.74%)-(2012 Data). The education is targeted at women of ages 15-49 years. Outside the health facilities, campaigns are also organised in schools, communities and among religious groups.

- **Access to Quality Health**

To ensure access to quality health delivery services, existing facilities are being expanded and one more CHPS zone opened at Aneam under Otumi sub-district. Upgrading of some existing facilities is on course while CHPS compound has been proposed for Twumwusu community under Pramkese Sub-district.

- **Reduce Cause of Maternal/Neonatal Death/Child Morbidity/Death/ Adolescent Health.**

To avoid the occurrence of children and mothers dying after delivery, immunisation exercise has been stepped up daily in all health centres and MCH centres in the District. In addition to that outreach programmes are organised by the mobile team bi-weekly in the smaller settlements to cater for the health needs of mothers and children. There has been consistent improvement in coverage, leading to high survival rate of mothers and children.

**Table 2.55: shows immunization coverage (EPI)**

	2011	2012	2013	2014	2015	2016	%
<b>BCG</b>	9358	9787	4403	4286 (86.7%)	3286		67.7
<b>Measles</b>	8369	7884	4217	3021(61.0%)	2021		41.2
<b>Yellow Fever</b>	8371	7856	4110	4038 (81.6%)	3110		61.1
<b>OPV 3</b>	7970	7850	3852	3543 (71.6%)	2543		51.6
<b>PENTA 3</b>	7975	7850	3864	3727 (75.3%)	2727		57.3
<b>TT2</b>	6418	7745	2758	2501(50.6%)	1501		35.6

- **Improve Nutrition Status of Women and Children**

MCH section of all health facilities in the district as a policy offer education on good nutrition to pregnant and nursing mothers to ensure sustained good health to avoid anaemic conditions. WEANIMIX and other vegetative leaves are introduced to the mothers to incorporate into their diet. People with special conditions such as Diabetic and Hyperion had also gone series of nutritional orientation.

- **Communicable Diseases/Non-Communicable Diseases**

It has been found that the above conditions are attributed to unhealthy lifestyles and unhygienic condition, hence scaling up of public education and personal trip to clients. As strategy regenerative health and nutrition programmes have been factored into the operations of all health facilities in the Kwaebibirem to ensure detection and management both communicable/non-communicable diseases.

- **Strengthen the System Capacity for Emergency Response**

Through the National Policy of the Ministry of Health to resource, retool and re-equip health facilities in the country/ Kwaebibirem district benefited from one ambulance.

Emergency response teams have been put in place in all facilities across the district.

As such all health facilities are now in a better position to respond adequately to emergency situation.

- **District Blood Services**

The major problem with the blood services is the frequent shortage as few people donate voluntarily. The DHMT through its outreach programmes has been educating the general public on the need to save lives in emergency situations through voluntarily donating blood when called upon.

- **Mental Health**

Under the Mental Health Act, a psychiatrist is expected to be at post to offer mental health services to those in need. The district has two mental health nurses currently handling mental health cases. We are hoping to have mental health doctor at the hospital.

**Table 2.56: Support for PLWHA**

<b>Year</b>	<b>No.</b>
2013 (Jan-March)	41
2014 Jan.-Dec.	0
2015 Jan. – Dec.	3
2016 Jan – Dec.	3

Out of hundred people who did voluntary testing conducted during the 2016 World AIDS day, six (6) people were tested positive and were counselled. These people are aged between 19-49 years hence the need to intensify the public education among these productive age group. To attain zero mothers to child transmission of the virus, pregnant women are tested regularly with the RDT. We received support from Ghana Health Services with supplies of ART at subsidized cost, funds to conduct counselling services and supply of machines and other logistics. The Catholic Relief Services and the Kwaebibirem District Assembly have supported an association of People Living with HIV/AIDs called “In God We Trust” with seed money for income generating activities which is ongoing.

- **Public Education Against Malaria/Other Diseases**

The DHMT continues to immunize both mothers and children and is being supported by the Environmental Health Division of the District Assembly in the form of public education, supplemented by enforcing laws on sanitation. Zoomlion Company Ltd also assisted by cleaning the environment and distilling gutters to pave way for stagnant waters that breed the mosquito larvae to run-off.

- **M-SHARP**

During the year under review, a total of GH¢18,783.83 was released to be used to support HIV/AIDS activities such as visits to HIV alert schools, celebrating the World’s AIDS day and visits prayer camps.

## **RECOMMENDATION**

Kwaebibirem DHMT did its best under challenged circumstances as grants from the GoG and Development Partners were not released as expected. However with support from staff and other stakeholders, the modest achievement is a credit to all. It must also be stated that the District Assembly should constantly support the DHMT in its quest to delivering affordable and accessible healthcare to the people in the District. The area of Infrastructure is critical to improving access and quality health services. The strategy of the CHPS compound to improve access to health delivery in the district should be pursued vigorously as it is an effective and efficient way of spreading the effects of accessibility in the country if the millennium goals 4,5and6 are to be achieved by 2016.

## CONCLUSION

The DHMT will do its best to abide by the Vision and Mission Statements as well as the policy documents of Ghana health service to ensure provision of quality services to all stakeholders to the best of its capability.

## SECURITY

Comparing the year (2016) under review to 2015, crime rate has fallen marginally in the District which could be attributed to the enhancement in logistical supply to the police. To further consolidate the gains so far, it is further recommended that, adequate accommodation – both residential and office should be a priority of the District Assembly to entice the central government to post additional personnel.

Even though the data below reveals the reported cases of crime in the Kwaebibirem District during the period under review as shown some decline and therefore, all stakeholders should be encouraged to have confidence in the Police Institution by helping them by offering of information voluntarily through their hotlines and direct interaction.

**Table 2.57: Reported cases of crime from 2011 to 2016**

REPORTED CASES OF CRIME	2011	2012	2013	2015	2016
Murder	3	-	2	2	1
Stealing	436	402	302	255	230
Rape	3	4	4	2	1
Defilement	15	67	4	2	3
Threatening	163	237	154	129	112
Causing Harm	28	28	30	7	10
Drug Abuse	2	4	3	3	10
Fraud	58	68	66	47	40
Robbery	4	2	2	4	3
Assault	469	480	463	352	315
Poaching	-	-	-	-	-
Impersonation	-	-	1	-	2
Child trafficking	-	1	-	-	-
Cases of Domestic Violence	32	16	19	8	6

Community Violence	-	-	-	-	-
Others	83	95	135	102	96
<b>TOTAL</b>	<b>1,296</b>	<b>1,044</b>	<b>1,185</b>	<b>913</b>	<b>829</b>
<b>Total Number Of Police District wide</b>	54	54	55	58	60
<b>Total Number Of Police Stations District wide</b>	3	3	3	3	3

Source: Kade District Police, 2016

## **2.46 REVIEW OF 2016 COMPOSITE ANNUAL ACTION PLAN**

Members were reminded of the importance of the review exercise as that could bring forth the level of implementation of the various Departmental Annual Action Plans and the way forward. The meeting agreed to individual presentation which began with the Finance Unit. The meeting agreed to maintain only activities that can be implemented within the budget constraints as indicated below.

### **Finance Department**

#### **Activities**

1. Gazetting Fee Fixing resolution for 2015
2. Setting Revenue Target for 2015
3. Issue Service Demand Notice
4. Conduct Public education on fees and rates
5. Monitoring activities of revenue collectors
6. Setting Revenue Task Force
7. Reviewing Trial Balance
8. Filing Defaulters notice
9. Prosecute revenue defaulters

### **Department of Co-operatives /BAC Local Economic Development**

#### **Activities**

1. Support BAC programmes
2. Support BAC Activities
3. Training of women in book keeping
4. Training of women in soap making
5. Training of women in group formation and dynamics
6. Training of women in palm oil extraction

## **District Agricultural Development Unit**

### **Activities**

1. Dissemination and monitoring/supervision of technologies by AEs/DDAs
2. Maintenance and running cost of official vehicles
3. Supply of office materials
4. Organization of PPR and Rabies Vaccination
5. Organise and train farmers in various sectors/farmer's day celebration
6. Rehabilitation of office building
7. Provide utilities and cleaning materials
8. Support for Agric. Department

## **Town & Country Planning Department**

### **Activities**

1. Supply office materials
2. Support for town and country planning department
3. Revision/Updating of planning schemes
4. Conduct weekly inspection for processing and developing application permitting
5. Undertake street naming exercise

## **Works Department**

### **Activities**

1. Construct 1no. 20-units market stall at Kade
2. Support to works department
3. Supply and installation of street lights
4. Implement MPs projects
5. Construct Assembly Hall Complex
6. Maintenance of Assembly building
7. Rehabilitation and furnishing of DCE's bungalow
8. Rehabilitation of magistrate's office
9. Procure 1No. Motor bike
10. Rehabilitate durbar ground at Adonkrono
11. Supply and Installation of Street lights
12. Town and Area Council Office building at Kade
13. Rehabilitate Ambulance and Fire Service

14. Community Initiated Projects
15. Rehabilitation of feeder roads district wide
16. Construct Security and Toilet facilities at Asuom market
17. Pavement of Kade lorry park
18. Pavement of Kade lorry park phase iv
19. Rehabilitate selected feeder roads district wide
20. Construct 16-seater Aqua Privy at Okyinso
21. Construct 16-Seater toilet at Kade
22. Construct 1 No. 3-unit classroom block at Larbikrom
23. Construct 1 No. 3-unit classroom block at Subrisu
24. Construct 1 No. CHPs compound at Twumwusu
25. Construct 1 No. CHPs compound at Takyiman
26. Construct 1 No. 3-unit Kg classroom block at Kwae.
27. Construct 1 No. 6-unit classroom block at Bomso
28. Construct 1 No. 6-unit classroom block at Koka
29. Construct 1 No. 6-unit classroom block at Kukubi
30. Construct 1 No. 6-unit classroom block at Bomso
31. Construct 1 No. 6-unit classroom block at Atobriso

## **National Disaster Management Organisation**

### **Activities**

1. Train Anti-bush/rural fire fighters in various communities
2. Establish amenity tree nursery
3. Conduct tree planting exercise campaign for prevention of rain and wind storm
4. Public education on building in water ways/unauthorized structures
5. Visitation to mining areas, markets and hospitals
6. Support for disaster management activities
7. Rehabilitate NADMO office
8. Contribution to disaster management

## **Environmental Health and Sanitation Unit**

### **Activities**

1. Clear and level refuse sites
2. Fumigate surroundings
3. Manual dislodgement of chocked public toilets and gutters
4. To screen food and drink vendors
5. To conduct school health inspection
6. Intensify house to house inspections
7. Organize periodic clean ups – gutters, etc
8. Inspection of eating and drinking premises
9. Miscellaneous programmes

## **Department of Community Development And Social Welfare**

### **Activities**

1. Provide Social Protection/Enforcement/Education and sensitisation on social issues– Justice Administration, Family Tribunal, Child Right Protection, LEAP etc
2. Procure Stationery
3. Provide assistance to registered disables – vulnerability
4. Provide Social Protection/Enforcement/Education and sensitisation on social issues– Justice Administration, Family Tribunal, Child Right Protection, LEAP etc
5. Provide assistance to registered disables – vulnerability
6. Provide office facilities, materials and stationery
7. Educate and sensitize, extension services provided
8. Gender and Self-initiated projects promoted
9. Support for community development department
10. Disburse 1.5% of DACF to PWDs annually

## **Ghana Education Service**

### **Activities**

1. Provide scholarship schemes for brilliant but needy students
2. Support for Education Service
3. Implement MP's programme on Education
4. Implement MP's Infrastructure
5. Provide Bursaries
6. Organize My First Day at School

7. Provide resources and organize S.T.M.E for Science and Maths girls students

### **Ghana Health Service**

#### **Activities**

1. Support for Health Services
2. Identify and care for PLWHA
3. Organize educational campaign against malaria, cholera and other diseases
4. To source funding from M-SHARP
5. Fumigation
6. National Sanitation Day Activities
7. Strategic environmental assessment
8. Sanitation package

### **Central administration**

#### **Activities**

1. Disburse school feeding fund
2. Payment of utility bills
3. Supply of office materials
4. Provision of cleaning materials
5. Provide hotel accommodation
6. Payment of travel and transport cost
7. Repair and maintenance cost ensured
8. Training Seminar/Conference/Services
9. Security ,special services and contingency
10. Water systems(DWST activities)
11. Supply of office materials
12. Travel and transport cost ensured
13. Repairs and maintenance cost ensured
14. Training Seminar/Conference/Services
15. Security ,special services and contingency

16. Water systems(DWST activities)
17. Contribution to sports festival
18. Support to traditional authorities
19. Prepare MTEF strategic plan and composite budget
20. Revenue collection update
21. Monitor and coordinate projects/programmes
22. Anti-Corruption Activities
23. Pay bank charges
24. Power generating plant
25. Procure 1No. Vehicle pick-up
26. Procure 3No. Motor Bikes
27. Capacity building
28. Capacity building
29. Repair Office Buildings
30. Maintain Assembly Residential buildings
31. Maintain furniture & fixtures
32. Maintain public latrines
33. Cater Property valuation expenses
34. Organise 4 DPCU meetings
35. Organise 4 Budget Committee meetings
36. Prepare DMTDP (2014-2017)
37. Initiate and complete HIPC projects

### **Developing District Core Indicators for 2014-2017 Planned Year**

The chairman at this point asked the District Planning Officer to lead in the discussion. The first part of the exercise was for stakeholders, especially the Decentralised Departments to link and apply their Annual Action Plans to the 2014-2017 DMTDP, using 2013 indicators as baseline. On this basis each department was to apply its AAP to the following

- Activity
- Input
- Output

- Outcome
- Impact
- Baseline-2013
- 2014 target
- 2015 target
- 2016 target
- 2017 target

The idea behind the exercise was to provide the basic data to assist in the preparation of the District Monitoring and Evaluation Plan for the Medium Term Development Plan for the period 2014-2017.

The second stage of the exercise was to narrow the indicators into categories in relation to the following;

1. Agriculture (selected crops, livestock and fish in reference to specific items, eg maize, rice, millet, cassava etc)
2. Environment; targeted degraded forest, mining, dry and wet lands rehabilitated or restored.
3. Road infrastructure examined Trunk and Feeder Roads, proportion/length of maintained and rehabilitated in kilometres.
4. Energy sector looked at the percentage change in the number of households with access to electricity.
5. Tele-density or penetration rate in both fixed and mobile lines.
6. Water and sanitation aspect looked at the proportion of the population which have access to sustainable safe water sources and improved sanitation.
7. Health related specific indicators looked at HIV/AIDS prevalence rate ages 12-20 years, maternal mortality rate, under five mortality rates, and malaria fatality rate, Doctor patient ratio, Nurse patient ratio etc.
8. Education was interested in gross enrolment rate, Primary, JHS, SHS, Net admission rate and gender parity.
9. Local governance system emphasized on IGF, proportion of funds from development partners and NGO contributions to DMTDP implementation. Secondly, the proportion of District Administration expenditure within and outside the annual budget.

10. Social protection and security examined the number of reported cases of abuse of children women and men and police citizen ratio.

### **Any Other Business**

The Chairman at this point invited the District budget Officer to share with members inputs demanded from their specific departments to assist in the preparation of the 2016-2017 District Composite Budget.

### **Recommendation**

1. The meeting agreed among stakeholders to ensure that only activities that can be practically implemented should be included in plan due to financial constraints.

The meeting reached an agreement that priority should be given to projects and programmes that were captured in the District Composite Budget to ensure linkage with the District Composite Annual Action Plan.

### **2.47: ANALYSIS OF DISTRICT POPULATION**

The population figure of 113,721 from the 2010 population census puts females at 52% and males at 48%. The second indication is that the economic dependant population of ages 0-14 and 60+ amount to 50,611 while the economically active population was 63,110. About 53% of the district's population are economically active which a good incentive for development is.

The other lesson to be learnt is that, the teaming youthful population needs to be educated and given vocational and technical skills.

In the area of agriculture, about 57% of the economically active population are engaged while male and female participation are 58.6% and 56.3% respectively.

**Table 2.58: summary of population by Sex of Kb. District as at 2010 PHC**

<b>Sex</b>	<b>Total Population</b>	<b>Percentage (%)</b>
Male	55,746	49.02
Female	57,975	50.98
<b>Total</b>	113,721	100

Age group 0-14 = (44,867) 39.4%

Age 60+ = (5,744) 5%

Dependency population = (50,611)

Economically active population = (63,110)

## **2.48: STRATEGIES TO BE USED IN REVENUE MOBILIZATION AND IMPROVEMENT**

- 1. Massive Information to the Public:** The Information Service Department will be liaised with to do active and give continuous information to the general public on the need for them to perform their civic duties and responsibilities to help in developing the District as well the sanctions that applies when they fail to do so. The Assembly may also use the services of the community radio stations in around the District to disseminate revenue information to the public. The Assembly could as well lunch fliers which states the revenues collected by the Assembly and the respective offices and officers who has the mandate to collect those revenues. It can also adopt open forums to disseminate crucial revenue information of the Assembly. The Assembly may further put up a direction signboard on its entrance to aide citizens who come to the premises to carry out transaction in the Assembly's premises and also reduce the tendency of some unscrupulous persons trying to act as middlemen for them.
- 2. Market Tickets:** There shall be stand- by teams which will be in charge of market tickets. Each team will have a supervisor who will be in charge of at least two or three officers to ensure every penny due the Assembly is collected since an uncollected toll for any given day cannot be recovered. The focus of the team will be on Asuom, Takyiman and Kade markets; this is because these markets are big enough to warrant a special attention.
- 3. B.O.P:** The service personnel of the Assembly, especially the male ones will be put into two groups and each group assigned to a collector. They shall be given padlocks and move from one business point to the other and make demands on documentations which suggest all obligations to the assembly with regards to rates have been met. Before the start of the exercise, the Information Service will make an announcement that anybody who owes the Assembly up to Dec. 2015 should pay or have the taskforce coming after them. Recalcitrant defaulters will have their businesses locked

up and notices served giving them a week's ultimatum, failure to pay within that time will attract a penalty or a legal action be taken against the business. It is believed that the above steps will scare those who owes and influence them to pay. This approach will be repeated quarterly.

4. **Conveyance:** It is proposed that an agent be contracted and put in charge of conveyance, specifically GOPDC conveyance. The view is held that an agent will know how to communicate better with the company, will have quality time to pressure them and convince them to pay the rate as well as use all necessary legal measures available to have monies due the Assembly collected. The Assembly should additionally consider entering negotiations with the officers manning the Adankrono toll booth to track and collect conveyance on the Assembly's behalf on a commission basis.
5. **Building Permits:** There shall be a stamp designed with the inscription "paid" from the D.F.Os' office, this is to signify that all fees due has been duly paid and that the Assembly has not been short-changed. There shall therefore be quarterly audit of jackets issued to be sure each of them bear the stamp and the signature of the DFO and is properly receipted. Monitoring of developments in the District may also be privatised to ensure proper planning of the District as well as improve revenues from the building permit section. Alternatively, a strong taskforce team needs to be instituted to ensure all developing structures within the District have the due permit and the appropriate fees are paid. It is also proposed that the colour of the existing building permit jacket is changed because it is believed some of the existing ones may have found their way into unauthorised hands.
6. **Property Rate:** A taskforce will be set up to offer reinforcement to the Rate collectors. The taskforce will also from time to time move independently to households to carry out checks to ensure all rates payable have duly been paid. This will be done on Zonal Council basis in the short term. In the long term, a cross departmental committee composed of officers from town and country planning, budget office, revenue unit, accounts office, works department etc will have to come out with a systematic way of numbering the houses in the district and putting together a database of all the structures within the District for property rate billing and collection.

7. **Rental And Usage of Assembly Assets:** The reality on the ground is that the spare parts and running cost of most of our heavy duty vehicles are huge and are therefore allowed to be parked for a very long time even as a result of the least breakdown. It is therefore suggested that a private operator or facility manager with adequate experience is engaged to operate the vehicles and maintain them on percentage bases. Part of the agreement will make provision for the Assembly's social activities for which the assets were acquired. The Assembly must also begin to rent out the Assembly hall for a fee. Initial discussions engaged in with GOPDC suggest that the company will have economic use for the Assembly's tractor for a fee if it is put on the road. It is there suggested that the Assembly acquire two additional tyres for the tractor to replace the dysfunctional ones.
8. **The Lorry Park:** All taxis without the Assembly's embossment should be prevented from entering the park. The Assembly also needs to acquire at least 5 clamps to clamp down vehicles of recalcitrant drivers who load at unapproved places thereby denying the Assembly of revenue. The Assembly should also set base at the lorry station to bring the services of issuing stickers and commercial drivers permit closer to the citizens.
9. **Rents:** Every Assembly store/stall which have been given out needs to be re-documented through entering into a new rent agreement if necessary to ensure proper records at the Assembly's disposable to monitor and improve revenue collection. It will also help the Assembly take proper stock of all its stores and stalls. It is recommended that the Assembly renumber and label all its stores and stalls to ensure easy tracking and monitoring of revenues from that area. The Assembly should also seriously consider engaging interested citizens to pre-finance new structures and allow those individuals to use for some 5year period to defray their cost. On expiration of the period, a first right of rent should be given to the one who pre-financed it before other interested parties are considered.
10. **Revenue Data for Monitoring and Tracking:** The Assembly needs to have a comprehensive database of all economic activities in the District to help in proper planning, budgeting and monitoring of revenue activities. It is suggested that the data is collected on zonal council basis and all the economic activities adequately numbered for easy identification and billing.

11. **Creation of Economic activities:** There are vast lands in the District lying idle and fallow. The Assembly can therefore engage the traditional authorities and the Agric. Department to put them into commercial use on a win-win basis for the traditional authorities and the youth in order to make the District more economically viable and in turn improve revenue generation. The Assembly must support the Business Advisory Committee (BAC) to help offer business advisory to the public in order to build more sustainable business in the District.
12. **New Introductions:** An event notice billboard can be erected at Okumanin Round about and may be an additional one at the lorry station and fees charged for usage by the general public. Additionally, the District may want to bill households without toilet to maintain public toilets as well as serve as an incentive to urge them to put up private ones in their homes. Sinking boreholes and charging economic rates for it may also be an alternative means of raising revenues.
13. **Incentives:** Various forms of incentive systems will be put in place to motivate revenue collector and taskforce members to give their best towards improving revenue mobilization. Key among them are weekly allowances largely linked to delivery for taskforce members, award systems, re-shuffling of staff and ensuring hard working revenue collectors are placed at where the revenue potentials are enormous and vice versa.
14. **Logistics:** The revenue unit will require logistics like motor bikes, rain coats, ID cards among others. The present revenue vehicle also needs replacement or a complete overhaul to enable the unit to carry out revenue collection, data collection and monitoring activities along the length and breadth of the district.
15. **Training:** Training of revenue collectors in basic customer service skills laced with the local government systems. Additionally, training in why the local government system exist, its basic mandates and some of the things that the District has done over the years and continue to do will go a very long way to improve revenue mobilization.
16. **Staff:** It will be necessary to get additional staffs that are sharper and a little more aggressive to help beef up the existing staff strength. As it stands now, most of the Assembly's revenue collectors, both permanent and commission do not have age in

their favour which tends to impede on their delivery. The services of at least 3 enforcers will also be required to bring sanity into the revenue collection processes.

17. **Economic and Social Facilities at the Market and Lorry Station:** The Assembly must urgently put up a urinal or two and also consider putting up a place of Convenience at the market and the lorry and charge economic rates for its usage. Similar structures can be put at Asuom and Takyiman.

18. **Relationship with major Stakeholders:** The Assembly must foster a close working relationship with its major economic stakeholders like GOPDC, Obooma, Mc.d Mining etc. in order to source both financial and logistical support from them in times of need.

19. **Idea generation:** The Assembly must make it a deliberate policy to get all the citizens from the District, especially the prominent ones to feel part of the district and its development and therefore contribute to ideas that will move it forward.

20. **Improving Service Delivery:** Sanitation issues at the markets and Lorry Park should be given utmost priority in order for the rate payers to feel they are at least getting their monies worth of service.

21. **Revenue from Sanitation:** The environmental health unit need to be strengthened to carry out daily and routine checks on households. Sanitary nuisance offenders must be fined or made to pay a fee for the offence. An amount of GHC 20 is proposed as the penalty.

Table 2.48 gives an idea about strategies and guidelines to ensure maximum mobilisation of Internally Generated Fund.

**Table 2.59: shows Revenue Improvement Action Plan for the Year 2016**

ACTIVITIES	PERIOD	STAKEHOLDERS	RESPONSIBILITY
Gazetting fees fixing resolution for 2016	1 <sup>st</sup> Quarter	Assembly/ Ghana Publishing Company	Budget Officer
Setting up revenue target for 2016	1 <sup>st</sup> Quarter	All Revenue Collectors/Commission	Budget Officer. Finance Officer, Revenue Head

Issue service demand notice	1 <sup>st</sup> Quarter	Value New Properties And & Corporate Bodies	Assembly Valuation Officer, DFO & Rev. Head
Conduct Public education on payment of fees, rates	2 <sup>nd</sup> & 3 <sup>rd</sup> Quarter	Public Education	Finance/ Information
Monitoring of activities of revenue collection	January to December	Internal Auditor, Accounts And Rev. Head	Rev. Staff A/C Officer, Budget & Internal Auditor
Setting up of revenue task force	2 <sup>nd</sup> quarter	Rev. Staff Accounts, F&A Members	Head Of Rev. & Finance Officer
Reviewing the trial balance and strategising on revenue mobilisation	Quarterly	F&A Committee	Budget Officer, Finance Officer
Filing of defaulters notices	3 <sup>rd</sup> & 4 <sup>th</sup> quarter	Assembly Property Owners	Finance Officer, Revenue Head
Prosecution of revenue defaulters	4 <sup>th</sup> quarters	Assembly Solicitor	DCD & Finance Officer

Source: Revenue department, Kb. D.A 2016

### **OBSERVATION**

The year 2016 was characterised by significant revenue increase particularly on IGF and DACF.

In 2016, total IGF was GH¢597,022.37 and this is an increase of about ten per cent (25.8%) in revenue target or estimated budget of GH¢474,534.00 and this also represents over sixteen (20%) per cent growth of its 2015 collection. This is as a result of new strategies adopted by the Assembly for revenue mobilization. Most tax payers also paid their taxes, fines or rates, especially at the third quarter of 2016.

In 2016, three DACF were released to the Assembly and the third (3<sup>rd</sup>) and four (4<sup>th</sup>) quarters of 2016 are in arrears. On the average, about thirty (30%) per cent of total amount from DACF is deducted at source to service other payment on behalf of the Assembly.

### **2.49: IMPLEMENTATION OF THE 2016 COMPOSITE BUDGET**

#### **INTRODUCTION**

In accordance with the 1992 Constitution and the subsequent promulgation of the Local Government Act 1993, (Act 462) the current Local Government System was created and

regulated. Also, the coming into effect of the L.I. 1961, 2009, which was officially passed in February 2011, mandates that some functions hitherto performed at the centre (thus by Central govt.) be transferred to the district assemblies at the local level. One of the four main objectives of the L.I. 1961 was to introduce the Composite Budget System at the district level by integrating the budgets of the Assembly's Departments into the District Assembly Composite Budget.

The Composite Budget is basically an aggregation of projected revenues and expenditure of the MMDAs including the Assembly's Departments to enhance cost effectiveness and also minimize duplication.

### **Training**

The Budget Committee of the Assembly underwent a refresher training prior and during the preparation of the 2016 Composite Budget Estimates. The rationale of the training was basically for members to fully appreciate the concept of budget ceilings as communicated to the Assembly (MMDAs) as well as the format upon which the Composite Budget was to be prepared from Ministry Finance and Economic Planning. The team of experts consisting of District Co-ordinating Director, District Budget Analyst, District Planning Officer and the Finance Officer did exceedingly well in bringing members up to speed with regards to the appreciation and preparation of the budget document.

Management took steps, to motivate members of the Committee in order for them to better appreciate and deliver effectively on the Composite Budget System. Many of the Heads of Decentralized departments (Assembly's Department) were in the position to prepare their department's budget estimates without any serious problem.

### **Preparation**

The existence and effective functioning of the District Budget Committee with regards to the preparation, implementation, monitoring and evaluation of the Annual Composite Budget document is key in the financial performance within the MTEF. In Kwaebibirem District Assembly, this committee made good use of some of the challenges posed by the events of the previous year. Many of the important variables in the preparation process were more considered this year than the case was in last year. For example, there was much broader consultation with regards to revision of fees.

## **Approval Process**

The Budget Committee though with some level of difficulty, managed to come out with the complete draft composite budget for the Finance and Administration (F&A) sub-committee's scrutiny as expected and also timely enough. The subsequent approval authorities had their turn to also do justice to the Annual Budget Estimates document without any serious hitch.

## **Implementation of 2016 Budget Estimates**

The implementation of the Budget starts with generation of warrants to cover any expense incurred by the Assembly, indicating the amount and the fund type, in the course of the financial year. Here, most expenditure items were covered by the warrant system. The Budget was revised once in the course of the year.

## **Challenges**

### **1) Revenue Target**

The total IGF inflow for 2016 financial year stood at GH¢597,022.37 as against a budgeted of GH¢474,534.00 (revised) constituting almost ten (25.8%) per cent increase of actual revenue over estimated revenue. The financial year of 2013 was taken as the base year of the district; where the actual IGF collected was GH¢ 474,534.00. That means the year 2016 witnessed an improvement of twenty-two (20%) per cent in IGF.

A number of factors accounted for the Assembly wonderful performance in revenue generation or exceeding the estimated budget target set for the 2016 financial year. Prominent among them include the resumption of the use of the partially completed Kade Lorry Park. Also, new strategies employed by the newly transfer revenue staffs to the District. These strategies are fully endorsed by the Hon. Chief Executive and Management Staff.

### **2) Comprehensive Revenue Data**

One big challenge facing the assembly revenue mobilization drive is the lack of a comprehensive and an updated revenue data. This perennial problem does not give room for the budget team of the Assembly to come out with very credible revenue data as bases for well-informed revenue targets for the year. Fortunately, during the period under review effort were put in place to get the issue of data inadequacy

resolved with the contraction of the statistical service to provide same which has been completed.

### 3) **Conveyance**

Another significant revenue element that has proved difficult for the Assembly to resolve in order to boost the IGF status, is the collection of conveyance fees of products of palm oil extraction from Ghana Oil Palm Company Ltd. (GOPDC) in the district. Ever since the company relieved itself from the collection of conveyance fees on behalf the Assembly in 2012, the Assembly has suffered the deprivation of that component of IGF. However, there has been an improvement since the last quarter of 2015 to date.

### **Way Forward**

- Kb. D.A ought to take pragmatic and immediate steps collect charges of conveyance from palm oil extraction companies especially GOPDC.
- Institute stringent measures to effectively monitor the performance of revenue collectors and if possible recruit new revenue staff.
- The revenue documents must be consolidated and updated into a comprehensive revenue data.
- The Assembly in the medium to long term must venture into economic activities such as cultivation of palm fruits and/or the conveyance of farm produce.
- The Assembly should further take steps to control expenditure.

### **Conclusion**

In spite of these challenges encountered by the Assembly, during the year under review, many other areas experienced positive marks in compliance to the principle of composite budgeting. Particularly, the warrant system was generally respected and adhered to.

### **POVERTY STATUS OF THE DISTRICT**

The Kwaebirem District has vast fertile land with its attendant good harvest of farm produce. Records indicate that, agriculture is the predominant occupation of the people of the District as they are involved in diverse crops; both food and cash crops. Cash crops cultivated

in the District include: palm oil, cocoa, citrus, while the food crops include: rice, maize, plantain, cassava and cocoyam. The other areas the people endeavour are: commerce, service, and industry.

By the nature of the District's economy, the economically active population was 55.5% (63110). This represents the 15-60 age groups who are either into farming, commerce, service and industry.

Poverty situation in the district cannot be described as hopeless as the dependency population stood at 44.5% and statistically could be supported by the economically active population.

## **2.50: ENVIRONMENTAL HEALTH AND SANITATION SITUATION**

- **Refuse Disposal**

Three unapproved refuse sites have been evacuated in collaboration with Zoomlion.

- **National sanitation day**

The day is celebrated every first Saturday of every month.

- **Disinfection/ fumigation**

Various residential areas, sanitary sites, refuse dumps, container sites and all public toilets were disinfected/ fumigated.

- **Manual distilment of chock drains**

All public drains are cleansed every day and where they are choked are disilted to allow easy flow of water. National Sanitation Week is in full compliance in response to the directives issued by the Ministry of Local Government and Rural Development.

- **Medical Screening of Food Vendors**

Food and drink handlers in the District have been medically screened in collaboration with Syband Medical Group, a Non-Governmental Organisation

- **Health Educational Programmes**

Health Educational Programmes were organised in the District where organised groups were reached. They were taken through topics such as Environmental Health and Sanitation, Personal Hygiene, Food Hygiene, Prevention of cholera, Ebola and others.

- **House to House Inspection**

House inspection forms the major work of environmental health inspectors. House inspection has been intensified to get first-hand information on the sanitary problems in the District and offenders reprimanded or prosecuted at the law court.

- **Strategic environmental assessment**

The document has been prepared as a guide to the implementation of the District Medium Term Development Plan (2013-2017)

- **School Health Inspection**

Various schools both public and private were visited during the year on the review to educate teachers and students on personal hygiene, proper hand washing with soap, hygienic handling of food and water. In addition, schools have been discourage from using communal bowls but rather adoption of veronica buckets for proper hand washing drinking. Cateress under school feeding programme have been asked to be medically screened and prepare food under hygienic conditions.

- **Clean-up Campaigns**

Periodic clean-up campaigns were organised in the Districts with the involvement of all stakeholders in collaboration with Zoomlion Ghana Ltd. Over grown weeds, chocked drains markets and lorry parks were cleaned.

- **Eating and Drinking Premises**

Eating and drinking premises have always been visited to ascertain whether they are handling the food and drinks in a hygienic manner. They are advised and forced to be medically screened and educated on personal and food hygiene.

- **Meat Inspection**

In collaboration with veterinary officers, all animals slaughtered for human consumption are inspected before passing it for sales to the public.

- **Manual Dislodgement of Latrines**

About four (4) latrines which were choked in the District have been dislodged manually and rehabilitated for public use.

- **Miscellaneous Programme**

Other programmes which formed part of the environmental sanitation work have been carried out such as market sanitation, cleaning of lorry park terminals, supervision of cemeteries, arresting of stray and others.

- **The Way Forward**

Adequate sanity tools and chemicals should be provided for the Unit to enhance its performance.

## **2.51: ACTIVITIES OF WORKS DEPARTMENT**

The works department is responsible for all physical development/construction of all projects under the District Assembly. In the period of reporting, some development activities were undertaken which are at the various stages of completion.

- **Support to works department**

Resources provided

- **Construction of 1 No. 20 Unit market stalls at kade.**

Process on-going

- **Supply and installation of streetlights**

Activity completed

- **Maintenance of Assembly Buildings**

Activity on-going

- **Rehab. and furnishing of DCE Bungalow**  
Activity completed
- **Rehab. of Ambulance And Fire Offices**  
Activity completed
- **Rehab of Magistrate Office**  
Activity on-going
- **Community initiated projects**  
Activity on-going
- **Construction of Assembly Hall Complex**  
Project suspended
- **Pavement of lorry pack at kade.**  
Project nearing completion
- **Town /Area Council Office Buildings –kade.**  
Facilities provided (rented) at kade and other area councils.
- **Supply and installation of streetlights**  
Activity completed
- **Pavement of kade lorry pack( phase IV)**  
Project nearing completion
- **Rehab. of Durbar Grounds at Adankrono**  
Process in progress
- **Procure 1No. Motor bike**  
Process in progress
- **Rehab. of Selected Feeder Roads District Wide**  
Activity in progress
- **Rehab. Feeder Roads District Wide**  
Activity in progress
- **Rehab. NADMO Offices**

Activity completed

- **Construction of CHPS Compound at Twumwusu**

Project completed

- **Construction of CHPS Compound at Takyiman**

Project on-going

- **Construction of 1 No. 16 Seater aqua-Privy Toilet Facility At Okyinso**

Project 90% completed

- **Construction of Security and Toilet Facilities at Asuom Market**

Project on-going

- **Construction of 1 No. 3 Unit KG Block At Kwae**

Project 80% completed

- **Construction of 1No. 3 Unit Classroom Block at Subriso**

Project completed

- **Construction of 1No. 3 Unit Classroom Block at Larbikrom**

Project on-going

- **Construction of 1No. 6 Unit Classroom Block at Bomso**

Project on-going

- **Construction of 1No. 6 Unit Classroom Block at Koka**

Project completed

- **Construction of 1No. 6 Unit Classroom Block at Kukubi**

Project on-going

- **Construction of 1No. 6 Unit Classroom Block at Atobriso**

Project on-going

## **CONCLUSION**

With regular inflows of resources eg. DACF, DDF, and other grants coupled with increased IGF, more developmental projects could be undertaken to enhance the living standards of our communities.

## **2.52: ACTIVITIES OF CENTRAL ADMINISTRATION**

The Kwaebibirem District Assembly as an entity is established to provide social and economic services to the inhabitants through its decentralised Agencies. In addition to performing its core or immediate functions, it also plays co-ordinating roles to ensure harmonisation of decisions, programmes and activities.

During the year under review, the Kwaebibirem district assembly commenced the implementation of its Annual Action Plan enumerated below:

- **Disburse school feeding fund**  
During the period, the Assembly did not have any idea about the amount involved since disbursement was routed through the ministry of gender, women and social protection.
- **Payment of utility bills**  
The assembly made an effort to settle all utility bills.
- **Supply of office materials**  
The assembly has been taken the necessary steps to provide the requisite office materials for effective service delivery.
- **Provision of cleaning materials**  
Cleaning materials were provided through the environmental health unit.
- **Provide hotel accommodation**  
The assembly provided decent hotel accommodation to its all visitors.
- **Pay travel and transport cost**  
All expenses were catered for.
- **Training, Sem. and Conf.**  
Resources provided.

- **Security, special services and contingency.**  
Resources provided.
- **Water systems**  
Water systems extended to neighborhood in kade and others.
- **Contribution to sports festivals**  
Resources provided to GES
- **Support for traditional authorities**  
Resources provided
- **Repair Office Building**  
The works Department undertook repair works on some District Assembly Buildings including main block, DCEs bungalow, DFO and DCDs bungalows.
- **Maintain Assembly Residential Building**  
As stated above previously
- **Maintain Furniture/Fixtures**  
Repair works on electrical cables and office furniture were carried out during the period under review.
- **Maintain Public Latrines**  
Four (4) public latrines at Abodom, Abaam, Nkwantanang and Otumi were rehabilitated and put back into use.
- **Complete all HIPC Projects**  
All HIPC projects initiated are all completed and are in use.
- **Property Valuation**  
The Regional Land Valuation Board has been tasked to complete the exercise which is on-going.
- **Contribute in District Sports Festival**  
During the period under review, the District Assembly and its collaborators spent an Amount of GH¢11,540.00 in the organization of Sports Festivals.
- **Organize Four (4) DPCU Meetings**  
Four quarterly DPCU meetings were held in March, June, September and December.

- **Organized Four (4) Budget Committee Meetings**  
Four quarterly Budget Committee meetings were held in March, June, September and December.
- **Prepare 2015 – 2017 Budget MTEF**  
The 2015-2017 MTEF has been prepared and submitted to the various institutions as the law requires.
- **Revenue data collection update**  
Exercise completed.
- **Monitor and coordinate prog/proj.**  
Exercise on-going.
- **Anti-corruption activities**  
Resources provided when necessary.
- **Bank charges**  
Service charges paid.
- **Power generating plant**  
Plant been managed by ISD.
- **Procure 1 No. pick-up vehicle**  
Process in progress
- **Procure 3 No. motor bikes**  
Process in progress
- **Capacity Building**  
Resources provided.
- **Prepare 2014 -2017 DMTDP**  
The DMTDP have been prepared and submitted to agencies as required by the Law.
- **Conclusion/Way forward.**  
The District Assembly needs to work harder in the area of IGF so that supplemented by the GOG grants, efficient services could be provided to the committees.

## **2.54: MONITORING AND EVALUATION CONDUCTED, THEIR FINDINGS AND RECOMMENDATIONS**

Specific interventions have been adopted under the Medium Term Development Plan to ensure maximum implementation of the plan. Priority projects have been proposed for Socio-Economic Development of the District taking into cognizance of the potentials and opportunities that abound in the District to enable the plan enjoy support with available human and financial resources.

The District has also assigned to itself the co-ordination implementation and supervisory role. It must also be noted that, it might not be possible to adhere strictly to the implementation scheduled proposed for the various programmes and projects as a result of constraints and unforeseen circumstances beyond the Assembly's control.

The effective implementation of the plan during the year under review called for an approach that sort to optimize utilization of available resources both internally and externally. Consequently, the bullets below indicate the implementation strategy through:

- The mobilization of local resources.
- Partnership with external agencies.
- Judicious use of available resources and cohesive institutional linkages and net working.

Evidence on the ground indicates that all earmarked have been implemented with majority completed while one each has been terminated and suspended respectively. Projects implemented from monitoring reports identified areas such as education, health, agriculture (food safety), water and sanitation security and justice, markets and lorry parks, revenue mobilisation, women in training in entrepreneur skills, disaster management and others that are critical in the assessing poverty reduction activities in the district.

However, the District Assembly is yet to engage a consultant to undertake evaluation exercise after the implementation period to ascertain the impact and outcomes of the various interventions aimed at poverty reduction and improving the livelihood of inhabitants.

## **2.55: PARTICIPATORY MONITORING AND EVALUATION UNDERTAKEN AND THEIR RESULTS**

One of the key features of the district development efforts, which has been missing as a linkage is the strong commitment to conduct vigorous impact evaluations.

Mid-term and annual reviews of the District Medium Term Development plan had been conducted and all projects are either completed or at various stages of completion. DPCU in collaboration with all stakeholders including beneficiary communities, institutions, financiers and clients (contractors) were all involve at site meetings to discuss the status of those projects and their relevance to the various communities. The District Assembly will as a policy will also assess the performance of all projects and programmes when completed to ascertain if the interventions had achieved its original objectives and asses the overall changes caused by the interventions by the use of a consultant.

The DPCU will also need to examine the relevance of the development effectiveness of all projects with reference to the Medium-Term National Development Policy Framework-2014-2017. These evaluations will serve to improve management of the system and provide experience for effective programme design and implementation.

The DPCU in addition can also commission an external entity to undertake independent assessment. For instance the evaluation will determine whether the provision of portable water has resulted in the reduction of water borne diseases, or the provision of education infrastructure has affected BECE results and enrolment positively.

Evaluation is the periodic assessment and review of the extent to which the goal and objectives of an activity has been accomplished. Evaluation can be done at the end of a phase or at the end of the entire project.

To obtain a firsthand information on the success or otherwise of the project, the beneficiary communities must be encouraged to do their own evaluation.

The general aim of any evaluation is always to learn from experience in order to apply the lessons learned to improve programme planning and implementation and to replicate successful programmes.

In order to know the perceptions and benefits of the interventions, it is appropriate to undertake participation M/E especially among the poor and the vulnerable in society to see whether their expectations have been met. This method will be effective if only there is effective education and awareness creation among the beneficiaries and to involve them in the selection of indicators for the monitoring exercise. The basis of participatory M/E is to promote partnerships between the Municipal assembly, NGOs, CBS, the local community and all relevant stakeholders.

Where NGOs/CBOs are active in the Municipality, they could be engaged by the Municipal Assembly to provide training capacity building and strengthening of local counterparts in participatory M/E methods.

The MPCU will rely on tools and methodologies for social analysis and participatory impact assessment such as

- Citizen report cards
- Community score cards
- Focus group discussion
- Participatory expenditure tracking of social service expenditure
- Tracking of social services expenditure.

## **CHAPTER THREE**

### **3.0 THE WAY FORWARD**

#### **3.1 KEY ISSUES ADDRESSED AND THOSE YET TO BE ADDRESSED**

Examination of events which took place and their resultant effects within the reporting period included:

1. Public education on payment of revenue was high.
2. Public education on malaria, HIV/AIDS, Ebola and Burilli ulcer.
3. More efforts in the management of sanitation.
4. Provision of educational infrastructure including Institutional latrines and hand washing facilities.
5. Provision of portable water facilities for needy communities increased.
6. Strong collaboration between the District Assembly and its development partners.
7. Public education on building regulations.

### **3.2 RECOMMENDATIONS**

- The physical planning Department of the District assembly should embark on vigorous public education to enhance controlled development.
- The issue of relocation of artisans should be given high priority
- The agriculture extension services unit should be resourced adequately to enable them visit farmers regularly.
- The school feeding programme should be extended to more deprived communities.
- The Rural Enterprise Project should step up its activities to reach out to more unemployed youth
- Effort should be made by the district assembly to recover all debts owed by its clients to soar its IGF
- The district assembly should consider avoiding undertaking risk projects i.e, projects that have huge financial implication that could delay its early completion.
- More trained teachers should be posted into the basic schools especially at the pre-school level.
- Public education on HIV/AIDS should be intensified hence, the need for the release of additional resources to sustain the programme.
- The capacity of the Municipal assembly particularly in the area of planning, financial management, procurement and Monitoring and Evaluation skills should be enhanced by training programme and refresher courses.
- Internal revenue mobilization and generation should be stepped up with the involvement of internal auditors and other stakeholders.
- There should be continuous revenue sources identification through data collection and updating of information. The resultant indicators will assist in the setting up of revenue and development targets for the Municipality.

- The eminent halt in the implementation of fiscal decentralization and the operationalization of the composite budget is a course to worry about.
- The guidelines for utilization of DACF which restricts the municipality in its usage of the funds should be made flexible to allow assemblies to allocate more resources to sectors where most needed.
- The high incidence of huge deductions at the DACF secretariat should also be minimised.
- Under the school feeding programme, there should be adequate supervision and up scaling of the programme to benefit deprived communities.
- Under Health Insurance the problems with delay in the processing of identity cards should be minimised.
- The DA should consider providing teacher's accommodation in deprived communities to encourage teachers to stay within the communities.
- The District should provide more residential accommodation for staff and other departments
- The district Assembly should rehabilitate the old guest house to save it from renting hotel accommodation for visitors in transit, staff on posting etc, to control expenditure
- Roads in the District, for example, from Kade to New Abirem which is a highway should receive Central Government attention, to enhance economic activities.

The Kwaebirem Assembly believed that the effects of the shortcomings, gaps and challenges identified during the implementation of the 2010-2013 District Medium Term Development Plan could be minimised if the above stated recommendations were implemented.

## **APPENDIX**

### **Appendix 1**

#### **Farmer's Day Celebration**

The Kwaebibrim District Assembly and its Agricultural Department organised a successful Farmers' Day celebration at Atobriso and awarded various prizes to deserving farmers.

Twenty (16) individuals and groups were awarded. Their prizes varied among the following: Certificates, Bicycles, Fridge, T.V.Set, Cutlasses, Wellington boots, Agrochemicals, Spraying Machines etc. Individuals and organizations donated towards the celebration.

### **Appendix 2**

#### **Lessons learned**

- Farmers were positively influenced by extension messages and dissemination of technologies.
- The FBO capacity building and Technical Training organized by the Department enhanced dissemination of technologies.
- Irrigation is a need tool to increase farmers' income in the district.
- There was a massive shortfall in field staff mobility as well as the number of field staff for extension and other technical departments.
- The main external factors constraining agriculture production performance were activities of sand winners, malaria, increasing cost of fuel and agric inputs.
- Agricultural potential for growth and poverty reduction could be further enhanced with more investment in storage facilities, irrigation, agro-processing and fish farming.
- While food security was sustained in quantitative terms, quality of nutrition remained a challenge.
- Untimely release of budgeted funds hindered the implementation of planned activities

## **Appendix 3**

### **Recommendations**

- Provide adequate budgetary resources to ensure implementation of planned activities to boost agriculture production
- Arrangements should be made towards rehabilitation of one the abandoned builds in the district as permanent office for DOA.
- Encourage credit facilities for production, agro-processing and agro-business.
- Conduct special crops and livestock study to update the database, identify problem and needs, and incorporate livestock data collection and M&E in the sector M&E activities.
- Institute effective environmental assessment in agricultural development, with particular focus on land protection techniques, soil fertility and water quality as well as sales and use of agro chemicals.
- Improve coordination of DOA and MOH on malaria and HIV/AIDS control and campaign
- Provide modern SRID/MRACLS equipment and adequate staff to ensure proper data collection.

## **Appendix 4**

### **Key Activities Planned for 2017**

- Organize two day Annual planning session by February 2017
- Organize one day RELC meeting by March 2017
- Train 14 AEAs 6 DAOs on Good Agricultural Practices (e.g. Climate Smart Agriculture, Land & Water Mgt., crops, Livestock, Food processing and utilization etc)
- Conduct 12 field days and 2 study tours for staff and farmers on crop and livestock value chain management.
- Establish 28 crop and livestock demonstration each by 14 AEAs by Dec. 2017

- Train 500 farmers in Good agricultural practices (GAPs) (e.g. Climate Smart Agriculture, Land & Water Mgt., crops, Livestock, Food processing and utilization etc)
- Organize 4 agricultural value chain workshops for 200 beneficiaries (farmers)
- Raise 5,000 Six week old improve chickens (birds) for sale to famers
- Conduct weekly animal health extension and disease surveillane
- Carry out quarterly and annual report writing
- Acquire 12 monthly weather data from meteorological service for the Department
- Sensitize 500 women farmers on the importance of good health and nutrition
- Conduct 4 demonstrations in food stuff processing into various forms of food products
- Facilitate the establishment of home gardens for 250 farm families
- Facilitate the establishment of school farms/ gardens for 4 schools
- Sensitize farmers in 30 communities on HIV/AIDS
- Organize one District farmers' day celebration by Dec. 2017
- Maintain official vehicles and office equipments.
- Regular update and servicing of computers for data processing

## Appendix 5

### Staff Strength in 2016 and Gap or Required Complement for 2017

Category of Staff	Number Staff	Gap	Required to fill the gap
	Existing		
<b>Professional</b>			
Head of Department (District Director)	1	0	0
District Veterinary Officer	0	1	1
District Agricultural Officer	5	0	0
<b>Sub Professional / Technical</b>			
Technical Officer AEA (Vet) **	1	3	3

Technical Officer AEA(General)	8	4	4
Technical Assistants (Demo/Mkt Enu)	2	1	1
<b>Supporting Staff / Others</b>			
Accounts Officer **	1	0	0
Driver	1	0	0
Typist/Secretary	2	0	0
Watchman	1	1	1
Labourer	1	2	2
Cleaner	1	0	0
<b>Total</b>	<b>23</b>	<b>11</b>	<b>11</b>

**Appendix 6**

**Data of Staff at Post (January to December, 2016)**

	Name	Sex	Date of Birth	Staff ID	SSNIT No.	Present Grade	Qualification	Position	Location
1	Anthony Narh Nartey	Male	20/06/1964	16374	E136406200012	Assistant Director	MSc. Agriculture	Head of Department	Kade
2	Emmanuel K.D. Agroh	Male	03/10/1973	684760	D067310030018	Agric. Officer	MSc. Dev. Policy & Planning ,MBA (HR)	District Agric. Officer - Crops	Kade Zone
3	Vincentia Abotsi	Female	25/8/1959	60952	39010913/	Ch. Prod. Off	Dip. Horticulture	District Agric. Officer (WIAD)	Kade
4	Cudjoe Attakumah Johnson	Male	27/07/1978	877525	C017807270195	Asst. Agric. Officer	BSc. Agriculture	District Agric. Officer - MIS	Kwae Zone
5	Asafo Seth Yaw	Male	21/06/1979	760224	D017906210034	Asst. Agric. Officer	BSc. Agriculture	District Agric. Officer - Livestock	Asoum Zone
6	Agbe Kafui Kwesi	Male	25/10/1982	681978	D018110250015	Asst. Agric. Officer	M. Phil Agric. Extension	District Agric. Officer - Extension	Takyiman Zone
7	Wilson Ekuadzi Kplorlah	Male	27/5/1966	916152	D1166052700	Technician Engineer	HND Agric. Engineering	Agric. Ext. Agent	
8	Charles E. O. Martinson	Male	27/4/1962	109111	44921864	Ch. Technical Officer	Gen. Cert. Agric.	Agric. Ext. Agent	Abodom
9	James Gyasi Addo	Male	23/12/1961	58375	48264907	Ch. Technical Officer	Gen. Cert. Agric.	Agric. Ext. Agent	Nkwantanang
10	Alex Cudjoe Akaba	Male	05/8/1974	530151	C017408050492	Prin. Technical Officers	Dip. Agric.	Agric. Ext. Agent	Kwae
11	Bonnah Vida	Female	11/10/1985	718647	F018510110128	TOII	Gen. Cert. Agric.	Agric. Ext. Agent	Subi/ Andonkrono

12	Felix Fianu	Male	29/12/1987	972201	D08871229003	Technical Officer II	Gen. Cert. Agric.	Agric. Ext. Agent	Premkese
13	Nicholas Ofori Addo	Male	06/03/1983	885181	E088303060116	Technical Officer II	Dip. Agric.	Agric. Ext. Agent	Okyinso
14	Osei Isaac Boakye	Male	3/10/1981	920189	E098110030012	Prin. Technical Assistant	Dip. Agric.	Agric. Ext. Agent	Atobriso
15	Patience Dedume	Female	18/06/1958	639081	32229445	Ch. Technical Assistant	Stenographer	Secretary	Kade
16	Ayitey Evelyn Esinam	Female	17/10/1990	1190057	F019010170189	Senior Executive Officer	Stenographer GD 11	Secretary	Kade
17	Kenneth Mensah Otchere	Male	22/12/1965	138046	E066512220017	Prin. Exe. Officer	G.C.E A Level	P.E.O	Kade
18	Joseph Bentil	Male	20/08/1977	131398	B107708200013	Yard Foreman	BECE	Driver	Kade
19	Georgina Sekyi	Female	17/09/1986	1190059	E068609170064	Record Assistant	WASCE Cert.	Market Enumerator	Kade
20	Matilda Duah	Female	01/06/1972	974274	D087206100022	Record Assistant	BECE	Market Enumerator	Takyiman
21	Donkor Mercy	Female	28/12/79	917484	E067912280042	Senior Technical Assistant	Stage 6	Cleaner	Kade
22	Emmanuel Korbli	Male	22/12/1979	917503	D087912220035	Senior Technical Assistant	BECE	Labourer	Kade
23	Albert Ababila	Male	17/11/1984	917486	J018411170013	Technical Assistant	BECE	Watchman	Kade