

ASANTE AKIM SOUTH MUNICIPAL ASSEMBLY



REPUBLIC OF GHANA



**2024 CLIENT SERVICE CHARTER
OF THE
ASANTE AKIM SOUTH MUNICIPAL ASSEMBLY
JUASO**

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CHAPTER ONE

PROFILE OF THE ASANTE AKIM SOUTH MUNICIPAL ASSEMBLY

1.1 INTRODUCTION

We are the Asante Akim South Municipal Assembly (AASMA) under the Ministry of Local Government and Rural Development (MLGRD) of the Republic of Ghana. Our goal is to ensure that, mobilize, utilize and harmonise available resources to bring about the desired transformation and development in our various communities.

1.2 LOCATION

The Municipal remains the gateway to Ashanti Region from Eastern and Greater Accra Regions. It shares boundaries with the Asante Akim Central Municipal in the North, Asante Akim North District in the Northwest and the Bosome-Freho District in the Southwest, all in Ashanti Region. Its neighbours on the Eastern border that shares boundary with the Municipal are Birim North, Akyemmansa, Kwahu West Districts and Kwahu South Municipal all in the Eastern Region.

The Municipality covers a total surface area of about 1,217.7 square kilometres (472.4 sq. miles) which form about five percent (5%) of the total area of the Ashanti Region, and 0.5 percent of the total area of the country. The built environment consists of 369.482 square kilometres with the natural environment forming 848.218 square kilometres of the total land area.

1.3 POPULATION

According to the 2021 Population and Housing Census, the Municipality recorded a total population of 123,633. Representing 2.3% of the total population size of the Ashanti Region which according to the 2021 census stands at 5,440,463. When segregated on gender basis, 61,715 representing 49.91% of the total population of the Municipality are males, whereas 61,918 representing 50.08% constitute the female population.

1.4 POLITICAL LEADERSHIP OF THE MUNICIPAL ASSEMBLY

The Asante Akim South Municipal Assembly is made up of sixty-six (66) members, comprising of forty-five (45) elected, twenty-one (21) Government Appointees, Member of Parliament who has no voting rights and the Municipal Chief Executive who is both the Administrative and Political head of the Municipality. The Assembly

Members are made up of Six (6) females and sixty (60) males inclusive of the Hon. Presiding Member (PM).

| NO. | NAME OF MMDA | NAME OF MMDCE | ASSEMBLY MEMBERS | | |
|-----|--------------------------------------|---------------------------------|------------------|--------|-------|
| | | | MALE | FEMALE | TOTAL |
| 1. | Asante Akim South Municipal Assembly | Hon. Alexander Frimpong | 60 | 6 | 66 |
| | | NAME OF PRESIDING MEMBER | | | |
| 2. | Asante Akim South Municipal Assembly | Hon. Beatrice Kyei | | 1 | 1 |

1.4.1. SUB-DISTRICT STRUCTURES

To ensure effective participation and inclusion in the processes of governance at the local level, the Municipality has been divided into eleven (11) sub-administrative areas under the management of Town and Area Councils. They are as follows:

1. Two (2) Town Councils have their capitals at Juaso and Obogu, and
2. Nine (9) Area Councils have their capitals at Asankare, Banka, Banso, Bompata, Dwendwenase, Komeso, Morso, Nnadieso and Ofoase.

Generally, most of these substructures are doing well with their periodic engagements at their local level. The Municipality however believes more ought to be done to enhance their performance and role to deepen the local governance processes at the very local level. Efforts have therefore been considered to intensify the periodic training of Members of the various sub structures.

1.5 MUNICIPAL ADMINISTRATION & AGENCIES

To purposely achieves its vision and mission through the delivery of quality services to its Citizens and Clients, the Municipality operates various Units, Departments and Government Agencies. Some of which are not even primarily established on its operative organogram.

1.5.1 DEPARTMENTS, AGENCIES AND SERVICES AVAILABLE IN THE ASSEMBLY

1.5.2 DEPARTMENT INTEGRATION

As promulgated by the L.I 1961, the Assembly is supposed to have Thirteen (13) Departments. Of the Thirteen (13) Departments prescribed, the Asante Akim South Municipal Assembly has eleven (11) of them well established, fully integrated and report to the Municipal Co-ordinating Director. Below is the list of the Decentralized Departments, sub-vented agencies and other services in the Municipality.

1.5.3 DECENTRALIZED DEPARTMENTS

1. Central Administration
2. Municipal Health Department
3. Municipal Education Service
4. Physical Planning Department
5. Works Department
6. Social Welfare and Community Development
7. Finance Department
8. Ministry of Agriculture Department
9. Trade and Industry Department
10. Natural resources conservation, Forestry and wildlife Department
11. Disaster Prevention Department
12. Birth and Death Registry

1.5.4 SUB-VENTED AGENCIES

1. National Youth Council
2. Electoral Commission
3. National Commission on Civic Education
4. Commission on Human Rights and Administrative Justice
5. Non Formal Education Division

1.5.5 OTHER COLLABORATING DEPARTMENTS & AGENCIES

The following are a list of departments and agencies equally operating in the municipality to meet the needs of our people

1. Business Advisory Centre
2. Centre for National Culture

3. Community Water & Sanitation (CWSA)
4. Ghana News Agency
5. Ghana Police Service
6. Ghana Post
7. Information Service
8. Judicial Service (Circuit Court)
9. Legal Aid
10. National Ambulance Service
11. National Health Insurance Scheme (NHIS)
12. National Identification Authority (NIA)
13. National Service Secretariat (NSS)
14. National Youth Council
15. Office of the Administrator of Stool Lands
16. The Electricity Company of Ghana.

2.2.1.5 OTHER DEPARTMENTS

I. Ghana Immigration Service and the Fire Service Department

Currently, the Municipal Assembly has provided an office for the Immigration Service. They have since taken possession of the Office and have stationed their Officers in the Municipality. Unfortunately, the Fire Service Department is yet to have its officers stationed in the Municipality. From the Asante Akim Central Municipal Assembly, they continue to have an oversight responsibility over the Asante Akim South Municipality. It is hoped that upon the completion of the construction of their Office Complex in Juaso, they will fully assume same and operate directly from the Municipality.

II. Establishment of offices for the Ghana Revenue Authority (GRA) and Social Security and National Insurance Trust (SSNIT)

As part of efforts by the Municipality to ensure cut down on the cost its citizens incur from accessing the services of these institutions from its neighbouring Districts/Municipalities especially in the Asante Akim Central Municipality, the Municipality requested that, these institutions set-up or establish satellite offices in Juaso.

Since the requests, the GRA has visited the Municipality to engage with Management. They have consequently agreed to set-up in the municipality. Management on its part has allocated an office space to them in the new administrative block. In the case of SSNIT however, they informed Management that, owing to the challenges of inadequate personnel and other logistical constraints, they cannot set-up anymore satellite offices. They however maintained that, they will continue to organize their periodic programs in the municipality to meet with contributors and resolve any pending issues or enquiries.

These notwithstanding, there are still many more Departments and Agencies Management looks forward to having within the Municipality mainly to increase accessibility and engender patronage among citizens. Some of these institutions include the Drivers and License Authority (DVLA), the Environmental Protection Agency(EPA), the Mineral Commission looks forward to having.

CHAPTER TWO

OPERATIONAL AND SERVICE DELIVERY STANDARDS OF THE MUNICIPAL ASSEMBLY

2.0 SERVICE DELIVERY STANDARDS

Designed as a client oriented service, there are operational and service delivery standards established to guide and ensure that, the Municipality is more effective and results oriented in addressing and meeting the needs of its communities. In compliance therefore, the Municipal Assembly in the performance of its mandate, is required to be;

- Participation:
- Client Focused
- Professional
- Transparent
- Effective and Efficient use of resources
- Accountability

2.1 VISION

The Vision of the Asante Akim South Municipal Assembly is to position itself as a First-Class Local Government Institution focused on providing excellent service delivery to meet the infrastructural as well as the socio-economic needs of its people.

2.2 MISSION STATEMENT

The Assembly's mission is to ensure a better standard of living for the people of the Municipality through equitable provision of basic socio-economic services and sound infrastructure for the total development of the Municipality in the context of committed leadership and participation by all stakeholders.

2.3 FUNCTIONS OF THE MUNICIPAL ASSEMBLY

The functions of the Municipal Assembly, like all other MMDAs, basically derived from the Legislative Instruments as mandated by the Local Governance Act, 2016, Act 936. The Assembly exercises political and administrative authority, directs and supervises all other administrative authorities in the Municipal. In addition, the Assembly exercises deliberative, legislative and executive functions as outlined in Act 936. These functions are broadly aimed at attaining its vision and fulfilling its mission of improving the quality of life of its people are to:

1. Be responsible for the overall development of the Municipal and ensures the preparation and submission of development plans and budget to the relevant Central Government Agency/Ministry through the Regional Co-ordinating Council (RCC).
2. Formulate and executive plans, programmes and strategies for the effective mobilization of the resources necessary for the overall development of the Municipal.
3. Promote and support productive activity and social development in the Municipal and remove any obstacles to initiative and development.
4. Initiate programmes for the development of basic infrastructure and provide municipal works and services in the Municipal.
5. Be responsible for the development, improvement and management of human settlements and environment in the Municipal.
6. Co-operate with the appropriate national and local security agencies and be responsible for the maintenance of security and public safety in the Municipal.
7. Ensure ready access to courts and public tribunals in the Municipal, for the promotion of justice.
8. Guide, encourage and support sub-Municipal local government bodies, public agencies and local communities to perform their roles, in the execution of approved development plans.
9. Monitor the execution of projects under approved development plans and assess and evaluate their impact on the people's development, the Municipal and National economy.
10. Initiate, sponsor or carry out such studies as may be necessary for the discharge of any of the functions conferred by Act 462 or any other enactment.
11. Perform such other functions as may be provided under any other enactment.

2.4 SECOND SCHEDULE FUNCTIONS OF THE ASSEMBLY

Without prejudice to the Sub-section (1.3), the Assembly shall perform the functions set out in the Second Schedule of which it is the duty of the Assembly;

1. To promote and safeguard public health and for this purpose the Ministry of Health shall assign Medical Officers of Health, health inspectors and other staff as appropriate except semi-skilled and unskilled labourers to the Municipal Assembly for the proper discharge of this duty.

2. To cause the Municipal to be inspected regularly for the detection of nuisances or any condition likely to be offensive or injurious to health.
3. If satisfied that any nuisance or any condition likely to be offensive or injurious to health exists, to cause proper steps to be taken to secure the abatement of the nuisance or the removal of the condition.
4. To ensure the provision of adequate and wholesome supply of water throughout the entire Municipal in consultation with the Ghana Water Company.
5. To establish, install, build, maintain and control public lavatories, urinal and wash places.
6. To establish, maintain and carry out services for the removal of night-soil from any building and for the destruction and treatment of such night-soil.
7. To establish, maintain and carry out services for the removal and destruction of all refuse, filth and carcasses of dead animals from any public or private place.
8. To regulate any trade or business which may be noxious or injurious to public health or a source of danger to the public or which otherwise it is in the public interest to regulate.
9. To provide for the inspection of all meat, fish, vegetables and all other foodstuffs and liquids of whatever kind or nature intended for human consumption whether exposed for sale or not; and to seize, destroy and otherwise deal with all such foodstuffs or liquids as are unfit for human consumption and to supervise and control the manufacture of foodstuffs and liquids of whatever kind or nature intended for human consumption.
10. To provide, maintain, supervise and control slaughter-houses and pounds and all such matters and things as may be necessary for the convenient use of slaughter-houses.
11. To prevent and deal with the outbreak or the prevalence of any disease.
12. To prevent the spread of and exterminate tsetse-fly, mosquitoes, rats, bugs and other vermin.
13. To prohibit or regulate the making of borrow-pits or other excavations.
14. To establish and maintain cemeteries.
15. To provide crematoria where in the opinion of the Assembly it is expedient so to do.
16. To regulate or prohibit the sinking of wells and provide for the closure of wells.

17. To establish, maintain and control pounds, seize and impound any stray animal and provide for the payment of compensation for damage done by animal.
18. To provide that the owner or occupier of any land or tenements maintain clear and keep free from vegetation, the roads, streets or paths adjoining his land or tenements.
19. To provide for the control, destruction and licensing of dogs.
20. To provide for the control, regulation, inspection, supervision and licensing of
 - Social halls, dance halls and places of entertainment;
 - Lodging and eating houses;
 - Any premises or land in or upon which any profession, occupation, trade or business is carried on;
 - Such occupations as the Minister may specify in an Instrument from time to time.
21. To establish and operate clinics and dressing stations in consultation with the Ministry of Health.
22. To construct, repair and maintain and keep clean all streets.
23. To divert or alter where necessary the course of any street.
24. To provide or arrange for electric lighting in streets and other public places and where necessary to provide and maintain electricity supply in consultation with the Electricity Company of Ghana.
25. To construct, repair and maintain all public roads other than trunk roads but including feeder roads and to undertake road rehabilitation programmes within the Municipal.
26. To prescribe the conditions subject to which the erection and construction, demolition, re-erection, and re-construction, conversion and re-conversion, alteration, repair, sanitation and ventilation of public and private buildings and structures may be undertaken and carried out;
27. To provide for building lines and the layout of buildings, to prepare and undertake and otherwise control schemes for improved housing layout and settlement.
28. To prescribe the conditions to be satisfied on a site for any building or for any class of buildings.
29. To prohibit the construction of any new building unless and until the plans thereof have been submitted to and approved by the Assembly.

30. To provide for the demolition of dangerous buildings and for the recovery of any expenses incurred in connection therewith.
31. To maintain, as agents of Central Government, all public buildings, including prestige buildings put up by the Central Government and previously maintained by the Public Works Department.
32. To maintain as agents of the Ghana Highway Authority, trunk roads lying within the boundaries of the area of authority of the Assembly.
33. To take steps to ensure the effective maintenance of all Government properties within its area of authority.
34. To prohibit or regulate the use in any defined area of any inflammable material in the construction or repair of any building.
35. To control and regulate the sitting of advertisements and hoardings or other structures designed for the display of advertisements.
36. To build, equip, open, close and maintain markets, prohibit the erection of stalls in places other than markets and prevent the sale and purchase of goods or stock near established markets or elsewhere.
37. To fix days and hours during each day on which a market may be held and prevent the sale and purchase of goods in markets on any day or at any hour except, those fixed.
38. To regulate and control markets including the fixing of and collation of stallages, rents and tolls.
39. (1) To require the owner of any premises to do any of the followings acts
 - to remove, lower or trim to the satisfaction to the Assembly any tree, shrub or hedge overhanging or interfering in any way with the traffic in any street or with any wires or works thereof;
 - to remove any dilapidated fence or structure abutting on any public place;
 - to paint, distemper, white-wash or colour-wash the outside walls or roof of any building forming part of the premises;
 - to tidy the premises; and
 - to remove any derelict car or other vehicles.

(2) In the event of the owner failing to comply with a notice from the Assembly requiring him to perform any of the acts specified in sub-paragraphs (i-v) of

paragraph (1) the Assembly shall be at liberty to undertake the work and charge the owner with the cost thereof.

40. To build, equip and maintain all public primary, middle and special schools as are in the opinion of the Minister for Education, after consultation with the Minister responsible for Local Government, required in its area.

41. To advise the Minister for Education on all matters relating to primary and middle schools and such other matters as may be referred to it by the Minister for Education.

42. To be responsible for

- postings and transfers within its area of authority of teachers including pupil teachers;
- keeping records of Teachers;
- discipline of teachers in accordance with the disciplinary code laid down by the Ghana Education Service;
- appointment of school welfare offers;
- recommending teachers for study leave;
- appointment of head teachers in accordance with rules laid down by the Ghana Education Service;
- supervision of primary and middle schools;
- formation of education committees;
- collection of statistical data and other information;
- in-service training for public teachers;
- nursery school education;
- approval for the opening of private primary and middle schools
- payment of teachers' salaries from funds made available by Government;
- indenting for the supply and distribution of textbooks;
- disbursement of Education Grants.

43. To provide for the control and regulation of-

- concerts, musical or theatrical performances, cinemas, fairs, circuses and other entertainment to which admission is to be obtained on payment of moneys or of any reward, except where the whole proceeds are being devoted to charity; and
- horse-racing meetings.

44. To grant and maintain scholarships or bursaries to suitable persons to attend any school or other educational institution in Ghana or elsewhere.
45. To provide for the establishment and maintenance of facilities for arts and crafts, for recreation and sports.
46. To establish, maintain control and contribute to bands for musical performances in public places and at functions arranged by the Assembly, and generally to provide musical entertainment in such places and at functions.
47. To arrange for the provision of public libraries in consultation with the Ghana Library Board.
48. With the prior approval of the Ghana Museums and Monuments Board, to control the disposal of any African antique work of art.
49. To organize community development programmes to improve and enrich rural life through running literacy and adult education classes, organizing voluntary contributions and communal labour for the provision of such facilities and services as water supplies, roads, school buildings, community centre and public places of convenience; and teaching village women the management of home and care of children.
50. To take such measures as would promote the well-being of under-privileged children and the stability of the distress family.
51. To organize and maintain child care centre and ensure the proper running and management of such centre.
52. To establish, run and manage children's homes and offer parental care for the deprived, namely, orphans and those that are neglected or abandoned.
53. To render relief services in the form of supply of material during natural disasters, e.g. floods, fire, earthquakes, accidents.
54. To be responsible for the improvement of agriculture including extension services and allotments for the agricultural purposes.
55. To control methods of husbandry.
56. To allocate land in the ownership of the Assembly for farming purposes and to regulate the system of farming on such land.
57. To provide services for the improvement of livestock.
58. To prevent and control animal diseases.

59. To prohibit, restrict or regulate the hunting, capture, killing or sale of animals a birds or any specified kind of animal or bird;
60. To provide for measures for soil and water conservation.
61. To provide for the fencing of land and for the maintenance and repair of such fences.
62. To take every step to encourage persons to plant specified crops for the maintenance of themselves and their families.
63. To plant trees in any street and to erect tree-guards to protect the same; provided that the streets shall not be unduly obstructed thereby.
64. To regulate or prohibit the planting, cutting, tapping, or destruction of any tree or vegetation growing along any street, road or path or in any public place.
65. To establish and manage, on commercial basis, rural and small-scale industries and farms.
66. To promote tourism in the Municipal in co-operation with the Regional Development Corporation/Regional Co-ordinating Council and the Tourist Development Board.
67. Subject to the control and direction of the Registrar of Birth and Death, to register all births and deaths occurring within the Municipal.
68. To appoint in consultation with the Registrar of Births and Deaths such registration staff as may be necessary for the proper discharge of births and deaths registration duties.
69. To make such financial contribution as the Assembly considers necessary for the maintenance of any traditional authority, which possesses any functions, which relate to any part of its area.
70. To establish and maintain tree nurseries and forest plantation and sell the produce thereof.
71. To compile and maintain a record of all tenant farmers and the rents and tribute which should be paid by them.
72. To prohibit or restrict the driving or use of vehicles generally or any specified class on any specified road or specified direction on any specified road.
73. To regulate the use and conduct of public vehicles, to regulate routes and parking places to be used by such vehicles to appropriate particular routes, roads, streets, and parking places to specified classes of traffic and when necessary to provide the identification of licensed vehicles as defined in the Motor Traffic ordinance.

74. To license any vehicle used for taxi, bicycle, motor bicycle and to prescribe the fees to be paid in respect of any such bicycle or vehicle.
75. To establish, acquire and maintain transport services by land or water, including ferries.
76. To establish, maintain and control parks for motor and other vehicles.
77. To establish and maintain in consultation with the Ghana Postal Services Corporation, Postal Agencies where necessary.
78. To lay down rules and regulations in respect of private and public property to ensure adequate fire protection.
79. To prevent and control fire outbreak including bush fire.
80. To promote the development of all sports within the area of authority of the Assembly.
81. To organize sports activities within its area of authority and to provide such facilities as may be recommended by the national body responsible for sports.
82. To perform as an agent of the national body responsible for sports in maintaining such sports facilities as may be assigned to it by the national body.
83. To advise to the exclusion of all others on all matters of sports relating to its area of authority.
84. To prohibit, restrict, regulate and license the manufacture, distillation, sale, transportation, distribution, supply, possession and consumption of akpeteshi, palm-wine, and all kinds of description of fermented liquor usually made by citizens of Ghana or adjacent countries.
85. To license petrol service and filling stations within the township.
86. To provide information centre, where necessary in consultation with the Ministry of information.
87. To provide and maintain public parks and gardens.
88. To provide for the demolition of dangerous buildings and for recovery of any expenses incurred in connection therewith.

2.5 WE ARE RESPONSIBLE FOR:

- Issuance of building permit.
- Births and Deaths Registration.
- Insurance of Business Operating Licenses.
- Approval of Planning Schemes Layouts.

- Development Control-orderly Physical Development of Settlements.
- Waste Management.
- Revenue Mobilisation.
- Fixing of Rates, Fees and Development Levies.
- Provision of basic Socio-economic Infrastructure, including Schools, Markets, Lorry Parks, Institutional Toilets and access Roads within the Built Environment.
- Facilitate the Provision of Water.
- Maintenance of Peace and Security.
- Enactment of Bye Laws.
- Sports Development.

2.6 SERVICE STANDARDS

We shall issue certificates and provide other services within the following time frames:

| NO | Service | Timeframe (Months/Days) |
|-----|--|--|
| 1. | Issuance of Building Permits | Within Two and Half (2.5) months or 60 Days |
| 2. | Preparation and Approval of Planning Schemes/Layouts | Within Nine (9) months or One (1) year depending on the size of the Settlement |
| 3. | Issuance of Business Operating Licences (BOL) | Within Three (3) Working Days |
| 4. | Issuance of Birth Certificates | Under 1 Year (1 Day) Above 1 Year (2 Weeks) |
| 5. | Issuance of Death Certificates | Fresh Death (1 Day) Already Buried (3 Weeks) |
| 6. | Waste Management (Door-to-Door Collection) | Two (2) times weekly collection |
| 7. | Issuance of Food Vendor's Certificates | Within Eight (8) Working Days |
| 8. | Public Education on Hygiene Practices | Daily |
| 9. | Removal of Waste bins | Every Other Day |
| 10. | Clearing of Landfill Sites | Twice or more in year. |

2.7 INFORMATION TRANSPARENCY AND CONVENIENCE

- Notice boards will be made available at all our offices and sub-Municipal offices.
- The Asante Akim South Municipal Assembly will provide its Clients with all the information they need to access its services.

- Information will also be made available at our revenue points throughout the Municipal.
- Suggestion boxes will be put at vantage points including sub-Municipal offices to solicit public views on our service delivery.

2.8 WE STRIVE FOR

- Continuous improvement in our service delivery.
- The creation of an enabling environment for socio-economic development.
- Empowerment of women and other vulnerable groups to participate in governance and Assembly's development agenda.
- The protection and promotion of public health and the prevention of diseases.
- Provision of information in an open and transparent manner.
- Creation of a congenial environment for Public Private Partnership (PPP) in our service delivery to ensure efficiency and effectiveness.
- Compilation of a comprehensive socio-economic data base that will be accessible to the public.

2.9 COURTESY AND COOPERATION

- All office doors are marked to facilitate easy identification.
- Friendly client service officers will be on hand to provide various services.
- Assembly staff with clear identification is also available to provide information and other support service.
- A well trained development control task force will visit various construction sites to ensure adherence to building regulations.
- Developers are entreated to produce valid development permits.
- Courteous revenue collectors will go round daily to collect various rates.
- Rate payers are entreated to pay approved sums and collect receipts covering amounts paid.

2.10 WHAT WE EXPECT FROM THE PUBLIC

The Assembly expects full co-operation and compliance with its rules, regulations and procedures to ensure smooth service delivery. To access any of the services we provide, we require as follows:

- Business should be duly registered with the Registrar General's Department.

- Business address and location including street names and numbers should be made available.
- Provide registered indenture (Land Title Certificates) and four (4) copies of Architectural drawings for the issuance of building/development permits.
- Ensure that a child has weighing card and in the case of persons above one (1) year, baptismal certificate and ID Card.
- To obtain a death certificate it is expected that a duly signed cause of death certificate/affidavit is provided.
- The public will participate in the various community level education programmes on sanitation, hygiene, revenue collection and others.
- The bye-laws of the Assembly will be complied with to ensure effective administration of the Municipal.

2.11 COMMENTS AND COMPLAINTS

AASMA welcomes comments and complaints from the Public, its valued Clients and Customers. Such issues should be addressed to:

**THE CHAIRMAN
PUBLIC COMPLAINTS COMMITTEE
ASANTE AKIM SOUTH MUNICIPAL ASSEMBLY
P. O. BOX 12,
JUASO-ASHANTI REGION**

THROUGH:

**THE CLIENT SERVICE UNIT
ASANTE AKIM SOUTH MUNICIPAL ASSEMBLY
JUASO
TEL: (+233) (0) 535205219 / 595953946**

In case you are still not satisfied, you may seek further assistant from:

**THE MUNICIPAL CHIEF EXECUTIVE
ASANTE AKIM SOUTH MUNICIPAL ASSEMBLY
P. O. BOX 12
JUASO-ASHANTI REGION**

You may appeal to the Address below as final resort;

**THE NEW CHARTER OFFICE
OFFICE OF THE PRESIDENT
MINISTRY OF PUBLIC SECTOR REFORM
PMB STADIUM POST OFFICE
ACCRA**

**TELL: (+233) 03220 - 684086
(+233) 03221 - 671359
(+233) 03221 - 672333
FAX: (+233) 03221 - 671358**

Where you can find us – collect information from Asante Akim South Municipal Assembly. To access our service, you can locate offices in the following towns and locations:

2.12 Main Municipal Administration Office

We are located on the Accra - Kumasi Highway (N1).

**ASANTE AKIM SOUTH MUNICIPAL ASSEMBLY
P. O. BOX 12
JUASO
ASHANTI REGION**

2.13 Sub Offices

**JUASO TOWN COUNCIL
C/O ASANTE AKIM SOUTH MUNICIPAL ASSEMBLY
P. O. BOX 12
JUASO-ASHANTI REGION**

**OBOGU TOWN COUNCIL
C/O ASANTE AKIM SOUTH MUNICIPAL ASSEMBLY
P. O. BOX 12
JUASO-ASHANTI REGION**

**BOMPATA AREA COUNCIL
C/O ASANTE AKIM SOUTH MUNICIPAL ASSEMBLY
P. O. BOX 12
JUASO-ASHANTI REGION**

CHAPTER THREE

INFRASTRUCTURE

3.0 SOCIAL INFRASTRUCTURE/AMENITIES IN THE MUNICIPALITY

3.11 EDUCATION INFRASTRUCTURE

Presently, there are 291 basic schools (107–pre-schools, 108–primary schools and 76–Junior High Schools (JHS)) and seven (7) public Senior High Schools (SHS) in the Municipality. There is also 1 Technical & Vocational Training School (TVET) in the Municipality. All these institutions are public and are managed by the Municipal Education Directorate of the Ghana Education Service (GES).

3.12 HEALTH INFRASTRUCTURE

Health delivery in the Municipal is through 11 public health facilities made up of two (2) hospitals, six (6) health centres, one (1) maternity clinics and fourteen (14) CHPS Compounds. As at 2010, the Doctor Population Ratio is 1: 121,659 and Nurse Population Ratio is 1: 5,805. The National Health Insurance Scheme operates in all of these facilities.

3.13 WATER INFRASTRUCTURE

There is adequate access to potable water across the Municipality. Common amongst them are hand-dug wells and mechanised boreholes. The Municipal has potable water coverage of about 85 percent as at 2022. To complement these, the Community Water and Sanitation Agency also in some of our communities like the district Capital in Juaso to supply potable water through their town water systems.

Notwithstanding the above, it is evident that, given the growing population, these point sources for potable water are inadequate. Hence, the need to provide additional point sources to close the gap and also to meet the demands of the growing population.

3.14 SANITATION INFRASTRUCTURE

Out of the total number of 11,101 households' toilets in 2020, households' toilets have increased by 2032 bringing the total to 13,133 which represent 15.47 percent. Pit latrines are the dominant household method of liquid waste disposal among the rural communities. In most rural communities, there is usually only one pit latrine for the

whole community. There are no drains and culverts in the communities to manage household liquid waste.

These inadequate sanitary facilities for the disposal of solid and liquid waste are the major causes of diseases like malaria and cholera in the Municipal. However, the Municipal has a Municipal Environmental Management Bye-law to regulate activities in the built environment.

3.15 HOUSING INFRASTRUCTURE

Within the built environment, most houses in the Municipal are built with either landcrete or swish walls and also roofed with either roofing sheet or thatch. Most essential housing facilities such as toilet, water and electricity are woefully lacking. Compound houses constitute most of the housing stock.

3.16 ROADS INFRASTRUCTURE

The Municipal has estimated road network coverage of 270.4km. Out of this, 197.5km are engineered and 72.9km are un-engineered. These feeder roads (Second Class Roads and Third-Class Roads) connecting agricultural production centres and major settlements in the Municipality.

3.17 MARKET INFRASTRUCTURE

There are 10 market facilities in the Municipality which comprise of seven fully constructed markets and three satellites markets in 13 market centers. Markets provide avenues for transactions in the buying and selling of goods services. They also contribute significantly to the Assembly's Internally Generated Fund (IGF). The Municipal has over 15 market centers but there are three major market centers namely Juaso, Asankare and Obogu. Farmers and traders transport their goods and produce during the market days and do brisk commerce. The major market days in the Municipal are Sundays (Juaso market), Tuesdays (Obogu market) and Fridays (Asankare market).

3.18 ENERGY INFRASTRUCTURE

Most occupied households in the Municipal use firewood as their major source of domestic energy. With respect to electrification, all the communities along the main Accra – Kumasi highway have been connected to the national electricity grid with about 60.0 percent of the communities totalling 131 yet to be connected.

3.19 SECURITY INFRASTRUCTURE

In term of security, the Municipal has four police stations at Juaso, Obogu, Bompata, and Bансо, one Municipal Police Headquarters and one Municipal Magistrate Court all at Juaso. In terms of personnel, Juaso, the Municipal Police Command has 32, Juaso has four, Obogu has four and Bompata has six. The increasing number of cases especially criminal cases calls for personnel and logistics. These are the main constraints facing the police service in the Municipal and which needed to be addressed.

3.20 POSTAL SERVICES INFRASTRUCTURE

The Municipal has one major Post Office situated at Juaso. There are other postal outlets at Obogu, Juaso and Asankare. These Post Offices serve the people in the various communities. The only problem is permanent offices for the personnel.

3.21 BANKING INFRASTRUCTURE

There is still only one Commercial Bank, namely Ghana Commercial Bank operating from the District capital, Juaso. Nevertheless, there are other Rural Banks equally providing some financial services to our communities. They include the Asante Akyem Rural Bank and the Mponua Rural Bank located in Juaso and Obogu respectively.

There are also emerging Microfinance Companies who help in particular our informal sectors with their savings and other financial needs.

3.22 AGRICULTURAL EXTENSION SERVICES

Currently the Extension farmer ratio is 1:7,604 which makes it difficult to offer efficient and effective services. The Ministry of Food and Agriculture (MOFA) Department of the Municipal have identified this human resource gap as affecting the agricultural productivity in the Municipal. The few officers also face with the problem of inadequate logistics such as motor bikes for regular field inspection and visits. In order to deliver effective and efficient services to clients, the Municipal Department of Agriculture under the MOFA has administratively divided the Municipal into 25 operational areas manned by the 16 Agricultural Extension Agents. The services normally rendered to farmers are geared towards sustainable agricultural production.

CHAPTER FOUR

4.1 GOVERNANCE IN ASANTE AKIM SOUTH MUNICIPAL ASSEMBLY

This section discusses the political and administrative structure of the Municipal Assembly, its operational and institutional procedures and arrangement linking the private sector and the public/civil society organizations with the Assembly and how Assembly plans for development.

4.11 POLITICAL STRUCTURE OF ASANTE AKIM SOUTH MUNICIPAL ASSEMBLY

The Asante Akim South Municipal Assembly derives its authority as the highest administrative and political body exercising deliberative, legislative and executive functions from the Local Government Act, 1993 (Act 462) and was established as a District by the Legislative Instrument 1401 (1988) in 1988. However, as a Municipal Assembly, it was established by the Legislative Instrument 2263 in 2017.

The Municipality has one constituency (Asante Akim South Constituency). The Asante Akim South Municipal Assembly is made up of sixty-six (66) members, comprising forty-five (45) elected, twenty-one (21) Government Appointees, Member of Parliament who has no voting rights and the Municipal Chief Executive who is both the administrative and political head of the Municipality.

The Assembly members are made up of six (6) females and sixty (60) males. Out of the eleven-decentralized department prescribed by the L. I. 1961 for the assembly, eleven (11) are well established and fully integrated.

I) THE SUB-COMMITTEES

They are responsible for collecting and deliberating on topical issues concerning the needs of their respective areas. At the Municipal Assembly therefore, there exist

Five (5) Statutory Sub-Committees-

1. Justice and Security Sub-committee
2. Development Planning Sub-committee
3. Finance and Administration Sub-committee
4. Works Sub-committee
5. Social Services Sub-committee

Three adhoc sub-committees

6. Micro & Small Scale Sub-committee
7. Agriculture Sub-committee
8. Gender Sub-committee

II) THE EXECUTIVE COMMITTEE

The Executive Committee serves as the executive, administrative and coordinating functions of the Assembly. It particularly receives reports from the various Sub-Committees for further deliberations and approval of the General Assembly. Members of the Committee include the Conveners of the various sub-committees and chaired by the Municipal Chief Executive.

III) THE GENERAL ASSEMBLY

It is the highest making decision body of the Assembly where the various Hon. Assembly Members convene to deliberate and approve reports and documents such as the Executive Committee Report, the Procurement Plan, the Composite Budget and Fee fixing Resolution, the Annual Action Plan. They also receive and deliberate on reports from the various sub structures.

In the course of the year, the General Assembly may meet either three or four times to transact their business. In between, they may convene for special or emergency meetings to address a pressing matter or need. Except for the special or emergency meetings, all the other meetings referred to as the ordinary meetings are preceded by meetings of the various sub-committees and the Executive committee.

The Presiding Member is Hon. Beatrice Kyei, an elected Member for Dwendwenase Electoral area and is responsible for presiding over the business of the Assembly.

IV) PUBLIC RELATIONS AND COMPLAINTS COMMITTEE (PRCC)

The PRCC receives and addresses complaints and concerns of aggrieved persons against actions of staff of the Assembly and other stakeholders of the Assembly. This committee is chaired by the Presiding Member.

Its membership includes, the PM as chairman, four Hon. Assembly Members, Reps from Information Service Department, NCCE, CHRAJ and CSO.

4.12 ADMINISTRATIVE STRUCTURE OF ASANTE AKIM SOUTH MUNICIPAL ASSEMBLY

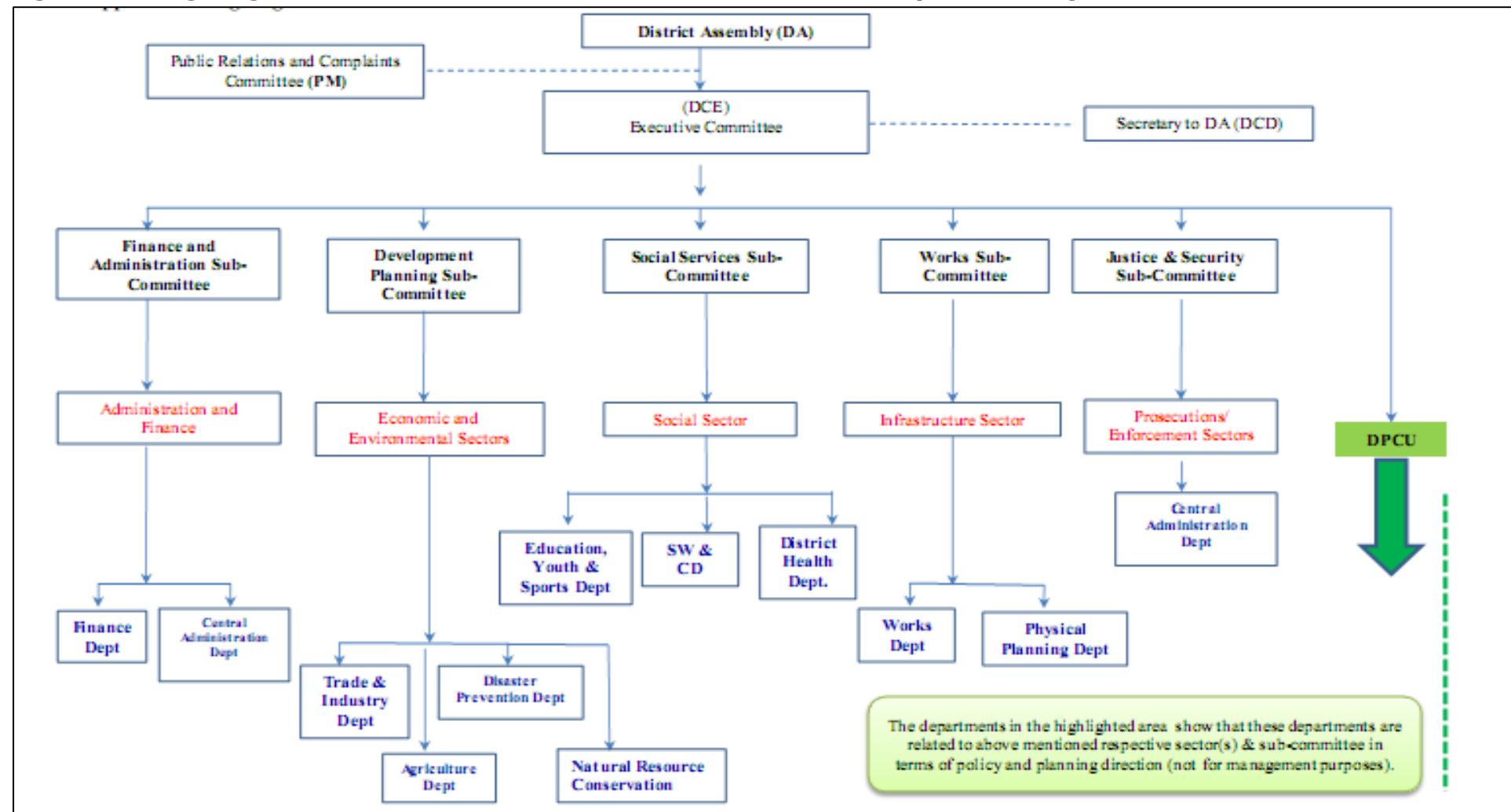
The administrative machinery of the Assembly comprises the Central Administration which consists of the General Administration, the Municipal Planning and Budgeting Coordinating Unit (DPCU), the Finance Office, the Works Unit, the Environmental Health Unit, the Statistical Service, the Information Service and the Internal Audit Unit. The following Civil Service Departments, Agencies and Sub-vented organisations exist in the Municipal with staff strength of about 133. These are Central Administration Department, Controller and Accountant General's Department, Ministry of Food and Agriculture, Department of Social Welfare and Community Development, Works Department, Environmental Health and Sanitation, Department of Co-operative, National Service Secretariat, Stool Lands, Internal Audit Agency, Town and Country Planning, Information Service, Ghana Health Service, Ghana Police Service, Statistical Service, Ghana Education Service, National Disaster Management Organisation and National Commission on Civic Education.

With the enactment of LI 1961, 2009, the Municipal Assembly is supposed to have 11 Departments. However, presently there exist 10 Departments namely: Central Administration, Finance, Education, Youth and Sports, Health, Agriculture, Works, Social Welfare and Community Development, Trade and Industry, Physical Planning and Disaster Prevention.

To support and deepen the delivery of services I matters relating to particular policy matters, there are established by law certain Committees to help. These Committees include; the Municipal Security Committee (MUSEC), Municipal Education Over-Sight Committee (MEOC), Municipal Tender Committee (MTC), Municipal Statutory Planning Committee (MSPC), Municipal Health Committee (DHC) and Municipal AIDS Committee (MAIDSC). The rest are Municipal Child Protection Committee (MCPC), Municipal Advisory Board on Disability (MABD), Municipal LEAP Implementation Committee (MLEAPIC) and the Municipal Implementation Committee on School Feeding Programme (MICSFP).

A number of specialised institutions and agencies are established in the Municipality to complement the Municipal Assembly in the provision of social and economic services to the people. These include Electricity Company of Ghana (ECG), Electoral Commission of Ghana (EC), Municipal Magistrate Court, National Health Insurance Scheme (NHIS), National Youth Agency (NYA), Stool Lands, Cocoa Agencies and National Centre for Civic Education, Commission on Human Rights and Administrative Justice (CHRAJ), Non-Formal Education Division and among others. The relationship between the Assembly and these departments is consultative as shown in the organogram in Figure 2.1 and Figure 2.2.

Figure 2.1: Organogram of Sub-committee of Asante Akim South Municipal Assembly



Source: MPCU-AASMA

4.2 INTRA-ORGANISATIONAL RELATIONSHIP WITH CBOS, CSOS AND NGOS

There is maximum co-operation between the Municipal Assembly and communities, Community Based Organisations (CBOs), Civil Society Organisations (CSOs), Non-Governmental Organisation (NGOs) operating in the Municipal. Quite a few of Foreign and Local NGOs and CBOs are operating in the Municipal. Their activities are mostly centered on poverty reduction and sensitisation of people on the HIV/AIDS pandemic.

Other International NGOs such as Care International, Water Health Ghana are assisting in complementing the effort of the government and the Municipal Assembly. They contributed greatly in the provision of schools, health, water and sanitation and construction of markets. Their activities are therefore in line with the objectives of the Municipal and helping to meet the goals of the communities with respect to the Millennium Development Goals (MDGs).

4.21 PARTICIPATION OF TRADITIONAL AUTHORITIES

Traditional authorities act as a link between the Assembly and the communities. They are invariably consulted on major issues concerning the welfare of their people. Most of the chiefs in the Municipal are caretakers "Odikro" of some Paramount Chiefs in the Ashanti Region. There are only two Paramount Chiefs in the Municipal namely; Asankare and Obogu. Periodically, forums are held with these traditional authorities to create avenue for them, the Assembly Members, Heads of Department and the Municipal Assembly to come together to deliberate on issues pertaining to the development of the Municipal to enhance its progress. In addition, during General Assembly Meetings, some of the Chiefs are invited to take part in the deliberations of the meetings.

4.22 PARTICIPATION OF CITIZENRY

For effective development in the Municipal, there is the need for citizenry participation in decision making and implementation. In this light, the Municipal involves the citizens in the development decision making and implementation through, for instance, community durbars to identify problems and strategies to fulfil the development agenda of the Municipal Assembly. In terms of resource contributions, communities participate in the payment of counterpart funds for projects especially water and sanitation, schools, teachers' quarters and others.

4.23 PARTICIPATION OF PRIVATE SECTOR

The private sector is seen as a contributor to the growth of the Municipal economy stemming from its participation in private schools, entrepreneur, exploration of mineral resources. The participation of this sector generates employment and improves the revenues of the people as they serve as the engine of growth in the Municipal.

4.24 ACCOUNTABILITY AND TRANSPARENCY

Accountability and transparency have been the major characteristics of Asante Akim South Municipal. This has been possible by strengthening the democratic and decentralised institutions through civic involvement and increased community advocacy.

Apart from this, the Assembly's projects and programmes are explained to the people during the General Assembly Meetings and meet the Press Series which are organised yearly to take stock of the Assembly's performance. The forum offers the opportunity to the electorate to assess performance of the Assembly and ask questions bothering their minds and offer constructive criticisms to the Assembly. It is a platform for subjecting the Municipal Assembly to financial and social auditing which is good for accountability and transparency purposes. This put the officers and management of the Assembly on their toes to do the right thing.

4.25 MUNICIPAL SECURITY SITUATION IN GOVERNANCE

Good governance entails ensuring justice and security for the people of the Municipality and their properties. The Municipal has enjoyed a stable and peaceful environment since its creation. This has been made possible due to the cordial relationship that exists within and between the communities and the Municipal Assembly. The Municipal has a well composed Municipal Security Committee (MUSEC) which oversees all security issues in the Municipal. The populace is able to move freely to conduct their normal daily activities without any fears of security treat.

**LIST OF HON. ASSEMBLY MEMBERS,
ASANTE AKIM SOUTH MUNICIPL ASSEMBLY-JUASO**

| NO. | FULL NAME | SEX | ELECORAL AREA | PHONE | APPOINTEE/ ELECTED |
|------------|----------------------------------|------------|----------------------------|--------------------------|-------------------------------|
| 1 | HON ALBERT ODURO | M | DAMPONG | 0246625528 | ELECTED |
| 2 | HON AHMED DAUDA | M | BOMPATA EAST | 0024809401 | ELECTED |
| 3 | HON AKWESI ANKOMA ADUTWUM | M | BANKA | 0244896336 | ELECTED |
| 4 | HON ALEX ASARE NTIAMOAH | M | WENKYI | 0249056355 | ELECTED |
| 5 | HON AUGUSTINE K. SARPONG | M | BANSO WEST | 0541927311 | ELECTED |
| 6 | HON BEATRICE KYEI | F | DWENDWENASE AHENEBRONUM | 0244201210 | ELECTED |
| 7 | HON BENEDICTA ACHEAMPONG | F | PRA RIVER | 0557363170 | ELECTED |
| 8 | HON BERNARD NARTEY NYARTEYFIO | M | TOKWAI ASUBOI | 0548260786 | ELECTED |
| 9 | HON BABA FUSEINI | M | OFOASE WEST | 0545421328 | ELECTED |
| 10 | HON BISMARCK AMPOMA WEREKO | M | KUROFA EAST | 0268593919 | ELECTED |
| 11 | HON BRIDGET SIKINYA KOI | F | KOIKROM | 0248132517 | ELECTED |
| 12 | HON CHARLES BRAKO SARPONG | M | OFOASE EAST | 0553911299 | ELECTED |
| 13 | HON CHARLES K. WIAFE | M | TAKYIKROM/SUBINSO | 0244972210 0241322949 | ELECTED |

| | | | | | |
|----|-------------------------------|---|-----------------------|--------------------------|---------|
| 14 | HON DANIEL NTIAMOAH | M | NNACHIESO/ DADIESO | 0545392498 | ELECTED |
| 15 | HON DOMINIC OFOSU FRIMPONG | M | MORSO AHENBRONUM | 0247844019 | ELECTED |
| 16 | HON DOMINIC SARPONG | M | JUASO JUNCTION | 0244821763 0269683517 | ELECTED |
| 17 | HON EMMANUEL BEKOE | M | SAABO | 0242750079 | ELECTED |
| 18 | HON ERIC DARKWAH | M | BOMPATA WEST | 0249744627 | ELECTED |
| 19 | HON FELIX KYEI | M | MURAMURA | 0240328776 | ELECTED |
| 20 | HON FRANK ANTWI | M | OBOGU /KROBOLINE | 0249907453 | ELECTED |
| 21 | HON HUBERT YEBOAH | M | BANSO EAST | 0540717133 | ELECTED |
| 22 | HON KWABENA N. EDUFUL | M | TOKWAI | 0002440600 | ELECTED |
| 23 | HON KWADWO AMOAKO | M | OBOGU WEST | 0055482648 | ELECTED |
| 24 | HON KWAKU ANNORH | M | MURONAM | 0541739021 | ELECTED |
| 25 | HON KWAKU ASANTE | M | OBOGU EAST | 0246925836 | ELECTED |
| 26 | HON KWAME AGUDEGBE | M | YAWBRONYA | 0245793340 | ELECTED |
| 27 | HON KWASI SOWA | M | AMANTIA | 0546891597 | ELECTED |
| 28 | HON MARVELOUS TEI | M | KPONE PRASO | 0246085651 | ELECTED |
| | | | | | |

| | | | | | |
|----|----------------------------|---|----------------------|------------|---------|
| 29 | HON MICHAEL HANSON | M | ASUBOA | 0245414710 | ELECTED |
| 30 | HON MICHAEL KOOMSON | M | ASANKARE | 0556951473 | ELECTED |
| 31 | HON MOHAMMED SADIQ SEIDU | M | KOKWADO | 0246942698 | ELECTED |
| 32 | HON NANA KWAME BAAFI | M | DWENDWENASE OLD TOWN | 0240205535 | ELECTED |
| 33 | HON OSBORN AGYENIM BOATENG | M | ASIKAFOAMANTEM | 0246679993 | ELECTED |
| 34 | HON PRINCE ADU | M | ATIEMO NKWANTA | 0246916792 | ELECTED |
| 35 | HON PRINCE ADJEI ADOMAKO | M | OBOGU SALAAM | 0245863414 | ELECTED |
| 36 | HON PRINCE APPIAH | M | BEREKU | 0244217717 | ELECTED |
| 37 | HON RANSFORD ASANTE | M | MORSO | 0244747516 | ELECTED |
| 38 | HON SAMUEL ASHALLEY | M | YAWBARIMAKROM | 0559811745 | ELECTED |
| 39 | HON SAMUEL KOFI BOADU | M | ADOMFE | 0241726341 | ELECTED |
| 40 | HON SANNY TANKO MOHAMMED | M | KOMESO | 0542447761 | ELECTED |
| 41 | HON SULLEY HARUNA | M | BANKAME | 0502082120 | ELECTED |
| 42 | HON VASCO BOATENG | M | ATWEDIE | 0240657041 | ELECTED |
| 43 | HON VICTOR OWUSU | M | JUASO | 0244476555 | ELECTED |
| 44 | HON YAW ADU GYAMFI | M | KYEMPO | 0241849326 | |

| | | | | | |
|----|------------------------|---|---------|------------|---------|
| | | | | | ELECTED |
| 45 | HON OWUSU BOAHEN MILLS | M | DEBIASO | 0243131342 | ELECTED |

APPOINTEES

| | | | | | |
|----|-----------------------------|---|----------------|------------|-----------|
| 46 | HON COLLINS ADU-GYAMFI | M | DADIESO | 0248094099 | APPOINTEE |
| 47 | HON DACOSTA ABOAGYE | M | KOKOBEN | 0556532243 | APPOINTEE |
| 48 | HON EMMANUEL ASANTE AGYEMAN | M | NKWANTA | 0243088041 | APPOINTEE |
| 49 | HON ENOCH ADUSEI ANING | M | BOMPATA | 0249801053 | APPOINTEE |
| 50 | HON ERNEST APPAU | M | ATWEDIE | 0247535562 | APPOINTEE |
| 51 | HON GERALD AMOAH | M | ODUBI | 0548764369 | APPOINTEE |
| 52 | HON JOHN L. ANKU | M | PRA RIVER | 0247473826 | APPOINTEE |
| 53 | HON JOSEPH APPIAH BOATENG | M | WANKYI | 0262013887 | APPOINTEE |
| 54 | HON JULIANA ANIMAH | F | JUASO | 0242660673 | APPOINTEE |
| 55 | HON KWASI LARBI | M | AMANFROM | 0248015177 | APPOINTEE |
| 56 | HON KWAME OSEI | M | OFOASE | 0240862384 | APPOINTEE |
| 57 | HON NANA ERIC WIREDU TAKYI | M | ASUBOA | 0244240402 | APPOINTEE |
| 58 | HON NANA YAA NTIDWUMA | F | KUROFA | 0242248430 | APPOINTEE |
| 59 | HON REV. EMMANUEL OSAFO | M | JUASO | 0243245634 | APPOINTEE |
| 60 | HON RICHARD ANSAH | M | TOKWAI ODUMASI | | APPOINTEE |
| 61 | HON SALIFU B. ADAMS | M | OBOGU | 0246767511 | |

| | | | | | APPOINTEE |
|----|--------------------------------------|---|------------|------------|-----------|
| 62 | HON SAMUEL KYEREMATENG BROBBEY | M | MIREKU | 0545242225 | APPOINTEE |
| 63 | HON SHADRACK OWUSU AFRIYIE | M | OFOASE | 0248000968 | APPOINTEE |
| 64 | HON WILLIAMS LAWER | M | MAMPONTENG | 0247921700 | APPOINTEE |
| 65 | HON WILLIAMS OBUOBI | M | OBOGU | 0555783084 | APPOINTEE |
| 66 | HON YAW OPOKU | M | TOKWAI | 0245342763 | APPOINTEE |