

# *Welcome*

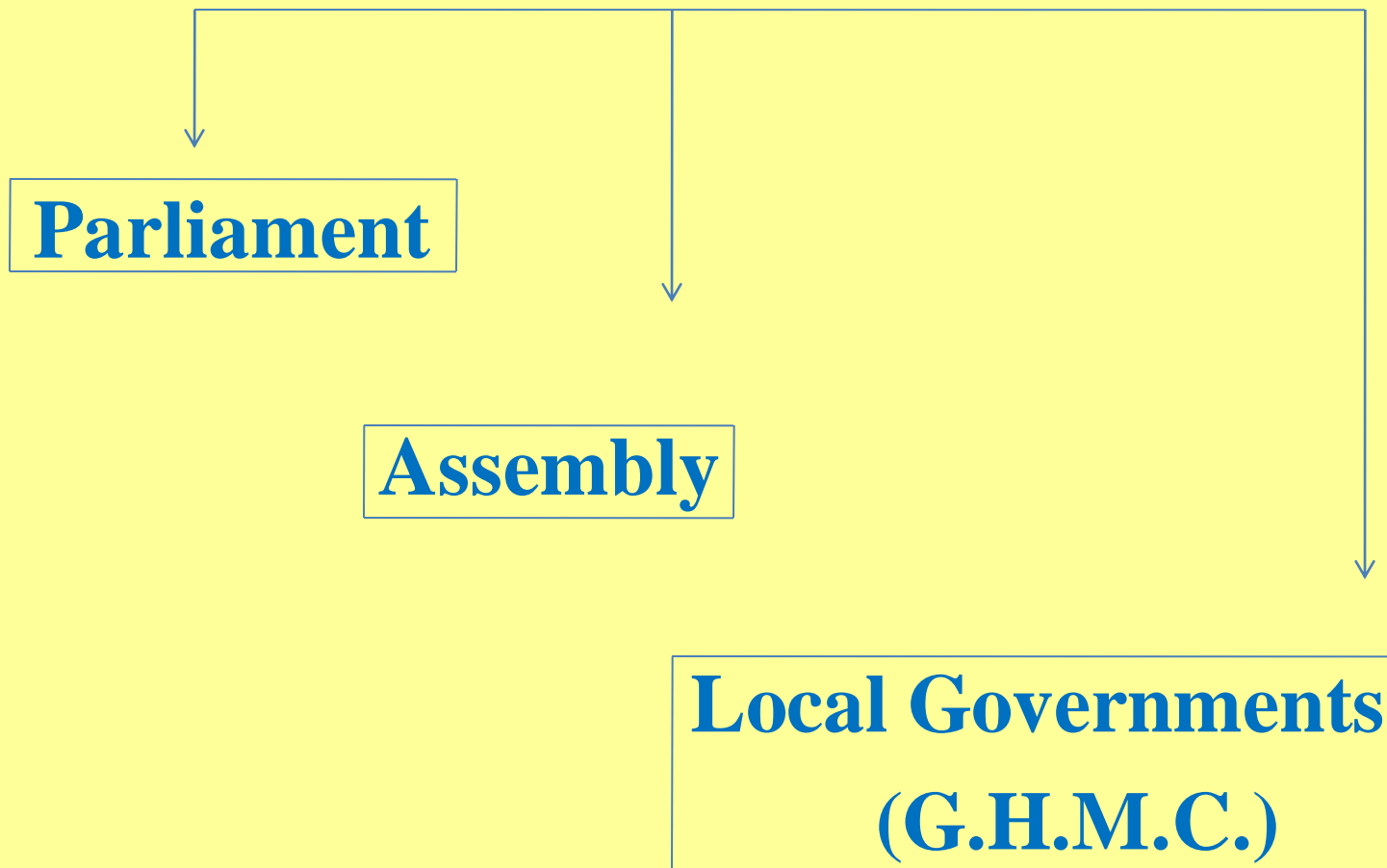
## WORK SHOP

### ON

## Municipal Governance – Role of Civil Societies



# Three Tier system of Administration and the common man



# LEGAL STATUS

- 74<sup>th</sup> Constitutional Amendment Act 1992 has elevated the status of Municipal bodies from statutory to constitutional.
- 18 subjects on which a municipality will be empowered.
  1. Urban planning including town planning
  2. Regulation of land use and construction of buildings.
  3. Planning for economical and social development.

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4. Roads and Bridges
5. Water supply for domestic, industrial and commercial purposes.
6. Public health, sanitation, conservancy and solid waste management.
7. Fire Service
8. Urban Forestry, Protection of environment and promotion of ecological aspects.
9. Safeguarding the interest of weaker sections of society including the handicapped and mentally retarded .

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10. Slum improvement and up gradation.
11. Urban poverty alleviation.
12. Provisions of Urban amenities and facilities such as parks, Gardens and Play grounds.
13. Promotion of cultural, educational and aesthetic aspects.
14. Burial grounds, Cremation grounds.
15. Cattle ponds, prevention of cruelty to animals.

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16. Vital statistics including registration of births and deaths.
17. Public amenities including street lighting, public conveniences.
18. Regulation of slaughter houses and tanneries.

# Empowered Ward Committee

- Act of 7, 2008 says that there shall be constituted a Ward Committee with elected Ward Corporator as Chair Person.
- Not more than 10 elector representing Civil Society from the ward to be nominated by the corporation.

**Fifty percent of the members to be nominated to the Ward Committee shall be women.**

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- Each ward of the corporation shall be divided into Area Sabhas (for G.H.M.C. 5 thousand population). There shall be an Area Sabha representative to be nominated by the corporation from the representatives of the CIVIL SOCIETY.
- Thus in all there will be about 20 members in each Ward Committee.



# Constitution of Area Sabha

Each Ward in a Corporation is divided into areas based on the population  
There may be up to a maximum of 10 Area Sabhas in a Ward

## **Persons Eligible for Nomination as Area Sabha representative:-**

Persons representing the civil society who are registered as voters in the electoral roll of the ward and the Area concerned who are eligible are:

- A President / Secretary representing registered Residents Welfare Association
- A member of registered Tax Payers Association / Rate Payers Association in the Area;
- A President / Secretary of slum level federation (i.e. NHC) of a slum in the Area.
- In case of non-availability of a slum level federation in the Area, a representative of senior most self-help group in the Area;
- A member of a registered association / institution / institute / body or organization or Non-Governmental Organization (NGO) or Mahila Mandali or Trade Union / Chamber of Commerce / Medical Council in the area

## **Functions of Area Sabha**

Area Sabha is entrusted with the following functions:-

- To generate proposals and determine the priority of developmental programmes to be implemented in the area and forward the same to the Ward Committee
- To identify the most eligible persons for beneficiary oriented schemes as per guidelines of the Government and prepare a list of beneficiaries in the order of priority and forward the same to the Ward Committee
- To verify the eligibility of persons getting various kinds of welfare assistance from the Government such as pensions and subsidies and submit a report to the Ward Committee;
- To identify the deficiencies in water supply, sanitation and street lighting and to suggest remedial measures to the Ward Committee;
- To suggest the location of street lights, public taps, public wells and public toilets to the Ward Committee.

## **Rights of Area Sabha**

Officials in the Corporation shall furnish information regarding :

Services they render

List of works proposed to be executed in the area in the succeeding period of three months after the meeting of the Ward Committee.

The Secretary of the Ward Committee shall inform the follow-up action taken on the decisions concerning the jurisdiction of the area to the Area Sabha Representative.

## **Meetings of Area Sabha**

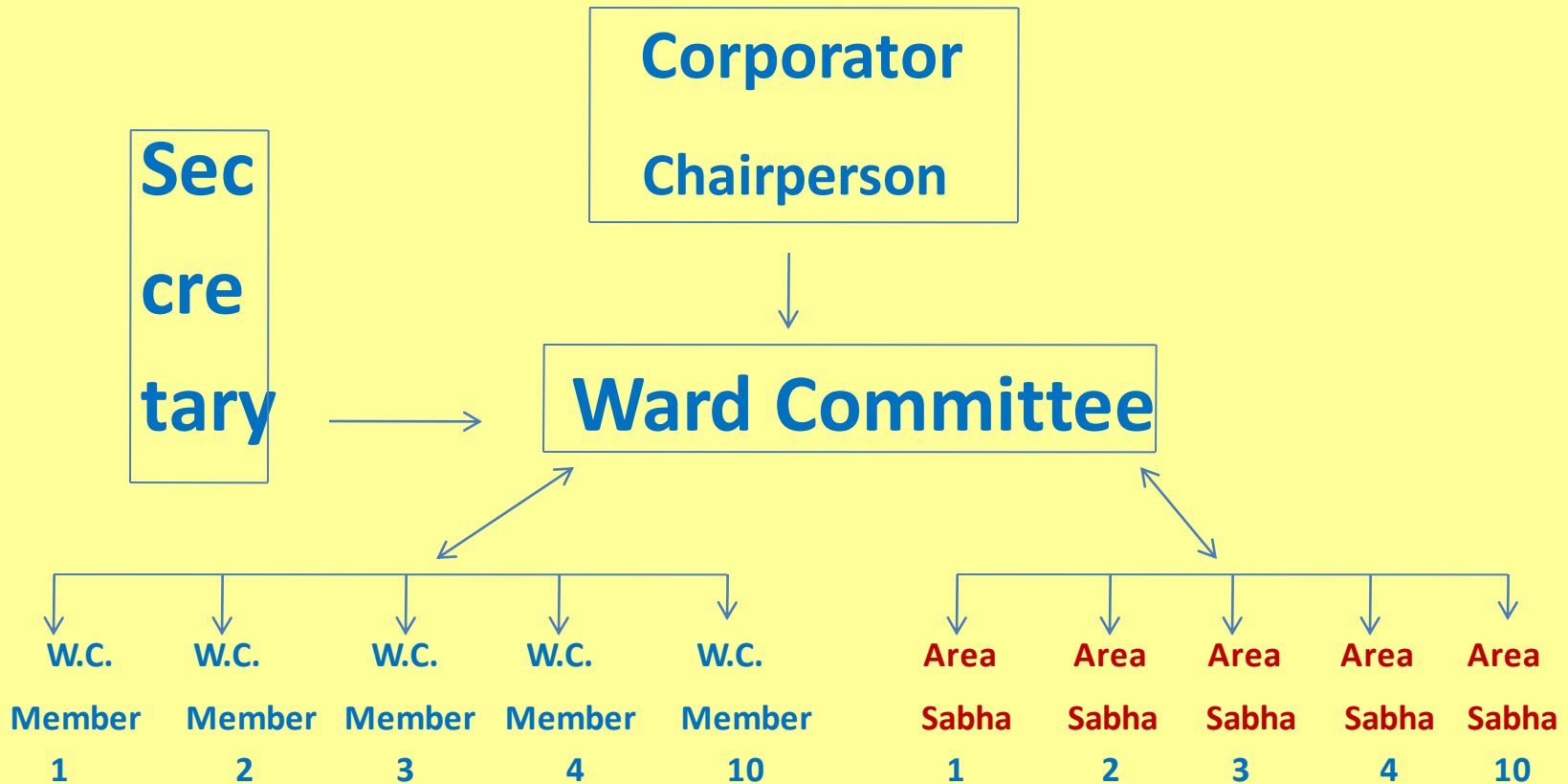
The Area Sabha representative shall preside over the meetings of the Area Sabha

The Area Sabha shall meet at least once in three months.

Meeting information to be provided to all electors of the Area

Atleast fifty voters shall be present at the meeting of Area Sabha

# Structure of Ward Committee



# Functions of Ward Committee

## Supervisory Functions

1. Sanitation and drainage maintenance .



2. Distribution of water supply.



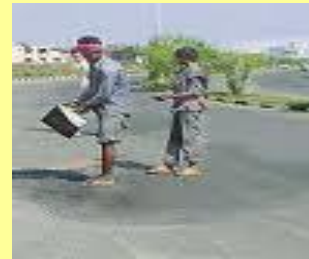
3. Working of street lights.



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4. Minor repairs of roads.



5. Maintenance of Markets.



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6. Maintenance of parks and play grounds.



7. Implementation of poverty alleviation programme.

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# Contd.....

8. Monitoring of schools, maternity centers, dispensaries and health centers where ever they are under the control of Municipality.





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## **Other Functions**

1. Facilitation in the collection of taxes and non-taxes.
2. Preparation of list of beneficiaries.
3. Preparation of annual Ward development plan.
4. Map the Ward infrastructure index.
5. Preparation of inventory of municipal assets.

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6. Assistance in the implementation of all Government schemes.
7. Motivate and encourage for construction of individual toilets.

### Inspections

To under take inspections in respect of the functions entrusted to it and forward the observations to the Ward level officers for necessary action. The official shall furnish A.T.R. on such observation to Ward Committee in 15 days time.

# **Powers of Ward Committee**

The Corporation shall allocate twenty percent of the amount earmarked in the annual budget for maintenance works like:

- Sanitation
- Drainage
- Water supply
- Roads
- Street lighting
- Parks
- Markets etc

The Ward Committee is competent to inspect the maintenance works sanctioned

## **Preparation of Ward Development Plan:-**

The Ward Committee shall prepare a Ward Development Plan giving priority for:

- Water supply
- Drainage / sewerage
- Solid waste management.

# Working of Ward Committees

- ❑ There shall be a secretary to each Ward Committee (a ward level official) to be nominated by the Commissioner.
- ❑ Meetings : The date for first meeting will be fixed by the Commissioner. Subsequent meetings will be fixed by corporator, who will preside over the meetings.
- ❑ The meetings will be held atleast once in two months. A notice will be issued atleast 3 clear days in advance.

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❑ In case of emergency the chairperson may convene a meeting on giving shorter notice.

## **Agenda for the meeting**

❖ The Agenda for the meeting will be prepared by the secretary in consultation with the chairperson.

❖ Meeting open to the public and the minutes of the meeting are open for inspections by any citizen. The Secretary will have the custody of records.

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❖ All the Ward level officers of the corporation shall attend the Ward Committee meeting.

❖ Decision by majority vote

**Dissent note** : When member gives a dissent note it will be recorded in the minutes book. If 20% of the members give dissent note Secretary of Ward Committee reports to Commissioners who shall examine the report and Communicate his decision which will be final

**Quorum** : One half of the total members.



***THANK YOU***