

CIVICS

Chapter 7: Urban Administration



Urban Administration

While the administration of a village is looked after by a panchayat, the administration of a city is looked after by a municipal council or municipal corporation. Administration of big cities like Pune, Mumbai and Delhi is looked after by their respective municipal corporations while municipal councils manage the general affairs of small cities.

The Working of the Municipal Corporation

- Municipal corporations look after cities with a population of ten lakhs and above.
- A municipal corporation carries out its functions through well organised departments like the education department, electricity department, health department, water department etc.
- A city is divided into different wards. The people of each ward elect the members of the municipal corporation known as the ward councillors.
- Elections to the corporation are held once every five years.
- The municipal commissioner is the chief executive of the corporation. He is appointed by the governor of the state.
- All the councilors together elect the mayor who presides over the meetings of the corporation.
- The mayor not only prepares the final budget of the corporation but also looks after the administrative activities of the municipal corporation.
- The decisions which are taken by the council are implemented by the administrative staff of the corporation.



**The building of the Chennai Municipal Corporation.
It is the oldest Municipal Corporation in India.**

The Ward Councillor and Administrative Staff:

1. The building or establishment of new hospitals or parks involves the decision of the ward councillor.
2. A city is divided into numerous wards. Each ward has different councillors who look after the requirements of people living in that ward.
3. Ward councillors get elected and after that, they often get together to reach a certain decision that will directly or indirectly affect the city. They debate on the issue and make decisions that will benefit the people of the city.
4. If the people of a certain ward are facing any kind of problem then they are allowed to get in contact with their respective councillors. Also, in certain matters, the councillor decides along with the councillor's committees.
5. The decisions taken by such committees are then implemented by the administrative staff and the commissioner.
6. The administrative staff are appointed whereas the Councillors are elected.
7. The budget for the maintenance of the ward is decided when the Councillors meet and formulate plans that cater to the needs of the people in the ward. All the issues and demands of the wards are addressed by the councillor in front of the entire council.
8. Different departments handle the different needs of the ward. For instance, there is a water department, a garbage collection department, a department for cleanliness and maintenance of the roads, a department to maintain gardens. Some departments look after the garbage lying all over the street and ensure that they are not attracting flies, dogs, rats, and other biological carriers which are capable of affecting the health of the people living in the ward.

Functions of the Municipal Corporation

Some of the functions of the municipal corporation are:

- To arrange for the proper disposal of garbage and sewage of the city.
- To supply electricity and clean drinking water to the people of the city.
- To construct and maintain the roads and streets.
- To set up various public health care services like public hospitals, dispensaries and family welfare centers.
- To set up schools to provide primary and secondary education to the children.
- The municipal corporation also constructs and maintains public parks, gardens, libraries,

museums etc.



One of the main functions of the municipal corporation is the construction and maintenance of roads.

The Function of Disposal of Wastes and Sewage

One of the important functions of the municipal corporation is to keep the city clean. This is done by appointing sweepers who clean the streets and roads of various localities. The collection and disposal of garbage is an important part of keeping the city clean. Nowadays, the municipal corporations in order to cut the cost of garbage collection, hire many private contractors who collect and process the garbage. This system is called **sub contracting**. In this system of sub contracting, the private company carries out the work which was earlier done by the government. The municipal corporation of the city of Surat has done a recommendable work in cleaning the city of its garbage after the breakout of plague in 1994.



Municipal Corporation in order to save money gives contract to the private companies for the collection of garbage.

Sources of Income of the Municipal Corporation

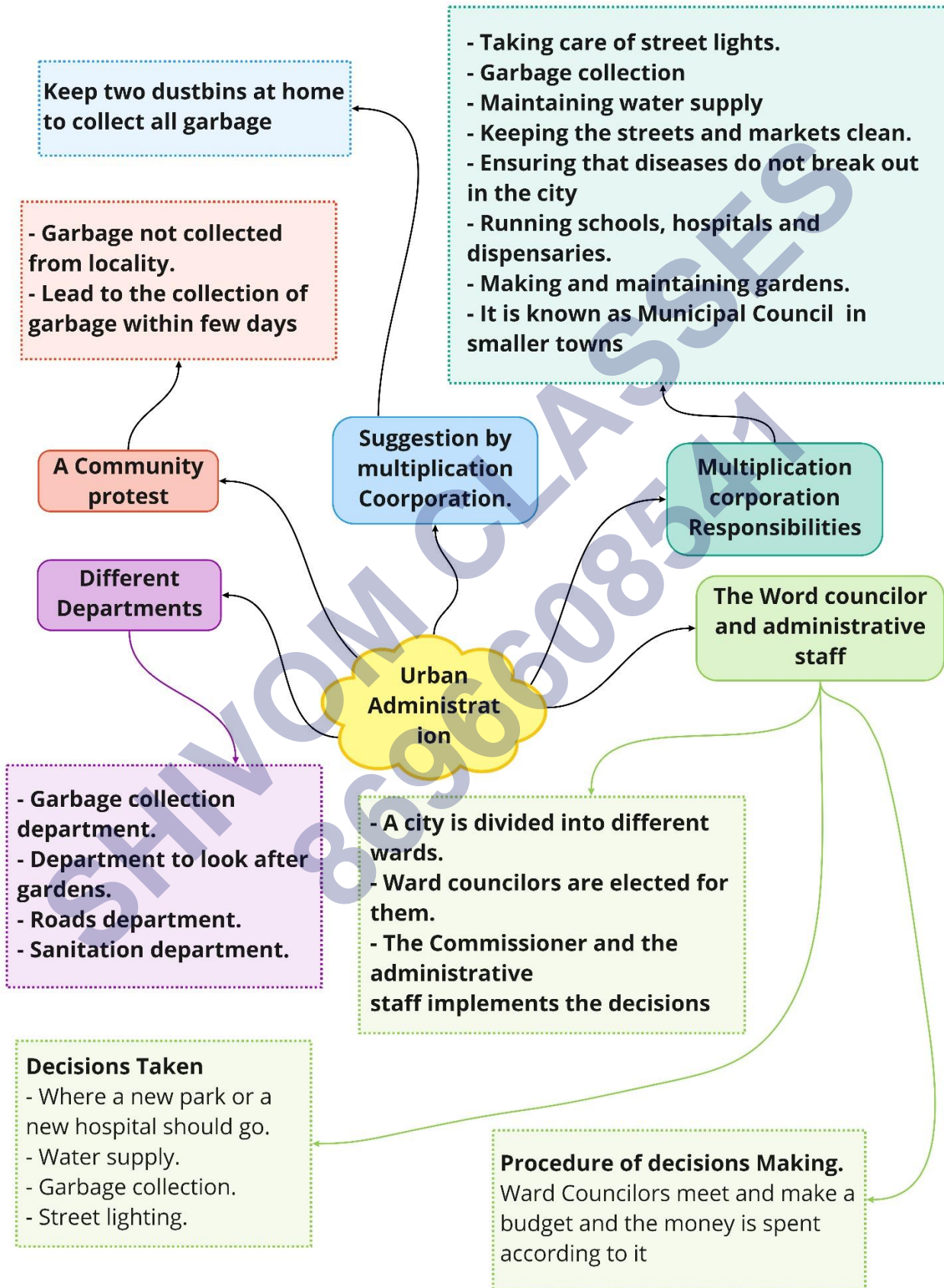
In order to manage the general affairs of a city, the municipal corporation requires money. Following are the sources of its income:

- The municipal corporation collects taxes from the people who own houses in the city. This tax is known as property tax. The property tax forms about 25-30 percent of the total money which a corporation earns.
- It levies taxes on entertainment and education.
- The municipal corporation charges taxes on water and electricity.
- It also earns money by levying octroi charges (goods coming into the cities).
- It gets financial support from the government.



One of the sources of the income of the municipal corporation is the money received from entertainment tax.

Class : 6th Social Studies (Political Science)
Chapter - 7 : Urban Administration



Important Questions

➤ Multiple Choice Questions:

Question 1. Community protest is the medium of:

- (a) To raise the problem which affect them;
- (b) To get the financial benefit.
- (c) Both (a) & (b)
- (d) None

Question 2. The Municipal Corporation collects maximum tax in the head of:

- (a) Water charges
- (b) Developmental charges
- (c) Property tax
- (d) None

Question 3. Gangabai was protesting about:

- (a) Water problem
- (b) To roll back the enhance property tax
- (c) To make a street properly
- (d) Collecting garbage.

Question 4. Garbage collection in the several, Municipal Corporations across the country is undertaken by the workers:

- (a) Working on contract basis;
- (b) Working on regular basis;
- (c) Working on higher wage;
- (d) All the above;

Question 5. In which city of Gujarat, plague spread?

- (a) Ahmedabad;
- (b) Kachchh
- (c) Surat
- (d) Dwarka

Question 6. Mala, Shankar, Jehangir and Rehana were playing:

- (a) Football

- (b) Cricket
- (c) Badminton

Question 7. The responsibility of replacing the street lights belong to:

- (a) Municipal Corporation
- (b) Police Department
- (c) Revenue Department

Question 8. Which work is related to the Municipal Corporation?

- (a) Collecting the house tax
- (b) Supply of water
- (c) Controlling the diseases
- (d) All the above

Question 9. Which work is not related to the ward member?

- (a) Garbage collection
- (b) Water supply
- (c) Cleanliness
- (d) Controlling the crime

Question 10. The workers working with garbage can prevent themselves from the diseases by

- (a) Adopting security measures;
- (b) Avoiding security measures;
- (c) There is no chances for diseases;
- (d) Simply washing the hands.

Question 11. Under municipality a city is divided into

- (a) Wards
- (b) Section
- (c) Councils
- (d) Parts

Question 12. Tehsildar perform the following function except

- (a) He supports the work of Patwari
- (b) Make sure that land records are properly maintained
- (c) Professional tax is collected

(d) It is a land revenue officer

Question 13. The minimum age of voters in municipal corporation is

- (a) 15
- (b) 17
- (c) 16
- (d) 18

Question 14. Which of the following is false related to Municipal corporation

- (a) The number of elected representatives varies between fifty and one hundred
- (b) The cities with less population have corporation
- (c) The area of work is wider
- (d) The meeting is presided over by Mayor

Question 15. The local government realises ___ from people

- (a) Municipal tax
- (b) Professional tax
- (c) Land tax
- (d) Export tax

➤ **Fill in the blanks:**

1. The people has right to protest _____.
2. In the urban areas _____ is the body who is responsible for many work.
3. In the smaller towns Municipal Corporation is called a _____.
4. The city is divided into different _____ and ward councillors get elected.
5. The city of _____ had a plague scare in 1994.

➤ **Write true (T) or false (F):**

1. Yasmin Khala worked on accounts in the sanitation department.
2. Municipal Corporation builds hotels and restaurant.
3. Property taxes form only 25-30 per cent of the money that a Municipal Corporation earns.
4. The city of Surat had a plague scare in 2014.

➤ **Very Short Questions:**

1. Who broke the street light?
2. Specify what an urban local body found in a big city is called?
3. Who has the responsibility of replacing the street light?
4. Who decides where a park or a new hospital should go?
5. Who are responsible for preparing the budget for a city?
6. How is a ward councillor elected?
7. What was the result of plague in Surat?
8. What do you understand by term 'Tax'?
9. What was Gangabai protesting about?
10. Why were children worried?

➤ Short Questions:

1. What was suggested by Ward Councillor to Gangabai?
2. When do the local people contact their councillors?
3. Differentiate between the Ward Commissioner and Ward Councillors.
4. How does the Municipal Corporation get its money?
5. Describe the role of Ward Councillors.

➤ Long Questions:

1. Explain who is a 'Municipal Councillor'?
2. What were the reasons for the spread of plague in Surat?
3. What types of decisions are taken by Councillor's Committees?
4. How can we keep our surrounding clean?
5. How the work of Municipal Corporation affects the life of a city dweller?

ANSWER KEY –

➤ Multiple Choice Answer:

1. (a) To raise the problem which affect them;
2. (c) Property tax
3. (d) Collecting garbage.
4. (a) Working on contract basis;
5. (c) Surat

6. (b) Cricket
7. (a) Municipal Corporation
8. (d) All the above
9. (d) Controlling the crime
10. (a) Adopting security measures;
11. (a) Wards
12. (c) Professional tax is collected
13. (d) 18
14. (b) The cities with less population have corporation
15. (a) Municipal tax

➤ **Fill in the blanks:**

1. Peacefully
2. Municipal Corporation
3. Municipal Council
4. Wards
5. Surat

➤ **Write true (T) or false (F):**

1. True
2. False
3. True
4. False

➤ **Very Short Answer:**

1. Rehana hit the ball so hard and so high that the street light broke.
2. Municipal Corporation
3. Municipal Corporation
4. Ward Councillors
5. Ward Councillors are responsible for preparing the budget for a city.
6. The city is divided into different wards and ward councillors get elected.
7. In Surat, several people lost their lives, and over 300,000 deserted the city.

8. A tax is a sum of money that people pay to the government for the services the government provides.
9. Gangabai was protesting because garbage was not been collected in her locality.
10. Children were worried because they broke the street light and they may have to dish out money again from their pockets.

➤ Short Answer:

1. He asked Gangabai to get a petition signed by all of the adults in the locality saying that garbage was not being collected. He suggested that taking the local sanitation engineer with them the next day might be a good idea.
2. When the problems are within a ward then the people who live in the ward can contact their councillors. For example, if there are dangerous electrical wires hanging down then the local Councillor can help them get in touch with the electricity authority.
3. While the Councillor's Committees and the councillors decide on issues, the Commissioner and the administrative staff implement these. The Commissioner and the administrative staff are appointed. Councillors are elected.
4. **The Municipal Corporation collects money in different ways:**
 - Collect property tax as well as taxes for water and other services.
 - Collect taxes for education and other amenities.
 - Collect entertainment tax such as tax on cinema tickets.
5. All of the Ward Councillors meet and they make a budget and the money is spent according to this. The Ward Councillors try and ensure that the particular demands of their wards are placed before the entire council. These decisions are then implemented by the administrative staff.

➤ Long Answer:

1. A Municipal Councillor is directly elected by the people and serves the people of his ward. He remains in touch with the key issues in his area, understand the crucial problems and monitor its development. He is the direct link between the council and the people. People can also bring their problems to him and he deals with the problem in a suitable way.
2. Houses, hotels and restaurants would dump their garbage into the nearest drain or street which made it very difficult for sweepers to collect and transfer the garbage into selected dumps. In addition to this, the Municipal Corporation did not collect the garbage as often as it should have and this led to the situation getting worse. This

condition caused spread of plague in Surat.

3. The complicated decisions that affect the entire city are taken by groups of councillors who form committees to decide and debate issues. For example, if bus stands need to be improved or a crowded market-place needs to have its garbage cleared more regularly, or there is a 'nala' or drain that cuts through the city that needs cleaning etc. It is these committees for water, garbage collection, street lighting etc. that decide on the work to be done.
4. **We can keep our surrounding clean by doing the following:**
 - Don't Litter, throw waste in dustbin only.
 - Don't encourage spitting, immediately condemn people if found doing so.
 - Avoid usage of Plastic covers, plastic disposables.
 - Teach others about Cleanliness and Sanitation.
 - Separate Dry waste and wet waste in your house, ease the work of municipality workers.
5. **Municipal Corporation affects the life of a city-dweller in the following ways:**
 - It takes care of street lights, garbage collection, water supply etc.
 - It keeps the streets and the market clean.
 - It ensures that diseases do not break out in the city.
 - It runs schools, hospitals and dispensaries.
 - It makes gardens and maintains them.