

Chapter 7. Urban Administration

Very Short Q&A:

Q1: The job of contract workers is permanent or temporary?

Ans: Temporary

Q2: The city is divided into several _____.

Ans: Wards

Q3: Who is a Municipal Councillor?

Ans: The elected ward Councillor, in a city.

Q4: What do we call the elected members in a panchayat?

Ans: Panchs

Q5: A contract worker is not a permanent employee of a company. He is hired for a specific task or project. True/False

Ans: True

Q6: The setting up of "Two-tier Panchayati Raj Institution" was recommended by _____.

Ans: Ashok Mehta

Q7: From where does the municipal corporation collect money?

Ans: Taxes

Q8: Who implements the decisions taken by the committees?

Ans: Commissioner

Q9: The government of the people, by the people and for the people is termed as _____.



Ans: Democracy

Q10: In democracy the ultimate power is in the hands of _____.

Ans: People

Q11: In democratic India, sovereign power lies with the people. True/False

Ans: True

Q12: Who placed the demands of ward before entire council?

Ans: Ward councillors

Q13: What do you mean by 'Sub-Contracting'?

Ans: Private contractors who collect and process garbage.

Q14: Which is the cleanest city in India?

Ans: Chandigarh

Q15: What is Municipal Corporation called in smaller towns?

Ans: Municipal Council

Q16: Who took decisions like planning the location of a park or a new hospital?

Ans: Ward Councilors

Q17: What do you mean by tax?

Ans: A sum of money that people pay to the government for the services that government provides.

Q18: Rich people generally pay _____ tax.

Ans: Property

Q19: Municipal Corporation Formulate the laws. True/False

Ans: False

Q20: Name the city suffered with plague scare in 1994?

Ans: Surat

Q21: The Municipal Corporation collects money in different forms like property taxes, water taxes, education taxes, etc. True/False

Ans: True

Q22: Who plays a major role in recycling household plastic and paper?

Ans: Kabadi Wallah

Q23: Why city is divided into several wards?

Ans: For the purpose of better administration and elections.

Q24: Group of councilors deal with issues that affect the _____.

Ans: Entire city

Q25: Where do the hotels and restaurants dump their garbage in the city?

Ans: In the nearest drain or street.

Q26: Name the two cleanest city of India.

Ans: Chandigarh and Surat

Q27: Define Municipality.

Ans: Municipality is the local body of the city having a small population.

Q28: In a Panchayat, the elected members are called _____.

Ans: Panch

Q29: In a municipal corporation the elected members are called as _____.

Ans: Councillors.

Q30: What is the role of Municipal Corporation in term of health of people?

Ans: Municipal Corporation is also responsible for ensuring the health of the people. It also runs schools, hospitals and dispensaries.

Q31: Who is a Municipal Councilor?

Ans: In a city, the elected ward Councilor is a Municipal Councilor.

Q32: What is a Municipal Council?

Ans: In smaller towns Municipal Corporation is called the Municipal Council.

Q33: Name some major department into which the work in the cities is divided.

Ans: There is the water department, the garbage collection department, a department to look after roads etc.

Q34: Why Surat came in notice earlier in 1990's?

Ans: The city of Surat had a plague scare in 1994. Surat was one of the dirtiest cities in India.

Q35: Define the term 'Octroi'.

Ans: The duty levied on goods brought into the town is called an Octroi.

Q36: Who is a 'District Collector'?

Ans: A district collector is a Central Indian government officer who is in charge of the governance of a district in a State. He is the most powerful officials of the district.

Q37: What is Grant in Aid?

Ans: A Grant in Aid is the aid given to the local bodies by the government for meeting their expenditure.

Q38: What is the meaning of a town?

Ans: The urban habitat with a population between ten thousands to twenty thousand is a town.

Q39: Who is a Mayor?

Ans: The presiding officer or Chairman of a Municipal Corporation is called a Mayor.



Q40: What is an epidemic?

Ans: The diseases that spread rapidly among many people in a same place for a particular time is known as an epidemic.

Q41: What is a museum?

Ans: A museum is a building in which objects depicting art, history, science etc. are displaced.

Q42: Who is a district collector?

Ans: A district collector is the highest officer of a district. He is in charge of maintaining law and order in the district.

Q43: Name the local bodies in corporation to the societies.

Ans: The local bodies of the corporation in a society are: Nyaya Panchayat, Municipal Committee and Municipal Corporation.

Short Q&A:

Q1: How a District Collector administers jails?

Ans: Every district has a jail. The criminals and law breakers are kept here imprisoned. Jails are an important component of a District Collector's power. His duty is to look after the administration of the jail. A Jailor is the highest officer of a jail. He is assisted in his work by the Deputy Jailor. The jails are regularly inspected by the collector. He deals with problems such as grant of superior classes of prisoners, release of prisoners, mercy petitions etc.

Q2: Define urbanization.

Ans: Urbanization means the increase in the proportion population of a country who live in the urban areas.

Q3: Why Urban Administration is important?

Ans: Urban administration is necessary to provide the basic amenities like street lights, garbage collection, water supply, keeping the streets and the markets clean, collecting of house tax and water taxes, etc. They are responsible for cleaning of city drainage system,



maintenance of parks, and market. It had made possible for regulating the urban development and local management of civic facilities.

Q4: What is a Municipal Corporation?

Ans: A Municipal Corporation is established in big cities like Delhi, Mumbai, and Chennai etc., to solve the local problems of the people staying in these cities. Its main functions are sanitation, records of birth and death, establishment of school and libraries, establishment and maintenance of hospital, water and electricity supply etc.

Q5: All the cities don't have Municipal Corporation. Justify.

Ans: No, not all the cities have Municipal Corporations; big cities like Pune, have Municipal Corporation while smaller towns like Mainpuri, Sitapur, etc. have a Municipal Council.

Q6: State any five functions of the Municipalities.

Ans: The five functions of the Municipalities are as follows:-

- a. Supply of adequate drinking water.
- b. Providing and maintaining drainage and sewage systems.
- c. Maintenance of public street lighting.
- d. Construction and maintenance of bus terminals, roads and bridges.
- e. Maintenance of birth and death records.

Q7: Briefly explain the different types of urban local bodies.

Ans: Urban government bodies consist of Municipal Corporation and Municipalities. Municipal Corporations are found in the larger cities like Delhi, Mumbai, Calcutta, Chennai and other places. Municipalities exist in smaller towns and cities.

Q8: Critically evaluate the role of the Ward Councillors.

Ans: A ward councillor is directly elected to represent and serve the people in a specific ward. The ward councillor should make sure that the interests of the people in the ward are represented in a proper manner. The ward councillor remains in touch with the key issues in their area, understand the crucial problems and monitor its development. The ward councillor acts as a spokesperson for the people in the ward. They are the direct link between the council and the voters. People can also bring their problems to the ward councillor and he/she should deal with these in a suitable way.

Q9: What are the functions of Ward Committee?

Ans: The important functions of Ward Committee are as follows:-

- a. Supervision of the overall municipal work.
- b. Water and sanitation requirements.
- c. Identification of slums and their upgradation.
- d. Public health - information dissemination.
- e. Environment protection.
- f. Supervision of public physical infrastructure like hospitals, schools and roads.

Q10: Where was the First Municipal Corporation of India established?

Ans: Kolkata Municipal Corporation (formerly Calcutta Municipal Corporation) is the first Municipal Corporation of India. It was established by the British Government in the year 1690 in order to establish local trade, which was favorable in many villages. It became more effective and efficient with the passage of the Kolkata Municipal Corporation act of 1980, which stated the functions of the municipality department.

Q11: How does Municipality or Municipal Corporation get its money?

Ans: For providing and running several services, the Municipality needs a lot of money. The Municipal Corporation collects it in diverse ways. A tax is a sum of money that people pay to the government for the services the government supplies. People who own homes have to pay a property tax as well as taxes for water and other services. The larger the house the more the tax, i.e. tax according to quantity. Property levies however form 25-30 percent of the total money that a Municipal Corporation earns. There are also taxes for education. Even taxes like entertainment tax on tickets etc. are also levied. Rich people account for property taxes while wider population pays more general taxes.

Q12: What is meant by the devolution to urban local bodies?

Ans: Devolution is the transfer of responsibility and accountability from the higher levels of governments (central and state) to the local governments. It involves de jure as well as de facto transfer of responsibilities to the municipal governments along with the transfer of adequate funds to enable municipalities to carry out their functions in a fair and proper manner.

Q13: How the municipality takes care of health facilities in a locality?

Ans: The Municipality and the Municipal Corporation arrange for the disposal of wastes which causes a number of diseases. They construct sewage to drain out dirty water from our cities and villages. They protect the people from epidemics and other diseases like cholera and small pox. They make arrangements for polio vaccination for the children. They



maintain dispensaries and hospitals for the sick and also construct public latrines and urinals.

Q14: Explain the composition of the Ward Committee.

Ans: The Ward Committee is a committee that includes the councillor and the a few residents of that ward. It is designed so to be representative of the people residing in that ward. The ward councillors are elected by the people.

Q15: Why it is important to clean roads and garbage?

Ans: Garbage and dirt lying over roads and streets, if remains uncollected attracts flies, rats, dogs, etc. and this harms the people. People get ill from the smell. After a point movement of people and playing of children gets stopped due to the fear of illness. So to save us from diseases, regular cleaning is required.

Q16: Differentiate between the Councillors and the administrative officers.

Ans: Councillors are elected by the people and keep their positions only if they are re-elected. Officials are appointed on the merit basis by council management to a specified jobs within the municipal administration, and are like any other employee in a job. Officials possess the knowledge and skills on the technical and specialized aspects of municipal affairs. Councillors who don't have this knowledge have to rely on the reports of officials to help them make decisions. Both the Councillors and officials decide the policies and direction of the municipality. Once the council has reached a decision then officials are expected to carry these out in the most efficient and cost-effective manner.

Q17: Who looks into the elections of the Municipalities?

Ans: According to the Indian Constitution "the superintendence, direction and control of the preparation of electoral rolls for, and the conduct of, all elections to the Municipalities shall be vested in the State Election Commission".

Q18: Define Plague.

Ans: Plague is a bacterial disease of rodents that can be spread to humans and other animals by infected fleas. Pneumonic plague is the most infectious form because it can spread from person to person in airborne droplets.

Q19: In what way is the Municipal Chairman elected?

Ans: In some State the Municipal Chairman is elected by the elected members of the municipality. In some States, he is directly elected by the people. The Municipal Council comprising of 36 ward councillors is headed by a Chairman.



Q20: What was the reason for the spread of plague in Surat?

Ans: The main reason for the epidemic Plague in Surat was the unhealthy sewerage conditions and the inefficient health infrastructure.

Q21: Name four offices who work for the maintenance of civil amenities and services in a district.

Ans: Collector or District Commissioner: He is the highest officer of the district. His main function is to maintain peace, law and order in the district.

District Civil Surgeon or Chief Medical Officer: He supervises all the hospitals and dispensaries of the district. Doctors, compounders and nurses assist the CMO in his work.

District Education Officer: He inspects schools and looks after the education department.

The Executive Engineer: The maintenance of government building and major highways are under public works department. The executive engineer is the head of the department.

Q22: What lessons are learnt from the plague epidemic in Surat?

Ans: The lessons learnt are as follows: - First, strong direction in both administrative and political arenas is essential for good governance. Second, it is feasible to put into practice the administrative strategies to deal with issues of solid waste management and public health if enough thought is put into generating the work ethics as well as public awareness, supported by the proper law enforcement measures.

Q23: Discuss the impact of Plague on Surat.

Ans: The epidemic has caused mass panic and alarm in the city, the state, and the whole country. Within days of the outbreak about 300,000 people left Surat, and all work ceased. Many people even left other cities in the state even though there were no positive cases. Trains were not allowed to stop at Surat station. It has cost Surat a huge loss in terms of business.

Q24: What are public amenities?

Ans: Public amenities are facilities or benefits continuously offered to general public for their use or enjoyment, with or without charge. Example, the essential services like arrangement of drinking water, light, hospital, education etc.



Q25: Who is a 'Session Judge'?

Ans: A district judge is also called the "Metropolitan session judge". He is presiding over a district court in a city which is designated metropolitan area by the State government. A session judge conducts or administers the highest criminal court in a district.

Q26: Describe democracy.

Ans: Democracy, which derives from the Greek word "demos", or "people", is defined, basically as government in which the supreme power is in the hands of the people.

Q27: What is a city? Why some cities are called metropolitan cities?

Ans: A city is a place where people from different regions and states live together. Population of a city varies from twenty thousands and 5 lakh.

Q28: Why do state governments give grants to the municipalities?

Ans: The sources of income of the municipalities are very limited while the expenditure is more than the income. So, the State governments give grants to the municipalities.

Q29: Why are parks required in big cities?

Ans: Parks are necessary in big cities because it provide a proper environment for our health. It helps to protect our localities from pollution and keep ourselves healthy.

Q30: List the qualifications that are needed to become the member of the municipality.

Ans: The following qualifications are needed to become a member of the municipality:

- The person must be a citizen of India.
- His name should be there in the voters' list.
- His minimum age should be 25 years.
- He should not be a mad, a bankrupt or a criminal.

Q31: What are the main functions of a Chief Executive Officer?

Ans: Every corporation has a Chief Executive Officer. He is not elected by the people, but appointed by the state government. His main function is to implement the decision of the Municipal Corporation. He supervises the work of engineers, doctors and educationists.

Q32: What do you know about a district collector?



Ans: The District Collector or District Magistrate is the head of a district. He belongs to the cadre of Indian administration Services (I.A. S.) and is appointed by the State Government.

Q33: What did Gangabai do and Why?

Ans: Garbage was lying here and there in the neighbourhood of Gangabai. People were getting suffocated by the foul smell. Gangabai decided to go to the Ward Councillor with her neighbour. She described this situation to him and he promised to solve this problem immediately. She told the Commissioner that if the problem will not be solved then a number of women from her locality would protest against the corporation.

Q34: Write a note on municipality or municipal council.

Ans: A municipality, also called a municipal committee or a municipal council, is a local self-government body in smaller towns and cities. It is elected for a term of five years and can also dissolve earlier if it fails to function according to the rules laid down by the state government. The municipal members have meetings at regular intervals. These members elect a chairperson who presides over the meetings. The administrative head of the municipality is called commissioner. Certain permanent officials such as an executive officer, secretary, health officer, sanitary inspectors, municipal engineers, junior engineers and education officers are appointed by the state government or the municipality.

Long Q&A:

Q1: List the functions of the chief executive officer in a municipal corporation.

Ans: The chief executive officer in a municipal corporation is also known as the municipal commissioner. The state government appoints this person. The executive officer acts as a link between the state government and Municipal Corporation. Various officers in charge of departments like those in charge of health, education, engineering and sanitation help him or her in this work. The municipal commissioner co-ordinates their work and has the power to appoint lower level employees. He/she is the head of the executive branch of the municipal corporation. The municipal commissioner has all the executive powers. The day-to-day work of the municipal corporations is carried out with the help of a number of committees.

Q2: Explain the features of the Municipal Corporation.

Ans: The local bodies of the cities having large population are called Municipal Corporation. The area of the work of the corporation is wider. The number of elected representatives varies in between 50 to 100. The day to day work is looked after by various committees.



Q3: Explain the relation between the local bodies and the state government.

Ans: The local bodies cannot work without the permission of the state government. The state government keeps a strict watch on the financial grants that are given to the local bodies. It should get the permission of the state in levying any new tax, in getting public loan that can be taken only with the permission of the state government. A state government can dissolve any Municipality or Municipal Corporation if it is not satisfied with its performance. The main function of the local bodies and the state government is to promote the welfare of the people.

