

Programme on Strengthening of Local Government Pradeshiya Sabhas (Recurrent) - 2024

Guidelines on Implementation- 02/2024



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Guidelines on Implementation

1. Objectives

It has been observed that, proper maintenance and rehabilitation of public amenities to meet the requirements of the public growing with the rapid urbanization are not taken place in most of the Local Authority Areas. Among them, maintenance and rehabilitation of essential community infrastructure such as weekly fairs, waste management, and drainage systems, by roads, vehicle parks, children's parks, and public sanitation and toilet facilities are very significant in particular. Hence, "Strengthening of Pradeshiya Sabhas Programme (Recurrent) -2024" is implemented with the objective of increasing quality and effectiveness of the services provided by the Local Authorities to the Public.

Since the said infrastructure governed by Pradeshiya Sabhas are not properly maintained and rehabilitated, it has been observed that they are not in the condition for the utilization of the general public. Hence, general public has to face number of difficulties. In consideration of this situation, this programme provides allocations to maintain and rehabilitate infrastructure that are under critical grounds to be maintained and rehabilitated to meet public requirements.

2. Selection of Projects

Taking into consideration the proposals of the heads of local government bodies received from the Minister of Provincial Councils and Local Government, the proposals submitted by the local government bodies to the Ministry with the recommendation of the Assistant Local Government Commissioner and the Local Government Commissioner, public requests received from the Presidential Secretariat and the Prime Minister's Office Appropriate projects will be implemented under the respective local government bodies.

3. Project Areas of the Programme

3.1 Maintenance / Repairing of the Public Toilets

It is intended to keep proper and clean maintenance of the public toilets constructed at the places such as bus stands, weekly fairs, libraries, children's parks, maternal and child clinics, Ayurveda medical centres, religious and other special places located within the administrative area of the Pradeshiya Sabha.

Herein, priority is given for the projects implemented by the private sector or Pradeshiya Sabha by levying a fee. It is evident that Local Authorities do not properly maintain the public toilets constructed within the small and medium scale towns and populated places in particular. Local Authorities carry out maintenance works of toilets at the minimum level and

do not pay special attention on it. Hence, a proper procedure should be followed by Pradeshiya Sabhas with immediate effect to maintain toilets and lavatories at public places cleanly. Therein, a suitable maintenance fee should be charged to make payments for those who maintain them while the entrance and surrounding should be kept clean. It is proposed to supply water facilities, remove waste of toilet systems using gulley bowsers, repair or replace accessories which are out of order.

The toilets from which a monthly income is earned by the Local Authorities should have separate toilet facilities for male and female, should be water sealed, should be provided a sink and a mirror, electricity a person for maintenance, proper entrance (special attention should be given on disabled people. Further, a tank should be kept to store water.

It is important to keep surroundings of toilets clean in every manner and make the open areas near toilets people friendly growing flower plants.

3.2 *Maintenance of Drainage System and Dengue Control*

It is expected to remove stagnated waste, sediment and water in the drainage system by the roads. It could be seen that, water is not flowing properly, flowing water to the road and damaging the edges of the drains due to non maintenance of the drainage systems. Further, there are instances such as breeding of Dengue mosquitoes. In addition, the general public disposes waste polluting the drains in urban areas. Hence, these provisions could be utilized to clean and repair these drainage systems.

It is a common sight that the concrete covers of the drains have been damaged as risky for the pedestrians and emitting bad odour since drains have not been cleaned properly. Therefore, proper maintenance of these drainage systems may minimize accidents and difficulties faced by the public and environmental impact.

Similarly, proper maintenance of drains in front of shops, schools, hospitals, public libraries, weekly fairs and other places where the general public moves is a must. Particularly, the officers of health sector have informed us that due to making unauthorized watersheds in the public drainage systems, water stagnates in large volume and this makes room for outbreak of dengue epidemic. Hence, this kind of drainage systems should be identified immediately and special attention should be paid to maintain them. Priority is given for the activities with constant maintenance when Local Authorities are implementing regular activities.

3.3. *Repair of parking facilities*

It is a seeming fact that a proper method is not followed to park bicycles, motor bikes, three wheelers and light and heavy vehicles at the urbanized places including junctions and bus halts in most of the Pradeshiya Sabha areas. It creates road accidents and traffic congestion. Hence, specific places should be identified and implement projects to make them as appropriate for vehicle parking under this programme as a remedy for this. Herein, priority is given to fix boards at the places where identified for parking vehicles, to mark the ground, to fix lights where necessary, installing signal boards. Priority is given for the vehicle parks which are maintained by levying tax from vehicles.

Proposals should be submitted by coming into proper decisions having discussed with the public institutes, private sector and the Police.

Proper implementation of this kind of projects may increase the annual income of Pradeshiya Sabhas.

3.4 *Maintenance / repair of Public Parks and Children's Parks*

Projects that could maintain beautification of public parks and children's parks, cut lawn, grow plants, rehabilitate safety fence, repair buildings and their furniture, repair and properly maintain various equipment installed for sports and exercise (including play areas) should be implemented under this programme. Priority should be given for the projects that a continuous maintenance and operational scheme is proposed after rehabilitation.

3.5 *Display of Name Boards of Roads, Signal Boards and the Map of the Local Authority Area*

Under this, name boards with names of the roads, including distance (Km) and signal boards should be fixed as convenient for the public to identify the roads of the Pradeshiya Sabha area. These name boards should be in all three languages in black letters with white background and they should be at least in the length of 2 ½ ft and in the width of 1 ½. (They should be durable at least five years).

Besides, boards should be displayed at the junctions giving destinations and distance (m/Km) for the convenience of the general public of the places where public amenities are provided (inclusive of Pradeshiya Sabha). Measures should be taken to fix road signal boards at the junctions of the main roads.

3.6 *Maintenance of Weekly Fair*

Under this programme it is intended to remove the rubbish collected at the weekly fair, to properly maintain drainage system, to maintain the decayed walls, floor and roof of the weekly fair building in a sustainable way by rehabilitating them and providing drinking water supply and toilet facilities by carrying out maintenance and repairs properly. In addition, measures could be taken to open the weekly fair building premises for the Samurdhi beneficiaries and self-employees giving priority for their marketing.

When making proposals in this regard, submission of number of traders and turnover of the weekly fair is essential.

3.7 *Maintenance / Repair of the Machinery & Equipment, Vehicles and Garage*

It has been observed that some Pradeshiya Sabhas have kept aside machinery and equipment including tractors, gulley bowsers, tippers and vehicles that require minor repairs without getting repaired. Hence, under this programme it is intended to keep machinery and equipment and vehicles of Pradeshiya Sabhas with required preliminary maintenance in order to maintain them in a sustainable manner.

Cabs of the Local Authority cannot be repaired under this Programme. Further, garages should be repaired to park the vehicles safely.

3.8 Maintenance of Community Water Projects

It could be commonly seen that most of the water projects are halted due to the absence of a proper method for maintenance. Operations and maintenance of these projects could be implemented under this programme. Specially, damaging of water pipes and leaking of water from water tanks and taps could be seen within the potable water schemes maintained by Pradeshiya Sabhas. It could be solved by repairing and maintenance of them and cleaning water tanks. Further, conservation of water resources and catchment areas and growing plants at such places and protect them as conservation areas could be implemented.

3.9 Maintenance / Repair of Permanent Business Centers of Pradeshiya Sabhas

It is intended to facilitate the permanent business stalls of Pradeshiya Sabha improving their facilities to maintain them grabbing the public attraction. Particularly, fixing waste bins, supplying water, supplying electricity, carrying out necessary repairs, making entrance convenient for disabled people, providing parking facility for customers, reserving a rest area for these business centers could be implemented.

3.10 Proper Maintenance of Ayurveda Centers and Maternal and Child Clinics

It is envisaged to repair buildings of maternal and child clinics conducted by the Pradeshiya Sabha, supply them electricity, repair equipment, make facilities for access under this programme.

4. Method of Implementation

Under this programme, allocations subject to a maximum of Rs. 1,500,000.00 per Pradeshiya Sabha could be made from 01st January 2024 to 31st December 2024 under vote on account and it is emphasized that such provisions are allocated only for maintenance and repair works. After the submission of project proposals and estimates to this Ministry with relevant recommendations and subsequent to the receipt of approval, relevant institutions are informed to implement the projects and funds will be released to the Pradeshiya Sabhas on the submission of bills.

The bills must be submitted with the recommendation of the Engineer of the Local Government Assistant Commissioner of Local Government and the Commissioner of Local Government.

These provisions granted to the Pradeshiya Sabhas under this programme must be utilized to implement projects only on the project areas specified in this set of guidelines.

4.1 Preparation of Estimates

1. Estimates should be prepared based on the approved rates of the District Price Committee or the Provincial Council.
2. Priority will be given for the proposals that the Ministry has to grant the provisions partly while the balance could be borne by Local Authorities.

4.2 Granting Approval for Projects

Approval of the Council should be obtained for every project. In case the Council has been dissolved, the decision taken by the Project Management Committee through an appropriate measure will be substantial. Such approved project proposals prepared as per the **RC Format (Annex 01)** should be sent to this Ministry with the recommendations of Assistant Commissioner of Local Government or the Commissioner of Local Government.

In case the approved project names or estimates are revised, it is required to get the approval of this Ministry for such revisions

Secretary to this Ministry is vested with the power of granting approval for projects exempting these guidelines on urgent and essential grounds.

5. Major facts related to the implementation of the project

- 5.1. All the constructions, development works and procurements must comply with financial regulations, procurement procedure, circulars and instructions.
- 5.2. Any work specified in 02/2021 guidelines should not be implemented under this programme.
- 5.3. It is proposed to obtain community participation in this programme and it will reduce the cost on new constructions, pay special attention on needs of the public and maintain sustainability of the works.
- 5.4. Projects should be identified only under the fields herein specified and projects should not be implemented exceeding the limit of provisions allocated for the Local Authority.
- 5.5. The cost to construct a name board including the information of the project should be included into the cost estimates. The maximum allocation for this is Rs. 10,000. (Herewith attached the format - **Annex 02**)

6. Monthly Progress

Monthly progress of each project must be sent to this Ministry through the Commissioner of Local Government before 5th of the every month as per the attached **Annex 03**