

## Session Plan – Urban Governance training

### Module I:

#### DAY 1: Understanding the Local Governance & Development

Sl No	Training session type	Content	Approximate Duration
1.1	Session 1 (Including open discussions and tea break )	<ul style="list-style-type: none"> <li>• Understanding local governance and development</li> <li>• Discussion &amp; activities (if any)</li> </ul>	10:00 – 11:00 am  12:00-12:30
<b>Tea Break</b>			<b>12:00-12:30</b>

#### **Day 2: Understanding legal provisions with special to Municipalities and urban local governance**

Sr no	Training session type	Content	Approximate Duration
1	Session 1 (Including open discussions and tea break )	<ul style="list-style-type: none"> <li>• Understanding the 74<sup>th</sup> amendment of Indian constitution</li> <li>• Gujarat Municipalities Act, 1963</li> <li>• Discussion</li> </ul> <p>-Resource person?</p>	10:00– 11.00 am  11:00- 12:00 am 12:00- 12:30
<b>Tea break</b>			<b>12.30 - 1.00 pm</b>

#### **Day 3: Understanding Municipality: its structure, powers & functions**

Sr no	Training session type	Content	Approximate Duration
1	Session 1 (Including open discussions and tea break	<ul style="list-style-type: none"> <li>• Nagar Palika: Structure, roles &amp; responsibilities</li> <li>• No. of Departments &amp; its Powers &amp; Functions</li> <li>• Discussion (activities if any)</li> </ul>	10:00– 11.00 am 11:00- 12:00 am 12:00- 12:30

	)	-Resource person?	
<b>Tea break</b>			<b>12.30 - 1.00 pm</b>

## **Module II:**

### **DAY 1: Understanding Ward Plan & Ward Sabha**

Sl No	Training session type	Content	Approximate Duration
1.1	Session 1 (Including open discussion )	<ul style="list-style-type: none"> <li>• What is Ward Plan? The concept, process and its implementation</li> <li>• Need &amp; importance of ward Sabha</li> <li>• Discussion &amp; activities (if any)</li> </ul>	10:00 – 11:00 am 12:00-12:00 am 12:00 – 12:30 am
<b>Tea Break</b>			<b>12:30-1:00</b>

### **Day 2: Understanding the composition and role & responsibilities of Ward Committee & Councilors**

Sr no	Training session type	Content	Approximate Duration
1	Session 1 (Including open discussions and tea break )	<ul style="list-style-type: none"> <li>• Ward Committee: Its structure, Roles and Responsibilities</li> <li>• Roles &amp; responsibilities of Councilors</li> <li>• Discussion &amp; activities (if any)</li> </ul> <p>-Resource person?</p>	10:00– 11.00 am 11:00- 12:00 am 12:00- 12:30 pm
<b>Tea break</b>			<b>12.30 - 1.00 pm</b>

### Day 3: Vision document for the city & respective wards

Sr no	Training session type	Content	Approximate Duration
1	Session 1 (Including open discussions)	<ul style="list-style-type: none"> <li>Vision document: Importance &amp; criteria to develop a vision document. Sharing of model vision document.</li> <li>Vision for the city by ward committee &amp; for the respective wards keeping in view the criteria/guidelines of vision document.</li> <li>Discussion (activities if any)</li> </ul> -Resource person?	10:00– 11.00 am  12:00- 12:00  12:00 – 12:30 pm
<b>Tea break</b>			<b>12.30 - 1.00 pm</b>

### Module III:

#### DAY -1 Understanding Budgeting, Revenues and and Planning & Taxation

Sl No	Training session	Content	Approximate Duration
1	Session 1 ( Including open discussions)	<ul style="list-style-type: none"> <li>Understanding the Municipality Budgets in General and legal provisions relating taxation</li> <li>Discussion &amp; activities (if any)</li> </ul> -Resource Person?	10:00 –12:00 am 12:00-12:30 pm
<b>Tea Break</b>			<b>12.30 – 1.00 pm</b>

### Day 2

Sl No	Training session	Content	Approximate Duration
1	Session 1 ( Including open discussion )	<ul style="list-style-type: none"> <li>Budgeting in context of Planning , administrative and Audit report By _ Dr Hemant</li> <li>Discussion</li> </ul>	10:00-12:00 am  12:00-:12:30 am
<b>Tea Break</b>			<b>12.30 – 1.00 pm</b>

### Day 3

<b>1</b>	Session 1 ( Including open discussion )	<ul style="list-style-type: none"><li>• Dr Hemant Shah will present the analysis of current year's budget of Bhuj Municipality and will also propose a guide line for decoding and analyzing the Budgets of Bhuj Municipality as inter modular exercise for the HIC team.</li><li>• Discussion</li></ul> <p>-Dr Hemant Shah . _ Municipal officials _ Arun Bhai.</p>	<b>10:00-12:00</b>  <b>12:00 -12:30 pm</b>
		<b>Tea Break</b>	<b>12.30 – 1.00 pm</b>

### Module IV: Lecture Series, Awareness & competitive programmes for the citizens of each wards

#### Day 1

Sl No	Training session	Content	Approximate Duration
<b>1</b>	Session 1 ( Includin open discussion)	<ul style="list-style-type: none"><li>• Lecture series for citizens of each ward chaired by councilors &amp; ward committee members</li><li>• Discussion &amp; activity (if any)</li></ul>	<b>10:00-12:00 am</b>  <b>12:00-12:30 am</b>
		<b>Tea Break</b>	<b>12.30 – 1.00 pm</b>

#### Day 2

Sl No	Training session	Content	Approximate Duration
<b>1</b>	Session 1 ( Includin	<ul style="list-style-type: none"><li>• Awareness Programme on various issues pertaining to Bhuj municipality</li></ul>	<b>10:00-12:00 am</b>

	open discussion)	<ul style="list-style-type: none"> <li>• Discussion &amp; activity (if any)</li> </ul>	<b>12:00-12:30 am</b>
	<b>Tea Break</b>		<b>12.30 – 1.00 pm</b>

Day 3

<b>Sl No</b>	<b>Training session</b>	<b>Content</b>	<b>Approximate Duration</b>
<b>1</b>	Session 1 (Includin open discussion)	<ul style="list-style-type: none"> <li>• Inter-Ward Tournament: In partnership with Bhuj Municipality and Ward committee mebers &amp; councilors</li> <li>• Facilitation</li> </ul>	<b>10:00-12:00 am</b>  <b>12:00-1:00 pm</b>
	<b>Tea Break/Lunch</b>		<b>1.00 – 2.00 pm</b>

**\*Module V: Travel Workshop**