CHAPTER - V

STRUCTURE AND FUNCTIONS OF ZILLA PANCHAYAT

The chapter deals with the Structure and Functions of Zilla Panchayats in the light of the three-tier panchayat Raj System in Karnataka State.

The Deputy Commissioner (DC), under the General Order or Special Orders of the Government may declare any area comprising a village or group of villages having a population not more than 7,000 to be a panchayat. He/she may, after a previous publication, declare such an area as a panchayat for the purpose of Karnataka Panchayati Raj (KPR) Act 1993 and also specify its headquarters. In case of a district like Belgaum and Chikamagalur, the Government may order that an area with a population of not less than 2,500 may be so declared as a panchayat.

Under Sections 119(1) and 158(1) of the KPR Act, 1993, for each taluk, there shall be a Taluk Panchayat (TP) and for each district there shall be a Zilla Panchayat (ZP), having jurisdiction over the entire taluk and district, respectively. The Constitution of a Grama Panchayat, Taluk Panchayat and Zilla Panchayat includes elected members and also ex-officio members.

This chapter is a detailed discussion on the structure and functions of a Zilla Panchayat, as experienced in Karnataka. This is additional materials to those discussed under the Zilla Panchayat in the previous chapter. The discussion in the previous chapter on ZP has been for the sake of completing discussions on the three-tier system of panchayats in Karnataka, while that here is for making a special case of ZP and in particular to Mysore District.

5.1. Zilla Panchayat and Its Incorporation

There shall be constituted, for each district, a Zilla Panchayat having jurisdiction over the entire district excluding such portions of the district as are included in smaller urban areas or are under the authority of Municipal Corporations, a Town Panchayat or an Industrial Township, constituted under any law for the time being in force (substituted by Act 29 of 1997 w.e.f. 20.10.1997):
Provided that a Zilla Panchayat may have its office in any area comprised within the excluded portion of the district and in such area may exercise its powers and functions over schools and other institutions under its control or management.

5.2. Constitution of Zilla Panchayat

Every Zilla Panchayat shall consist of the elected members as determined under Section 160, the members of the House of People and the members of the State Legislative Assembly representing a part or whole of the district, whose constituencies lie within the district, the members of the Council of State and the members of the State Legislative Council who are registered as electors within the district; and the Adhyakshas of Taluk Panchayats in the district.

The members of the House of People, the State Legislative Assembly, the Council of States and the Legislative Council and the Adhyaksha of Taluk Panchayat referred to in Clauses (ii), (iii) and (iv) of Subsection (1) shall be entitled to take part in the proceedings of, and vote at, the meetings of Zilla Panchayat, except at a special meeting convened for the purpose of election of Adhyakshas and Upadhyakshas under Subsection (1) of Section 177 or for considering a no confidence motion under Subsection (3) of Section 179 (substituted by Act 29 of 1997 w.e.f. 20.10.1997).

Notwithstanding anything contained in this Section or Sections 160, 161, and 162 but subject to any General or Special Orders of the Government, where two-thirds of the total number of members of any Zilla Panchayat required to be elected, have been elected, the Zilla Panchayat shall be deemed to have been duly constituted under this Act.

The elected members of the Zilla Panchayat shall consist of persons elected from the taluks in the district, the number of members to be elected from each taluk being fixed by the Government, in accordance with the scale of one member for 40,000 people or part thereof of the population (substituted by Act 37 of 2003 w.e.f. 1.10.2003): Provided that in the case of Uttara Kannada and Chickamagalur districts, it shall be one member for 30,000 or part thereof of the population and in the case of Kodagu district, it shall be one member for 18,000 or part thereof of the population.
Upon the publication of the figures of each census, the number of elected members of a Zilla Panchayat, on the basis of the population of the district as ascertained at the Census (shall be determined by the Act 37 of 2003 w.e.f. 1.10.2003): Provided that the determination of the number as aforesaid shall not affect the then composition of the Zilla Panchayat until the expiry of the term of office of the elected members then in office.

Seats in the Zilla Panchayat (shall be reserved by Act 37 of 2003 w.e.f. 1.10.2003), for Scheduled Castes and for the Scheduled Tribes and number of seats so reserved shall bear, as nearly as may be, the same proportion to the total number of seats to be filled by direct elections in the Zilla Panchayat as the population of the Scheduled Castes in the district or of the Scheduled Tribes in the district bears to the total population of the district.

Such number of seats shall be one-third of the total number of seats in a Zilla Panchayat for persons belonging to the Backward Classes (Act 37 of 2003 w.e.f. 1.10.2003). The seats are reserved under this Subsection at 80 per cent of the total number of such seats for the persons falling under category ‘A’ and the remaining 20 per cent of the seats for the persons falling under category ‘B’ (substituted by Act 37 of 2003 w.e.f. 1.10.2003) and not less than one-third of the seats reserved for each category of persons belonging to the Scheduled Castes, Scheduled Tribes and Backward Classes and those of the non-reserved seats in the Zilla Panchayat for women (Act 37 of 2003 w.e.f. 1.10.2003). The seats reserved under Subsections (1), (2) and (3) shall be allotted by rotation to different constituencies in the district.

In this section shall be deemed to prevent the persons belonging to the Scheduled Castes or Scheduled Tribes or Backward Classes or women for whom seats have been reserved in a Zilla Panchayat from standing for election to the non-reserved seats in such Zilla Panchayat.

The area within the jurisdiction of every Zilla Panchayat, for the purpose of election to such Zilla Panchayat into as many signal member territorial constituencies as the number of members required to be elected under section 160, determine the extent of each territorial constituency which shall be a taluk or
part of a taluk and determine the territorial constituency or constituencies in which seats are reserved for the persons belonging to the Scheduled Castes, Scheduled Tribes, Backward Classes and Women. (Act 29 of 1997 w.e.f. 20.10.1997, 1999).

5.3. Structural Pattern of Zilla Panchayat (Figure 5.1)

**Source:** Human Development Report: 2008, Mysore District

The seats are reserved for the Scheduled castes, Scheduled tribes, women and backward classes not only for contesting in the elections but also for the office of the Adhyaksha and Upadhyaksha. In Mysore district, the reservation of seats for all three tiers is as follows:

Under the KPR Act 1993, the seats are not only reserved in favour of SC, ST and Women but the same has been extended in favour of Backward Classes also. Under Section 5 of Karnataka Panchayat Raj Act, 1993, a Grama Panchayat shall consist only of elected members. However, the Grama Panchayats can co-opt to each committee one person amongst the members of farmers, Club, Mahila Mandals, Yuvak Mandals and other similar bodies recognized by the Government, which are not subject to any of the disqualifications under Section 12 of the Karnataka Panchayat Raj Act 1993.
5.4. Zilla Panchayat Administrative Setup

The Government appoints the Chief Executive Officer to carry out administration of Zilla Panchayat and also appoints Chief Accounts Officer, Chief Planning Officer and one Deputy Secretary who work directly under the Chief Executive Officer and assist him/her, at the Taluk Level. The Executive Officers help CEO in implementing the Taluk Level Programmes (Figure 5.2).

Figure 5.2, Zilla Panchayat Administrative Setup

Source: www.rdpr.kar.nic.in

5.4.1. Functions of the Chief Executive Officer (CEO)

The Chief Executive Officer shall perform the following functions:

The official set of functionaries is headed by the Chief Executive Officer (CEO) who is not below the rank of the Deputy Commissioner of a district. If a suitable officer not below the rank of the DC of a district is not available for appointment as CEO of the Zilla Panchayat, the Government may for a period of three years from the date of commencement of the Karnataka Panchayat Raj (Amendment) Act, 1998 appoint an Officer of the Karnataka Administrative Service (Selection Grade) or an Officer belonging to the Development and Local Government Branch of the Karnataka General Services, holding a post in a Grade
equal to that of the Karnataka Administrative Service (Selection Grade) as CEO of the ZP.

(a) Exercise all the power specially, imposed or conferred upon him by or under the Act or under any other law for the time being in force

(b) Control the officers and officials of, or holding office under, the Zilla Panchayat subject to the general superintendence and control of the Adhyaksha and such rules as may be prescribed;

(c) Supervise and control the execution of all works of the Zilla Panchayat;

(d) Take necessary measures for the speedy execution of all works and developmental schemes of the Zilla Panchayat;

(e) Have custody of all papers and documents connected with the proceedings of the meetings of the Zilla Panchayat and its committees;

(f) draw and disburse monies out of the Zilla Panchayat Fund;

(g) Exercise such other powers and discharge such other functions as may be prescribed; and

(h) The Chief Executive Officer shall attend meeting of the Zilla Panchayat and shall have right to attend the meeting of any committee thereof and to take part in the discussion but shall not have right to move any resolution or to vote.

5.5. Chief Accounts Officer (CAO)

The Chief Accounts Officer shall advice the Zilla Panchayat in matters of financial policy and shall be responsible for all matters relating to the accounts of the Zilla Panchayat including the preparation of the annual accounts and budget.
The Chief Accounts Officer shall also ensure that no expenditure is incurred except under proper sanction and in accordance with this Act and rules and regulations made there under and shall disallow any expenditure not warranted by the Act or the rules or regulations for which no provision is made in the budget.

5.5.1. Accounts Section

It is headed by a senior Officer from the State Accounts Department, designated as Chief Accounts Officer. This section acts as Finance department as well as Audit department in Zilla Panchayat System (Figure 5.3). There will be two Accounts officers to assist the Chief Accounts Officer in his duties and functions. The CAO is the custodian of the Zilla Panchayat Fund and also he advises the Chief Executive Officer and President of the Zilla Panchayat in Financial matters. He will directly Work under the Chief Executive Officer.

5.5.2. Preparation of Budget and Monthly/Annual accounts

The Chief Accounts Officer prepares the Budget of the Zilla Panchayat for Non-plan expenditures. He/She will assist the C.E.O in the re-appropriation of grants at the end of the financial year. He/She prepares the Monthly and Annual Accounts based on the Treasury Schedules and Utilization certificates obtained from the Implementing officers.

Figure 5.3, Accounts Section Setup

Source: www.rdpr.kar.nic.in
5.5.3. Funds Flow in Zilla Panchayat

Zilla Panchayat receives the funds from the consolidated fund of the state and centre in the following categories (Figure 5.4).

1. Plan Funds.
2. Non-Plan funds.
3. Additional grants

Plan and Non-Plan funds are released by the State Government to the Z.P in a Quarterly basis and Zilla Panchayat in turn releases these funds to the District level Officers of different Departments, Taluk Panchayats and Grama Panchayats in Monthly/Quarterly basis. Funds is also released from the Central Government to the various Programmes/Schemes implemented through the Zilla Panchayat and its subsidiary systems such as Taluk Panchayats and Grama Panchayats.

5.5.4. Plan Funds

It is received both from State as well as Central Government for the execution of developmental activities/works including the creation of the new infrastructures and their maintenance. In addition, various centrally sponsored schemes such as MGNREGA, IAY, SGSY and others. For the welfare of the scheduled castes and tribes, grant is also released through a separate programme called Special Component Programme (SCP). For the Plan programmes, the financial allocation is made by the Government on the basis of:

- Population
- Actual Needs
- Backwardness (determined by specific parameters)

5.5.5. Non-Plan Funds

It is mainly meant to meet the committed expenditure of the different departments (mainly the salary) and also the maintenance of the infrastructures
which are already created. These funds are exclusively released to the Zilla Panchayat from the State Government.

### 5.5.6. Additional Grants

These funds are not provided in the budget of the Zilla Panchayat and hence it is called the Extra budgetary or non-budgetary Grants. Usually it is released by the State / Central Government to meet out the emergency needs such as to provide drinking water, formation of roads, to create rural employment at the drought prone areas, for the control of epidemic diseases and to meet the deficiency of the budget.

**Figure 5.4, The Funds Flow Chart**

![Funds Flow Chart](source: www.rdpr.kar.nic.in)

### 5.5.7. Financial Control and Audit

The Chief Accounts Officer through his/her Accounts officer (Audit and Compilation) conducts the internal audit of the different departments / Institutions, which are coming under the administrative control of the Zilla
panchayat. He/She will watch the expenditure of the implementing officers against the grants released to them. He/She will also keep an eye on the strict adherence of the norms prescribed for schemes during their implementation by the Executives.

5.6. Planning Section

Figure 5.5 shows the Planning Section setup of the Zilla Panchayat.

5.6.1. Functions of the Chief Planning Officer (CPO)

The functions of the Chief Planning Officer are:

1. Formulating Perspective Plan, Five Year Plan and Annual Plan for the development of district.

2. Determining priorities for the District. Based on these priorities, allocating outlays to sectors/departments and ensuring outlays for some earmarked programmes.
3. Guiding the District Officers in the formulation of suitable schemes in accordance with local needs and local resources in the framework of District Objectives.

4. Finalising physical targets for various sectors in consultation with concerned Department.

5. Identifying area for integration and ensuring their integration in the sectoral plans.

6. Determining size of the Taluk Panchayat Sector outlay and distribution of the same among Taluk Panchayats on the basis of the objective criteria.

7. Assisting in inter-departmental co-ordination, guiding the Taluk Panchayats in formulation of Taluk sector Plan and ensuring incorporation of the Plan proposals of Taluk sector plan in the District Plan.

8. Assisting Gram Panchayats in the preparation of the Annual Development Plan and incorporating the same in the District Plan.

9. Preparing the Action Plan of various schemes, including RD and PR schemes in consultation with field departments.

10. Monitoring the progress of implementation of District Plan including achievement in targets, maintenance of time schedule and initiation of corrective action.

11. Assisting in releasing the grants to various departments based on priorities and MMRs.

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12. Furnishing vital information concerning Planning to the Planning Department at the State level and creating the data bank at the district level with help of district level officers.

13. Carrying out such assignments as are given from time to time by the State Level District Planning Division.

14. To tour at least ten days in a month to closely monitor the implementation of various Plan programmes in relation to annual action plan, targets and achievements as per Monthly Meeting Review (MMR) and Karnataka Development Project (KDP) and to know the bottlenecks and suggest suitable solutions to overcome the bottlenecks, if any. To invariably send the approved tour dairy to the Director, District Planning division.

15. Any other work entrusted by the CEO, Zilla Panchayat.

5.6.2. **Project Appraisal and Evaluation Officer (PAEO)**

The Project Appraisal and Evaluation Officer has the following responsibilities:

1. Preparing the Manpower Budget for the district. Identifying pockets of unemployment, period and nature of unemployment and formulating an employment Plan and dovetailing the same with the district’s development plan.

2. Identifying and initiating training programmes in area suited to the district needs.

3. Organising coordinated training programme for officers and personnel in the field cadres from time to time.

4. Maintaining liaison with the Lead Bank of the district in the preparation of the credit plan for the district.
5. Preparing Banking plan and credit plans for the district, taluk and ensuring mobilization of institutional credit through various financing agencies.

6. Reviewing District Credit Plans.

7. Integrating District Credit Plan with the District Development plan.

8. Any other work entrusted by the Chief Planning Officer.

5.6.3. Statistical Officer

The Statistical Officer of the Zilla Panchayat has the following functions:

1. Maintaining all statistical information Talukwise/Grama Panchayat wise relevant to Planning and Development and ensuring the updating of such data periodically.

2. Maintaining benchmark data on important socio-economic aspects in “Grama-Namune” and updating the same every year.

3. Reviewing and monitoring plan expenditure periodically.

4. Preparing monthly review of the implementation of the plan programme in the district.

5. Any other work entrusted by the Chief Planning Officer.

5.6.4. Planning Assistant

Similarly, the planning assistant at the Zilla Panchayat has his responsibilities fixed as follows:

1. Carry out such assignments as are entrusted from time to time by the Chief Planning Officer and other officers of planning unit of Zilla Panchayat.
5.7. Deputy Secretary

He shall assist the Chief Executive Officer in the performance of his duties.

5.7.1. Administration. Development and Council Section

Under the provisions of Section 196(2) of the Karnataka Panchayat Raj Act 1993, Government have appointed Deputy Secretaries to the Zilla Panchayat. They will assist the Chief Executive Officer in the performance of his duties prescribed under Section 197 of the said Act (Figure 5.6). Accordingly, the Deputy Secretary will assist in respect of administrative and developmental activities. He will also be functioning as Ex-officio Secretary of the Standing Committees constituted under the provisions of section 186 of Karnataka Panchayat Raj Act 1993.

Figure 5.6, Administration Section Setup

![Administration Section Setup Diagram]

Source: www.rdpr.kar.nic.in

5.7.2. Functions of Deputy Secretary (Administration)

Administration

(a) Control over Personnel coming under the Jurisdiction of Zilla Panchayat including Rural Development Department.

(b) Sanction of Leave and Advances.

(c) Purchases of Vehicles and maintenance.
Structure and Functions of Zilla Panchayat

(d) Purchase of Stationery and Furniture etc.,
(e) Administrative control of all departments including Taluk Panchayat.
(f) Inspections of subordinate offices.
(g) Reviewing of Diaries of Subordinate Officers.
(h) According of administrative sanctions on the proposal of subordinate Officers.
(i) Any other work entrusted by the Chief Executive Officer.

Development

(a) Implementation of Rural Development and Panchayat Raj Schemes.
(b) Drinking water supply schemes
(c) Minor Irrigation works.
(d) Roads, Bridges and Buildings.
(e) Special Component Programmes.
(f) 10th Finance Schemes.
(g) Stamp Duty.
(h) Central Government Schemes.
(i) Any other work entrusted by the Chief Executive Officer.
(j) Housing Schemes
(j) Administrative control of Grama Panchayat.

5.8. Council Section

(a) Serving notices and preparing agenda for Zilla Panchayat Meetings, Standing Committee meetings.
(b) Preparing meeting Proceedings.
(c) Compilation of answers, to the questions raised by Zilla Panchayat Members.
(d) Reviewing proceedings of meetings conducted by taluk panchayat & grama panchayat.
(e) Payment of allowance/sitting fee to the Zilla Panchayat, Members.
5.9. Functions of Zilla Panchayat

The Zilla Panchayat shall perform the functions specified in the Schedule III.

These include overall supervision, co-ordination and integration of development schemes at taluk and district levels and preparing the plan for the development of the district:

- Promotion of measures to increase agricultural production and to popularize the use of improved agricultural implements and the adoption of improved agricultural practices, opening and maintenance of agricultural and horticultural farms and commercial farms, establishment and maintenance of godowns, conducting agricultural fairs and exhibitions, management of agricultural and horticultural extension and training centers and training of farmers, planning and implementation of land improvement and Soil Conservation programmes entrusted by the Government.

- Construction, renovation and maintenance of minor irrigation works, providing for the timely and equitable distribution and full use of water under irrigation schemes under the control of the Zilla Panchayat, watershed development programmes and development of ground water resources.

- Establishment and maintenance of taluk and village veterinary hospitals, first-aid centers and mobile veterinary dispensaries, improvement of breed of cattle, poultry and other livestock, promotion of dairy farming, poultry and piggery and prevention of epidemics and contagious diseases.

- Development of fisheries in irrigation works vested in the Zilla Panchayat, promotion of inland, brackish water and marine fish culture and implementation of fishermen's welfare programmes.

- Promotion of rural and cottage industries, establishment and management of training-cum-production centers, organization of marketing facilities for products of cottage and village industries and implementation of schemes of State Boards and All India Boards and Commissions for development of
rural and cottage industries and promotion of small-scale industries, promotion of rural housing programme, and promotion of drinking water and rural sanitation programmes, promotion of social and farm forestry, fuel plantation and fodder development, management of minor forest produce of the forest raised in community lands and development of wasteland.

- Construction and maintenance of district roads and culverts, causeways and bridges (excluding State Highways and village roads) and construction of administrative and other buildings in connection with the requirements of the Zilla Panchayat, promotion and development of non-conventional energy sources, planning, supervision and monitoring the implementation of poverty alleviation programmes.

- Promotion of educational activities in the district including the establishment and maintenance of primary and secondary schools, establishment and maintenance of ashram schools and orphanages and survey and evaluation of education activities.

- Establishment and maintenance of rural artisan and vocational training centers, encouraging and assisting rural vocational training centers, planning and implementation of programmes of adult literacy and non-formal educational programmes.

- Management of hospitals and dispensaries excluding those under the management of Government or any other local authority, implementation of maternity and child health programmes, implementation of family welfare programmes and implementation of immunization and vaccination programme, promotion of programmes relating to development of women and children, promotion of school health and nutrition programmes and promotion of participation of voluntary organizations in women and child development programmes.

- Promotion of social welfare programmes, including welfare of the handicapped, mentally retarded and destitute, promotion of educational,
economic, social, cultural and other interests of the Scheduled Castes, Scheduled Tribes and Backward Classes, protecting such castes, tribes and classes from social injustice and all forms of exploitation, establishment and management of hostels of such castes, tribes and classes and supervision and management of hostels in the district, distribution of grants, loans and subsidies to individuals and other scheme for the welfare of Schedule Castes, Scheduled Tribes and Backward Classes.

- Maintenance of community assets vested in it or transferred to it by the Government or any local authorities or organisation, assisting the Government in the preservation and maintenance of other community assets, promotion of social and cultural activities, public distribution system, rural electrification, promotion of co-operative activities, promotion of libraries and such other functions as may be entrusted (Section 184 substituted by Act No. 29 of 1997).

The Government may assign to a Zilla Panchayat functions in relation to any matters to which the executive authority of the Government extends or in respect of the functions which have been assigned to the State Government by the Central Government, The Government may, by notification, withdraw or modify the functions assigned under this section.

**5.9.1. Standing Committees**

The Zilla Panchayat shall have the following Standing Committees, namely:

(a) General Standing Committee;

(b) Finance, Audit and Planning Committee;

(c) Social Justice Committee;

(d) Education and Health Committee; and

(e) Agriculture and Industries Committee.

Each Standing Committee shall consist of such number of members not exceeding seven including the Chairman as specified by the Zilla Panchayat elected by the members of the Zilla Panchayat from amongst the elected
members. The election of members of standing Committee shall be held as soon as may be after every general election of member of Zilla Panchayat or on its reconstitution or establishment under this Act or immediately before the expiry of the term of office of the members of the Standing Committee (Act 29 of 1997): Provided that the Social Justice Committee shall consist of at least one member who is a woman and one member from either the scheduled castes or the scheduled tribes whichever has more number of elected members.

The term of office of every member of the standing committee shall, save as otherwise provided in this Act, be twenty months from the date of his election or till he ceases to be a member of the Zilla Panchayat, whichever is earlier.

The Adhyaksha shall be the ex-officio member and Chairman of the Finance, Audit and Planning Committee. The Upadhyaksha shall be the ex-officio member and Chairman of the General Standing Committee. The other standing committees shall elect the Chairman from among their members (Act 29 of 1997 w.e.f. 20.10.1997). No member of the Zilla Panchayat shall be eligible to serve on more than two Standing Committees. The Chief Executive Officer shall be the Ex-officio Secretary of the General Standing Committee and the Finance, Audit and Planning Committee and he shall nominate one of the Deputy Secretaries as Ex-officio Secretary for each of the remaining standing committees. The Chief executive officer shall be entitled to attend the meetings of all the standing committees.

5.9.2. Functions of the Standing Committees

The General Standing Committee shall perform functions relating to the establishment matters and functions relating to communications, buildings, rural housing, village extensions, relief against natural calamities and allied matters and all miscellaneous residuary matters.

The Finance and Planning Committee shall perform the functions relating to, the finances of the Zilla Panchayat, framing of budgets, scrutinising proposals for increase of revenue, examination of receipts and expenditure statements, consideration of all proposals affecting the finances of the Zilla Panchayat and general supervision of the revenue and expenditure of the Zilla Panchayat, the
plan priorities, allocation of outlays to developments, horizontal and vertical linkages, implementation of guidelines issued by the Government, regular review of planned programs, evaluation of important programs and small savings schemes.

The Social Justice Committee shall perform functions relating to, the promotion of educational, economic, social, cultural and other interests of the Scheduled Castes and Scheduled Tribes and Backward Classes, protecting them from social injustice and all other forms of exploitation, amelioration of the Scheduled Castes and Scheduled Tribes and Backward Classes and securing social justice to the Scheduled Castes and Scheduled Tribes, women and other weaker sections of the society.

The Education and Health Committee shall perform the following functions; to be in charge of all educational activities of the Zilla Panchayat, undertake the planning of education in the district within the framework of the national policy and the national and state plans, survey and evaluate the educational activities of the Zilla Panchayat, perform such other duties pertaining to education, adult literacy and cultural activities as the Zilla Panchayat may assign to it, health services, hospitals, water supply, family welfare and other allied matters.

The Agriculture and Industry Committee shall perform functions relating to, the agricultural production, animal husbandry, co-operation, contour bunding and reclamation, village and cottage industries, promotion of industrial development of the district.

The Standing Committees shall perform the functions referred to above to the extent the powers are delegated to them by the Zilla Panchayat. The Committees shall perform in respect of matters assigned to them such additional duties as may be prescribed.

The Zilla Panchayat may frame regulations relating to election of members of committees conduct of business therein and all other matters relating to them. The Chairman of every committee shall in respect of the work of that committee be entitled to call for any information, return, statement or report from the office
of the Zilla Panchayat and to enter on and inspect any immovable property of the
Zilla Panchayat or any work in progress concerning the committee. Each
committee shall be entitled to require attendance at its meetings any officer of the
Zilla Panchayat who is connected with the work of the committee. The Chief
Executive officer shall under instruction of the Committee, issue notices and
secure the attendance of the officer.

The Zilla Panchayat may, by notification delegate to the Chief Executive
Officer or other officer any of the powers conferred by or under this Act on the
Zilla Panchayats. The Zilla Panchayat may, by notification, turn, divert,
discontinue or permanently close any road which is under the control and
administration of, or is vested in, the Zilla Panchayat. Before issuing a
notification under sub-section (1), the Zilla Panchayat shall publish in such
manner as may be prescribed a notice of its proposal inviting objections and shall
take into consideration any objections received.

The Zilla Panchayat shall have powers to do all acts necessary for or
incidental to, the carrying out of the functions entrusted or delegated to it and, in
particular, and without prejudice to the foregoing powers to exercise all powers
specified under this Act.

Subject to the general or special orders of the Government, a Zilla
Panchayat may incur expenditure on education or medical relief outside its
jurisdiction and provide for carrying out any work or measure likely to promote
the health, safety, education, comfort, convenience or social or economic or
cultural well-being of the inhabitants of the district, contribute to associations of
all India, State or Inter-State level, concerned with the promotion of local
Government and to exhibition, seminars and conferences within the district
related to the activities of Grama Panchayat, Taluk Panchayat and Zilla
Panchayat; and render financial or other assistance to any person for carrying on
in the district any such activity which is related to any of the functions of the said
bodies.

Subject to the provisions of the Karnataka Traffic Control Act, 1960, a
Zilla Panchayat may subject to such rules as may be prescribed and to the
regulations framed by the Zilla Panchayat, notify that any road vested in it shall not be used by any vehicle of such form, construction, weight or size, or laden with such machinery or other unwieldy objects as may be deemed likely to cause injury to the roadway or to any construction thereon or risk or obstruction to other vehicles or to pedestrians except under the licenses issued by the Chief Executive Officer and in accordance with the regulations framed from time to time as regards speed, time, fees, mode of traction or locomotion, use of appliances for protection of the roadway, number of lights and assistants and other general precautions.

5.9.3. Powers and Duties of the Adhyaksha

The Adhyaksha shall be the Executive Head of the Zilla Panchayat and shall, convene, preside at and conduct meetings of the Zilla Panchayat, discharge all duties imposed and exercise all the powers conferred on him by or under this Act or perform such functions entrusted to him by the Government from time to time, exercise such administrative supervision and control over the Chief Executive Officer for securing implementation of resolutions or decisions of the Zilla Panchayat or of the Standing Committees which are not inconsistent with the provisions of this Act, or any general or specific directions issued under this Act (inserted by Act 37 of 2003), exercise overall supervision over the financial and executive administration of the Zilla Panchayat and place before the Zilla Panchayat all questions connected therewith which shall appear to him to require its orders and for this purpose may call for records of the Zilla Panchayat; and have power to accord sanction up to a total sum of rupees one hundred thousand in a year for the purpose of providing immediate relief to those who are affected by natural calamities in the district, provided that the Adhyaksha shall place at the next meeting of the Zilla Panchayat for its ratification, the details of such sanctions.

5.9.4. Powers and Duties of the Upadhyaksha

The Upadhyaksha of the Zilla Panchayat shall, ‘exercise the powers and perform the functions of the Adhyaksha, when he is absent on leave or is
incapacitated from functioning (for when the office of Adhyaksha is vacant and in the absence of the Adhyaksha (or when the office of Adhyaksha is vacant) preside over the meetings of the Zilla Panchayat (inserted by Act 1 of 1997). Every contract or agreement entered into on behalf of the Zilla Panchayat shall be binding on the Zilla Panchayat only if the said contract or agreement is executed in accordance with the provisions of this section.

The Chief Executive Officer shall execute contracts or agreements on behalf of the Zilla Panchayat in respect of matters which he is empowered to carry out under the provisions of this Act. He may execute such contract or agreement on behalf of the Zilla Panchayat upto such amount of value of contract or agreement as may be specified by the Government from time to time. In all other cases he shall execute a contract or agreement only with the sanction of the Zilla Panchayat.

**Conclusion**

This chapter has presented the structure and functions of the Zilla Panchayats in Karnataka, in greater detail than in the previous chapter, where it has been discussed in the light of the three-tier panchayat system in place in the State of Karnataka. Essentially, this chapter has pointed out, extracting from the legal documents on the matter, the responsibilities different people who man the Zilla Panchayat and also the functions relating to rural development programmes and schemes. In the following chapter, the discussion is entirely on the data and analysis and the interpretation of the analytical results of data collected from the beneficiaries of the rural development schemes, functionaries of the three-tier panchayat system in Mysore district and the elected members of the grama panchayats, taluk panchayats and zilla panchayats.
References:


Karnataka Panchayat Raj Act 1993: Government of Karnataka, Department of Law and Parliamentary Affairs : 159-163.


