

Minutes of the Executive Council of Kerala Institute of Local Administration (KILA) held at 5.00 p.m on 10.9.2013 in the chamber of the Principal Secretary to Government, Local Self Government Department, Secretariat Annexe, Thiruvananthapuram.

Present:

1. Sri James Varghese, IAS
Principal Secretary to Government
Local Self Govt Department. : Chairman
2. Sri C.Radhakrishna Kurup
Joint Director of Urban Affairs
(Representing the Director) : Member
3. Sri C.N Babu
Joint Director of Panchayats
(Representing the Director) : Member
4. Sri E.K Prakash
Special Secretary to Government
Finance Department. : Member
5. Dr.P.P Balan
Director, KILA : Member

Item No.1

Confirmation of the minutes of the meeting of the Executive Council held on 13.6.2013

The minutes of the Executive Council of KILA held on 13.6.2013 were confirmed.

Item No.2

Action taken report on the decisions of the meeting held on 13.6.2013.

The Executive Council approved the action taken report on the decisions of the meeting held on 13.6.2013.

Item No.3

Extension of Child Resource Centre (CRC) at KILA and CRC Staff

- Executive Council discussed the matter in detail and took the following decisions.

- Ratified the action taken by the Director, KILA extending the CRC activities and staff for a period of two months w.e.f 1.7.2013.
- Approved the Walk-in-Interview held for engaging a suitable person to the post of Training/Research Associate in the Centre on contract basis.
- Executive Council decided to extend the activities of CRC and Staff up to 31 March 2014. Further extension of the Centre will be based on an evaluation on the activities of the CRC by a Competent Agency or UNICEF and with the approval of the Executive Council.
- It was decided to realize the overhead charges of 5% offered by UNICEF till 31.3.2014.

Item No.4

Furnishing of South Asia School of Local Governance

The Executive Council deferred item of Agenda with direction to place the matter in the next meeting along with the methodology adopted for purchase of furnishing material and utensils for SAS and guest houses.

Item No.5

Data Cabling and telephone cabling to the newly built South Asia School of Local Governance

Executive Council ratified the action taken by the Director for placing orders with ITI Limited for the data cabling and telephone cabling works for revised estimate of Rs.13,78,003/-.

Item No.6

Maintenance and Painting of Guest Houses

Executive Council accorded administrative sanction for the maintenance and painting of guest houses and approved the estimate of Rs.48,05,000/- submitted by the Kerala

State Construction Corporation for maintenance of Guest House No.1 (left portion) and Guest House No.2 subject to verification by the Consultant Engineer of KILA. It was also decided entrust the check measurement of all the work by the Consultant Engineer of KILA.

Item No.7
Campus Beautification

Executive Council approved campus beautification activities done by the Director and ratified the payment of Rs. 1,48,505/- in this regard. It was also directed to certify the works done by the Consultant Engineer of KILA.

Item No.8
Set up of an Art Gallery on Gandhi

- Executive Council discussed the proposal in detail and accorded permission to engage Artist Eby N Joseph for setting up an Art Gallery on Gandhi's Grama Swaraj.
- Sanction was also accorded for utilization of Rs.8 lakhs earmarked for the infrastructure development and maintenance of KILA in the Plan Fund.
- Executive Council constituted a monitoring committee with the following members.
 1. Representative of Kerala Lalithakala Akademi.
 2. Representative of College of Fine Arts, Thrissur.
 3. Consultant Engineer of KILA.
 4. Director, KILA.

Item No.9
Replanting of KILA Lawns

- Executive Council approved the proposal for replanting of KILA Lawns. It was decided to entrust the work to Kerala Agricultural University, Thrissur.

- Executive Council also held discussion regarding the non-utilization of the two ponds done as part of rain water harvesting initiatives and directed to renovate the ponds which has been lying idle and to make it functional.

Additional Agenda

Item No.1

Creation of a new Website for KILA

The Executive Council considered matter and directed to submit with more details of the proposal as regards to the inevitability, use and continual maintenance of the new website in the next meeting of the Executive Council.

Item No.2

Shifting of Centre for Urban Studies to South Asia School of Local Governance

Executive Council accorded administrative approval for shifting of Centre for Urban Studies to South Asia School of Local Governance and related expenditure of Rs.12,93,250/- (cost of furniture and computer and accessories) provided, the procurement procedure is followed.

Item No.3

Additional works to be carried out in KILA on priority basis

Executive Council accorded administrative sanction for the following urgent works.

1. Roofing for 200 KVA Generator Set at SAS : Rs.1,42,376/-
2. Maintenance work in the Kitchen : Rs.1,79,425/-

It was also decided to follow the procurement procedure in purchase.

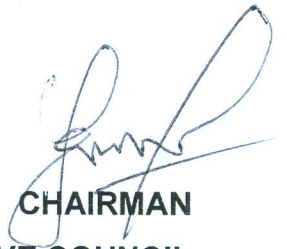
Item No.4

Appointment of Mr.Satish Menon as Consultant for a period of 10 months

Executive Council approved activities initiated by KILA so far in connection with the upcoming Global Conference on Local Governance.

With regard to the appointment of Mr.Satish Menon for a period ten months, Executive Council admitted the proposal subject to the approval of the Conference Committee.

The meeting concluded at 6.00 p.m.



**CHAIRMAN
EXECUTIVE COUNCIL**

James Varghese IAS
Principal Secretary to Government
Fisheries, Ports & Environment Depts
Govt. Secretariat /CRS