

Provincial Council Secretariat

Agency Results Framework 2017 - 2020

Council Secretariat

Introduction

As per the provisions in the Constitution of Democratic Socialist Republic of Sri Lanka and Provincial Council Act. 42 of 1987, elections were conducted and North East Provincial Council (NEPC) was constituted on 5th December 1988. After the demerger of the North East Province, the first election was held on 10th May 2008 and the Eastern Provincial Council was set up. When its period was over, it was dissolved and the second election was held on 08.09.2012 and the present Council was set up on 24.09.2012.

In terms of Article 154 G, Provincial Councils make statutes applicable to the province with respect to any matter set out in the 9th schedule (Provincial Council List). Total members of the assembly are 37 consisting of 14 members from Ampara, 11 from Batticaloa, 10 from Trincomalee and in addition 02 members from bonus system.

Key Functions

- Undertaking all needed arrangements for proper sittings of the Eastern Provincial Council
- Tabling motions and questions in accordance with the council procedure
- Publishing Hansards
- Undertaking administrative activities in order to get the official privileges for the Members of Provincial Council
- Appointing personal staff to the Members of the Provincial Council
- Ensuring availability of all facilities and providing services to the Members of the Provincial Council
- Undertaking legal activities for the implementation of policies and decisions of the Eastern Provincial Council
- Maintaining good relationship between the Eastern Provincial Council and Central Government
- Taking action to conduct training for the Members of the Provincial Council, their personal staff and the council staff
- Conducting meetings of recognized sub committees
- Undertaking administrative and management activities with regard to the Members of the Provincial Council and staff of council secretariat

Medium-term Agency Results Framework

Eastern Provincial Council

Agency : Council Secretariat

Vision :

Excellent Provincial Council Secretariat providing conducive environment to council members for high quality services and good governance.

Mission :

Providing institutional support for elected council by adopting standing orders, documentation of assembly proceedings and facilitating to preserve the rights and privileges of the councillors equitable.

Thrust Areas :

1. Strengthening proceeding of council

Goal 1: Well-equipped council and residence

Goal 2: Organized and conducted Council and committee Session

Goal 3: Ensured passing of required statutes

Goal 4: Improved skill and knowledge of members and provided legal entitlement.

2. Maintenance records, documentation and publication.

Goal 1: Published Hansards in time.

Goal 2: Maintained informative library and records

3. Institutional development and governance

Goal 1: Trained and skilled staff for better performance.

Thrust Area 1 : Strengthening proceeding of council

Goals	Key Performance Indicators (KPIs) <i>related to Goals</i>	Baseline	Targets			
		2015	2017	2018	2019	2020
1.1 : Well-equipped council and residence Key Activities: 1. Providing office equipment & furniture 2. Improving quarters facilities	Outcome: i. Facilities in place (Equipment, Furniture & Quarters)	70%	75%	80%	85%	90%
	Output: i. Furniture & equipment ii. Quarters	25 2	33 3	36 4	40 4	45 5
1.2 : Organized and conducted council and committee sessions Key Activities: 1. Organizing council and committee sessions	Outcome: i. Participation of ruling and opposition members in the session ii. Reports from committee	50% 40%	65% 60%	70% 70%	80% 80%	85% 90%
	Output: i. Council sessions ii. Committee sessions	15 12	18 15	20 18	22 20	24 22
1.3 : Ensured passing of required statutes Key Activities: 1. Preparing statutes 2. Tabling statutes	Outcome: i. Statutes assented	2	3	1	3	2
	Output: i. Statutes prepared ii. Statute passed	2 3	3 4	4 5	5 6	6 7

Thrust Area 1 : Strengthening proceeding of council

Goals	Key Performance Indicators (KPIs) <i>related to Goals</i>	Baseline	Targets			
		2015	2017	2018	2019	2020
1.4 : Improved skill and knowledge of members and provided legal entitlement Key Activities: 1. Arranging exposure visits 2. Conducting trainings	Outcome: i. Development proposals approved by PPC	75%	85%	90%	95%	95%
	Output: i. Exposure visits	2	4	5	6	7
	ii. Foreign trainings	1	2	3	6	7
	iii. Local trainings	3	6	9	3	5

Thrust Area 2: Maintenance records, documentation and publication

Goals	Key Performance Indicators (KPIs) <i>related to Goals</i>	Baseline	Targets			
		2015	2017	2018	2019	2020
2.1 : Published Hansards in time. Key Activities: 1. Formulating & tabling Hansards 2. Recording & publishing council proceedings	Outcome: i. Hansards finalized	90%	100%	100%	100%	100%
	Output: i. Translated Hansards (No.of copies)	1000	1100	1200	1300	1400

Thrust Area 2: Maintenance records, documentation and publication

Goals	Key Performance Indicators (KPIs) <i>related to Goals</i>	Baseline	Targets			
		2015	2017	2018	2019	2020
2.2 : Maintained informative library and records Key Activities: 1. Improving informative library and records	Outcome: i. Books/Magazines/Records used by Members	70%	80%	85%	90%	95%
	Output: i. Books (Nos.) ii. Magazines (Nos.) iii Government publications (Nos.)	2000 1200 500	2200 1500 600	2500 1600 650	3000 1750 700	3500 2000 750

Thrust Area 3 : Institutional development and governance

Goals	Key Performance Indicators (KPIs) <i>related to Goals</i>	Baseline	Targets			
		2015	2017	2018	2019	2020
3.1 : Trained and skilled staff for better performance Key Activities: 1. Arranging exposure visits 2. Conducting training programmes	Outcome: i. Productivity awards ii Officers conducted follow up sessions after training iii Officers trained	- - 15	1 5 25	1 6 30	1 4 28	1 5 24
	Output: i. Exposure visits ii. Training programmes	2 3	3 5	4 6	5 7	6 6

