
BANGALORE WATER SUPPLY AND SEWERAGE BOARD (CONDUCT OF BUSINESS) ORDER, 1964

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BANGALORE WATER SUPPLY AND SEWERAGE BOARD (CONDUCT OF BUSINESS) ORDER, 1964

Whereas provisions for the summoning and holding of meetings of the Bangalore Water Supply and Sewerage Board, the times and places at which such meetings shall be held, the conduct of business thereat and the number of members necessary to constitute a quorum have to be made by the said Board by regulations made under Section 88 of the Bangalore Water Supply and Sewerage Act, 1964. And, whereas, difficulty has arisen in holding meetings of the said Board until such regulations are made and the said difficulty has to be removed. Now, therefore, in exercise of the powers conferred by Section 129 of the Bangalore Water Supply and Sewerage Act, 1964, the Government of Karnataka, hereby makes the following Order, namely

1. Title :-

This order may be called the Bangalore Water Supply and Sewerage Board (Conduct of Business) Order, 1964.

2. Definitions :-

In mis Order.

(1) "Act" means the Bangalore Water Supply and Sewerage Act, 1964 (Karnataka Act 36 of 1964);

(2) "Board" means the Bangalore Water Supply and Sewerage Board constituted under Section 3;

(3) "Chairman" means the Chairman of the Board;

(4) "Presiding Authority" means the Chairman or in his absence, any member elected to preside over any meeting of the Board;

(5) "Secretary" means the Secretary of the Board appointed under Section 12.

3. Meetings of the Board :-

(1) The Board shall meet at least once a month. The date, time and place of the meeting may be fixed with the approval of the Chairman.

(2) The Chairman may, if he thinks fit, and shall on receipt of a written requisition from the majority of the members, call a special meeting and fix the date, time and place for the special meeting.

4. Notice of meetings :-

Five clear days' notice of every meeting shall be given to all members. The-giving of such notice may be waived if the date, time and place of a meeting have already been fixed at a previous meeting, or if the Chairman considers it necessary to hold a meeting for the transaction of any emergent business.

5. Agenda :-

A copy of the agenda (with notes if any) shall be circulated to all members of the Board, before the date fixed for the meeting except where a meeting has been called by the Chairman for the transaction of emergent business:

Provided that the Board may, notwithstanding the non-circulation of the agenda and notes, if any, to members, proceed to transact the business on the agenda at any meeting.

6. Papers to be made available at the meeting :-

Papers connected with the items on the agenda shall be made available if required at the time of the meeting.

7. Procedure for urgent consideration of matters :-

Notwithstanding anything contained in clause (5), any matters not included in the agenda of a meeting of the Board on which decision of the Board is urgently required, may, with the approval of the presiding authority, be placed before the Board at such meeting and the Board may consider such matters.

8. Non-receipt of notice of meeting :-

Non-receipt of notice of meeting by any member shall not, by reason of such omission, invalidate the proceedings of or any resolution passed at such meeting.

9. Notice of proposition to be moved :-

(1) Any member who desires to move any proposition shall send a notice of such proposition together with a brief note setting out the reasons in support of the proposition to the Secretary at least seven days in advance of the meeting so as to enable the Secretary to include the proposition the agenda:

Provided that the presiding authority may at his discretion, allow such proposition to be moved in a meeting despite non-receipt of the notice of the proposition in time for inclusion in the agenda.

(2) Any member desiring to ask any information relating to any of the items on the agenda of a meeting or any other point concerning the affairs of the Board, shall give adequate notice to enable collection of the necessary information.

10. Disposal of business by circulation :-

Any proposal on which the decision of the Board is urgently required may be circulated to the members, and if approved by not less than two-thirds of the total number of members of the Board, may be deemed to have been passed as a resolution at a meeting of the Board duly convened. Such decision shall be placed before the next meeting of the Board for information.

11. Determination of the order of business to be transacted :-

The order in which business may be transacted or any item taken up for consideration at a meeting shall be determined by the presiding authority.

12. Quorum :-

Three members (including the Presiding Authority) shall form the

quorum.

13. Presiding Authority when Chairman is unable to attend
:-

(1) If the Chairman is, for any reason, unable to attend any meeting, the members present shall elect one amongst themselves to preside over the meeting.

14. Decisions by the Board and recording of such decisions
:-

(1) Decisions taken by the majority of the members present shall be deemed to be the decision of the Board.

(2) The decisions shall be recorded and compiled by the Secretary in an appropriate manner, after they are confirmed by the Board at the next meeting.

15. Powers of the Presiding Authority to correct errors or make alterations in the minutes :-

The presiding authority shall have the power to correct any obvious errors and to make drafting alterations in the minutes of the meeting provided that such corrections or alterations do not change the sense of the decision taken at the meeting.

16. Modification or cancellation of the decisions of the Board :-

No decision of the Board shall be modified or cancelled within three months after the date of such decision, except by a decision of two thirds of the number of members of the Board.