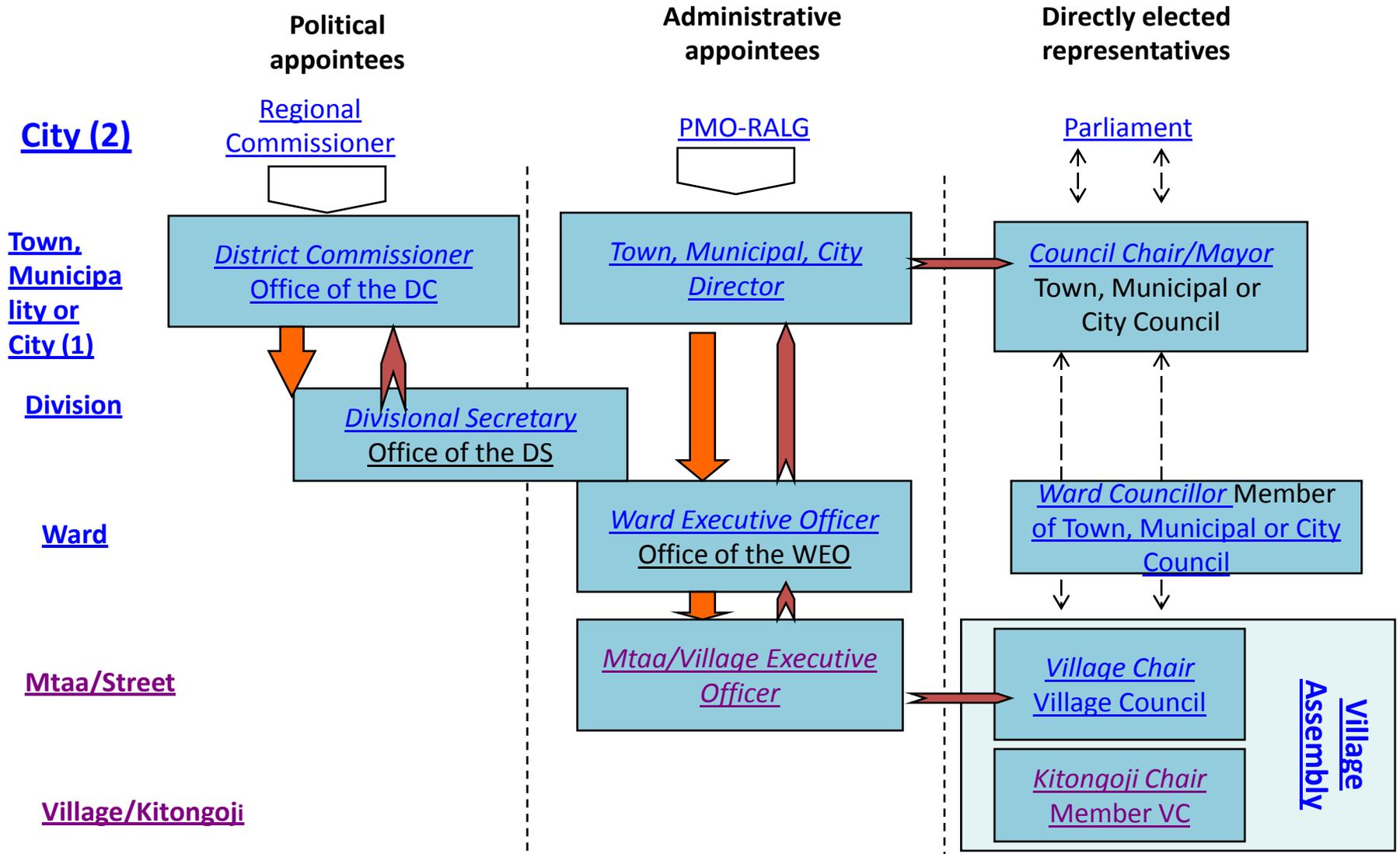


# Key institutions in URBAN local government



**Key:**

- Orange arrow: Lines of directives and flow of funds
- Brown arrow: Lines of reporting and direction of planning input
- Dashed line with arrow: Representational linkage but no formal reporting

DC: District Commissioner  
 DS: Divisional Secretary  
 PMO-RALG: Prime Minister's Office, Regional Admin. and Local Govt.  
 VC: Village Council

# Regions, Districts and Urban Authorities

- Tanzania is administratively divided into 26 Regions (21 Regions for mainland and 5 in Zanzibar) consisting of 136 “districts” of which 126 districts are on the mainland and 10 in Zanzibar.
- 
- Of the 126 mainland “districts”:
  - 15 are municipal councils, namely Ilala, Temeke, Kinondoni, Dodoma, Iringa, Bukoba, Moshi, Musoma, Morogoro, Mtwara/Mikindani, Sumbawanga, Songea, Shinyanga, Singida and Tabora
  - 7 are town councils, namely Kibaha, Kigoma, Lindi, Babati, Mpanda, Korogwe and Njombe
  - 5 are city councils are namely Dar es salaam, Mwanza, Mbeya, Tanga and Arusha, with Dar es Salaam City Council placed on top of the Ilala, Temeke and Kinondoni municipalities with a Regional Commissioner appointed for the City which is then treated as a region.
- 
- *Terminological confusion:*
  - Municipal and Town councils are sometimes referred to as Urban Districts since they have district commissioners.
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## Town, Municipal or City Council

- **Town, Municipal or City Council**
- *Establishment*
- Urban Authorities, including Town, Municipal and City Councils, are established by authority of the minister for local government through procedures laid out in the Local Government (Urban Authorities) Act, Cap 288.
- A city council may be established by upgrading an existing urban authority, such as a Municipality, to a City status or by establishing a City Council above existing urban authority or authorities, such as municipalities.
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# Membership of Town, Municipal or City Council

- *Membership of Town, Municipal or City Council consists of:*
  - a) one member elected from each of the wards within the town, municipality or city
  - b) the Member or Members of Parliament representing the constituency or constituencies within which the town, municipality or city is situated;
  - c) women members being not less than one third of all the members of the council to be proposed by the political Parties represented in the Council in proportion to their elected council members
  - d) not more than three other members appointed by the Minister from among the residents of the town, municipality or City.
- *Members of a City Council established over existing towns or municipalities*
- A city council established above existing urban authority or authorities shall consist of the following members:
  - a) a mayor elected by councilors of the urban authorities within the area of the city council from amongst elected councilors;
  - b) a deputy mayor elected by the councilors of the urban authorities within the area of the city council from amongst elected councilors except that where the mayor is from one urban authority, the deputy mayor shall be from a different urban authority;
  - c) all constituency members of Parliament, and at least two women members elected from amongst women members of Parliament from and resident in the city;
  - d) three councilors from each of the urban authorities and at least one of whom shall be a woman;
  - e) the mayor of each urban authority within the city council.

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# Chairmen, Mayors and Directors

- *Chairmen, Mayors and Directors*
- A Town Council is chaired by a Chairman, a Municipality and City by a Mayor. The Chairman or Mayor is elected by the respective members of the Town, Municipal or City Council from among themselves.
- In addition, every town council, municipality or city has a Town *Director*, Municipal Director or City Director appointed by the President or Minister for Local government.
- *Directors* are the Chief Executive Officers of the councils and secretaries to their meetings

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# District Commissioner

District Commissioner (DC)

## ***Appointment:***

The District Commissioner is appointed by the President although he is “subject to the directions, guidance or instructions of the Regional Commissioner” of his region.

## ***Functions and responsibilities***

The DC is the principal representative of the government in the district and “for that purpose all the executive functions of Government in relation to that district shall be exercised by or through the District Commissioner”.

The DC is responsible for securing the maintenance of law and order in the district, determining the specific direction of efforts in implementing the general policies of Government in the district, and shall exercise and discharge such other functions and duties as are conferred or imposed upon him by law....”

The DC shall facilitate and assist LGAs in the district to undertake and discharge their responsibilities

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# Town or Municipal Council

**Town or Municipal Council** [Acts Nos. 8 of 1992 s. 6; 4 of 1993 s. 3; 6 of 1999 s. 8; 4 of 2000 Sch.]

District councils are established by the Minister responsible for local govt. The Council replaces the old Development Council established under “Decentralization” and is an uncompleted attempt to restore the old town and municipal councils that had evolved under the British administration.

## *Composition*

The council is made up of:

- (i) Councilors elected one from each ward of the district, (ii) three members appointed by the Minister responsible for Local Govt (iii) the Member or Members of Parliament representing constituencies within the area of the district council in the Parliament; any other member of parliament whose nomination originated from organs of political parties within the area of jurisdiction of the district council and Women’s special seats amounting to at least one third of the members mentioned in (i), (ii) and (iii). These will be proposed by political parties in proportion to the number of seats each won on the council

The Director, is the Secretary to the Council. The Council elects its own Chairperson and Vice Chair from among itself and may, by a resolution supported by at least two thirds of the members remove the Chairman from office

## *Standing Committees*

Every council establishes standing committees for–

- (a) Finance, Administration and Planning;
- (b) Education, Health and Water; and
- (c) Economic Affairs, Works and Environment.

And may establish other standing committees (not exceeding three) as it thinks necessary.

## *Functions of Town or Municipal Councils*

The Council has broad authority to carry out functions as a local government authority in the area to look after the common interest of its residents.

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## The Town or Municipal Director

### The Town, Municipal or City Director

Every Town, Municipal or City Council has a Director, who is appointed by the President “upon such terms and conditions as the President may specify in the instruments of appointment”.

The Director is the chief executive officer of the Council. Although the Director is supposed to be answerable to the Town, Municipal or City Council, this has been very difficult since the Council does not hire or fire him, and besides, the Director controls the resources of the council.

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# Divisions and Wards

## Divisions and Wards

A Town or Municipality is divided into divisions and wards. The Town or Municipality council determines the number and sizes of divisions in its district (UA s29). The council also determines the number and size of wards in a division (also s29). But this conflicts with s30(2) which says: “The minister (for LG) ... may... divide the area of all or any of the district or urban councils ... into such number of wards as he may specify in the order”.

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## The Ward Councillor

The ward is the constituency for electing councillors to the district or urban councils

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## **Divisional Secretary**

### **Divisional Secretary**

The Divisional Secretary is appointed by the Minister for Local government

#### *Functions*

Divisional Secretary assists the District Commissioner in ensuring the maintenance of law and order in the division. In addition, he has the power to enforce all by-laws in his area of jurisdiction (but so does the Ward Secretary for the wards).

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# Ward Executive Officer

## Ward Executive Officer

The Chief executive officer for a ward is sometimes given as Ward Secretary but more commonly as the Ward Executive Officer (WEO). WEO is appointed by the Director

## *Ward Development Committee*

In every ward there is a Ward Devt Committee consisting of.

- (a) the councilor representing the ward who shall be its chairman
- (b) chairmen of all village councils within the ward;
- (c) any other person who is a member of the district council and who is ordinarily resident in the ward;

The ward executive officer (WEO) is the Secretary of the Ward Development Committee.

## *Functions of Ward Development Committee*

The Ward Development Committee is responsible for ensuring the implementation of the decisions and policies of the district council, and of the development schemes, which relate to the ward. It can initiate its own devt projects and implement them.

Funding for the Ward Development Committee is provided by the district council

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# Mtaa/Street

- A Mtaa or Street is a part or a division of a ward and includes a part or a division of a township situated within an area under the jurisdiction of an urban authority
- It has a chairman who is elected by a meeting of all the adult members of the Mtaa
- There is a Mtaa committee composed of not more than six members elected from amongst residents of the Mtaa. The functions of the Mtaa committee are–
  - (a) to implement (urban) councils' policies;
  - (b) to advise the (urban) Council on matters relating to development plans and activities of the Mtaa;
  - (c) to advise the Ward Development Committee on matters relating to peace and security in the Mtaa.
  - (d) to keep proper record of residents of the Mtaa;
  - (e) and to do such other things as may be conferred upon it by the Ward Development Committee.
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## **Villages and Vitongoji (Hamlets)**

### **Villages and Vitongoji (Hamlets)**

Each Ward consists of a specified number of villages. The village shall consist of not more than five vitongoji consisting of such number of households or of such a geographical area as may be determined by the village council and approved by the district council.

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# Village Assembly

## *Village Assembly*

The membership of the Village Assembly consists of all the people who are normally resident in the village and have attained the apparent age of 18 years

## *Functions of village assembly*

The village assembly is the supreme authority on all matters in relation to the affairs of the village. It is responsible for the election of the village council and the removal from the council of any or all of the members of the council, (including the Vitongoji chairpersons whom it does not elect?)

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# Village Council

## ***Village Council***

Village Council consists of a

- (i) Chairman who is elected by the village assembly;
- (ii) the Chairmen of all the Vitongoji within the village;
- (iii) Village councilors to be elected by the village assembly in such numbers that the size of the village council shall be at least 15 but not more than 25 members and at least 25 percent of all the council

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## ***The Village Executive Officer (VEO)***

### *The Village Executive Officer (VEO)*

The village executive officer (VEO) is the Secretary to the village council and its chief executive officer. He is hired and fired by the DED although he is allegedly accountable to the Village Council.

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## **Kitongoji or Hamlet Chairman**

### *Kitongoji or Hamlet Chairman*

The Kitongoji or Hamlet has a Chairman who is elected by all the adult members of the Kitongoji and may be removed from office by the decision of a simple majority of such members.

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## PMO-RALG

**PMO-RALG's functions:** (from: [www.pmoralg.go.tz](http://www.pmoralg.go.tz))

The role of the Ministry is to coordinate and supervise regional development management and administration. Thus, the ministry coordinates rural and urban development management policy and strategies; coordinates Regional Secretariats activities and builds their capacity in institutional development strategies for integrated socioeconomic development and financial development of Local Government Authorities. The Ministry also coordinates and supervises development planning and sectoral interventions on donor supported programmes at district and other locals levels; issues ministerial guidelines to Regional Secretariats and Local Government Authorities; and strengthen the channel of communication and information flow between the national and sub-national levels.

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