

ABSTRACT

The Arima Borough Council:
Its Organization and Operation, 1962-1982

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This thesis attempts to describe the working of the Arima Borough Council and to examine some problems and issues associated thereto.

Chapter I outlines the purpose and aim of the study and the justification for the period chosen. It also reviews some of the literature pertaining to local government in general and that in Trinidad and Tobago and the Commonwealth Caribbean in particular. Chapter II describes the structure, function and conduct of business of the Council, the organization and function of the departments of the Council's bureaucracy and finally identifies some changes in the administrative structure. Chapter III examines some operational problems associated with the Council and its relationship with the bureaucracy which serves it. Finally, it offers some suggestions for reform. Chapter IV gives an account of the financial state of affairs during the two decades immediately before 1962 and beyond. It also examines the system of budgeting, the state of financial accountability and purchase and supply in relation to effective financial management. Chapter V examines central controls which were exercised in the period

immediately before 1962 and thereafter. Chapter VI examines recruitment, selection and terms of employment, and the extent to which training and performance appraisal were used to develop an efficient and effective bureaucracy. Finally, it discusses labour-management relations. The final chapter, Chapter VII summarises the major points and issues raised in the preceding chapters and makes projections for a more efficient and effective system of local municipal administration.