

**SENSITISATION DURBAR HELD FOR
STAFF OF AWUTU SENYA DA ON THE
FUNCTIONS OF THE PUBLIC
RELATIONS AND COMPLAINTS
COMMITTEE AT THE S.D.A. CHURCH
AWUTU BERA KU ON 2ND MAY, 2019**

REPORT OF THE SENSITIZATION DURBAR HELD FOR STAFF ON 2ND
MAY, 2019 AT THE S.D.A. CHURCH

INTRODUCTION

The durbar was opened with a prayer said by Mr. Andrews Ofori Larbi, the District Head of the National Commission of Civic Education (NCCE).

Hon. Stephen Kwame Quaye, the District Chief Executive of the Awutu Senya District, was delighted to meet staff of the Assembly at the durbar and welcomed all to the gathering.

Purpose of the durbar

The Chairperson of the Committee, Hon. Justice Esseku Tetteh explained that the Public Relations and Complaints Committee has been established to do the following;

- (a) Educate the members of the public on the activities of the District Assembly;
- (b) Promote transparency, probity and accountability in the dealings of the District Assembly with the public;
- (c) Investigate complaints or allegations made against the conduct of the District Chief Executive, members of the District Assembly, staff of the District Assembly and staff of the departments of the District Assembly;
- (d) investigate complaints or allegations of administrative injustice, abuse and misuse of office and violation of the fundamental human rights of any member of the public in the District against the District Chief Executive, a member of the District Assembly, staff of the District Assembly and staff of the departments of the District Assembly;

(e) investigate a complaint or allegation of failure made by a person about the performance of the District Assembly or a department of the District Assembly in the discharge of its statutory duty or corporate responsibilities; and

(f) Perform any other functions reasonably related to its core functions that the District Assembly may decide.

(2) The Public Relations and Complaints Committee shall not investigate a matter which is pending before a court or the Commission on Human Rights and Administrative Justice.

(3) The Public Relations and Complaints Committee shall comply with the rules of natural justice in the performance of the functions of the Committee and make recommendations to the District Assembly in respect of its investigations for the appropriate action of the District Assembly.

(4) The Public Relations and Complaints Committee may make the following specific recommendations through the District Assembly:

(a) To the Electoral Commission to commence processes for the revocation of the mandate of an elected member of the District Assembly under subsections (1) to (6) of section 10;

(b) To the President for the revocation of the appointment of an appointed member under subsections (7), (9) and (10) of section 10; or

(c) To the President for the removal of the District Chief Executive from office.

(5) The Public Relations and Complaints Committee may also recommend that the District Assembly commences the processes to pass a vote of no confidence in the District Chief Executive.

CLOSING

The District Coordinating Director further informed the meeting that the PRCC per Act 963 of the Local Governance Act is made up of the Presiding member, who is also the Chairman of the Committee, and five other Assembly members.

The Committee is also made up of the following members; a representative of the National Commission for Civic Education, the Commissioner for Human Rights and Administrative Justice, the Information Officer, and a representative of an Non-Governmental Organization working in the locality.