# Checklist for the 'Urban Reforms Agenda' under JNNURM

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# STAKEHOLDER CONSULTATIONS FOR REFORMS

#### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities to commit to reforms after effective consultations held across agencies and institutions involved in undertaking these reforms should be ensured that meaningful consultations are held at both the State and City levels on the reforms agenda, prior to the Memorandum of Agreement being into with the MoUD, Government of India.

# **DETAILS OF CONSULTATIONS**

Please provide the list of agencies / stakeholders consulted

S.No	Stakeholders Consulted (Name position and agency / institution)		
1	State Cabinet		
2	Departments of the State Government		
3	Elected representatives of the municipal bodies		
4	Officers of the municipal corporations and other urban local bodies		

Please specify consultations held and dates of such meetings / workshops

Various workshops were organised by Regional Centre for Urban Environmental Studies, Lucknow, Government of India which were well attend officers of the municipal corporations and other urban local bodies. The reform agenda was explained and feedback taken from each of them. The reform agenda has been put up before the board of the municipal corporations and other urban local bodies and the board's approval has been obtained. Since, to reform agenda required inputs from other departments, like Stamp and Registration department, as well, meetings were held with various departments. Concurrence of the finance and planning departments was also obtained on the reform agenda. Finally, the nod of the state cabinet was obtained to final reform agenda. The state of Uttar Pradesh is thus fully committed to the reform process as envisaged by Government of India.

# $M_{ ext{andatory}}$ Reforms at the level of the State Government

# S1. IMPLEMENTATION OF THE 74TH CONSTITUTIONAL AMENDMENT ACT

# **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in implementing the 74<sup>th</sup> Constitutional Amendment Act in its letter and spirit. The State should ensure meaningful association and engagement of Urban Local Bodies in the entire gamut of urban management functions, including but not limited to the service delivery function by parastatal agencies. Over a period of seven years, the Mission aims to ensure that all special agencies that deliver civic services in urban areas to ULBs are either transferred and / or platforms are created for accountability to ULBs for all urban civic service providers in transition.

# **CURRENT STATUS**

a. Please indicate the status of implementation of the following as per the Act:

i. Constitution of municipalities, and last when	Yes No	Election were held in October-November 2006
ii. Composition of municipal councils, and last when	Yes No	Elections were held in October-November 2006 for 12 Municipal Corporation.192 municipalities and 417 Nagar Panchayats
iii. Reservation of seats for women, SCs and STs	Yes No	Seats in municipal elections are reserved as per constitutional provisions.
iv. Constitution of District Planning Committees (DPCs)	Yes No	UP District Planning Committee Act, 1999 has been enacted, DPC formation under process.
v. Constitution of Metropolitan Planning Committee (MPCs)	Yes No	The UP Nagar Nigam Adhiniyam, 1959 in section 57-A provides for constitution of MPC. The rules of MPC are being framed.
vi. Incorporation of Schedule 12 into the State Municipal Act	Yes No	They were incorporated into the Act on 30 <sup>th</sup> May, 1994.

b. Please indicate which of the functions of Schedule 12 have been incorporated into the State Municipal Act and transferred to ULBs by indicating a Yes or No against columns 'c' and 'd'

No.	Functions listed in 12 <sup>th</sup> Schedule	Incorporated in the Act <sup>1</sup>	Transferre d to ULBs <sup>2</sup> *
a	В	С	d
1	Urban Planning including town planning	✓	Partly
2	Regulation of land-use and construction of buildings	Partly	Partly
3	Planning for economic and social development	No	No
4	Roads and bridges	✓	Partly
5	Water supply- domestic, industrial and commercial	✓	Partly
6	Public health, sanitation, conservancy and SWM	✓	Completely
7	Fire services	No	No
8	Urban forestry, protection of environment and ecology	✓	Partly
9	Safeguarding the interests of weaker sections society including the handicapped and mentally retarded	✓	Partly
10	Slum improvement and upgradation	✓	Partly
11	Urban poverty alleviation	✓	Partly
12	Provision of urban amenities and facilities- parks, gardens and playgrounds	✓	Completely
13	Promotion of cultural, educational, and aesthetic aspects	✓	Completely
14	Burials and burial grounds, cremations, cremation grounds and electric crematoriums	✓	Completely
15	Cattle pounds, prevention of cruelty to animals	✓	Completely
16	Vital statistics including registration of births and deaths	✓	Completely
17	Public amenities including street lighting, parking lots, bus stops and public conveniences	✓	Completely
18	Regulation of slaughter houses and tanneries	<b>√</b>	Completely

<sup>\*</sup> ULBs have been performing these functions earlier.

In case of any of the above functions have not been transferred or transferred only partly, please specify the other agencies involved and its role vis-à-vis c. ULBs.

<sup>&</sup>lt;sup>1</sup> Indicate as either: Completely, No, or Partly <sup>2</sup> Indicate as either: Completely, No, or Partly

Regulation of land use & construction of buildings	Except 133 Municipal areas where development authorities and regulated area authorities are performing this function, ULBs in remaining 495 towns are doing this function.
Urban Planning including Town Planning	Same as above
Water Supply	Except Urban areas covered under 5 water works and 2 regional water works, all ULBs are performing this function.
Roads and Bridges	Except roads owned by PWD, all other roads are constructed and maintained by ULBs.
Urban forestry	State Forest Department
Safeguarding the interest of weaker sanction	Social Welfare Department, State Urban Development
Slum improvement and upgradation	State Urban Development Agency
Urban poverty alleviation	State Urban Development Agency

a.	Please indicate whether the transfer of functions has been accompanied by transfer of staff.	Ye
	•	

If no, please specify the extent to which ULBs have been given powers and resources to recruit staff for managing transferred functions.

The municipal staff belongs to the centralized or the non-centralised cadre. Recruitment to the centralized staff positions are done through the State Public Service Commission and the Subordinate Staff Selection Board. Recruitment to the non-centralised positions are done at the ULB level.

- e. If the DPC/MPC has been constituted, please attach a copy of the Act.
  - DPC has been constituted under the UP District Planning Committee Act, 1999. The UP Nagar Nigam Adhiniyam, 1959 in section 57-A provides for constitution of MPC.
- f. If the DPC/MPC has not been constituted, has the legislative process for their constitution been initiated? Please specify status, if the process has been initiated.

- Yes No
- g. Please indicate the status of SFC have they been constituted? When was the last SFC constituted?

  Third SFC has been constituted by the Government as per GO No. R.G.-2046/Dus-2004-70-2004 dated December 23, 2004 issued by Finance department.
- h. Please indicate whether SFCs submitted their recommendations. If yes, what is the status of implementation?

Yes No

There were 61 recommendations made by 1<sup>st</sup> SFC of which 46 recommendations were totally accepted and 3 were accepted with modifications by the State Government. The 2<sup>nd</sup> SFC submitted 134 recommendations of which 98 recommendations were totally accepted, 6 were partially accepted and 8 were accepted with modifications by the State Government. 22 recommendations were rejected. The main recommendation was regarding devolution of funds from the tax revenues of the state which was accepted by the State Government.

### TIMELINE FOR REFORMS

#### MUNICIPAL ELECTIONS

a.	If elections to the municipalities have not be	een held,	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
	Please indicate when this will be held.	Elections have been held.								

#### DISTRICT PLANNING COMMITTEE / METROPOLITAN PLANNING COMMITTEE

b. If the answer to 1(e) (i) is no, then please provide a time schedule for constituting the DPC/MPC. (Indicate year for enactment of Act in box)

Provision for constituting DPC/MPC has been made in the Act.

Year1 Year2 Year3 Year4 Year5 Year6 Year7

Provision for constituting DPC/MPC has been made in the Act.

Please provide timelines for steps leading up to enactment of legislation for constitution of DPC / MPC.

DPC will be made functional in 2007-08. Process for formation of MPC will start in 2007-08 and they will be made fully functional by 2011-12. At present, four municipal councillors and municipal commissioner are members of the board of the development authority chaired by Divisional Commissioner. The representation of the local body is about 40%. After discussions, the commitment to bring the date to make MPC functional forward will be again reviewed after six months.

Please specify the reasons for delay, if any.

# STATE FINANCE COMMISSION

c. Please provide timetable for constitution of SFC, acceptance and implementation of its recommendations

Recommendations of 2 SFC's constituted earlier have already been implemented by the State Government. The recommendations of the 3<sup>rd</sup> SFC would be available by 2007. The acceptance and implementation of its recommendation would follow in the year 2007-08.

#### CONVERGENCE OF URBAN MANAGEMENT FUNCTIONS

- d. Resolution<sup>3</sup> by Government expressing commitment to implement the 74<sup>th</sup> Amendment Act<sup>4</sup> with respect to convergence of urban management functions with ULBs (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) *Agreed.*
- e. Please provide timeline in years of when the State plans to complete the transfer of the following functions<sup>5</sup>

No.	Functions listed in 12 <sup>th</sup> Schedule	Gov.	Cabinet	Amendment of	Implementation
				State/Municipal Acts State. This function is p	
	Urban Planning including town planning	133 where this is done by the concerned Development Authori Regulated Areas. By 7 <sup>th</sup> year, it will be extended to all ULBs.			
2	Regulation of land-use and construction of buildings			perform this function. B cipal Corporation Act.	y 7 <sup>th</sup> year, amendment
3	Planning for economic and social development	2009-10	2009-10	2009-10	2010-11
4	Roads and bridges	Already with U	JLBs.	•	
5	Water supply- domestic, industrial and commercial	Already with U	JLBs.		
6	Public health, sanitation, conservancy and SWM	Already with U	JLBs.		
7	Fire services	2009-10	2010-11	2011-12	2011-12
8	Urban forestry, protection of environment and ecology	Done	Done	Done	2010-11
9	Safeguarding the interests of weaker sections society including the handicapped and mentally retarded	Done	Done	Done	2008-09
10	Slum improvement and upgradation	Done	Done	Done	2006-07
11	Urban poverty alleviation	Done	Done	Done	2006-07
12	Provision of urban amenities and facilities- parks, gardens and playgrounds	Already with U	JLBs.		
13	Promotion of cultural, educational, and aesthetic aspects	Already with U	JLBs.		
14	Burials and burial grounds, cremations, cremation grounds and electric crematoriums	Already with ULBs.			
15	Cattle pounds, prevention of cruelty to animals	Already with ULBs.			
16	Vital statistics including registration of births and deaths	Already with U	JLBs.		
17	Public amenities including street lighting, parking lots, bus stops and public conveniences	Already with ULBs.			
18	Regulation of slaughter houses and tanneries	Already with U	JLBs.		

<sup>&</sup>lt;sup>3</sup> In case of issues to be decided at the State Government level, a 'Resolution' would imply the resolutions passed by State Legislative Assembly/Cabinet. Similarly in case of issues to be decided at the city level, 'Resolution' would imply the resolutions passed by the Municipal Council

<sup>&</sup>lt;sup>4</sup> Note: This can be done by way of unbundling of services. e.g. parastatals or other agencies may operate, maintain, own assets and collect user charges for delivery of these municipal services, so long as they are accountable to ULBs. Service levels should be fixed by ULBs. The ULBs should be empowered and capacitated to ensure delivery of services at the defined level by the service provider/s, through the mechanisms of contractual arrangements. Such mechanisms are consistent with the reforms envisaged under the 74<sup>th</sup> Constitutional Amendment Act)

<sup>&</sup>lt;sup>5</sup> Specify NA where not applicable. The list should correspond to items specified in table under 1. b. as those either partly or not transferred to ULBs.

f. Specify approaches intended to be adopted by State Government to achieve convergence of urban management functions into the functioning of ULBs, please specify the methods.

The parastatals and other government departments working in the municipal limits would be made accountable to the concerned ULBs. Presently, the planning function is handled by the Development Authorities. It has been mentioned that this function is proposed to be transferred in the seventh year. However, the commitment to bring this date forward will again be reviewed after six months.

# S2. INTEGRATION OF CITY PLANNING AND DELIVERY FUNCTIONS

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in the area of institutional convergence at the city level, with an objective to assign or associate elected ULBs with "city planning and delivery functions". During the Mission period, JNNURM envisages that the process of planning and delivery of all urban infrastructure development and management functions and services will converge with the functioning of the ULBs. <sup>6</sup>

#### **CURRENT STATUS**

d.

a. Specify agency / agencies involved in planning of urban development and delivery of infrastructure services.

Sector	Agency undertaking planning	Agency/ agencies undertaking delivery of services	Prevailing role of ULB/s in planning vis-à-vis respective sectors
For e.g. Land-use management	ULBs and Development Authorities	ULBs and Development Authorities	Both agencies function independent of each other
Town planning	ULBs and Development Authorities	ULBs and Development Authorities	In the board of the development authority, Municipal Commissioner and 4 municipal councilors are members.
Traffic and Transport services	State Government	State Government	None
Water supply and sewerage	ULBs/Jal Sansthan	ULBs/Jal Sansthan	Performed by ULB and Jal Sansthan. Mayor is the chairman of Jal Sansthan
Solid Waste Management	ULBs	ULBs	Performed by ULB

b.	Please specify the agency that coordinated the preparation of CDPs under the JNNURM in the Mission cities		
Regional Center for Urban and Environmental Studies, Lucknow			

c.	Please indicate whether the Master Plan and	/ or CDP has been approved	by the ULB/s vide a specific resolution.
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<sup>&</sup>lt;sup>6</sup> Such integration is all the more critical in cities / urban agglomerations where there are multiple ULBs, vis-à-vis a single parastatal agency engaged in spatial planning, trunk infrastructure development and provision of network services (for e.g. water supply, sewerage or transport)

e. Please indicate agency, if any, responsible for planning and coordination of Heritage conservation.

Tourism Department, Government of Uttar Pradesh and Archaeology department, Government of Uttar Pradesh.

# **TIMELINE FOR REFORMS**

- a. Resolution by Government expressing commitment to assign or associate ULBs with the city planning function. Please indicate timeline. *There are 628 ULBs in the State.* This function is performed by all except 133 where this is done by the concerned Development Authorities and Regulated Areas. By 7<sup>th</sup> year, it will be extended to all ULBs.
- b. If the answer to (d) above is 'No', please indicate a timeline of when the city plans will be placed before the MPC/DPC

Year1	Year2	Year3	Year4	Year5	Year6	Year7

c. Please indicate sequence of steps to integrate ULB/s with the city planning function.

Areas of planning <sup>7</sup>	Steps to integrate ULB/s with the planning function	Targeted year of the Mission period
Land-use and spatial planning	Already been done by most ULBs except areas covered by 133 Development Authorities and Regulated Area. The plan prepared by Development Authorities would be placed before the board of ULB for approval.	2011-12. This date will again be reviewed after six months.
Development of new areas	Same as above	2011-12. This date will again be reviewed after six months.
Basic infrastructure services, such as  water supply, sewerage sanitation	Already with ULBs.	N.A.
Traffic and transport services	Not Possible	N.A.
Renewal of inner city areas	Already with ULBs	N.A.
Heritage conservation	Already with ULBs	N.A.

<sup>&</sup>lt;sup>7</sup> The areas of planning should cover all aspects of urban development and management

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Building regulation	Already been done by most ULBs except areas covered by 133 Development Authorities and regulated area. The plan prepared by Development Authorities would be placed before the board of ULB for approval.	2011-12. This date will again be reviewed after six months.
Socio-Economic planning	Amendment would be made in the relevant Acts	2010-11

d. Please indicate sequence of steps to integrate ULB/s with the delivery of services.

Areas of service delivery <sup>8</sup>	Steps to integrate ULB/s with the service delivery function	Targeted year of the Mission period
Urban Planning including town planning	This function is performed by all except 133 where this is	2011-12. This date will
orani ramming moraning to the pramming	done by the concerned Development Authorities and	again be reviewed after six
	Regulated Areas. The plan prepared by Development	months.
	Authorities would be placed before the board of ULB for	
	approval.	
Regulation of land-use and construction of	This function is performed by all except 133 where this is	2011-12. This date will
buildings	done by the concerned Development Authorities and	again be reviewed after six
	Regulated Areas. The plan prepared by Development	months.
	Authorities would be placed before the board of ULB for	
	approval.	
Planning for economic and social development	Amendment to be made in the relevant Acts	2010-11
Roads and bridges	Already with ULBs	N.A.
Water supply- domestic, industrial and	Already with ULBs. 7 Regional Water Boards would also	2008-09
commercial	be integrated with ULBs.	
Public health, sanitation, conservancy and SWM	Already with ULBs	N.A.
Fire services	Functions and functionaries will be transferred	2011-12
Urban forestry, protection of environment and	The ULB would perform this function in consultation with	2010-11
ecology	the State Forest department.	
Safeguarding the interests of weaker sections	The ULB would perform this function in consultation with	2008-09
society including the handicapped and mentally	the Social Welfare department.	
retarded		
Slum improvement and upgradation	State Urban Development Authority would work in	2006-07
	consultation with and under guidance of ULBs.	
Urban poverty alleviation	State Urban Development Authority would work in	2006-07
	consultation with and under guidance of ULBs.	

<sup>&</sup>lt;sup>8</sup> The areas of service delivery should correspond to all areas listed under Schedule 12 of the 74<sup>th</sup> Constitutional Amendment Act

Provision of urban amenities and facilities- parks, gardens and playgrounds	Already with ULBs	N.A.
Promotion of cultural, educational, and aesthetic aspects	Already with ULBs	N.A.
Burials and burial grounds, cremations, cremation grounds and electric crematoriums	Already with ULBs	N.A.
Cattle pounds, prevention of cruelty to animals	Already with ULBs	N.A.
Vital statistics including registration of births and deaths	Already with ULBs	N.A.
Public amenities including street lighting, parking lots, bus stops and public conveniences	Already with ULBs	N.A.
Regulation of slaughter houses and tanneries	Already with ULBs	N.A.

- e. Any other related reform steps being undertaken to achieve institutional convergence (please use additional space to specify the details and corresponding timelines targeted)
  - Development Authorities and Regulated area are directed to obtain N.O.C form Concerned ULB's before approval of building plan.

# S3. RENT CONTROL REFORMS

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in area of rent control legislation, with the objective of having a system that balances the rights and obligations of landlords and tenants to encourage construction and development of more housing stock, as well as promoting an efficient and robust rental/tenancy market, so as to improve the availability of housing across all income categories.

#### **CURRENT STATUS**

b.

- a. Please provide a short note on the present Rent Control Legislation, which provides the following details:
  - i. rights of landlord to get possession back

This is provided for in U.P. Urban Buildings (Regulation of Lettings, Rent and Eviction) Act, 1972. Section 21 of the said Act provides that on application of the landlord, the prescribed authority, if he is so satisfied, would get the whole or part of the property evicted.

- ii. rights of tenants to continue their tenancy
  - This is provided for in section 24 of the above Act. The tenant would give an application to the Prescribed Authority or the District Judge. The said authority after considering the provisions as specified in the Act may allow the tenant to continue his tenancy.
- iii. obligations of tenants with regard to regular rental payments/ maintenance of tenanted property/ adherence to lease agreements, if present No provision in the Act.
- iv. provision for periodic review of rentals, in accordance with market conditions

  No provision in the Act.
- v. fixing of Standard Rents, periodicity of review, and dispute resolution mechanisms

This is provided for in section 9 of the above Act. On an application of the tenant, the District Magistrate after considering the amenities available in the said house would fix the rent. Periodicity for review is not specified. Dispute resolution mechanism is provided for in section 18 of the Act. Disputes are settled by the District Magistrate. Appeals against the order of the District Magistrate can be made in the court of District Judge.

Please indicate wh	ether you have adopted the Model Rent Control Legislation circulated by G	OI:		
i.	Adopted as is		Yes	No
ii.	Adopted with modifications. If so, please specify		Yes	No

iii. Please specify year of adoption	N.A.
lease indicate the number of properties under Rent Control Act	Data not available
lease indicate whether Rent Control Act applies to new construction & new tena	nncies Yes No
lease indicate whether there are any special provisions for weaker sections of so	ciety Yes No
lease indicate the number of rent control cases pending in various courts related	to JNNURM cities Approximately 720
lease indicate the annual trend in new cases being filed related to rent control	2002-03     2003-04     2004-05     2005-06       241     174     166     126
there any mechanism for providing guidelines to fix rents on the basis of mark (if yes, please provide a brief description below)	et rates for existing tenancies Yes No
lease indicate prevailing dispute resolution mechanisms, if such exist.	

# **TIMELINE FOR REFORMS**

a. Resolution by Government expressing commitment to establish new Rent Control system (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) Please indicate timeline. *Agreed.* 

b.	Defining the Right	s and Obligations of landlords and tenants	Year1 Year2	Year3 Year4	Year5 Year6 Year7
	iii.	rights of landlord to get possession back rights of tenants to continue their tenancy obligations of tenants with regard to regular rental payments/ maintenan- provision for periodic review of rentals, in accordance with market cond	ce of tenanted prop	perty/ adherence t	o lease agreements, if present
c.	Establishing a new i.	Rent Control legislation Setting up a Committee/Team to draft/amend legislation	Year1 Year2	Year3 Year4	Year5 Year6 Year7
	ii.	Stakeholder consultations	Year1 Year2	Year3 Year4	Year5 Year6 Year7
	iii.	Preparation of Draft legislation	Year1 Year2	Year3 Year4	Year5 Year6 Year7
	iv.	Approval of the Cabinet/ Government	Year1 Year2	Year3 Year4	Year5 Year6 Year7
	v.	Final enactment of the legislation by Legislature	Year1 Year2	Year3 Year4	Year5 Year6 Year7
	vi.	Notification	Year1 Year2	Year3 Year4	Year5 Year6 Year7
	vii.	Preparation and notification of appropriate subordinate legislation	Year1 Year2	Year3 Year4	Year5 Year6 Year7
	viii	. Implementation by municipality (ies)	Year1 Year2	Year3 Year4	Year5 Year6 Year7
d.	Please indicate per	iodicity of revision of rents/rental value guidance, and when next due	Periodicity: N	.A.	Next due: N.A.
e.	Setting up mechani	ism for periodic review of rents/ rental value guidance	Year1 Year2	Year3 Year4	Year5 Year6 Year7
f.	Institute Dispute re	solution mechanisms (e.g. Special Tribunals/ Courts etc)	Year1 Year2	Year3 Year4	Year5 Year6 Year7
	Dispute resolutio	n mechanism is already in place.			18 -

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3.	Any other reform steps being undertaken (please use additional space to specify)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	Please indicate how such rent control reforms shall be communicated to the citizens, Such reform shall be communicated to the citizens through the departmental w	vebsite http://www.fcs.up.nic.in/

# S4. RATIONALISATION OF STAMP DUTY

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities to rationalise Stamp Duty, with the objective of establishing an efficient real estate market with minimum barriers on transfer of property so as to be put into more productive use.

# **CURRENT STATUS**

a. Please indicate the current Stamp Duty Regime, including surcharge or any other levy on transfer of property

8% stamp duty is charged on registration of documents. However, women are charged at the rate of 6%. 2% surcharge is also taken which is then passed onto ULBs wherever ULBs have passed a resolution to that effect.

b. Please indicate when the stamp duty rate was last revised and by what percentage.

The stamp duty was last revised on 24.02.1997. It was brought down from 12.50% to 8.00%.

c. Please indicate whether any concessions to particular classes of individuals or institutions are being provided

Type of Concession	Qualifying Institution/Individual
Remission on deeds of transfer of property	Industry and service sector. The remission has been granted from 19.01.2005

(Please add additional rows if necessary)

d. Please provide the total collection from Stamp Duty over the last 5 years (including surcharge or any other levy on transfer of property) (in Rs. Crores)

2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-06
1054.86	1239.77	1743.20	1964.65	2329.57	2818.62

- e. Please indicate % and quantum of revenue from Stamp Duty shared with JNNURM cities in the State.
  - i. ULB's share in % Stamp duty as such is not shared with ULBs. However, according to the recommendations of the 2<sup>nd</sup> SFC, 3.2% of tax revenues of the State are devolved to Municipal Corporations, 3.2% to Municipalities and 1.1% to Town Areas.

ii. Quantum shared with JNNURM cities in last three years (in Rs. Crores)

Name of City	2003-2004	2004-2005	2005-2006
Agra	0.00	15.81	4.78
Allahabad	4.47	6.06	7.93
Lucknow	27.35	26.13	0.00
Kanpur	0.00	11.25	4.98
Meerut	3.39	2.40	0.00
Varanasi	2.18	4.86	11.88
Mathura	0.46	4.30	6.20

f. Please indicate the basis of collection of Stamp Duty, i.e.

i. Declared Value

ii. Higher of the Standard Guidance Value/ Declared Value



iii. Any other method (please specify)

	<u> </u>	1 27	

- g. Please indicate the use of information technology in the following:
  - i. Maintenance of records

In 106 district level Sub-Registrar offices, record of registration of documents is being created on PRERNA, software developed by NIC from 01.08.2006.

ii. Maintenance of guidance values

Circle rate is revised by the District Collector once in every two years.

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Resolution by Government expressing commitment to reduce Stamp Duty <sup>9</sup> to 5% (or less than 5% if the State so desires) within Mission period. The resolution should provide the timetable for reducing the Stamp Duty in a phased manner, i.e. year-wise (Note: This resolution should be passed within 6 months of
signing of MOA under JNNURM and a copy submitted to MOUD.)  **Agreed.**

b. Fix the periodicity for revising the guidance value for levy of Stamp Duty

Every 2 years

c. Indicate the time-table for reducing the stamp duty rate to 5% (Indicate % of Stamp Duty in the box)

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Stamp duty (%)		8%	7%	6%	5%		

d.	Any othe	er reform steps being undertaken (please use additional space to specify)	Year1	Year2	Year3	Year4	Year5	Year6	Year7

<sup>&</sup>lt;sup>9</sup> The rate of Stamp Duty implies total % that is levied, including surcharge and other levies on transfer of property.

# S5. REPEAL OF URBAN LAND CEILING AND REGULATION ACT (ULCRA)

# **DESIRED OBJECTIVES:**

JNNURM requires that States undertake to repeal the ULCRA with the objective of increasing the supply of land in the market and the establishment of an efficient land market.

a.	Please indicate if ULCRA has been repealed in the state?	Yes No	
b.	If the answer to 1 (a) is no, then please provide any steps that	have been taken in this direc	etion
TIME!	LINE FOR ACTION ON REFORMS		
a.	The State must pass a resolution for the repeal of ULCRA wi indicate timeline.	thin 6 months of signing of N Not Applicable.	MOA under JNNURM and a copy submitted to MOUD. Please
b.	The State legislature to pass a resolution in compliance with repeal of ULCRA Act passed by the Parliament in 1999	the <b>Done.</b>	Year1 Year2 Year3 Year4 Year5 Year6 Year7
c. Year7	Notification of the above by the State government	Done.	Year1 Year2 Year3 Year4 Year5 Year6
d.	Any other reform steps being undertaken (please use addition	nal space to specify)	Year1 Year2 Year3 Year4 Year5 Year6 Year7

# S6. COMMUNITY PARTICIPATION LAW

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in area of Community Participation, with the objective of institutionalising citizen participation as well as introducing the concept of the Area Sabha in urban areas. The larger objective is to integrate involvement of citizens in municipal functioning, e.g. setting priorities, budgeting provisions, exerting peer pressure on compliance to regulation, etc. The Community Participation Law refers to the appropriate provisions that need to be made in the state-level municipal statute(s) for the establishment of such a 3<sup>rd</sup> or 4<sup>th</sup> tier structure within the municipal body precisely as described above. These enactments will also need to ensure clear definition of functions, duties and powers of each of these tiers, and provide for the appropriate devolution of funds, functions and functionaries as may be decided by the State Government to these levels.

# **CURRENT STATUS**

a. Please provide a list of the current decision-making/advisory platforms in the municipality:

Municipality-level	Municipal Council		Board/Corporation
	Municipal Committees		
	Other (specify)	In Municipal Corporation, there is provision of Executive Committee Consisting of 12 Members and Various Sub Committees of different departments.	
Ward-level	Ward(s) Committee <sup>10</sup>	10	
		Number of Ward(s) Committees	6-10 per Municipality
	Average population/ Wards Committee		About 1.5 lakh
		Number of Ward(s) Committee members/ Ward(s) Committee	15
		Method of selection of Ward(s) Committee members	
	Any other provision for Ward	Committee (specify)	NIL
Below the Ward Level	Any other Committee below t	Area Sabha will be constituted in each ULB.	
Additional Specific Committees / associations	(this could be at any level; ple recognise and integrate into the Associations, Community De		

b. Please indicate whether there is any formal process for community participation in municipal budgeting

Yes No

<sup>&</sup>lt;sup>10</sup> As per the 74<sup>th</sup> Constitutional Amendment Act, ULBs may constitute a committee representing more than one municipal ward, or may constitute such committee for each municipal ward.

a a	akh. In the report card, the an required to use the data	duced by the State Government in all ULBs with a population greater than 1 lo wided by the ULB and the relative importance of each service. The ULB is the process.	ovini nəəd zah mətzyz brad voqr orq gniəd zəsivvəs əti sais bend gnitəgbud əht ni AIV yd bətarəng
		mal process for community participation in city planning activities se describe the process below (use annexures wherever applicable)	Yes No
		ed by Town and Country Planning Department after consultation with all stak Development Authority or Regulated Area for inviting objections and suggestio the objections and considering all suggestions.	fo pavog əyə ələfəq dn ənd si uv
Please		nity Participation that took place in CDP/DPR documents submitted to JNNUR tte whether the City Development Plan (CDP) been prepared with community p	
If yes,	please indicate the alignm	ent of this community participation process to the proposed Community Participation	ipation Law <sup>11</sup>
	Complete Alignment	Community participation process done through Area Sabha and Ward Committee structures envisaged in Community Participation Law	
	Partial alignment	Community participation process done through ward-level processes	
	Minimal alignment	Community participation process done through city-wide process	V
	D DEEODMC		
LINE FO	<u> JR REFURMS</u>		
LINE FO	tion by Government expre	essing commitment to establish a new Community Participation Law – Please in hould be passed within 6 months of signing of MOA under JNNURM and a cop. d.	
Resolu	tion by Government expre (Note: This resolution sl <i>Agree</i>	hould be passed within 6 months of signing of MOA under JNNURM and a cop	py submitted to MOUD.)

ii. For each tier, please state the prevailing / intended composition of the tier:

$egin{array}{c} N \\ o \end{array}$	Name	Description	Composition
1	Municipality	Board/Corporation	Mayor/Chairman and Councillors
2	(Intermediary regional platform, e.g. Wards/Borough/Zonal Committee)	10 Wards	Councillors to wards and members of Public
3	Ward Committee	One ward	Councillor and members of the public.
4	Area Sabha	At Election booth level in wards	Members of the public. It will be a registered society.

c. Proposed Activity-mapping of functions in Community Participation Law (for each of the functions of the Municipality)

No	Municipal Function	Specific activities to be taken at each level below:				
		Municipality	Intermediary Level ward Committee (specify)	Ward Committee	Area Sabha	
1	Urban planning including town planning	Planning	Suggestive Role	Suggestive Role	Suggestive Role	
2	Regulation of land-use and construction of buildings.	Policy guidance	Involvement	Involvement	Watch Dog	
3	Planning for economic and social development.	Γ	This function is yet	to be transferred to U	LBs	
4	Roads and bridges.	Construction	Maintenance	Maintenance	Involvement	
5	Water supply for domestic, industrial and commercial purposes.	Supply	Maintenance	Maintenance	Watch Dog	
6	Public health, sanitation conservancy and SWM	Service	Monitoring	Monitoring	Watch Dog	
7	Fire services	Γ	This function is yet	to be transferred to U	LBs	
8	Urban forestry, protection of the environment and promotion of ecological aspects	Planning	Monitoring	Monitoring	Involvement	
9	Safeguarding the interests of weaker sections of society, including the handicapped and mentally retarded	Budgeting	Monitoring	Monitoring	Suggestive Role	
10	Slum improvement and upgradation.	Service	Suggestive Role	Suggestive Role	Suggestive Role	
11	Urban poverty alleviation	Budgeting	Involvement	Involvement	Suggestive Role	
12	Provision of urban amenities and facilities such as parks, gardens playgrounds	Budgeting	Suggestive Role	Suggestive Role	Maintenance	
13	Promotion of cultural, educational and aesthetic aspects	Policy	Suggestive Role	Suggestive Role	Suggestive Role	
14	Burials and burial grounds; cremations, cremation grounds and electrical crematoriums	Service	Suggestive Role	Suggestive Role	Suggestive Role	
15	Cattle pounds; prevention of cruelty to animals.	Service	Monitoring	Monitoring	Involvement	
16	Vital statistics including registration of births and deaths.	Policy	Monitoring	Monitoring	Involvement	
17	Public amenities including street lighting, parking lots, bus stops and public conveniences	Service	Monitoring	Monitoring	Maintenance	
18	Regulation of slaughter houses and tanneries	Service	Monitoring	Monitoring	Monitoring	

Che	cklist	for	the	'IIrhan	Reforms	Aoenda	under	<b>JNNURM</b>
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7	7	5

Note: The above functions are taken from Schedule XII of the 74<sup>th</sup> CAA. If the municipality performs additional functions, these should also be included in the list above. Describe proposed role in the boxes in brief, especially in columns for Ward Committee and Area Sabha

- d. Time schedule for enactment of Community Participation Law or Amendment of existing Municipality Laws:
- e. Time schedule for notification of the rules pertaining to the Community Participation Law, or amendment in legislation:

Year1	Year2	Year3	Year4	Year5	Year6	Year7	

Year1	Year2	Year3	Year4	Year5	Year6	Year7	

Note: States will be required to submit documents related to the above to JNNURM Mission Directorate at appropriate milestones in this process, for evaluation of actual compliance for successive disbursal of funds

f. Interim process for Community Participation in Municipal functions while Community Participation Law is being enacted and notified Please indicate if there are any steps being taken by the Municipality to create opportunities for community participation while the Community Participation Law is being enacted. 12

Extent of Participation	Mechanisms	Response of JNNURM City / State
Complete Community	Community participation being encouraged through	
Participation Structure being	structures like the Area Sabha and Ward Committee,	✓
established	as envisaged in Community Participation Law	
Partial community	Community participation process done through	
participation structures being	ward-level processes	
established		
Minimal Community	Community participation process being undertaken	
Participation Structures being	marginally, or not in any organised manner	
established		

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<sup>&</sup>lt;sup>12</sup> Edit the text in the table as appropriate

# S7. PUBLIC DISCLOSURE LAW

### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in area of disclosure of information to public, with the purpose that municipalities and parastatal agencies have to publish various information about the municipality / agency and it's functioning on a periodic basis. Such information includes but is not limited to statutorily audited annual statements of performance covering operating and financial parameters, and service levels for various services being rendered by the municipality.

#### **CURRENT STATUS**

a. Please provide a list of the parastatal agencies and the month in which their budget was formally passed for each financial year

Agency:	2003-04	2004-05	2005-06
Municipal Council <sup>13</sup>	June 2003	May 2004	June 2005
Other parastatal agencies (list each below):			
1. Development Authority	July 2003	May 2004	March 2005
2. SUDA	April 2003	May 2004	June 2005
3. Jal Sansthan	April 2003	July 2004	August 2005

b. Please provide the latest year for which the statutory audit of accounts has been completed.

Agency	Accounts complete upto year	Accounts audit complete upto
		year
Municipal Council	2005-06	2005-06
Other parastatal agencies (list each		
below):		
1. Development Authority	2004-05	2004-05
2. SUDA	2005-06	2005-06
3. Jal Sansthan	2002-03	1998-99

c. Please indicate whether there is any formal provision for public disclosure of accounts and audit statements of municipality/ other parastatal agencies. If Yes, please highlight the appropriate clauses below:

Yes

No

The Right to Information Act adequately ensures disclosure of information to the public. If GoI provides any other guidelines, the State Government would take steps to ensure enactment of the law. Municipal Act provides the Publication of budget.

<sup>&</sup>lt;sup>13</sup> And - For cities with multiple ULBs within the urban agglomeration, please provide details of all ULBs.

d. Please indicate prevailing mechanisms in the ULB / parastatal agency, if any, for dissemination of information as per table below:

No.	Information pertaining to	Prevailing disclosure / dissemination mechanism (Please specify
		communication channel and frequency)
1.	Key municipal / parastatal agency officials and contacts	Through public display boards, Website
2.	City Development Plans and other plans	Through Website
3.	Municipal finance and accounts	None
4.	Procedures for various approvals / permits	None
5.	Schemes managed by the municipal body, especially those	Through community development society, newspaper, electronic
	related to poverty alleviation, women, children and weaker	media.
	sections of society	
6.	Procedures to access various services provided by the ULB	Through display boards
	/ parastatal agency	
7.	Liability for tax / user charges / fees	None
	- Basis for liability	
	- Quantum for consumer / tax assessee	
8.	Service levels of various services	None
9.	Receipt, processing and status of redressal of complaints by	Through Citizen Charter
	citizens	-
10.	Ongoing major projects	Through display boards
11.	Any other	

#### TIMELINE FOR ACTION ON REFORMS

a. The State/ULB must pass a Resolution to formulate and adopt a policy on public disclosure which would include the financial statements that are to be released, the audits of certain financial statements that are to be carried out, and a timeline for reforms. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) Please indicate a time line for this commitment.

\*\*Agreed.\*\*

b. Establishment of the Public Disclosure Law which outlines the information to be disclosed and widely disseminated, for e.g. disclosure of financial statements including key financial indicators for public review, frequency of statutory audit of financial statements and disclosure of its findings, information of levels of services provided, key indicators of service delivery and organisational efficiency, etc. Please indicate which of the following reforms are going to be implemented and the timeline:

i.	Disclosure of Financial statements, i.e. Balance Sheet, Receipts and expenditures And key Financial Indicators	Yes	No		
	Start from Year - Done. They will be published in newspapers and put up on website.	Year1	Year2	Year3	Year

	ii.	Conduct of Annual Statutory Audit  Independent C.A. audit will also be done for Mission cities.	Yes No
	iii.	Disclosure of Audited Financial Statements and Audit Report	Yes No
		Start from Year - <i>Done</i> .	Year1 Year2 Year3 Year4
	iv.	Time period for publication of annual audited financial statements, (pl. indicate in mont	hs after end of financial year) squo <sub>M</sub> 9
	V.	Disclosure of Quarterly Audited Financial Statements	Yes No
	vi.	Time period for publication of Quarterly Audited Financial Statements (in months after end of each quarter)	syab Z <del>P</del>
	vii.	Publication of CDP on municipal website	Yes No
	viii.	MOAs entered into with GoI and State Governments to be placed before Municipal Cou Immediately.	ancil within days Yes No
c.	ix.	Disclosure of MoA in public domain vide a published document, easily accessible to cit Please indicate target date <i>Immediately</i> .  tion proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal ager	
C.	List iiiiOllila	mon proposed to be discrosed on a regular and mandatory basis by OLDs / parastatal agen	icics

No.	Information pertaining to	Mechanism for disclosure
1	Key municipal / parastatal agency officials and contacts	Display Boards and Website
2	Procedures for various approvals / permits	Booklets and Website
3	Schemes managed by the municipal body, especially those related to poverty alleviation, women, children and weaker sections of society	Booklets and Website
4	Procedures to access various services provided by the ULB / parastatal agency	Display Boards and Website
5	Liability for tax / user charges / fees - Basis for liability - Quantum for consumer / tax assessee	Booklets and website
6	Service levels of various services	Website and citizen charter
7	Receipt, processing and status of redressal of complaints by citizens	Website and citizen charter
8	Ongoing major projects	Website

d. List below the services for which Service Levels information is proposed to be disclosed

No.	Service	Type of Service Level information to be disclosed (only examples provided below)	Frequency of disclosure / communication to citizens
1	Water supply services	New connections, timings, tariff, helpline.	Every year
	<ul> <li>In slum areas</li> </ul>		
	<ul> <li>In non-slum areas (residential &amp;</li> </ul>		
	commercial)		
2	Sewerage / Sanitation / Underground	New connections, tariff, helpline.	Every year
	drainage		
3	Solid Waste Management	Frequency of street sweeping	Every year
4	Storm water drainage systems	Helpline	Every year
5	Building Plan approvals	# of days required for sanction	Every year
6	Road networks within the city	Length of roads and their maintenance	Every year
7	Street Lighting	New lights, repair of existing lights	Every year
8	Birth & Death Registration	# of hours for providing certificates	Every year
9	Public parks and playgrounds	Facilities available	Every year

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e.	Year from when Service Levels information will regularly disclosed	Year1	Year2	Year3	Year4	Year5	Year6	Year7	]
f.	Time schedule for enactment of Public Disclosure Law as described above:	Year1	Year2	Year3	Year4	]			
g.	Time schedule for notification of the rules pertaining to the Public Disclosure Law:	Year1	Year2	Year3	Year4	]			
h.	Any other reform steps being undertaken and proposed timeline for the same (please use ac	dditional	space as	necessar	y)				
h.									

# Mandatory Reforms at the level of the Urban Local Body<sup>14</sup>

 $<sup>^{14}</sup>$  IN CASE OF URBAN AGGLOMERATIONS WITH MULTIPLE ULBS, THIS SECTION SHOULD BE PROVIDED FOR EACH ULB IN THE JNNURM CITY SEPARATELY

# L1- E-GOVERNANCE

# **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in governance systems through implementation of e-Governance. The objective of deployment of such information technology tools and applications should remain focussed on having a transparent administration, quick service delivery, effective MIS, and general improvement in the service delivery link

# **CURRENT STATUS**

a. Please indicate the status of E-Governance applications for each of the following services. Provide details on the services using e-applications. Also indicate other services for which E-governance is being used.

Module	Use of		Name agency	<b>Details of deployment of IT</b> (explain functional features of IT application deployed)					
	IT		responsible	Database of records, MIS & reporting	Online work flow	Citizen interface	Any other functional feature		
	Yes	N							
Property tax	<b>√</b>	0	NIC	✓					
Accounting		1							
Water Supply and Other Utilities		✓							
Birth & Death Registration	✓		NIC	✓					
Citizens' Grievance Monitoring		✓							
Personnel Management System		✓							
Procurement and Monitoring of Projects		✓							
o E-procurement		✓							
o Project/ward works		1							
Building Plan Approval		1							
Public Health Management		✓							

	o Licenses	/					
	o Solid Waste	1					
	Management						
	ve there been attempts towards	training the	staff towards e-gov	ernance practices?	Yes	No	
Ify	yes, give details.						
	Staff at clerical and officer leve	el have beer	n given working tra	iining on computers. I	The personnel h	ave knowledge of stand	ard word processing and
a	accounting packages.						
c. What h	ave been the achievements in th	ne following	areas as a result of	ongoing e-governance	initiatives .Exp	lain with initiatives unde	ertaken-
Area of Imp			Initiatives taken			Achievement	
Citizen info			Development of v			-	
Service deli	very		Computerisation	of records			developed for collection of
Citi-on mont	inimation					Property tax and Birth	and Death Registration.
Citizen part	esource planning (financial co	ntro1a	-				
	management and reporting etc)						
орегинопи	management und reporting etc)						
INFORMA	ΓΙΟΝ TECHNOLOGY						
d. Does th	ne municipality have a website of	of its own?	Yes	No			
Give th	e following details about the wo	ebsite					
0170 011			important contact o	officers in ULB. Data o	n services avail	able is provided through	the website. Information on
important w	orks is also disseminated throu						
e. What is	s the frequency of data- update of	on the webs	ite?				
The data i	is updated every month. The UL	B is respons	sible for keeping the	site updated.			
		1	v 1 0	1			
SYSTEM II	NTEGRATION						
f. Are	e the departments electronically	interconne	cted through LAN (	Local Area Network)?		Yes No	o <b>1</b>
15 List show1	d correspond with areas identif	iodino cho	NV0				
LIST SHOUL	la correspond with areas identifi	icu iii a. abc	JVE				

Checklist for the 'Urban Reforms Agenda' under JNNUI
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g.	Are the Zonal offices (if any) electronically connected through WAN (Wide Area Network)?	No Not Applicable
n.	Are other parastatals/government agencies electronically connected through WAN (Wide Area Network)? Yes	No
MAPPI	NG	
i <b>.</b>	Does the city have a GIS base map in place? Yes Please specify agency that is repository of the map, scale of the map and the date (month, year) it was last updated.	No
	GIS base maps have been prepared. Scale 1:1000 by IPE Pvt Ltd,in 2003.	
	What all information is mapped on to GIS? Indicate, with details, in the table below	

Information layer	Available	at			Not	Agencies involved	Other relevant details
available	City level	Ward level	Property / Househol d	Any other level	available	for updation	
ULB and ward boundaries	✓	✓	✓			IPE PVT LTD.	
Road and street layer	✓	✓	✓				
Property layer	✓	✓	✓				
Household & demographic	-				✓		
Water supply network					✓		
Sewerage network					✓		
Street lighting					✓		
SWM					✓		
Storm water drains	1	<b>✓</b>	<b>✓</b>				
Any other							

k.	Does the Municipality have decentralised network of E-kiosks or Electronic citizen service centres?	Yes	No	
	± •			

	If yes, state 'he	ow many' and the criteri	a for spatial deployment (geographical, admini	strative etc)				
<u>TI</u>	Specify funct	ions / services delivered	at these centres / citizen interface points					
e-( mc	Governance in municonths. The following	ipalities. This NMMP in steps have been identified	ational e-Governance Action Plan (NEGAP), patends to roll-out e-Governance in municipalities ed based on the NMMP for a comprehensive the NMMP for ULBS, for which ULBS need to	es on a nation-ware e-governance at	ide basis. Thi t the municip	is programme oal level. Follo	will be launched wing are the cri	in the comin
a.	Appointment of	of State-level Technolog	Consultant as State Technology Advisor	Year1	Year2 Y	ear3 Year4	Year5 Year6	Year7
			oers has been appointed as State Technology A survey. A road map for deployment of IT is bein			Information a	nd Technology. T	The agency h
b.	basis of Nation Bases	nal Design Document as d on the National Missio	n Mode Project of Government of India, the de	Year1 esign document v		ear3 Year4 red.	Year5 Year6	Year7
c.		DD against National E-0 ty, intra-operability & se		Year1 Ye	ar2 Year3	Year4 Yea	r5 Year6 Yea	r7
d.	Finalisation of Mus	nicipal E-Governance in	plementation action plan	Year1 Ye	ear2 Year3	Year4 Yea	ar5 Year6 Yea	ar7
e.		ess Process Reengineeri ion to e-governance sys		Year1	Year2 Y	fear3 Year4	Year5 Year6	Year7
f.	Appointment of So And training	ftware consultant(s) / ag	ency for development, deployment	Year1	Year2 Y	ear3 Year4	Year5 Year6	Year7
g.	Exploring PPP opti	on for different E-Gove	rnance services	Year1	Year2 Y	ear3 Year4	Year5 Year6	Year7
h.	Implementatio <i>Module</i>	n of E-governance initia	tives in the JNNURM city, against the identifice Steps to be undertaken	ed modules		ear in the Mis 1 <sup>16</sup> (Year 1 to Y	sion Period for Year 7)	]
	Property t	ax	Development of software		Done			

Year1 Year2 Year3 Year4 Year5 Year6 Year7

Module	Steps to be undertaken	Targeted Year in the Mission Period for completion (Year 1 to Year 7)
Accounting	Accounting Manual and software being developed	Year 3
Water Supply and Other Utilities	Digitisation of data	Year 3
Birth & Death Registration	Development of software	Done
Citizens' Grievance Monitoring	Development of software	Year 3
Personnel Management System	Digitisation of data	Year 4
Procurement and Monitoring of	To be decided	
Projects		
o E-procurement		
o Project/ward works		
Building Plan Approval	Digitisation of data	Year 7
Health Programs		
o Licenses		Year 4
o Solid Waste Management		Year 4
Any other module		

If a plan has been drawn up and / or is under implementation, please provide details	s
Please indicate methods of dissemination (to the citizens) of the reforms undertaken	and the timeline for the same

### L2- MUNICIPAL ACCOUNTING

Any other reform steps being undertaken (please use additional space to specify)

<sup>&</sup>lt;sup>16</sup> Completion of the module implies – completion of database of records / digitisation of related data, generation of reports for management and public dissemination, work-flows are managed on-line or on a real-time basis, citizen interface and dissemination of information is handled through the system (*viz. elimination of manual processes to extent possible*)

DESIRED	OBJECTIVES	:

JNNURM requires certain reforms to be undertaken by states/ cities in Municipal Accounting, with the objective of having a modern accounting system based on double-entry and accrual principles, leading to better financial management, transparency and self-reliance.

#### **CURRENT STATUS**

a. Please provide a short note on the present method of accounting being followed in your city

Single entry cash based accounting system is being followed. The accounts, manuals and registers are maintained as per the Municipal Accounting Manual.

b. Please provide the status of completion and adoption of accounts, and if they have been audited and published in the last 3 years (specify month / year)

Year	Adopted	Audited	Published
2002-2003	31.03.2003	audited	-
2003-2004	31.03.2004	audited	-
2004-2005	31.03.2005	audited	-
2005-2006	31.03.2006	being audited	-

c. Please state whether State/city has drawn up its own accounting manual	c. F	Please state	whether	State/city	has	drawn	up its	s own	accounting	manu
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Yes No

d. Please state whether State/city has adopted NMAM<sup>17</sup>-NA

i. without modifications

ii. with modifications.

e. If NMAM has been adopted with modifications, please state these:

Accounting Manual will be ready by June 2007.

<sup>&</sup>lt;sup>17</sup> The National Municipal Accounts Manual (NMAM) has been prepared by MOUD with support from CAG to promote the implementation of improved financial management through electronic means leading to improvement in internal government operations to support and stimulate good governance.

f.	Please state whether State has modified its current appropriate laws and regulations to be in compliance provide date of such modification.	with the o	louble-enti No	ry accrual principles. If yes, please Date
g.	If applicable, please provide current status of implementation of double-entry accrual system.			

Regional Center for Urban and Environmental Studies, Lucknow, Ministry of Urban development, Government of India, has been engaged to suggest a road map for implementation of double entry accrual based accounting system. It would also develop a software for implementation and suggest modifications in the existing laws. The manual should be ready by June 2007.

#### **TIMELINE FOR ACTION ON REFORMS**

#### TRANSITION TO DOUBLE ENTRY ACCOUNTING ON ACCRUAL PRINCIPLES

a. Resolution by Government expressing commitment to establish modern municipal accounting system. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)

Regional Center for Urban and Environmental Studies, Lucknow, Ministry of Urban development, Government of India, has been engaged to suggest a road map for implementation of double entry accrual based accounting system. It would also develop a software for implementation and suggest modifications in the existing laws. The manual should be ready by June 2007.

b.	Appointment of consultants for development of State wide Municipal Financial Accounting Manual <i>Done</i> .	Year1 Year2 Year3 Year4 Year5 Year6 Year7
c.	Completion and adoption of Municipal Financial Accounting Manual, in line with NMAM or otherwise	Year1 Year2 Year3 Year4 Year5 Year6 Year7
d.	GO/Legislation/Modification of Municipal Finance Rules for migrating to double-entry accounting system	Year1 Year2 Year3 Year4 Year5 Year6 Year7
e.	Training of personnel	Year1 Year2 Year3 Year4 Year5 Year6 Year7

f.	Appointment of field-level consultant for implementation at the city-level	Year1 Year2 Year3 Year4 Year5 Year6 Year7
g.	Notification of cut-off date for migrating to the double-entry accounting system	Year1 Year2 Year3 Year4 Year5 Year6 Year7
L.	Do anainsoning of hyginess processes to align with assembly head accounting system	Von
h.	Re-engineering of business processes to align with accrual based accounting system (aligning all commercial and financial processes such as procurement, revenue collection, Payroll, works contracts, etc.)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
i.	Completion of registers and Valuation of assets and liabilities	Year1 Year2 Year3 Year4 Year5 Year6 Year7
j.	Drawing up of opening balance sheet (OBS):	
	i. Provisional OBS	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	ii. Adoption of provisional OBS	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	iii. Finalisation of OBS	Year1 Year2 Year3 Year4 Year5 Year6 Year7
k.	Full migration to double-entry accounting system	Year1 Year2 Year3 Year4 Year5 Year6 Year7
_		
1.	Production of financial statements (income-expenditure accounts and balance sheet) as per the new system	Year1 Year2 Year3 Year4 Year5 Year6 Year7
<u>IMPR</u>	OVED FINANCIAL MANAGEMENT	
m.	State year from which external audit of financial statements will commence	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	CAG Audit is being done.	
n.	Frequency of such external audit cycle	Annually
0.	State year from which ULB will commence preparation of outcome budgets	Year1 Year2 Year3 Year4 Year5 Year6 Year7

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State year from which ULB will institute internal audit / co  Internal audit is being performed.	ontrol mechanisms Year1 Year2 Year3 Year4 Year5 Ye					
State year in which ULB will undertake Credit rating	Year1 Year2 Year3 Year4 Year5 Year6 Year					
	systems will be developed and integrated with the financial accounting system.					
Related Financial Management Systems	Target year for completion and integration with Financial Accounting System <sup>18</sup>					
Procurement systems	Year 5					
Works contracts management	Year 5					
Payroll and wage payments	Year 5					
Stores and inventory management	Year 5					
User charges billing systems	Year 5					
Tax collection systems	Year 5					
Any other						
Any other reform steps being undertaken (please use additi	ional space to specify)					

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in the methods of levy, administration and collection of Property Taxes, with the broad objective of establishing a simple, transparent, non-discretionary and equitable property tax regime that encourages voluntary compliance. States/cities need to ensure that their desirable objectives for reforms include these reforms, but need not restrict themselves to these items

<sup>&</sup>lt;sup>18</sup> Should link with milestones committed in the reform agenda for e-governance.

<sup>&</sup>lt;sup>19</sup> Note: This section should only deal with Property Tax or its variants (viz. House Tax, Tax on vacant land, etc.). Revenues collected for specific services provided by ULBs such as water, sewerage, street lighting, etc., levied in the form of taxes / surcharge on the base of property tax (for e.g. as a % of ARV) and /or collected together with Property Tax, should be reported separately in the following section on User Charges.

#### **CURRENT STATUS**

a.	Please indicate if Property tax is currently levied on the following types of properties:					
	i. Residential ii. Commercial iii. Industrial iv. Any other category residential					
b.	Please provide the Method of Property Tax Assessment being follow	red				
	<ul><li>i. Self-assessment</li><li>ii. Demand-based</li></ul>					
	Non-discretionary self assessment method is being followed. Guid eliminates discretion and hence reduces corruption. However, dem	dance values are decided every two years by the Municipal Commissioner. The system and based assessment is done for non-residential properties.				
c.	Please provide the Basis of determination of property tax					
	i. Capital value ii. Rateable value iii. Unit Area iv. Other (please specify)					
d.	Please provide the Use of technology in property tax management, b	y giving appropriate details in the box				
	i. GIS database of record of properties liable to property tax	GIS database has been developed				
	ii. Electronic database of property records	Already done.				
	iii. Computerised generation of Property Tax demand notices	Already being done.				
	iv. Computerised recording of receipts of tax collection	Under Process				

Optional Reforms

v. Any other functionality of Property Tax system

.....

e. Please indicate Property Tax as % of Own Sources of Revenue Income and Total Revenue Income

 areate freperty fair as 70 er e 11	and Tropolog Tall as 70 of 5 711 Sources of Revenue Income and Total Revenue Income							
Year	2003-04	2004-05	2005-06					
PT as % of Own Sources of	59.98	28.68	46.71					
Revenue Income								
PT as % of Total Revenue	58.97	28.40	46.12					
Income								

f. Please provide the below information on Current coverage

No.	Type of Property	Estimated no. of properties	No. of properties in the records of the municipality	No. of properties paying property tax	Coverage ratio (4) / (2)
	(1)	(2)	(3)	(4)	(5)
1	Residential	175430	175430	170000	0.97
2	Commercial	31949	31949	28500	0.89
3	Industrial & others				
4	Total	207379	207379	198500	0.96

g. Please indicate the Amount of property tax being collected for following years

Financia l Year	Category	Current Demand Raised in Rs. Lakhs	Arrear Demand in Rs. Lakhs	Total demand Rs. Lakhs	Current demand Collection in Rs. Lakhs (collection efficiency in % in brackets)	Arrear Demand collection in Rs. Lakhs (collection efficiency in % in brackets)	Total collection in Rs.Lakhs (collection efficiency in % in brackets)
(1)	(2)	(3)	(4)		(5)	(6)	(7)
FY 05-	Residential	608.71	31.29	640.00	623.44	25.20	648.64
06	Commercial				(102.40)	(80.50)	(101.35)
	Industrial &						
	others						
	Total	608.71	31.29	640.00	623.44	25.20	648.64
FY 04-05	Residential	540.00	49.40	589.40	512.80	45.30	558.10
	Commercial				(95.00)	(91.70)	(94.68)
	Industrial &						
	others						
	Total	540.00	49.40	589.40	512.80	45.30	558.10
FY 03-04	Residential	501.58	122.25	623.83	475.93	98.50	574.43
	Commercial				(94.80)	(80.50)	(92.08)
	Industrial &						
	others						
	Total	501.58	122.25	623.83	475.93	98.50	574.43

g. Please list the Exemptions given to property owners

No.	Type of Exemption	Qualifying institution/ individual	Revenue implication of exemption for a year (Rs.)
1	Educational Institutes	Upto intermediate schools	875000
2	residential building having plot area less than 30 sqm or carpet area not more than 15 sqm		250000
3	Employees of Municipalities		175000

(please use additional rows if necessary)

h. Please specify the Assessing Authority and describe the level of discretionary power available with assessing authority

Self Assessment method is followed for determination of property tax. The system is transparent. The guidance values are fixed by the Municipal Corporation once every two years. The citizen can himself calculate the incidence of property tax. There is no discretionary power. However, assessment of property tax for commercial and industrial properties is done on a Capital value basis

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Optional	

Please provide the	he following details about update of property records and guidance values		
i.	Date when last update of property records through general revision was done	01/04/2002	
ii.	Date when last revision of guidance values <sup>20</sup> was done	01/04/2002	
iii.	Frequency of revision of guidance values	2 years	
iv.	Please indicate whether information from appropriate authorities on new building captured; if yes, how and at what frequency?(e.g. development authority etc)	ng construction, or additions to existing Yes No	
By random sur	rvey undertaken by the ULB.		
V.	Please indicate whether information from appropriate authorities on change of or at what periodicity? (e.g. Dept of Stamps and Registration)	ownership and land valuation is being ca Yes No	. *
	nership is captured through mutation proceedings done by the ULB/Development A evision of guidance values done by the Municipal Commissioner and biannual revi		

<u>TIMELINE FOR ACTION ON REFORMS</u>

Please provide timeline and indicate the steps intended (wherever not mentioned) for achieving the following action items

<u>Reform</u>		Steps proposed in order to achieve the	Target year for completion						
		<u>reform</u>	<u>Year 1</u>	<u>Year 2</u>	Year 3	<u>Year 4</u>	<u>Year 5</u>	<u>Year 6</u>	<u>Year 7</u>
a)	Enhancing coverage of property tax	Done							
	regime to all properties liable to tax								
b)	Elimination of exemptions	Amendment in legislation			✓				

<sup>&</sup>lt;sup>20</sup> Here, guidance value implies the basis for computation of Property Tax liability

<u>Reform</u>		Steps proposed in order to achieve the	Target ye	ear for compl	<u>etion</u>				
		<u>reform</u>	<u>Year 1</u>	<u>Year 2</u>	Year 3	Year 4	<u>Year 5</u>	<u>Year 6</u>	<u>Year 7</u>
a)	Enhancing coverage of property tax regime to all properties liable to tax	Done							
c)	Migration to Self-Assessment System of Property Taxation (Non- residential properties)	a. Setting up a Committee/Team to draft/amend legislation		✓					
		b. Stakeholder consultations			✓				
		c. Preparation of Draft legislation			✓				
		d. Approval of the Cabinet/ Government			✓				
		e. Final enactment of the legislation by Legislature			✓				
		f. Notification			✓				
		g. Preparation and notification of appropriate subordinate legislation			✓				
		h. Implementation by municipality				✓			
	Setting up a non-discretionary method for determination of property tax (e.g. unit area, etc) eps (i) to (viii) given in (c) above may be al for this step as relevant)	Done.							
e)	Use of GIS-based property tax	a. Selection of appropriate consultant		✓					
	system .	b. Preparation of digital property maps for municipality			1				
		c. Verification of digital maps and preparation of complete data-base of properties			<b>√</b>				
		d. Administration of Property Tax using GIS database and related application				✓			
		e. Mechanism for periodic updation of GIS database					✓		
f)	Next scheduled / anticipated revision of guidance values	Done every two years							
g)	Periodicity for revision of guidance	a. Periodicity to be adopted <b>Done</b>							
	values	b. Deadline for adoption <b>Done</b>							

Reform		Steps proposed in order to achieve the	Target year for completion						
		<u>reform</u>	Year 1	<u>Year 2</u>	Year 3	Year 4	<u>Year 5</u>	<u>Year 6</u>	<u>Year 7</u>
a)	Enhancing coverage of property tax	Done							
	regime to all properties liable to tax								
h)	Establish Taxpayer education	a. Preparation of Ready Reckoner	Done. A re	eady reckone	er for tax a	ssesses ha	s been pre	pared.	
	programme	(guidance booklet) for tax assesses							
		b. Local camps for clarification of doubts	Done. Thi	s is an on-go	ing proces	ss. We orga	anise perio	dic camps	for tax
		and assistance in filling out forms	assesses.						
		c. Setting up a website for property tax			1				
		issues/ FAQs etc							
i)	Establish Dispute resolution		Done. Ap	peals agains	st assessm	ent can b	e made in	the Smal	1 Causes
	mechanism		Court.						
j)	Rewarding and acknowledging		It is being	done.					
	honest and prompt taxpayers								
k)	Achievement of 85% Coverage	-	Already						
'	Ratio (see item e in Current Status)		achieved						
(Speci)	fy target Coverage for each year of								
mis	sion)								
1)	Achievement of 90% Collection	-	Already						
	Ratio for current demand (see item		achieved						
	f in Current Status above)								
(Speci	fy target Collection ratio for each year								
of r	mission)								
m)	Improvement in collection of	Specify targeted Total Arrears for each year as		20%	17%	14%	10%		
	arrears, to reach Total Outstanding	% of Total Current Demand for previous year,							
	Arrears less than or equal to 10 %	taking into account current position							
	of Current demand for previous								
	year								
	tax assessments under litigation, but								
	Property Tax / service charge levied on								
	nent properties)	Diagonia diagta matha da a C diagonia di							
n)	Any other reform steps being	Please indicate methods of dissemination							
	undertaken (please specify)	(to the citizens) of the reforms undertaken							
		and the timeline for the same							
		<u>a</u>							
		<u>b</u>							

#### L4-USER CHARGES<sup>21</sup>

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in the levy of user charges on different municipal services, with an objective of securing effective linkages between asset creation and asset maintenance and ultimately leading to self-sustaining delivery of urban services.

#### **CURRENT STATUS**

a. Please provide a list of services being delivered by municipalities/ parastatals and the status of user charges being levied for each. 22

Type of Service	User charge levied (Yes/No)	Service Provider	Tariff Structure	Last Revision of Tariff
Water Supply	Yes	ULB	based on pipe size and annual rental value	Oct., 1994
Sewerage	No	ULB	based on annual rental value	Oct., 1994
Solid Waste Management	No	ULB	-	-
Public Transport	Yes	State Government	Not working in the city	-
Street lighting	No	ULB	-	-
Primary health	No	State Government	Re. 1 / patient	2004
Hiring of municipal assets (please specify)	Yes	ULB/PPP	Sewer Jet Rs. 500/ shift Roller Rs. 500/ day (excluding diesel) J.C.B. Rs. 700/ hour (excluding diesel)	2000 – 01

<sup>&</sup>lt;sup>21</sup> Note: This section deals with user charges, collected either in the form of a tax or surcharge or fee. All revenues collected against specific services should be reported in this section w.r.t. current status and commitment on reforms made hereunder. Under no circumstances should there be any overlap between status reported in this section with than on Property Taxes.

<sup>&</sup>lt;sup>22</sup> Please attach details in separate annex where necessary.

Please furnish the costs and revenue collection in providing the following services (total, per unit and per capita/ household cost and revenues) in 2004-05. b. Also indicate the details of Revenue losses.

Service	(Plea				s collected (exclude arrears) ase specify the unit)		Revenue Loss in Rs. due to	
	Total Cost (in Rs.)	Per Unit Cost as delivered**	Per capita / Household cost	Total Recovery (in Rs.)	Per Unit Recovery as delivered**	Per Capita/ Household Recovery	leakage/theft/no enforcement/poor collection	free supply / no levy of user charges
	(a)	(b)	(c)	(d)	(e)	<i>(f)</i>	(g)	(h)
Water Supply & Sewerage	375003000	4.47 per KL	3161.11 per conntn.	250817000	2.99 per KL	2114.27 per conntn.	156493750	93870700
Solid Waste Management	253745766	180 / capita	180 / capita	-	-	-	-	-
Public Transport Services	Public Transport is not functional in Agra	-	-	-	-	-	-	-

<sup>\*\*</sup> can be expressed as Per MLD in case of water supply and sewerage; Per Tonne in case of SWM; Per Km in case of public transport, etc.

Please indicate the percentage cost recovery for each of these services over the past five years ((d) divided by (a), expressed in % terms) c.,

Service	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006
Water Supply &	63%	69.76%	65.36%	69.45%	67%
Sewerage					
Solid Waste Management	-	-	-	-	-
Public Transport Services	-	-	-	-	-
Others (please specify)	-	-	-	-	-

Please provide performance parameters and current service levels<sup>24</sup> d.

Service	Indicator	Status in 2004-2005			
Water Supply					

<sup>&</sup>lt;sup>23</sup> To include all related direct costs, including salaries and wages of personnel directly deployed in the service <sup>24</sup> Please add additional indicators as appropriate

Service	Indicator	Status in 2004-2005
1	Total water supplied per day (MLD)	230
2	Hours of water supply per day	5 hrs
3	Percentage (%) of population covered by Piped water supply	75-80%
5	Per capita supply (in litres) (per day)	108 LPCD
6	Total no. of household connections (Cumulative figure)	108630
7	No. of connections metered (Cumulative figure)	3180
8.	Total Non-Revenue Water in MLD (% in brackets)	20% 36.74 MLD
9.	Un-accounted for Water in MLD (% in brackets), including system losses	25% 61.25 MLD
	Sewerage and Sanitation	
1	Quantum of Sewage generated per day (MLD)	192
2	Quantum of Sewage treated per day (MLD)	90.25
3	Land utilization for sewage farming Ha) (Cumulative figure)	400
4	Quantity of sewage disposed on land (MLD)	78
5	Quantity of sewage disposed into water bodies (MLD)	114
6	Percentage (%) of population covered by underground sewage network	25%
	No. of households with individual toilets / low cost sanitation unit	105258
7	(Cumulative figure) approximate	
8	No. of public toilets (Cumulative figure in terms of seats)	119
	Solid Waste Management	
1	Quantum of solid waste generated per day (TPD)	650
2	Quantum of solid waste collected per day (TPD)	500
3	Collection efficiency	80%
4	Per capita waste generation	450g
5	Quantum of waste treated in scientific manner (composting, etc.)	
6	Staff per 1,000 persons	2.0
7	Total capacity of all collection vehicles per day	500 MT
8	Does a sanitary landfill exist (Y/N)	N
9	If sanitary landfill exists, is it used (Y/N)	N
10	Is source segregation done? (Y/N) – If Yes, what % of total waste?	N
	Public Transport services	
1	Total capacity of public transport (number of vehicles)	
2	Number of trips made in a day	
3	Population using public transport	

#### **TIMELINE FOR ACTION ON REFORMS**

a.	The State/ULB must formulate and adopt a policy on user charges which should include proper targeting of subsidies, if any, for all services; ensuring the full
	realization of O&M cost by the end of the Mission period. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a
	copy submitted to MOUD.)

		Agreed.		
b.	The S	state should set up a bo	ody for recommending a user charge structure.	Year1 Year2 Year3 Year4 Year5 Year6 Year7
c.	Es	stablishment of proper	accounting system for each service so as to determ	mine the O&M cost separately. Please specify the timeline for each service separately
		i.	Water Supply and Sewerage	Year1 Year2 Year3 Year4 Year5 Year6 Year7
		ii.	Solid Waste Management	Year1 Year2 Year3 Year4 Year5 Year6 Year7
		iii.	Public Transport Services Not Applicable	Year1 Year2 Year3 Year4 Year5 Year6 Year7
		iv.	Other (please specify)	Year1 Year2 Year3 Year4 Year5 Year6 Year7

d. Please indicate the targeted service standards and timelines for achieving the same with regard to each of the above mentioned services<sup>25</sup>

Service	Service Standard identified (in units)	Service Standard targeted (in quantity)	Targeted year for achieving the standard*
Water Supply	150 LPCD	333 MLD	2010
Drainage	covered drainage system	60%	2011
Solid Waste Management	450 gm / capita per day	650 MT	2009

<sup>\*</sup> with reference to year if JNNURM period (Year 1, Year 2...)

e. Please define the user charge structure and timelines for achieving with regard to each of the above mentioned services

<sup>&</sup>lt;sup>25</sup> To the extent possible, specify service delivery standard as experienced at citizen's end, for e.g. hours of water supply; lpcd received in household; frequency of street sweeping, etc.

Service	Proposed User charge Structure (give details of rates, category and units)	Targeted year for achieving the standard*
Water Supply	Differential rates will be charged for domestic and commercial connections. Rates charged for domestic connection will be approx 80% of O&M charges and rate charged for commercial connections will be approximately 2.5 times O&M charges.	2008-09
Sewerage	It is not possible to levy this charge on a unit basis. Sewerage charges will be levied on ARV basis which will be a maximum of 4% of ARV according to the Act.	2008-09
Solid Waste Management	Rs 20-25 per household	2007-08

<sup>\*</sup> with reference to year if JNNURM period (Year 1, Year 2....)

c.	Please indicate plan for achieving volumetric based tariff through 100 %
	metering with individual meters.

Please indicate annual targets for achieving full metering.

The 2<sup>nd</sup> SFC has recommended the charges to be collected on a household basis which has been accepted by the State Government. Hence 100% metering is not possible.

d. Please indicate plan for reduction in Non-Revenue Water (NRW) and Un-accounted for Water (UfW) through measures that include water audits and leakage detection studies. Please indicate annual targets for both.

Non-Revenue Water (NRW)

Un-accounted for Water (UfW)

- e. Conduct of a study to quantify and examine impact of subsidies for each service (Indicate 'when' against the timeline)
- f. Results of such analysis to be tabled in the Municipal Council and approved (Indicate 'when' against the timeline)
- g. Indicate periodicity in which such analysis shall be done regularly, and placed

Year1 Year2	Year3 Y	Year4 Y	Year5 Y	ear6 Ye	ar7
	20%	16%	14%	12%	10%
Year1 Year2	Year3 Y	Year4 Y	Year5 Y	ear6 Ye	ar7
	25	22%	19%	17%	15%
Year1 Year2 Year	r3 Year	4 Year	Year6	Year7	
Year1 Year2 Year3 Year4 Year5 Year6 Year7					
Once every three	e years				

Year3 Year4

#### Before the Municipal Council

h. Time table to achieve full recovery of O&M costs from user charges (recovery of all direct costs, including related salaries and wages) (Please indicate proposed recovery level for each year for each of the services in %)

i.	Water Supply	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		67%	70%	80%	90%	100%	100%	
ii.	Sewerage	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		67%	70%	80%	90%	100%	100%	
iii.	Solid Waste Management	Year1	Year2	Year3	Year4	Year5 Ye	ar6 Yea	r7
It is not j Revenue	possible to collect full O&M charges. Balance will be met through income		0%	10%	20%	30%	40%	50%
iv.	Public Transport Services Not Applicable	Year1	Year2	Year3	Year4	Year5 Ye	ear6 Yea	r7
v.	Others, such as hiring of municipal assets, e.gcommunity halls, public parks etc. (please specify)	Year1	Year2 100%	Year3	Year4	Year5 Year5 [	ear6 Yea	r7

i. Any other reform steps being undertaken (please use additional space as necessary, please specify timeframes for steps envisaged)

User charges are being levied for water supply and sewerage services. It is proposed to levy Rs 20-25 per household for waste collection. Whenever user charges are changed, people are informed through newspapers.

#### L5- INTERNAL EARMARKING OF FUNDS FOR SERVICES TO URBAN POOR

#### **DESIRED OBJECTIVE/S**

JNNURM requires reforms to be undertaken by local bodies with respect to earmarking funds in their budgets specifically for services delivery to the urban poor. Commitment is sought from ULBs in undertaking reforms in the budgeting and accounting systems to enable the same, as also targets for expenditure incurred in delivery of services to the poor.

#### **CURRENT STATUS**

#### PROCESS FOR EARMARKING BUDGETS

a. Please indicate prevailing processes for decision making on allocation of budgets for delivery of services to the poor.

There was no provision of separate budget for urban poor but recently State Govt. has directed to make separate provision in budget for urban poor. Next year onwards separate provision in budget for urban poor will be made in proportion to their population.

b. Please indicate if prevailing accounting and budgeting systems are capable of tracking revenue and capital expenditure incurred on delivery of services to the poor.

Yes	No	Partly

According to new directives of the State Govt. separate provision in the Budget will be made for delivery of services to Urban poor and separate accounts will be maintained as per separate Budget provision for Urban poor.

#### EXPENDITURE INCURRED ON DELIVERY OF SERVICES TO THE POOR

d. Please indicate if there is any internal earmarking <sup>26</sup> within the municipal budget towards provision of services to urban poor. Please provide the total amount earmarked and the percentage of the total budget in the last 3 years. - *Though funds have been spent in urban poor areas, however, no separate ear-marking of funds has been done and so data specifically spent for urban poor is not available.* 

 Year
 2002-2003
 2003-2004
 2004-2005

<sup>&</sup>lt;sup>26</sup> Earmarking refers to percentage allocation of the total estimated income that would be utilised for provision of housing and basic services to urban poor

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Amount Budgeted	Own sources	-	-	-
(both Revenue and Capital	Other Sources	-	-	-
Accounts)	Total	-	-	-
Actual Amount Spent	Own sources	-	-	-
(both Revenue and Capital	Other Sources	-	-	-
Accounts)	Total	-	-	-
% of the total budget (both Revenue and Capital	Own sources	-	-	-
	Other Sources	-	-	-
Accounts)	Total	-	-	-

#### **TIMELINE FOR ACTION ON REFORMS**

#### **BUDGETING AND ACCOUNTING PROCESSES**

	Yes No		
	If Yes, please state year from when this will be made effective.	Year1	Year2 Year3 Year4 Year5 Year6 Year7
b.	Creation of separate Municipal Fund in the accounting system for 'Services to the	Poor'	Yes No
	If Yes, please state year from when this will be made effective.	Year1	Year2 Year3 Year4 Year5 Year6 Year7

related to poor / non-poor. (in the short run the same heads may be categorised on basis of income / expenditure from slum / non-slum).

a. Reforms in the accounting and budgeting codes to enable identification of all income and expenditure (in both Revenue and Capital accounts) to be identified as

c. Amendments to the Municipal Accounting Rules for governing the Fund,
Operating the Fund, including rules for transfer of resources into the Fund
for 'Services to Poor'.

#### ALLOCATION AND EXPENDITURE<sup>27</sup> ON DELIVERY OF SERVICES FOR POOR

d. Targeted revenue expenditure on delivery of services to poor per annum, expressed as % of Total Revenue Income

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %		20%	22%	24%	26%	28%	30%

e. Targeted revenue expenditure on delivery of services to poor per annum, expressed as % of Total Own Source of Revenue Income

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %		20%	22%	24%	26%	28%	30%

f. Targeted capital expenditure on delivery of services to poor per annum, expressed as % of Total Capital Expenditure

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %		25 %	25 %	28 %	30 %	25 %	25%

<sup>&</sup>lt;sup>27</sup> Allocation and spend pertains to all directly attributable expenses specifically incurred for delivery of entire mandate of municipal services to the poor, that should include basic environmental services, roads, tenure, primary education and health, and social security amongst others.

Establishment expenses (including salaries and wages) not directly and specifically incurred for service delivery to the poor should be excluded.

#### L6 – PROVISION OF BASIC SERVICES TO URBAN POOR

#### **DESIRED OBJECTIVES**

JNNURM requires cities to ensure provision of basic services to the urban poor such as water supply and sanitation, including provision of security of tenure and improved housing at affordable prices. JNNURM also requires that delivery to the urban poor is ensured for existing universal services of the Government in the areas of health, education and social security.

#### **CURRENT STATUS**

a. Please provide information on existence of any database pertaining to household level information of urban poor.

HH Survey has been carried out & the data base of household level exists. Moreover, GIS maps for all households are also being prepared.

b. Has any prioritisation of slums / localities been carried out as part of the CDP process? If Yes, please provide details on the process.

Prioritisation for improvement of slums for water supply, sewerage, drainage, solid waste management and other infrastructural requirements has been carried out as part of CDP. Further, relocation will be carried out in accordance with the enforceable land use plan for Agra.

c. Please provide baseline information with respect to quality and level of access of services by poor households in the table below. (in case of wide variation in quality of service within the city across slum clusters, provide average level of service. Please state extremely low levels where appropriate)

No.	Area of service delivery	Performance Parameter	Current levels	Prevailing level of access of urban poor households (in terms of % HHs that access services at the current performance levels)
1.	Water Supply			
1.1	Household level piped water supply	No. of hours of supply at reasonable pressure	4 hours (180 lpcd)	20%
1.2	Public taps / standposts	No. of hours of supply at reasonable pressure	"	10%
1.3	Handpumps / Tubewells (untreated ground water source)	Avg. distance from HH in metres	250 m	70%
1.4	Water Tanker supply	Response time on request in hrs.	3 hours	As and when required
2.	Sanitation			
2.1	Household level individual	Type of toilet	Flush latrine	15%
	toilets	Type of conveyance / disposal system	Drain	
2.2	Community toilets	Seats per population using them	20 person per seat per day	15%
		Type of conveyance / disposal system		
3.	Housing			
3.1	Housing	Pucca housing for each household	Pucca	25%
3.2	Night shelters / community shelters	Avg. distance to be traversed by homeless in m	5 km	2%

d. Please provide details on extent of access to following services by urban poor in the ULB.

No.	Area of service delivery	Prevailing level of access of urban poor households (in terms of % HI		
		that are able to access these services)		
4.	Solid Waste Management			
4.1	Street sweeping	20%		

No.	Area of service delivery	Prevailing level of access of urban poor households (in terms of % HHs that are able to access these services)
4.2	Waste Collection	20%
5.	Roads and Drains	
5.1	Provision of pucca (all weather) roads	30%
5.2	Provision of storm water drains	25%
6.	Street Lighting	
6.1	Provision of street lights	20%
7	Community Facilities	
7.1	Aanganwadi / crèche	20%
7.2	Community halls	20 nos.
8.	Primary healthcare	
8.1	Preventive health care – inputs and advise	45%
8.2	Curative healthcare	35%
9.	Primary Education	
9.1	Primary education	100%
10.	Support for livelihoods	
10.1	Skill development training	36%
10.2	Micro-credit	45%

e. Please provide details on prevailing levels of secure tenure amongst urban poor.

No.	Area	Total estimated no. in the ULB	Total number of with secure tenure	% of households / micro- enterprise establishments with secure tenure
1	Secure tenure for place of dwelling, in terms of legal status	100276	93109	93%
2.	Secure tenure for place of work for micro- enterprises, in terms of authorisation of the locations of the enterprise	45142	27085	60%

#### **TIMELINE FOR REFORMS**

a. The State Government and ULB must formulate and adopt vide a resolution a comprehensive policy on providing basic services to all urban poor which should include security of tenure and improved housing at affordable prices. The policy document should also cover other existing universal service mandates of the Government in the areas of education, health and social security. This policy document should lay down commitments to attain certain benchmark levels of access and standards of service delivery.

The policy document should be prepared with stakeholder involvement, be adopted and disseminated within 6 months of signing of the MoA under JNNURM, and a copy submitted to MoUD/MoHUPA. *Agreed.* 

#### BENEFICIARY IDENTIFICATION AND TARGETTING

- b. Conduct of House Hold (HH) level survey, covering all poor settlements (recognised slums, unrecognised slums, and informal clusters)
- c. HH level survey to cover infrastructure deficiency indicators and socio-economic deficiency indicators
- d. Creation of database, including identification of HHs for priority targeting of

Year1 Year2 Year3 Year4 Year5 Year6 Year7
Yes No Partly
Year1 Year2 Year3 Year4 Year5 Year6 Year7

Schemes for household level benefit (such as livelihood, housing, social security, etc.)

- e. Ranking and prioritisation of clusters of urban poor settlements in a participatory manner
- f. Frequency of updation of database created

## Year1 Year2 Year3 Year4 Year5 Year6 Year7

Two years

#### QUALITY OF SERVICES AND EXTENT OF ACCESS TO SERVICES

Specify the benchmark quality of services targeted for delivery to urban poor for each of the areas mentioned below. It is presumed that this quality of service is targeted for all urban poor. Cities should set progressive benchmarks so as to improve the quality of services rendered over the Mission period.

#### g. HOUSEHOLD LEVEL BASIC SERVICES

No.	Area of service delivery <sup>28</sup>	Quality Parameter	Target Quality Benchmark <sup>29</sup>	Level of access targeted in each year (in terms of % HHs of urban poor that access services at the targeted quality benchmark)						
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
1.	Water Supply									
1.1	Household level piped water supply	No. of hours of supply at reasonable pressure	8 hours per day (200 lpcd)			20%	50%	70%	90%	100%
1.2	Public taps / standposts	No. of hours of supply at reasonable pressure	8 hours per day (200lpcd)			10%	20%	20%	10%	0%
		Avg. distance from HH in metres	150 m							
1.3	Handpumps /	Avg. distance from	150 m			70%	30%	10%	0%	0%

<sup>&</sup>lt;sup>28</sup> As access to services is improved through better methods, levels of access through more basic methods will decrease. For e.g. as HHs with access to piped water will increase, HHs with access to tubewells / public taps / tankers will decrease.

<sup>&</sup>lt;sup>29</sup> To be defined by the ULB at the time of signing the MoA

No.	Area of service delivery	Quality Parameter	Target Quality Benchmark	Level of access targeted in each year (in terms of % HHs of urban poor that access services at the targeted quality benchmark)						
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
1.	Water Supply									
	Tubewells	HH in metres								
	(untreated ground									
	water source)									
1.4	Water Tanker	Response time on	2 hour			As an	d when re	quired		
	supply	request in hrs.								
2.	Sanitation	I —		1			1 1000/	1		
2.1	Household level	Type of toilet	Flushed toilet		15%	60%	100%			
	individual toilets	Type of conveyance /	Soak pit / Sewer							
		disposal system	10		•		111	11 0		
2.2	Community toilets	Seats per population	10 person /seat	Co	ommunity	toilets wo	uld be used	l by floatin	g population	on.
		using them	200							
		Avg. distance from	200 m							
		HHs in m	G 1 : / G							
		Type of conveyance /	Soak pit / Sewer							
		disposal system	Provision of	-						
		Facilities for aged,								
		women, children, disabled	separate Seats							
		uisabieu								
3.	Housing					l	1	1		
3.1	Housing	Pucca housing for	100 %		25%	45%	65%	80%	90%	100%
""		each household	200 /0							
3.2	Night shelters /	Avg. distance to be	4000 m. These							
	community	traversed by	will be used by							
	shelters	homeless in m	floating							
			population.							
			рориганоп.					1		

No.	Area of service delivery	Quality Parameter	Target Quality Benchmark	Level of access targeted in each year (in terms of % HHs of urban poor that access services at the targeted quality benchmark)							
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	
1.	Water Supply										

Please provide qualitative comments on above as appropriate									

#### OTHER INFRASTRUCTURE SERVICES h.

No.	Area of service delivery <sup>30</sup>	Quality Parameter	Target Quality Benchmark <sup>31</sup>	Target year in which all poor households shall have access to services at the target quality benchmark  (State year of the Mission Period)
4.	Solid Waste Mar	nagement		
4.1	Street sweeping	Frequency of street sweeping	Daily	Year 5
4.2	Waste	Avg. distance of HHs from bin in m	200 m	Year 5
	Collection	Frequency of lifting of waste from community bin	Daily	Year 3
5.	Roads and Drain	15		
5.1	Provision of pucca (all	HH level access (roads in front of houses)	100%	Year 7
	weather) roads	Access of slum cluster to main roads	100%	Year 7
5.2	Provision of storm water drains	HH level access to covered drains	70%	Year 7
6.	Street Lighting			
6.1	Provision of street lights	Street illumination through out the year	100%	Year 5
7	Community Fac	l ilities		
7.1	Aanganwadi / crèche	Avg. distance of HHs from the facility in m	1500 m	Year 5

<sup>&</sup>lt;sup>30</sup> As access to services is improved through better methods, levels of access through more basic methods will decrease. For e.g. as HHs with access to piped water will increase, HHs with access to tubewells / public taps / tankers will decrease.

<sup>31</sup> To be defined by the ULB at the time of signing the MoA

No.	Area of service delivery	Quality Parameter	Target Quality Benchmark	Target year in which all poor households shall have access to services at the target quality benchmark  (State year of the Mission Period)
7.2	Community halls	Avg. distance of HHs from the facility in m	1500 m	Year 7
8.	Primary healthc	are		
8.1	Preventive health care — inputs and advise	Frequency of visits by health worker / other modes of communication reaching the urban poor	Weekly	Year 6
8.2	Curative	Reliability of the service	100%	Year 6
	healthcare	Avg. distance of HHs from facility in m	2500 m	Year 6
9.	Primary Educat	ion		
9.1	Primary	Enrolment rate	100%	Year 3
	education	Drop out rate	5%	Year 5
		Avg. distance of HHs from facility in m	1500 m	Year 5
10.	Support for livel			
10.1	Skill development training	Persons trained who pursue related occupation	-	36% (At current level) 75% 7 <sup>th</sup> year
10.2	Micro-credit	Access to participate in micro-credit group in the community	-	45% (At current level 80%) 7 <sup>th</sup> year

#### METHODS AND PARTICIPATION BY COMMUNITIES

i. State the areas, intended mechanisms and timelines for participation by communities of urban poor in the entire range of urban services and poverty alleviation programmes. (few examples are illustrated in the table)

No.	Sector	Nature of Involvement	Community Mechanism	Target Mission	Targeted scale of
				year to start	activities by end of the
				initiative	Mission period
1.	Basic services –	Participatory planning at micro	Through Community	Year 2	100% of all developments
	water supply,	level	Development Society		in these sectors shall be
	sanitation				through such mechanism
2.	Roads within slum	Community contracting	Entire material + Labour	Year 3	Atleast 15% of all such
	clusters		contract awarded to		contract through
			Community Development		community contracting
			Society		_

Area Sabha/Community Participation Law will ensure that these works upto a certain limit can be awarded to a community.

#### **SECURITY OF TENURE**

j. Please state targeted percentage of urban poor households that would have Year1 Year2 Year3 Year4 Year5 Year6 Year7

Optional Reforms

Secure tenure of their place of dwelling. (state target % for each year of Mission Period)

60 70 80 85 100

k. Please state targeted percentage of urban poor micro-entrepreneurs that would have secure tenure of their place of work (state target % for each year of Mission Period)

Year1	Year2					
		50	70	80	85	100

# OPTIONAL REFORMS<sup>32</sup>

 $<sup>^{32}</sup>$  IN CASE OF URBAN AGGLOMERATIONS WITH MULTIPLE ULBS, THE ULB RELATED REFORMS IN THIS SECTION SHOULD BE PROVIDED FOR EACH ULB IN THE JNNURM CITY SEPARATELY

#### **O1-INTRODUCTION OF PROPERTY TITLE CERTIFICATION SYSTEM**

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities towards putting in place an effective Property Title Certification System. The cities need to ensure proper management and record of all property holdings within the city. The new system should reflect authentic ownership at all points and information on holdings should be easily accessible.

#### **BACKGROUND**

#### 1. CURRENT STATUS

- a. What is the current system for-?
  - i. Property Registration<sup>33</sup>
  - ii. Transfer of Property<sup>35</sup>

The current system for property registration is provided in Registration Act, 1908 (Act No. 16 of 1908). A deed of transfer of property is typed or handwritten alongwith photographs of executants and presented before the Sub-Registrar. He registers it, keeps a photocopy as record and returns the original on the same day to the registrants.

b. Please indicate whether information on change of ownership (owing to transaction of property) or encumbrances is being captured? If so how? (For eg. is there information received from the Dept. of Stamp and Registration?)

 $Information \ is \ not \ captured \ automatically. \ The \ registrant \ presents \ his \ case \ before \ the \ concerned \ of ficer \ in \ the \ ULB \ for \ mutation \ of \ records.$ 

c. Does the property registration system record the following-?

	Status	Yes	No	Remarks
i.	Lien		✓	
ii.	Court orders	✓		If a copy is provided to the office
iii.	Easements		✓	

<sup>33</sup> Explain in detail the role of various institutions and the processes involved

	V.	Encumbrances	✓			
	vi.	Lease	✓			
	vii.	Third party claims	✓			
Which Legislation i	s followed for re	egistration and record	of properties?			
Registration Act,	1908 (Act No. 10	6 of 1908)				
What is the status of	f E-managemen	t of property records?				
Activity			Already in place	Under implement	Not done so far	Remarks
Assessment	of properties usi	ng GIS		•	✓	
Electronic da	tabase of proper	rty records			✓	
records		ular upgradation of			✓	
•	nline registration				✓	
ILIS (Integra	ted Land Inforn	nation System)			✓	
Provide Information	on current stati	us of Properties registr	ration			
Estimated numi	ber of properties	s in the city <sup>34</sup> (a)	No. of properties of the Municipality²(b		No. of disputed properties	Coverage Ratio(b/a*100)
250000			217557		Not available	80.7%
What is the basis for	r determination	of ownership of a prop	perty (eg. a title deed)?			
Title deed.						

<sup>&</sup>lt;sup>34</sup> Please mention the method used for identifying these property figures

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i.	Comment on the guarantee status of own	nership in the current system				
	The State Government keeps a record of registered document on the request of a		arties approach the o	rivil court. The State	e Government may provide a copy	of the
j.	Is there a list of documents identified to the details.	serve as evidence of change of own	nership (Registration	deed, partition dee	d, settlement deed etc)? If yes plea	ase give
		List of evidence documents a. Registered Sale Deed b. Registered Lease Deed for more than 30 years. c. Partition Deed. d. Settlement Deed	Comments			
k.	What is the frequency of update of prop	erty records? When was it done last	.?			
	Updation was last done in 2002.	GIS maps are being prepared.				
	LINE FOR ACTION ON REFORMS ndicate the mission year by which the fol	lowing targets would be met-				
a.	Listing of all the properties in the city			Year1 Year2	Year3 Year4 Year5 Year6	Year7
b.	Finalisation of decisions on the new reg and legislative amendments <i>Not</i>	istration system, state guarantee <i>Possible</i>		Year1 Year2	Year3 Year4 Year5 Year6	Year7
c.	Amendment of legislation and notificati <i>Not</i>	on Applicable		Year1 Year2	Year3 Year4 Year5 Year6	Year7
d.	Detailed design of system <i>Not</i>	Applicable		Year1 Year2	Year3 Year4 Year5 Year6	Year7

e.	Inventory of all recorded properties (after enquiry of titles and existing evidences)  Not Applicable	Year1 Y	Year2	Year3	Year4	Year5	Year6	Year7
f.	Update of all the records to reflect current owner and preparation of a 'Register of Titles'	Year1 Y	Year2	Year3	Year4	Year5	Year6	Year7
g.	Computerisation of all the property records against ownership	Year1 Y	Year2	Year3	Year4	Year5	Year6	Year7
h.	Initiation of issue of Property Tax Certificate (on request) to the existing owners, accompanied by cancellation of all previous certificates  *Already being done*	Year1 Y	Year2	Year3	Year4	Year5	Year6	Year7
i.	Setting up a system for regular upgradation of records (eg. MIS with links to all offices having bearing on land encumbrances)	Year1 Y	Year2	Year3	Year4	Year5	Year6	Year7
j.	Setting up a system for online provision of information receipt (relating to transactions) , dissemination and requests for certificates	Year1 Y	Year2	Year3	Year4	Year5	Year6	Year7
k.	Timeline for achieving 100% registration of properties Section 17 of the Registration registration of a property. Government of India should make appropriate provisions in section 1							
	Year 1 Year 2 Year 3 Year 4 Year 9	r 5 Y	ear 6	Year	· 7			
1.	Any other reforms being undertaken (give details in the space provided)	Year1 Y	Year2	Year3	Year4	Year5	Year6	Year7

#### O2- REVISION OF BUILDING BYELAWS TO STREAMLINE THE APPROVAL PROCESS

#### (For construction of buildings, development of sites etc.)

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities towards streamlining of the building approval process, with the broad objective of establishing a simple, transparent and lesser time-consuming process that encourages development.

#### **CURRENT STATUS**

- a. Which agency is responsible for preparing Building Byelaws? Chief Town and Country Planning department
- b. Which legislation governs the formulation of Building Byelaws and implementation of the regulation? U.P. Housing and Development Act 1956
- c. Explain the role of various agencies involved with building permission and sanction.

Agency	Role
a. Development Authority	In Development area submission and approval is done by concerned Development Authority and no objection certificate is taken from ULB
b. Housing Board	The area developed by Housing Board submission and approval is done by Housing Board
C Regulated Area	In Regulated Area's submission and approval is done by Prescribed Authority and NOC is taken from ULB
d ULB	Except above areas submission and approval is done by ULB

d. Explain in detail the existing process of building approval.

After submission of Building Plan to concerned authorities no objection certificate is taken from concerned Local Bodies, Fire department, Air port(if required), PWD, Revenue Department, Town Planning Department(if required). Time Limit for Approval is 30 days for Housing Plan and 90 days for Commercial plan. Appeal against disapproval can be made to competent authorities.

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e.	e. Are the Building Byelaws uniform throughout the city? (If not, give details) Yes	No
e	e. How many regulation parameters does a building permission consider? List those.	
	List of Parameters Comments a Land Use B Ground Coverage C Set Back D Parking	
f.	f. When was the Building Byelaws last revised?  Indicate the level of modification by ticking agaisnt the following-	
	<ul><li>i. Radical changes (FSI, ground coverage etc)</li><li>ii. Minor Modifications</li><li>Y</li></ul>	evision date Detail of modification fear 2000 fear 2000 fear 2000
	Under revised Building Bye-Laws in 2000, Government has made chang height, parking.	es in the parameters i.e coverage, set back, building
g. De	g. Detail out the extent of use of technology and computers in the process of building approvals	as well as upkeep of records.
	Integrated application software package has been developed for all the de	evelopment authorities by Awas Bandhu.
g.	g. Indicate the status of Building Approvals in the financial year2004-2005-  1 Number of Applications received (before 30th Feb'2005)	
	1. Indiana of Implications received (before 30th 1 to 2003)	7272

2	Number of Sanctions made within 1 month from date of receipt of the application	267
3	Number of Sanctions made within 2 months from date of receipt of the application	
		517
4	<sup>N</sup> umber of Applications that took more than 2 months for approval	Nil
5	Average time taken for approval of a building	12 days

i. Please indicate the possible reasons for delay in the approval process

#### **TIMELINE FOR REFORMS**

Please indicate the mission year by which the following targets would be met-

a.	Consultation with stakeholders on modifications required to Building Byelaws -Done	Year1	Year2	Year3	Year4	Year5	Year6	Year7
b.	Identification and finalisation of modifications in the existing Building Byelaws in order to streamline the process of approval. (eg. outsourcing of certain activities etc) -Done	Year1	Year2	Year3	Year4	Year5	Year6	Year7
c.	Defining mitigation measures for risks from natural disasters as part of Building Byelaws, (including structural safety issues on basis of seismic zones)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
d.	Amendment of the existing legislation to introduce the new Building Byelaws and notification - (Done)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
e.	Dissemination of the new set of Building Byelaws through a website	Year1	Year2	Year3	Year4	Year5	Year6	Year7
f.	City level Workshops to address to the queries of general public (It is ongoing process)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
g.	Setting up of an MIS system with links to all offices having bearing on building permission	Year1	Year2	Year3	Year4	Year5	Year6	Year7
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h.	Start of Approval as	s per the new buildi	ing byelaws	(Done)			Yea	r1 Year2	Year3 Year4	Year5 Year	6 Year7
i.	Establishment of in building plan appro Interactive Voice Re	ovals, through metho	ods such as –	-		r	Yea	r1 Year2	Year3 Year4	Year5 Year	ó Year7
j.	Timeline for reduct	tion of average time	taken for bu	ilding sanctio	n						
		Category of buildings	Year 1	Year 2	Year 3	<i>Year 4</i> me taken in da	Year 5	Year 6	Year 7		
		Residential	30 days	20	10	7	7	7	7		
		Commercial	30 days	20	15	10	10	10	10		
j.	Any other reforms	being undertaken (g	give details in	n the space pro	ovided)		Yea	r1 Year2	Year3 Year4	Year5 Year	ó Year7

## O3 - REVISION OF BUILDING BYELAWS TO MAKE RAINWATER HARVESTING MANDATORY IN ALL BUILDINGS TO COME UP IN FUTURE AND FOR ADOPTION OF WATER CONSERVATION MEASURES

#### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities to take sufficient steps towards promoting the use of rain water harvesting systems in cities by making it mandatory for building permission, with a long term objective of promoting conservation of water and ensuring sustainability of water resources.

#### **CURRENT STATUS**

a.	Is there any legislation for making Rainwater Harvesting mandatory in built	ldings? Yes No
b.	If yes, please provide following details of the regulation-	
	i. Since when has it been adopted?	Year 2003
	ii. Is it a part of the building byelaws and mandatory for building sanctio	ns? Yes No
	iii. Is it for all buildings?	Yes No
	iv. If no, what are the criteria adopted for selected plots or buildings?	
	Rain water harvesting is mandatory for plot sizes that are greatest residential buildings.	eater than 300 square meter for residential buildings and all non-

#### TIMELINE FOR ACTION ON REFORMS

Please indicate the mission year by which the following targets would be met-

a.	Final design of Rainwater Harvesting System and decision on end use	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
b.	Preparation of draft building byelaws to reflect the mandatory clauses of Rainwater Harvesting.	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
c.	(Done)  Amendment of the existing legislation to introduce the new Building byelaws and notification	Year1	Year2	Year3	Year4	Year5	Year6	Year7	

Checklist for the 'Urban Reforms Agenda' under JNNUI
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	(Done)	
d. I	Dissemination of the new set of Building Byelaws through a website	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	(Done)	
e.	City level Workshops to address to the queries of general public (It is on going process)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f.	Start of Approval as per the new building byelaws	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	(Done)	
g. A	Any other reforms being undertaken (give details in the space provided)	Year1 Year2 Year3 Year4 Year5 Year6 Year7

## O4 - EARMARKING AT LEAST 20-25 PER CENT OF DEVELOPED LAND IN ALL HOUSING PROJECTS (BOTH PUBLIC AND PRIVATE AGENCIES) FOR EWS/LIG CATEGORY WITH A SYSTEM OF CROSS SUBSIDISATION

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities towards earmarking at least 20-25 % of developed land in all housing projects (both public and private) for low income families in order to meet the housing needs of both EWS and LIG categories of population.

#### **CURRENT STATUS**

a. List the government / quasi-government institutions responsible for provision of housing in the city (eg. Development Authority, Housing Board, Housing Corporation etc).

S.No	Institution	Approx. no. of dwelling units created in previous financial year
1	Agra Development Authority	EWS House - 710, EWS Plot - 448, LIG Plot 488, MIG Plot - 336, HIG - 817
2	Avas Vikas Parishad	LIG House - 51, HIG House - 68, Residential Plots - 14, Commercial Plots - 25
3	DUDA	EWS-600

b. Please provide details on extent to which the private sector plays a role in housing development in the city

Information parameters	Estimates
Number of private developers in the city	30
Approximate number of housing projects by private developers	52
for whom plans were sanctioned in last year	
Approximate number of dwelling units created by private	1795
developers in above projects	

c.	Is there any legislation regarding mandatory reservation of certain percentage of land for EWS/LIG in housing projects? Yes	$\Box$ to		
----	---	-----------	--	--

- d. If yes, please provide the following details
  - i. Percentage of developed land required to be reserved for EWS/LIG
  - ii. Is it applicable to both government as well as private developments? Yes \_\_\_\_\_ No \_\_\_\_

#### TIMELINE FOR ACTION ON REFORMS

Ple	ase indicate the mission year by which the following targets would be met-
a.	Decision on the extent of reservation (20-25%)  Year1 Year2 Year3 Year4 Year5 Year6 Year7
b.	Amendment of the existing legislation and notification  Year1 Year2 Year3 Year4 Year5 Year6 Year7  ———————————————————————————————————
c.	Timeline to improve the percentage of reservation for EWS/LIG in housing projects  Year 1 Year 2 Year 3 Year 4 Year 5 Year 6 Year 7  Percentage of reservation (%)
d.	Any other reforms being undertaken (give details in the space provided)  Year1 Year2 Year3 Year4 Year5 Year6 Year7
	In Housing Policy Statement for integrated townships and high tech townships, 10% plots are reserved for EWS and 10% for LIG.

## O5 - SIMPLIFICATION OF LEGAL AND PROCEDURAL FRAMEWORKS FOR CONVERSION OF AGRICULTURAL LAND FOR NON-AGRICULTURAL PURPOSES.

#### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities to take sufficient steps towards streamlining the process of conversion of agricultural land to non-agricultural purposes with the broad objective of establishing a simple, transparent and lesser time-consuming process that encourages development.

#### **CURRENT STATUS**

a. Explain in detail the current system for conversion of agricultural land for non-agricultural purposes (for areas coming under Development Authority as well as outside)

Owners of land gives an application for land use change to concerned development authority or regulated are Development authority invites objection from public ,after due consideration of objections then board recommends to housing secretary for change of land use. Government decides the change of land use.

b. List out the number of agencies involved and their roles.

AgencyRoleA Development authorityRecommendationB CTCPTechnical adviceC GovernmentApprovald

c. Which Legislation/s is/are being followed for conversion of agricultural land for non-agricultural purposes?

U.P Urban Planning and Development Act, 1976

d.	Has there been any attempt at simplification of the procedure of such conversions in the past? State 'yes' or 'no' and give details. <i>No</i>	

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e.	What is the average time taken for conversion of land from ag	ricultural to	
	i. Residential use-	Time is not specified in ac	<u>:</u> .
	<ul><li>ii. Other use (Industrial, commercial etc)-</li><li>iii.</li></ul>	Time is not specified in act	
f.	Please indicate the possible reasons for delay in the process for	r conversion of agricultural land for	non-agricultural purposes
	Since there is no time frame at every stage, the	refore delay occurs.	
TIM	IELINE FOR ACTION ON REFORMS  Not Applicable		
a.	Finalise on modifications in the existing procedure in order to and standardise the process of conversion.	streamline	Year1 Year2 Year3 Year4 Year5 Year6 Year7
b.	Amendment of the existing legislation and notification		Year1 Year2 Year3 Year4 Year5 Year6 Year7
c.	Dissemination of the new process through a website		Year1 Year2 Year3 Year4 Year5 Year6 Year 7
d.	City level Workshops to address to the queries of general	public	Year1 Year2 Year3 Year4 Year5 Year6 Year 7
e.	Setting up an MIS system with links to all offices having	bearing on conversion of land-use	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f.	Establishment of interactive citizen enquiry system on sta conversion of land use through methods such as – Interactive Voice Recording System (IVRS), Website, tele		Year1 Year2 Year3 Year4 Year5 Year6 Year7
g.	Start of conversions as per the new legislation		Year1 Year2 Year3 Year4 Year5 Year6 Year7

g.

							Checkli	st for th	ne 'Urban Rej	<sup>c</sup> orms Age	enda' und	er JNN	<i>IURM</i>
								v	v	Ö			
h.	A	verage time tak	en for conversion of	of land-use, to redu	ice over the I	Mission Period							
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7			
		T	ime taken in mont	hs									
i.	Any o	ther reforms bei	ing undertaken (gi	ve details in the spa	ace provided	)	Year1	Year2	Year3 Year4	Year5	Year6 Year6	ear7	

#### O6 - INTRODUCTION OF COMPUTERIZED PROCESS OF REGISTRATION OF LAND AND PROPERT

#### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities undertake steps to computerise the process of registration of land and property, so as to deliver efficient, reliable, speedy and transparent services to citizens.

#### **CURRENT STATUS**

a. Explain in detail the prevailing process of getting a property or land registered?

Registration of property is done in 347 Sub-Registrar's office. In 241 offices, it is performed manually. However, in 106 district level Sub-Registrar's offices, record of registration of documents is being created on PRERNA software developed by NIC from 01.08.2006. Necessary amendments have been made in Indian Stamp Act, 1899 and Registration Act, 1908 and rules.

- To what extent is the present system computerized
  - i. Is there a computerized record of registered properties? Yes

ii. Can the property holder register through internet?

#### TIMELINE FOR REFORM

Indicate the target year for conversion to an electronic process of registration a.

> Year 1 Year 2

Year 3

Year 4

Year 5

Year 6 Year 7

A project for conversion of photocopy process of registration of documents to electronic process of registration of documents has been submitted to Ministry of Rural Development, Government of India. The process of conversion shall be started in a phased manner.

<sup>&</sup>lt;sup>35</sup> Related process improvements and reforms measures are expected to be covered under the Reforms for Property Title Certification.

#### **O7- BYELAWS ON REUSE OF RECYCLED WATER**

# **DESIRED OBJECTIVE/S**JNNURM requires the cities frame byelaws related to reuse and recycling of waster water, so as to conserve water resources. **CURRENT STATUS**

a. Is there any byelaw pertaining to reuse of recycled water? Yes

b. If yes, please provide following details –

i. Since when has it been adopted?

ii. Is it a part of the building byelaws? Yes No.

iii. Which legislation stipulates it?

c. Mention its coverage and specifications in brief

#### TIMELINE FOR ACTION ON REFORMS

- a. Final design and decision on end use of a Waste Water Recycling System
- b. Preparation of draft building byelaws to reflect the mandatory clauses of such a system
- c. Amendment of the existing legislation to introduce the new Building Byelaws and procedures

Year1	Year2	Year3	Year4	Year5	Year6	Year 7

Year1 Year2 Year3 Year4 Year5 Year6 Year7

Year1 Year2 Year3 Year4 Year5 Year6 Year 7

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d.	Dissemination of the new Building Byelaws through a website	Year1	Year2	Year3	Year4	Year5	Year6	Year 7
e.	City level Workshops to address to the queries of general public	Year1	Year2	Year3	Year4	Year5	Year6	Year 7
f.	Start of Approval as per the new Byelaws	Year1	Year2	Year3	Year4	Year5	Year6	Year7
or.	Any other reforms being undertaken (give details in the space provided)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
g.	Any other reforms being undertaken (give details in the space provided)		Teal2				Tearo	Tear /

#### **O8-ADMINISTRATIVE REFORMS**

#### **DESIRED OBJECTIVE/S**

JNNURM requires the administrative reforms are undertaken in ULBs and other institutions engaged in urban sector management. Such administrative reforms should include – instituting better human resource management systems, reduction in establishment expenditure by introducing voluntary retirement schemes, non-filling up of posts falling vacant due to retirement, extensive use of outsourcing, performance review and management mechanisms, etc., and achieving specified milestones in this regard.

#### **CURRENT STATUS**

#### STAFF DETAILS AND HUMAN RESOURCE MANAGEMENT

Please give the following details-

Item	Class 1 staff	Class II Staff	Class III staff	Class IV staff	Remarks, if any
Total staff in the Corporation/ ULB	7	18	352	3628	
Permanent/Regular posts	7	18	352	3628	
Occupied posts	7	6	225	2557	
Temporary staff				13	
Technical staff	4	4	18	55	
Non technical staff	3	10	207	3573	
Vacant posts		12	127	1071	
Number of new posts created in the past five years					
Number of recruitments done against the above posts			20	110	
Number of posts fallen vacant due to retirement during the past five years			107	60	
Number of recruitments done against the above posts					
Number of retirements expected in the next five years.			75	80	

Detail out the Initiatives taken for HR management and performance management under taken in the past two financial years

Initiative	Date	Details	Achievements
Employees have been nominated for training programs at RCUES, Lucknow.		Programs on capacity building	Improvement in capacity of employees.

#### STAFF- TRAINING

b. List down the Initiatives taken for staff training in the past

Initiative	Date	Details	Achievements
Computer training to clerical staff		Computer training on standard packages	Improvement in working efficiency

#### ESTABLISHMENT EXPENDITURE

c. Total Establishment expenditure over the past five years

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	CAGR
Particulars	(Rs. in lakhs)					
Salaries, Wages and Bonus	1943.10	1792.78	1741.64	2038.81	2208.24	5.64%
Benefits and Allowances	485.78	448.20	435.41	509.71	552.06	3.71%
Pension	158.71	158.86	153.62	212.51	233.26	11.19%
Other Terminal & Retirement	370.34	370.68	358.44	495.87	544.28	11.18%
Benefits						
Total establishment expenses	2957.93	2770.52	2689.11	3256.90	3537.84	5.12%
Total Establishment expenses	163.87%	185.58%	276.07%	207.65%	347.44%	-
as % of Total Revenue Income						

d. List down the initiatives taken for reduction in Establishment Expenditure (if any) in the past

Initiative	Date	Details	Achievements
		No recruitment	Reduction in expenditure

New recruitment has been		
stopped		

#### TIMELINE FOR ACTION ON REFORMS

a. Please identify the steps you wish to take in order to bring about the following. A few steps are being suggested here.

Area of Reform	Proposed steps	Targeted Year in the mission period
a. Rationalisation in staff & Human Resource Management Suggested steps:  Identification of loopholes in the existing staffing Draft Proposal for changes in staffing policy Draft Proposal for reforms in performance evaluation system Employee Consultation Discussion with various ULB Departments Cabinet Approval Preparation of Enabling Legislation	To assess loopholes in existing staffing Changes in staffing policy Performance evaluation system of staff	Year 4
b. Staff Training Suggested steps:  Assessment of training needs Finalisation of training curriculum Selection of Agencies to provide training Conduct of training Training programs identified	Identification of training needs Selection of training agency	Year 3
c. Reduction in Establishment Expenditure Suggested steps: Outsourcing certain functions	Outsourcing property tax collection Outsourcing SWM, street lighting, parking places. Services through civic centers	Year 4

Area of Reform	Proposed steps				Targeted Year in th mission period			
Higher capacity utilisation								
Energy saving								
Cost control targets								
d. Continuity of tenure of key decision makers Suggested steps:	Not possible							
Minimum average tenure of Municipal Commissioner								
e. Management review systems Suggested steps:	Evolving	g a system of p	periodic revi	ew.			Year 4	
Periodic review by Mayor & Municipal Commissioner								
Generation of Daily / Weekly / Monthly and Quarterly Performance reports on – Financial, Service delivery and Capital Projects								
b.Please give the identified milestones with respect to rat	ionalisation /	redeployment  Year 3	in number of	of staff agains  Year 5	t the mission  Year 6	year <i>Year 7</i>	_	
Number of staff	1eur 2	1eur 3	1eur 4	1eur 3	1eur 0	1eur /		
c.Please state by when the ULB shall evolve a detailed Tr  Training plan shall be prepared in year 3. They shall defend the detailed Tr  d.Please give the identified milestones for reduction in estimates.	ıll be reviewed	d every 2 year.	s.		shall be revie	wed.		
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	
Targeted reduction in Establishment Expenditure (as % of Total Revenue Income)	347%	330%	300%	275%	250%	225%	200%	
e. Ensuring stability of tenure( minimum 2 years) for M and other municipal functionaries/staff( commitment <i>Not possible</i>			ecutive Offic	er Year1	Year2 Ye	ar3 Year4	Year5 Year	r6 Year7

#### **09-STRUCTURAL REFORMS**

#### **DESIRED OBJECTIVE/S**

JNNURM requires the structural reforms are undertaken in ULBs and other institutions engaged in urban sector management. Such structural reforms should include – reviewing and revamping the organisation structure of the ULBs to align it to current requirements, decentralisation within the ULB where necessary, creation of trained cadres of municipal staff in specific technical disciplines, improved coordination mechanisms amongst city level agencies, etc. and achieving specified milestones in this regard.

#### **CURRENT STATUS**

F	Has the organisation structure of the ULB been review	viewed in the last one year? Please key issues with	the prevailing organisation structure of the ULB. $\Lambda$
	Does the ULB operate through Zonal Offices? It	If yes, give the following details- <i>No</i>	
	i. How many such offices exist in the	the city?	
	ii. What functions do they perform ar	and what powers do they yield?	

c. Please state the specific cadres of staff that are employed in the ULB.

Cadre of staff	Functional area they are employed in the ULB	Method of selection	Average tenure in one ULB
Centralized service	Administrative, Revenue, Engineering	UPPSC	3-5 years
Non Centralized service	Clerical, Class-IV	at Divisional level	transferred within commissionerate
Deputation	Additional Municipal Commissioner, Municipal Commissioner, Health Officer.	UPPSC	1-3 years

d. List role of ULB in other city level parastatal agencies. (for e.g. representation on board, membership in coordination committees, etc.)

#### **TIMELI**

Mayor functions as chairman of Jal Sansthan and four Councillors are members. Four Municipal councillors of Municipal Corporation represent ULB in Agra Development Authority. Municipal commissioner is member in various committees formed at the district level for coordination with various departments.

a. List sets of initiatives planned within the ULB organisation (for e.g. reallocation of functions within the ULB departments, alignment of sub-ULB level geographic jurisdictions of various departments with ward boundaries, decentralisation of functions, etc.)

Initiative for Organisational structural improvements	Target Date
Zonal System	2009
Ward Level System	2009

b. List sets of initiatives planned for inter-agency coordination and accountability amongst city level agencies

Initiatives for inter-institutional structural reforms	Target Date
Monitoring committee has been formed by the Honourable Supreme Court and is working in the city	

c. List State level structural reforms to be undertaken for creation of cadre of municipal staff for different technical disciplines.

Initiatives for creation of cadres of municipal staff within the State	Target Date
	June 2007
Cadre review is being done	

#### **O10 - ENCOURAGING PUBLIC PRIVATE PARTNERSHIP**

#### **DESIRED OBJECTIVE/S**

JNNURM requires the cities widely deploy public-private partnership models for more efficient delivery of civic services. Cities should explore wide array of options available for such partnerships and deploy those that optimal in meeting the needs and priorities of its citizens.

#### **CURRENT STATUS**

a. List down the key initiatives in PPP, including outsourcing of services undertaken in the ULB during the past five years.

Initiative	Date	Details	Achievements
Solid waste management with PPP	From 2003-04	Privatisation of Solid Waste Management in 1 km area	Improved cleanliness in the area surrounding Taj
		surrounding Taj	
Street Light with PPP	2004-05	Privatisation of Street Light on	Regular lighting on the streets/
		M.G. Road,	roads.

#### **TIMELINE FOR REFORMS**

b. List down the State level regulatory and policy initiatives planned for encouraging and deepening PPP in urban services

Regulatory / Policy changes	Target Date	Intended impact
ULB's have been instructed to keep the safai karmacharis on contract	Done	Reduction in establishment expenditure, improvement in service delivery
Parking places to be given on PPP	Done	Improvement in service delivery
Modernisation of slaughter house	Done	Improvement in service delivery

c. List down the city level project initiatives planned through PPP in the next three years.

Project	Target Date	Mode of PPP
Solid Waste Management	Year 4	
Street Lighting	Year 3	
Community Toilets	Year 4	

# Checklist for the 'Urban Reforms Agenda' under JNNURM

Allahabad Nagar Nigam

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#### STAKEHOLDER CONSULTATIONS FOR REFORMS

#### DESIRED OBJECTIVE/S

JNNURM requires the states/ cities to commit to reforms after effective consultations held across agencies and institutions involved in undertaking these reforms. It should be ensured that meaningful consultations are held at both the State and City levels on the reforms agenda, prior to the Memorandum of Agreement being entered into with the MoUD, Government of India.

#### **DETAILS OF CONSULTATIONS**

Please provide the list of agencies / stakeholders consulted

S.No	Stakeholders Consulted (Name position and agency / institution)
1	State Cabinet
2	Departments of the State Government
3	Elected representatives of the municipal bodies
4	Officers of the municipal corporations and other urban local bodies

Please specify consultations held and dates of such meetings / workshops

Various workshops were organised by Regional Centre for Urban Environmental Studies, Lucknow, Government of India which were well attended by officers of the municipal corporations and other urban local bodies. The reform agenda was explained and feedback taken from each of them. The reform agenda has been put up before the board of the municipal corporations and other urban local bodies and the board's approval has been obtained. Since, the reform agenda required inputs from other departments, like Stamp and Registration department, as well, meetings were held with various departments. Concurrence of the finance and planning departments was also obtained on the reform agenda. Finally, the nod of the state cabinet was obtained to finalise the reform agenda. The state of Uttar Pradesh is thus fully committed to the reform process as envisaged by Government of India.

## $M_{ ext{andatory}}R_{ ext{EFORMS}}$ at the level of the $S_{ ext{TATE}}G_{ ext{OVERNMENT}}$

#### S1. IMPLEMENTATION OF THE 74TH CONSTITUTIONAL AMENDMENT ACT

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in implementing the 74<sup>th</sup> Constitutional Amendment Act in its letter and spirit. The State should ensure meaningful association and engagement of Urban Local Bodies in the entire gamut of urban management functions, including but not limited to the service delivery function by parastatal agencies. Over a period of seven years, the Mission aims to ensure that all special agencies that deliver civic services in urban areas to ULBs are either transferred and / or platforms are created for accountability to ULBs for all urban civic service providers in transition.

#### **CURRENT STATUS**

a. Please indicate the status of implementation of the following as per the Act:

i. Constitution of municipalities, and last when	Yes No	Election were held in October-November 2006
ii. Composition of municipal councils, and last when	Yes No	Elections were held in October-November 2006 for 12 Municipal Corporation.192 municipalities and 417 Nagar Panchayats
iii. Reservation of seats for women, SCs and STs	Yes No	Seats in municipal elections are reserved as per constitutional provisions.
iv. Constitution of District Planning Committees (DPCs)	Yes No	UP District Planning Committee Act, 1999 has been enacted, DPC formed but not functional.
v. Constitution of Metropolitan Planning Committee (MPCs)	Yes No	The UP Nagar Nigam Adhiniyam, 1959 in section 57-A provides for constitution of MPC. The rules of MPC are being framed.
vi. Incorporation of Schedule 12 into the State Municipal Act	Yes No	They were incorporated into the Act on 30 <sup>th</sup> May, 1994.

b. Please indicate which of the functions of Schedule 12 have been incorporated into the State Municipal Act and transferred to ULBs by indicating a Yes or No against columns 'c' and 'd'

No.	Functions listed in 12 <sup>th</sup> Schedule	Incorporated in the Act <sup>1</sup>	Transferred to ULBs <sup>2</sup> *	
a	В	C	d	
1	Urban Planning including town planning	✓	Partly	
2	Regulation of land-use and construction of buildings	Partly	Partly	
3	Planning for economic and social development	No	No	
4	Roads and bridges	✓	Partly	
5	Water supply- domestic, industrial and commercial	✓	Partly	
6	Public health, sanitation, conservancy and SWM	✓	Completely	
7	Fire services	No	No	
8	Urban forestry, protection of environment and ecology	✓	Partly	
9	Safeguarding the interests of weaker sections society including the handicapped and mentally retarded	✓	Partly	
10	Slum improvement and upgradation	✓	Partly	
11	Urban poverty alleviation	✓	Partly	
12	Provision of urban amenities and facilities- parks, gardens and playgrounds	✓	Completely	
13	Promotion of cultural, educational, and aesthetic aspects	✓	Completely	
14	Burials and burial grounds, cremations, cremation grounds and electric crematoriums	✓	Completely	
15	Cattle pounds, prevention of cruelty to animals	✓	Completely	
16	Vital statistics including registration of births and deaths	✓	Completely	
17	Public amenities including street lighting, parking lots, bus stops and public conveniences	✓	Completely	
18	Regulation of slaughter houses and tanneries	✓	Completely	

<sup>\*</sup> ULBs have been performing these functions earlier.

In case of any of the above functions have not been transferred or transferred only partly, please specify the other agencies involved and its role vis-à-vis c. ULBs.

Regulation of land use & construction of buildings	Except 133 Municipal areas where development authorities and regulated					
	area authorities are performing this function, ULBs in remaining 495					
	towns are doing this function.					

<sup>&</sup>lt;sup>1</sup> Indicate as either: Completely, No, or Partly <sup>2</sup> Indicate as either: Completely, No, or Partly

Urban Planning including Town Planning	Same as above
Water Supply	Except Urban areas covered under 5 water works and 2 regional water works, all ULBs are performing this function.
Roads and Bridges	Except roads owned by PWD, all other roads are constructed and maintained by ULBs.
Urban forestry	State Forest Department
Safeguarding the interest of weaker sanction	Social Welfare Department, State Urban Development
Slum improvement and up gradation	State Urban Development Agency
Urban poverty alleviation	State Urban Development Agency

d. Please indicate whether the transfer of functions has been accompanied by transfer of s
--

Yes	No	Partl

If no, please specify the extent to which ULBs have been given powers and resources to recruit staff for managing transferred functions.

The municipal staff belongs to the centralized or the non-centralised cadre. Recruitment to the centralized staff positions are done through the State Public Service Commission and the Subordinate Staff Selection Board. Recruitment to the non-centralised positions are done at the ULB level.

- e. If the DPC/MPC has been constituted, please attach a copy of the Act.
  - DPC has been constituted under the UP District Planning Committee Act, 1999. The UP Nagar Nigam Adhiniyam, 1959 in section 57-A provides for constitution of MPC.
- f. If the DPC/MPC has not been constituted, has the legislative process for their constitution been initiated? Please specify status, if the process has been initiated.



- g. Please indicate the status of SFC have they been constituted? When was the last SFC constituted?

  Third SFC has been constituted by the Government as per GO No. R.G.-2046/Dus-2004-70-2004 dated December 23, 2004 issued by Finance department.
- h. Please indicate whether SFCs submitted their recommendations. If yes, what is the status of implementation?



There were 61 recommendations made by 1<sup>st</sup> SFC of which 46 recommendations were totally accepted and 3 were accepted with modifications by the State Government. The 2<sup>nd</sup> SFC submitted 134 recommendations of which 98 recommendations were totally accepted, 6 were partially accepted and 8 were accepted with modifications by the State Government. 22 recommendations were rejected. The main recommendations was regarding devolution of funds from the tax revenues of the state which was accepted by the State Government.

#### TIMELINE FOR REFORMS

#### MUNICIPAL ELECTIONS

a.	If elections to the municipalities have not be Please indicate when this will be held.	een held, Elections have been held.	Year1	Year2	Year3	Year4	Year5	Year6	Year7
DISTRI	CT PLANNING COMMITTEE / METROP	OLITAN PLANNING COMMITTEE							
b.	If the answer to 1(e) (i) is no, then please pr	ovide a time schedule	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	for constituting the DPC/MPC. (Indicate year for enactment of Act in box)								
	Provision for constituting DPC/MPC has been made in the Act.								
	Please provide timelines for steps leading up to enactment of legislation for constitution of DPC / MPC.								
	DPC will be made functional in 2007-08. Process for formation of MPC will start in 2007-08 and will be functional by 2011-12. At present, four municipal councillors and municipal commissioner are members of the board. The Chairman of the development board is Divisional Commissioner. The representation								
	of the local body is about 40%. After discus								•
L									

Please specify the reasons for delay, if any.

#### STATE FINANCE COMMISSION

c. Please provide timetable for constitution of SFC, acceptance and implementation of its recommendations

Recommendations of 2 SFC's constituted earlier have already been implemented by the State Government. The recommendations of the 3<sup>rd</sup> SFC would be available by 2007. The acceptance and implementation of its recommendation would follow in the year 2007-08.

#### CONVERGENCE OF URBAN MANAGEMENT FUNCTIONS

d. Resolution<sup>3</sup> by Government expressing commitment to implement the 74<sup>th</sup> Amendment Act<sup>4</sup> with respect to convergence of urban management functions with ULBs (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) *Agreed.* 

<sup>&</sup>lt;sup>3</sup> In case of issues to be decided at the State Government level, a 'Resolution' would imply the resolutions passed by State Legislative Assembly/Cabinet. Similarly in case of issues to be decided at the city level, 'Resolution' would imply the resolutions passed by the Municipal Council

<sup>&</sup>lt;sup>4</sup> Note: This can be done by way of unbundling of services. e.g. parastatals or other agencies may operate, maintain, own assets and collect user charges for delivery of these municipal services, so long as they are accountable to ULBs. Service levels should be fixed by ULBs. The ULBs should be empowered and capacitated to ensure delivery of services at the defined level by the service provider/s, through the mechanisms of contractual arrangements. Such mechanisms are consistent with the reforms envisaged under the 74<sup>th</sup> Constitutional Amendment Act)

e. Please provide timeline in years of when the State plans to complete the transfer of the following functions<sup>5</sup>

No.	Functions listed in 12 <sup>th</sup> Schedule	Gov.	Cabinet	Amendment of	Implementation	
		Resolution	Approval	State/Municipal Acts		
		There are 628 ULBs in the State. This function is performed by all except				
1	Urban Planning including town planning	133 where thi	s is done by	y the concerned Develop	pment Authorities and	
1	Crown ramming merading town planning			ar, it will be extended to a	all ULBs.This date will	
		agin be revised			th	
				perform this function. B		
2	Regulation of land-use and construction of buildings			nicipal Corporation Act.	This date will agin be	
	Di . C	revised after si		2000 10	2010 11	
3	Planning for economic and social development	2009-10	2009-10	2009-10	2010-11	
4	Roads and bridges	Already with U				
5	Water supply- domestic, industrial and commercial	Already with U				
6	Public health, sanitation, conservancy and SWM	Already with U				
7	Fire services	2009-10	2010-11	2011-12	2011-12	
8	Urban forestry, protection of environment and ecology	Done	Done	Done	2010-11	
9	Safeguarding the interests of weaker sections society	Done	Done	Done	2008-09	
,	including the handicapped and mentally retarded	Done	Done	Done	2000-07	
10	Slum improvement and upgradation	Done	Done	Done	2006-07	
11	Urban poverty alleviation	Done	Done	Done	2006-07	
12	Provision of urban amenities and facilities- parks, gardens and playgrounds	Already with U	JLBs.			
13	Promotion of cultural, educational, and aesthetic aspects	Already with U	JLBs.			
14	Burials and burial grounds, cremations, cremation grounds and electric crematoriums	Already with U	JLBs.			
15	Cattle pounds, prevention of cruelty to animals	Already with ULBs.				
16	Vital statistics including registration of births and deaths	Already with U	JLBs.	<u> </u>		
17	Public amenities including street lighting, parking lots,	Already with ULBs.				
18	bus stops and public conveniences  Regulation of slaughter houses and tanneries	Already with U				

<sup>&</sup>lt;sup>5</sup> Specify NA where not applicable. The list should correspond to items specified in table under 1. b. as those either partly or not transferred to ULBs.

f.	Specify approaches intended to be adopted by State Government to achieve convergence of urban management functions into the functioning of ULBs, please
	specify the methods.

 $The \ parastatals \ and \ other \ government \ departments \ working \ in \ the \ municipal \ limits \ would \ be \ made \ accountable \ to \ the \ concerned \ ULBs.$ 

# S2. INTEGRATION OF CITY PLANNING AND DELIVERY FUNCTIONS

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in the area of institutional convergence at the city level, with an objective to assign or associate elected ULBs with "city planning and delivery functions". During the Mission period, JNNURM envisages that the process of planning and delivery of all urban infrastructure development and management functions and services will converge with the functioning of the ULBs. <sup>6</sup>

#### **CURRENT STATUS**

a. Specify agency / agencies involved in planning of urban development and delivery of infrastructure services.

Sector	Agency undertaking	Agency/ agencies undertaking	Prevailing role of ULB/s in
	planning	delivery of services	planning vis-à-vis respective sectors
For e.g. Land-use management	ULBs and Development	ULBs and Development	Both agencies function independent
	Authorities	Authorities	of each other
Town planning	ULBs and Development	ULBs and Development	In the board of the development
	Authorities	Authorities	authority, Municipal Commissioner
			and 4 municipal councilors are
			members.
Traffic and Transport services	State Government	State Government	None
Water supply and sewerage	ULBs/Jal sansthan	ULBs/'jal sansthan	Performed by ULB and Jal Sansthan.
			Mayor is the chairman of Jal
			Sansthan
Solid Waste Management	ULBs	ULBs	Performed by ULB

b. Please specify the agency that coordinated the preparation of CDPs under the JNNURM in the Mission cities.

Regional Centre for Urban and Environmental Studies, Lucknow..

c.	Please indicate	whether the Maste	r Plan and / o	r CDP has be	en approved b	y the ULB/s	vide a specific	resolution <u>.</u>
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<sup>&</sup>lt;sup>6</sup> Such integration is all the more critical in cities / urban agglomerations where there are multiple ULBs, vis-à-vis a single parastatal agency engaged in spatial planning, trunk infrastructure development and provision of network services (for e.g. water supply, sewerage or transport)

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a.	Please indicate whether the city plans have been placed before the Metropolitan Planning Committee (MPC)/ Dis	rici Pianning	Committee (	(DPC)
		Yes	No	

e. Please indicate agency, if any, responsible for planning and coordination of Heritage conservation.

\*Tourism Department, Government of Uttar Pradesh and Archaeology department, Government of Uttar Pradesh.

#### **TIMELINE FOR REFORMS**

- a. Resolution by Government expressing commitment to assign or associate ULBs with the city planning function. Please indicate timeline.

  There are 628 ULBs in the State. This function is performed by all except 133 where this is done by the concerned Development Authorities and Regulated Areas. By 7<sup>th</sup> year, it will be extended to all ULBs.
- b. If the answer to (d) above is 'No', please indicate a timeline of when the city plans will be placed before the MPC/DPC

Year1	Year2	Year3	Year4	Year5	Year6	Year7

c. Please indicate sequence of steps to integrate ULB/s with the city planning function.

Areas of planning <sup>7</sup>	Steps to integrate ULB/s with the	Targeted year of the Mission period
	planning function	
Land-use and spatial planning	Already been done by most ULBs	2011-12
	except areas covered by 133	
	Development Authorities and	
	Regulated Area. The plan prepared by	
	Development Authorities would be	
	placed before the board of ULB for	
	approval.	
Development of new areas	Same as above	2011-12
Basic infrastructure services, such as	Already with ULBs.	N.A.
<ul> <li>water supply,</li> </ul>		
<ul><li>sewerage</li></ul>		
<ul><li>sanitation</li></ul>		
Traffic and transport services	Not Possible	N.A.
Renewal of inner city areas	Already with ULBs	N.A.

<sup>&</sup>lt;sup>7</sup> The areas of planning should cover all aspects of urban development and management

- 13 -

Heritage conservation	Already with ULBs	N.A.
Building regulation	Already been done by most ULBs except areas covered by 133 Development Authorities and regulated area. The plan prepared by Development Authorities would be placed before the board of ULB for approval.	2011-12
Socio-Economic planning	Amendment would be made in the relevant Acts	2010-11
Any other		

d. Please indicate sequence of steps to integrate ULB/s with the delivery of services.

Areas of service delivery <sup>8</sup>	Steps to integrate ULB/s with the service delivery function	Targeted year of the Mission period
Urban Planning including town planning	This function is performed by all except 133 where this is done by the concerned Development Authorities and Regulated Areas. The plan prepared by Development Authorities would be placed before the board of ULB for	2011-12
Regulation of land-use and construction of buildings	approval.  This function is performed by all except 133 where this is done by the concerned Development Authorities and Regulated Areas. The plan prepared by Development Authorities would be placed before the board of ULB for approval.	2011-12
Planning for economic and social development	Amendment to be made in the relevant Acts	2010-11
Roads and bridges	Already with ULBs	N.A.
Water supply- domestic, industrial and commercial	Already with ULBs. 7 Regional Water Boards would also be integrated with ULBs.	2008-09
Public health, sanitation, conservancy and SWM	Already with ULBs	N.A.
Fire services	Functions and functionaries will be transferred	2011-12
Urban forestry, protection of environment and ecology	The ULB would perform this function in consultation with the State Forest department.	2010-11
Safeguarding the interests of weaker sections society including the handicapped and mentally	The ULB would perform this function in consultation with the Social Welfare department.	2008-09

<sup>&</sup>lt;sup>8</sup> The areas of service delivery should correspond to all areas listed under Schedule 12 of the 74<sup>th</sup> Constitutional Amendment Act

retarded		
Slum improvement and upgradation	State Urban Development Authority would work in	2006-07
	consultation with and under guidance of ULBs.	
Urban poverty alleviation	State Urban Development Authority would work in	2006-07
	consultation with and under guidance of ULBs.	
Provision of urban amenities and facilities- parks,	Already with ULBs	N.A.
gardens and playgrounds		
Promotion of cultural, educational, and aesthetic	Already with ULBs	N.A.
aspects		
Burials and burial grounds, cremations, cremation	Already with ULBs	N.A.
grounds and electric crematoriums		
Cattle pounds, prevention of cruelty to animals	Already with ULBs	N.A.
Vital statistics including registration of births and	Already with ULBs	N.A.
deaths		
Public amenities including street lighting, parking	Already with ULBs	N.A.
lots, bus stops and public conveniences		
Regulation of slaughter houses and tanneries	Already with ULBs	N.A.

- e. Any other related reform steps being undertaken to achieve institutional convergence (please use additional space to specify the details and corresponding timelines targeted)
  - Development Authorities and Regulated area are directed to obtain N.O.C form Concerned ULB's before approval of building plan.

# S3. RENT CONTROL REFORMS

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in area of rent control legislation, with the objective of having a system that balances the rights and obligations of landlords and tenants to encourage construction and development of more housing stock, as well as promoting an efficient and robust rental/tenancy market, so as to improve the availability of housing across all income categories.

#### **CURRENT STATUS**

- a. Please provide a short note on the present Rent Control Legislation, which provides the following details:
  - i. rights of landlord to get possession back

This is provided for in U.P. Urban Buildings (Regulation of Lettings, Rent and Eviction) Act, 1972. Section 21 of the said Act provides that on application of the landlord, the prescribed authority, if he is so satisfied, would get the whole or part of the property evicted.

- ii. rights of tenants to continue their tenancy
  - This is provided for in section 24 of the above Act. The tenant would give an application to the Prescribed Authority or the District Judge. The said authority after considering the provisions as specified in the Act may allow the tenant to continue his tenancy.
- iii. obligations of tenants with regard to regular rental payments/ maintenance of tenanted property/ adherence to lease agreements, if present No provision in the Act.
- iv. provision for periodic review of rentals, in accordance with market conditions

No provision in the Act.

v. fixing of Standard Rents, periodicity of review, and dispute resolution mechanisms

This is provided for in section 9 of the above Act. On an application of the tenant, the District Magistrate after considering the amenities available in the said house would fix the rent. Periodicity for review is not specified. Dispute resolution mechanism is provided for in section 18 of the Act. Disputes are settled by the District Magistrate. Appeals against the order of the District Magistrate can be made in the court of District Judge.

- b. Please indicate whether you have adopted the Model Rent Control Legislation circulated by GOI:
  - i. Adopted as is



	iii.	Please specify	year of adoption			N.A			
Please inc	licate the	number of prope	erties under Rent (	Control Act	Data not	available			
Please inc	licate whe	ether Rent Contr	ol Act applies to r	new construction & new	v tenancies	Yes	No		
Please inc	licate whe	ether there are a	ny special provisio	ons for weaker sections	of society	Yes	No		
Please inc	licate the	number of rent of	control cases pend	ing in various courts re	lated to JNNURM	I cities	Ap	proximately 720	
Please inc	licate the	annual trend in	new cases being fi	led related to rent conti	rol	2002-03 241	2003-04	2004-05 2005-0 166 126	)6 ]
			ng guidelines to fi	x rents on the basis of r low)	market rates for ex	cisting tenancie	es	Yes No	

# **TIMELINE FOR REFORMS**

a.	Resolution by Government expressing commitment to establish new Rent Control system (Note: This resolution should be passed within 6 months of MOA under JNNURM and a copy submitted to MOUD.) Please indicate timeline. <i>Agreed.</i>						nonths o	f signing	
b.	Defining the Rights	and Obligations of landlords and tenants	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	ii. iii.	rights of landlord to get possession back rights of tenants to continue their tenancy obligations of tenants with regard to regular rental payments/ maintenanc provision for periodic review of rentals, in accordance with market condi		ed prope	rty/ adhe	rence to 1	ease agre	eements,	if present
c.	Establishing a new i.	Rent Control legislation Setting up a Committee/Team to draft/amend legislation	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	ii.	Stakeholder consultations	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	iii.	Preparation of Draft legislation	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	iv.	Approval of the Cabinet/ Government	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	v.	Final enactment of the legislation by Legislature	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	vi.	Notification	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	vii.	Preparation and notification of appropriate subordinate legislation	Year1	Year2	Year3	Year4	Year5	Year6	Year7

	viii. Implementation by municipality (ies)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
1.	Please indicate periodicity of revision of rents/rental value guidance, and when next due	Periodicity: N.A. Next due: N.A.
e.	Setting up mechanism for periodic review of rents/ rental value guidance	Year1 Year2 Year3 Year4 Year5 Year6 Year7
Ī.	Institute Dispute resolution mechanisms (e.g. Special Tribunals/ Courts etc)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	Indicate what mechanism is being envisaged	
g.	Any other reform steps being undertaken (please use additional space to specify)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	Please indicate how such rent control reforms shall be communicated to the citizens,  Such reform shall be communicated to the citizens through the departmental website	http://www.fcs.up.nic.in/

# **S4. RATIONALISATION OF STAMP DUTY**

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities to rationalise Stamp Duty, with the objective of establishing an efficient real estate market with minimum barriers on transfer of property so as to be put into more productive use.

#### **CURRENT STATUS**

a. Please indicate the current Stamp Duty Regime, including surcharge or any other levy on transfer of property

8% stamp duty is charged on registration of documents. However, women are charged at the rate of 6%. 2% surcharge is also taken which is then passed onto ULBs wherever ULBs have passed a resolution to that effect.

b. Please indicate when the stamp duty rate was last revised and by what percentage.

The stamp duty was last revised on 24.02.1997. It was brought down from 12.50% to 8.00%.

c. Please indicate whether any concessions to particular classes of individuals or institutions are being provided

Type of Concession	Qualifying Institution/Individual
Remission on deeds of transfer of property	Industry and service sector. The remission has been granted from 19.01.2005

(Please add additional rows if necessary)

d. Please provide the total collection from Stamp Duty over the last 5 years (including surcharge or any other levy on transfer of property) (in Rs. Crores)

2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-06
1054.86	1239.77	1743.20	1964.65	2329.57	2818.62

e. Please indicate % and quantum of revenue from Stamp Duty shared with JNNURM cities in the State.

- Stamp duty as such is not shared with ULBs. However, according to the recommendations of the 2<sup>nd</sup> SFC, 3.2% of i. ULB's share in % tax revenues of the State are devolved to Municipal Corporations, 3.2% to Municipalities and 1.1% to Town Areas.
- ii. Quantum shared with JNNURM cities in last three years (in Rs. Crores)

Name of City	2003-2004	2004-2005	2005-2006
Agra	0.00	15.81	4.78
Allahabad	4.47	6.06	7.93
Lucknow	27.35	26.13	0.00
Kanpur	0.00	11.25	4.98
Meerut	3.39	2.40	0.00
Varanasi	2.18	4.86	11.88
Mathura	0.46	4.30	6.20

f. Please indicate the basis of collection of Stamp Duty, i.e.

	dared	

1.	Declared Value	
ii.	Higher of the Standard Guidance Value/ Declared Value	
iii.	Any other method (please specify)	

- Please indicate the use of information technology in the following: g.
  - i. Maintenance of records

In 106 district level Sub-Registrar offices, record of registration of documents is being created on PRERNA, software developed by NIC from 01.08.2006.

ii. Maintenance of guidance values

Circle rate is revised by the District Collector once in every two years.

## **TIMELINE FOR REFORMS**

- a. Resolution by Government expressing commitment to reduce Stamp Duty<sup>9</sup> to 5% (or less than 5% if the State so desires) within Mission period. The resolution should provide the timetable for reducing the Stamp Duty in a phased manner, i.e. year-wise (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)

  \*\*Agreed\*\*

  \*\*Agreed\*\*

  \*\*Agreed\*\*

  \*\*Agreed\*\*

  \*\*This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)
- b. Fix the periodicity for revising the guidance value for levy of Stamp Duty

Every 2 years

c. Indicate the time-table for reducing the stamp duty rate to 5% (Indicate % of Stamp Duty in the box)

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Stamp duty (%)		8%	7%	6%	5%		

d.	Any other reform steps being undertaken (please use additional space to specify)	Year1 Year2 Year3 Year4 Year5 Year					Year6	Year

<sup>&</sup>lt;sup>9</sup> The rate of Stamp Duty implies total % that is levied, including surcharge and other levies on transfer of property.

# S5. REPEAL OF URBAN LAND CEILING AND REGULATION ACT (ULCRA)

# **DESIRED OBJECTIVES:**

JNNURM requires that States undertake to repeal the ULCRA with the objective of increasing the supply of land in the market and the establishment of an efficient land market.

<b>CURRENT</b>	STATUS
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<u> </u>	<u> </u>	
a.	Please indicate if ULCRA has been repealed in the state?  Yes  No	
b.	If the answer to 1 (a) is no, then please provide any steps that have been taken in this	s direction
TIMI	ELINE FOR ACTION ON REFORMS	
a.	The State must pass a resolution for the repeal of ULCRA within 6 months of signin indicate timeline.  Not Applicable.	g of MOA under JNNURM and a copy submitted to MOUD. Please
b.	The State legislature to pass a resolution in compliance with the repeal of ULCRA Act passed by the Parliament in 1999 <i>Done</i> .	Year1 Year2 Year3 Year4 Year5 Year6 Year
c.	Notification of the above by the State government <b>Done.</b>	Year1 Year2 Year3 Year4 Year5 Year6 Year7
d.	Any other reform steps being undertaken (please use additional space to specify)	Year1 Year2 Year3 Year4 Year5 Year6 Year7

# S6. COMMUNITY PARTICIPATION LAW

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in area of Community Participation, with the objective of institutionalising citizen participation as well as introducing the concept of the Area Sabha in urban areas. The larger objective is to integrate involvement of citizens in municipal functioning, e.g. setting priorities, budgeting provisions, exerting peer pressure on compliance to regulation, etc. The Community Participation Law refers to the appropriate provisions that need to be made in the state-level municipal statute(s) for the establishment of such a 3<sup>rd</sup> or 4<sup>th</sup> tier structure within the municipal body precisely as described above. These enactments will also need to ensure clear definition of functions, duties and powers of each of these tiers, and provide for the appropriate devolution of funds, functions and functionaries as may be decided by the State Government to these levels.

#### **CURRENT STATUS**

a. Please provide a list of the current decision-making/advisory platforms in the municipality:

Municipality-level	Municipal Council		Board/Corporation
	Municipal Committees		
	Other (specify)		In Municipal Corporation, there is provision of Executive Committee Consisting of 12 Members and Various Sub Committees of different departments.
Ward-level	Ward(s) Committee <sup>10</sup>	Number of Wards	10
		Number of Ward(s) Committees	6-10 per Municipality
		Average population/ Wards Committee	About 1.5 lakh
	Number of Ward(s) Committee members/ Ward(s) Committee		15
	Method of selection of Ward(s) Committee members		10 councillors and 5 members nominated by Government
	Any other provision for Ward Committee (specify)		NIL
Below the Ward Level	Any other Committee below the Ward Level (specify)		Area Sabha will be constituted in each ULB.

<sup>&</sup>lt;sup>10</sup> As per the 74<sup>th</sup> Constitutional Amendment Act, ULBs may constitute a committee representing more than one municipal ward, or may constitute such committee for each municipal ward.

Additional Specific	(this could be at any level; please specify those that the ULBs formally			
Committees / associations	recognise and integrate into their working, for e.g. Resident Welfare			
	Associations, Community Development Societies, etc)			
	ere is any formal process for community participation in municipal budgeting (b) is Yes, please describe the process below (use annexures wherever applicable):	Yes	No	
	been introduced by the State Government in all ULBs with a population greater than It is being provided by the ULB and the relative importance of each service. The ULB is budgeting process.			
Please indicate if there is a	ny formal process for community participation in city planning activities	Yes	No	
If the answer to 1 (c) is Ye	s, please describe the process below (use annexures wherever applicable)	pholders. The pr	conosad m	
If the answer to 1 (c) is Ye  The master plan of a city plan is put up before the				
If the answer to 1 (c) is Ye  The master plan of a city plan is put up before the is finalized only after dispersional plans in the plans in the plans is put up before the interpretation of the plans in the plans	s, please describe the process below (use annexures wherever applicable)  is prepared by Town and Country Planning Department after consultation with all stake Board of Development Authority or Regulated Area for inviting objections and suggestion	ns from citizens		
If the answer to 1 (c) is Ye  The master plan of a city plan is put up before the is finalized only after dispersion.  Please indicate levels of Control in Please	s, please describe the process below (use annexures wherever applicable)  is prepared by Town and Country Planning Department after consultation with all stake Board of Development Authority or Regulated Area for inviting objections and suggestion posing off the objections and considering all suggestions.	ns from citizens o far cipation	and grou	
If the answer to 1 (c) is Ye  The master plan of a city plan is put up before the is finalized only after dispersion.  Please indicate levels of Control in Please	s, please describe the process below (use annexures wherever applicable)  is prepared by Town and Country Planning Department after consultation with all stake Board of Development Authority or Regulated Area for inviting objections and suggestion posing off the objections and considering all suggestions.  ommunity Participation that took place in CDP/DPR documents submitted to JNNURM so indicate whether the City Development Plan (CDP) been prepared with community participation for this community participation process to the proposed Community Participation process done through Area Sabha and Ward	ns from citizens o far cipation	and grou	ps
If the answer to 1 (c) is Ye  The master plan of a city plan is put up before the is finalized only after displant in the plant is plant in the plan	is prepared by Town and Country Planning Department after consultation with all stake Board of Development Authority or Regulated Area for inviting objections and suggestion posing off the objections and considering all suggestions.  ommunity Participation that took place in CDP/DPR documents submitted to JNNURM so indicate whether the City Development Plan (CDP) been prepared with community participation from this community participation process to the proposed Community Participation Community Participation process done through Area Sabha and Ward Committee structures envisaged in Community Participation Law	ns from citizens o far cipation	and grou	

<sup>&</sup>lt;sup>11</sup> Please tick mark in third column as appropriate

#### TIMELINE FOR REFORMS

- a. Resolution by Government expressing commitment to establish a new Community Participation Law Please indicate timeline (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)

  \*\*Agreed.\*\*
- b. Please indicate the changes you propose to make in your JNNURM city/cities and the timeline for these changes:
  - i. Number of tiers intended to be established in the municipality. Please explain the rationale.

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Area Sabha would be at the lowest level that would generally perform the function of a watch-dog. They would also monitor the performance of ULB. The Ward Committees would play a suggestive role in delivery of services. At the apex, there is the board of the ULB which actually guides the ULB in delivery of services.

ii. For each tier, please state the prevailing / intended composition of the tier:

No	Name	Description	Composition
1	Municipality	Board/Corporation	Mayor/Chairman and Councillors
2	(Intermediary regional platform, e.g. Wards/Borough/Zonal Committee)	10 Wards	Councillors to wards and members of Public
3	Ward Committee	One ward	Councillor and members of the public.
4	Area Sabha	At Election booth level in wards	Members of the public. It will be a registered society.

c. Proposed Activity-mapping of functions in Community Participation Law (for each of the functions of the Municipality)

d.

No	Municipal Function	Spe	ecific activities to b	e taken at each level	below:
		Municipality	Intermediary Level ward Committee (specify)	Ward Committee	Area Sabha
1	Urban planning including town planning	Planning	Suggestive Role	Suggestive Role	Suggestive Role
2	Regulation of land-use and construction of buildings.	Policy guidance	Involvement	Involvement	Watch Dog
3	Planning for economic and social development.	7	This function is yet	to be transferred to U	LBs
4	Roads and bridges.	Construction	Maintenance	Maintenance	Involvement
5	Water supply for domestic, industrial and commercial purposes.	Supply	Maintenance	Maintenance	Involvement
6	Public health, sanitation conservancy and SWM	Service	Monitoring	Monitoring	Monitoring
7	Fire services	7	This function is yet	to be transferred to U	LBs
8	Urban forestry, protection of the environment and promotion of ecological aspects	Planning	Monitoring	Monitoring	Involvement
9	Safeguarding the interests of weaker sections of society, including the handicapped and mentally retarded	Budgeting	Monitoring	Monitoring	Suggestive Role
10	Slum improvement and upgradation.	Service	Suggestive Role	Suggestive Role	Involvement
11	Urban poverty alleviation	Budgeting	Involvement	Involvement	Involvement
12	Provision of urban amenities and facilities such as parks, gardens playgrounds	Budgeting	Suggestive Role	Suggestive Role	Maintenance
13	Promotion of cultural, educational and aesthetic aspects	Policy	Suggestive Role	Suggestive Role	Suggestive Role
14	Burials and burial grounds; cremations, cremation grounds and electrical crematoriums	Service	Suggestive Role	Suggestive Role	Suggestive Role

15	Cattle pounds; prevention of cruelty to animals.	Service	Monitoring	Monitoring	Involvement
16	Vital statistics including registration of births and	Policy	Monitoring	Monitoring	Involvement
	deaths.				
17	Public amenities including street lighting, parking	Service	Monitoring	Monitoring	Maintenance
	lots, bus stops and public conveniences				
18	Regulation of slaughter houses and tanneries	Service	Monitoring	Monitoring	Monitoring

Note: The above functions are taken from Schedule XII of the 74<sup>th</sup> CAA. If the municipality performs additional functions, these should also be included in the list above. Describe proposed role in the boxes in brief, especially in columns for Ward Committee and Area Sabha

Time so	chedule for enactment of Community Participation Law or Amendment of existing Municipality Laws:	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
e.	Time schedule for notification of the rules pertaining to the Community		Year1	Year2	Year3	Year4	Year5	Year6	Year7

Time schedule for notification of the rules pertaining to the Community

Participation Law, or amendment in legislation:

Year1 Year2 Year3 Year4

Participation Law, or amendment in legislation:

Note: States will be required to submit documents related to the above to JNNURM Mission Directorate at appropriate milestones in this process, for evaluation of actual compliance for successive disbursal of funds

f. Interim process for Community Participation in Municipal functions while Community Participation Law is being enacted and notified Please indicate if there are any steps being taken by the Municipality to create opportunities for community participation while the Community Participation Law is being enacted. 12

Extent of Participation	Mechanisms	Response of JNNURM City / State
Complete Community	Community participation being encouraged through	
Participation Structure being	structures like the Area Sabha and Ward	./
established	Committee, as envisaged in Community	•
	Participation Law	
Partial community	Community participation process done through	
participation structures being	ward-level processes	
established		
Minimal Community	Community participation process being undertaken	
Participation Structures being	marginally, or not in any organised manner	
established		

<sup>&</sup>lt;sup>12</sup> Edit the text in the table as appropriate

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# PUBLIC DISCLOSURE LAW

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in area of disclosure of information to public, with the purpose that municipalities and parastatal agencies have to publish various information about the municipality / agency and it's functioning on a periodic basis. Such information includes but is not limited to statutorily audited annual statements of performance covering operating and financial parameters, and service levels for various services being rendered by the municipality.

#### **CURRENT STATUS**

Please provide a list of the parastatal agencies and the month in which their budget was formally passed for each financial year a.

Agency:	2003-04	2004-05	2005-06
Municipal Council <sup>13</sup>	31st March	31st March	31 <sup>st</sup> March
Other parastatal agencies (list each below):			
1. Development Authority	March2003	March2004	Feb.2006
2. SUDA	March, 03	March, 04	March, 05
3. Jal Sansthan	15 <sup>th</sup> March,03	15 <sup>th</sup> March,04	2 <sup>nd</sup> March,05

Please provide the latest year for which the statutory audit of accounts has been completed. b.

Agency	Accounts complete upto	Accounts audit complete
	year	upto year
Municipal Council <sup>14</sup>	2005-2006	2004-2005
Other parastatal agencies (list each below):		
1. Development Authority	2005-2006	2005-2006
2. SUDA	2005-2006	2005-2006
3. Jal Sansthan	2005-2006	2004-2005

Please indicate whether there is any formal provision for public disclosure of accounts and audit statements of municipality/ other parastatal agencies. If Yes, c. please highlight the appropriate clauses below: No Yes

The Right to Information Act adequately ensures disclosure of information to the public. If GoI provides any other guidelines, the State Government would take steps to ensure enactment of the law. Municipal Act provides the Publication of budget.

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<sup>&</sup>lt;sup>13</sup> And - For c

d. Please indicate prevailing mechanisms in the ULB / parastatal agency, if any, for dissemination of information as per table below:

No.	Information pertaining to	Prevailing disclosure / dissemination mechanism (Please specify
		communication channel and frequency)
1.	Key municipal / parastatal agency officials and contacts	Through public display boards, Website
2.	City Development Plans and other plans	Through Website
3.	Municipal finance and accounts	None
<del>4.</del> 4.	Procedures for various approvals / permits	None
<del>5.</del> 5.	Schemes managed by the municipal body, especially those	Through community development society, newspaper, electronic
	related to poverty alleviation, women, children and weaker	media.
	sections of society	
<del>6.</del> 6.	Procedures to access various services provided by the ULB	Through display boards
	/ parastatal agency	
<del>7.</del> 7.	Liability for tax / user charges / fees	None
	- Basis for liability	
	<ul> <li>Quantum for consumer / tax assessee</li> </ul>	
<del>8.</del> 8.	Service levels of various services	None
<del>9.</del> 9.	Receipt, processing and status of redressal of complaints	Through Citizen Charter
	by citizens	
<del>10.</del> 10.	Ongoing major projects	Through display boards
<del>11.</del> 11.	Any other	

#### **TIMELINE FOR ACTION ON REFORMS**

- a. The State/ULB must pass a Resolution to formulate and adopt a policy on public disclosure which would include the financial statements that are to be released, the audits of certain financial statements that are to be carried out, and a timeline for reforms. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) Please indicate a time line for this commitment.
  - Agreed.
- b. Establishment of the Public Disclosure Law which outlines the information to be disclosed and widely disseminated, for e.g. disclosure of financial statements including key financial indicators for public review, frequency of statutory audit of financial statements and disclosure of its findings, information of levels of services provided, key indicators of service delivery and organisational efficiency, etc. Please indicate which of the following reforms are going to be implemented and the timeline:
  - i. Disclosure of Financial statements, i.e. Balance Sheet, Receipts and expenditures Yes No

	And key Financial Indicators	
	Start from Year - <i>Done</i> .	Year1 Year2 Year3 Year4
ii.	Conduct of Annual Statutory Audit	Yes No
iii.	Disclosure of Audited Financial Statements and Audit Report	Yes No
	Start from Year - <i>Done</i> .	Year1 Year2 Year3 Year4
iv.	Time period for publication of annual audited financial statements, (pl. indicate in month	s after end of financial year) 6 Months
v.	Disclosure of Quarterly Audited Financial Statements	Yes No
vi.	Time period for publication of Quarterly Audited Financial Statements (in months after end of each quarter)	45 days
vii.	Publication of CDP on municipal website	Yes No
viii.	MOAs entered into with GoI and State Governments to be placed before Municipal Coun <i>Immediately</i> .	acil within days Yes No
ix. List info	Disclosure of MoA in public domain vide a published document, easily accessible to citize Please indicate target date Immediately.  rmation proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal and mandatory	

c.

	No.	Information pertaining to	Mechanism for disclosure
	1	Key municipal / parastatal agency officials and contacts	Website
	2	Procedures for various approvals / permits	Booklets and Website
	3	Schemes managed by the municipal body, especially those related to poverty	Booklets and Website
		alleviation, women, children and weaker sections of society	
	4	Procedures to access various services provided by the ULB / parastatal agency	Website
	5	Liability for tax / user charges / fees	Booklets and website
?		- Basis for liability	
		- Quantum for consumer / tax assessee	
ı	6	Service levels of various services	Website and citizen charter
	7	Receipt, processing and status of redressal of complaints by citizens	Website and citizen charter
	8	Ongoing major projects	Website
	9	Any other	

(ple ase use addition al rows as necessa ry)

d. List below the services for which Service Levels information is proposed to be disclosed

No.	Service	Type of Service Level information to be disclosed (only examples provided below)	Frequency of disclosure / communication to citizens
1	Water supply services	New connections, timings, tariff, helpline.	Every year
	- In slum areas		
	- In non-slum areas (residential &		
	commercial)		
2	Sewerage / Sanitation / Underground	New connections, tariff, helpline.	Every year
	drainage		
3	Solid Waste Management	Frequency of street sweeping	Every year
4	Storm water drainage systems	Helpline	Every year
5	Building Plan approvals	# of days required for sanction	Every year
6	Road networks within the city	Length of roads and their maintenance	Every year
7	Street Lighting	New lights, repair of existing lights	Every year
8	Birth & Death Registration	# of hours for providing certificates	Every year
9	Public parks and playgrounds	Facilities available	Every year

(please use additional rows as necessary)

e. Year from when Service Levels information will regularly disclosed

Year1	Year2	Year3	Year4	Year5	Year6	Year7

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•	Time schedule for enactment of Public Disclosure Law as described above:	Year1 Year2 Year3 Year4	
<b>5.</b>	Time schedule for notification of the rules pertaining to the Public Disclosure Law:	Year1 Year2 Year3 Year4	
1.	Any other reform steps being undertaken and proposed timeline for the same (please use	e additional space as necessary)	

# Mandatory Reforms at the level of the Urban Local Body 15

 $<sup>^{15}</sup>$  IN CASE OF URBAN AGGLOMERATIONS WITH MULTIPLE ULBS, THIS SECTION SHOULD BE PROVIDED FOR EACH ULB IN THE JNNURM CITY SEPARATELY

# L1- E-GOVERNANCE

# **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in governance systems through implementation of e-Governance. The objective of deployment of such information technology tools and applications should remain focussed on having a transparent administration, quick service delivery, effective MIS, and general improvement in the service delivery link

# **CURRENT STATUS**

a. Please indicate the status of E-Governance applications for each of the following services. Provide details on the services using e-applications. Also indicate other services for which E-governance is being used.

Module	Use of IT		responsible	<b>Details of deployment of IT</b> (explain functional features of IT application deployed)				
				Database of	Online work	Citizen	Any other functional feature	
	Yes	No		records, MIS & reporting	flow	interface	_	
Property tax	<b>✓</b>		NIC	Datebase of Records	No	No		
Accounting	<b>✓</b>		ULB					
Water Supply and Other Utilities	<b>1</b>		Jal Sansthan Allahabad.	Database, MIS	No	No		
Birth & Death Registration	<b>✓</b>		NIC		No	No		
Citizens' Grievance Monitoring		<b>✓</b>	ULB		No	No		
Personnel Management System		<b>√</b>			No	No		
Procurement and		<b>✓</b>			No	No		
Monitoring of Projects								
o E-procurement		✓			No	No		
<ul><li>Project/ward works</li></ul>		<b>✓</b>			No	No		
Building Plan Approval		<b>√</b>	Allahabad Development Authority		No	No		
Public Health Management		✓			No	No		
o Licenses		✓			No	No		
<ul><li>Solid Waste Management</li></ul>		<b>√</b>			No	No		
Others (specify)								

Reforms	
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]	Have there been attempts towards training the staff towards e-governance practices? Yes No
]	If yes, give details.
	Staff at clerical and officer level have been given working training in computers. The personnels have knowledge of standard word processing and
	accounting packages.

c. What have been the achievements in the following areas as a result of ongoing e-governance initiatives .Explain with initiatives undertaken-

Area of Improvement <sup>16</sup>	Initiatives taken	Achievement
Citizen information	Development of website	Informataion on service level is provided through
		website.
Service delivery	Computerisation of records	Packages have been developed for collection of
		Property tax and Birth and Death Registration.
Citizen participation	Yet to be developed.	Package for citizen grievance redressal are being
		developed.
Municipal Resource planning (financial controls,	Yet to be developed	
operational management and reporting etc)		

#### **INFORMATION TECHNOLOGY**

d. Does the municipality have a website of its own? Yes		
---	--	--

Give the following details about the website.

The website contains information on important contact officers in ULB. Data on services available is provided through the website. The citizen can know about procedures for submission of documents to the ULB. Information on important works is also disseminated through the website.

e. What is the frequency of data- update on the website?

The data is updated every month. The ULB is responsible for keeping the site updated.	

# **SYSTEM INTEGRATION**

f.	Are the departments electronically interconnected through LAN (Local Area Network)?	Yes	No

<sup>&</sup>lt;sup>16</sup> List should correspond with areas identified in a. above

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<u>10</u>							
Does the city have a GIS base						Yes	No No
Please specify agency that is a	repository of	the map, so	cale of the map	and the date (	month ,year)	it was last updated.	
XX/1 . 11 . C	1	) T 1' '					
What all information is mappe	ed on to GIS	Indicate,	with details, in	the table belo	W		
If., 1	Augilulia at				Mad	A	Other relevant details
Information layer	Available at		A	Not	Agencies involved	Other relevant aetaits	
available	City level	Ward level	Property / Household	Any other level	available	for updation	
ULB and ward boundaries		ievei	Household	ievei	<b>✓</b>		
					<b>✓</b>		
			_		<b>/</b>		
Road and street layer					V		
Road and street layer Property layer					<b>▼</b>		
Road and street layer Property layer Household & demographic							
Road and street layer Property layer Household & demographic Water supply network					<b>√</b>		
Road and street layer Property layer Household & demographic Water supply network Sewerage network					√ ✓		
Road and street layer Property layer Household & demographic Water supply network Sewerage network Street lighting					√ √ √		
Road and street layer Property layer Household & demographic Water supply network Sewerage network Street lighting SWM					√		
Road and street layer Property layer Household & demographic Water supply network Sewerage network Street lighting					\frac{1}{\sqrt{1}}		

#### TIMELINE FOR ACTION ON REFORMS

The Government of India has formulated the National e-Governance Action Plan (NEGAP), part of which includes a National Mission Mode Programme (NMMP) for e-Governance in municipalities. This NMMP intends to roll-out e-Governance in municipalities on a nation-wide basis. This programme will be launched in the coming months. The following steps have been identified based on the NMMP for a comprehensive e-governance at the municipal level. Following are the critical steps that need to be undertaken in the implementation of the NMMP for ULBs, for which ULBS need to indicate a timeline for the key milestones:

a.	Appointment of State-level Technology	Consultant as State Technology Advisor	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		pers has been appointed as State Technology Advisors' survey. A road map for deployment of IT is being				ormation	and Tec	hnology.	The agency
b.	Preparation of Municipal E-Governance Design Document (MEDD) on the basis of National Design Document as per NMMP  Based on the National Mission Mode Project of Government of India, the design document of India.				Year3	Year4	Year5	Year6	Year7
c.	Assessment of MEDD against National E-Governance Standards  (e.g. Scalability, intra-operability & security standards etc.)				Year3	Year4	Year5	Year6	Year7
d.	Finalisation of Municipal E-Governance implementation action plan for the city				Year3	Year4	Year5	Year6	Year7
e.	Undertaking Business Process Reengineering (BPR) Prior to migration to e-governance systems				Year3	Year4	Year5	Year6	Year7
f.	Appointment of Software consultant(s) / agency for development, deployment  And training				Year3	Year4	Year5	Year6	Year7
g.	Exploring PPP option for different E-Governance services  Year1				Year3	Year4	Year5	Year6	Year7
h.	Implementation of E-governance initiat	ives in the JNNURM city, against the identified modu	ıles						
	Module	Steps to be undertaken		Targeted for comp		the Miss (Year 1 t			

<sup>&</sup>lt;sup>17</sup> Completion of the module implies – completion of database of records / digitisation of related data, generation of reports for management and public dissemination, work-flows are managed on-line or on a real-time basis, citizen interface and dissemination of information is handled through the system (*viz. elimination of manual processes to extent possible*)

Module	Steps to be undertaken	Targeted Year in the Mission Period for completion <sup>17</sup> (Year 1 to Year 7)
Property tax	Development of software	Done
Accounting	Accounting Manual and software being developed	Year 3
Water Supply and Other Utilities	Digitisation of data	Year 3
Birth & Death Registration	Development of software	Done
Citizens' Grievance Monitoring	Development of software	Done
Personnel Management System	Digitisation of data	Year 4
Procurement and Monitoring of	To be decided	
Projects		
o E-procurement		
<ul> <li>Project/ward works</li> </ul>		
Building Plan Approval	Digitisation of data	Year 7
Health Programs	To be decided	
o Licenses		
o Solid Waste Management		
Any other module		

i.	Any other reform steps being undertaken (please use additional space to specify) NO	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	If a plan has been drawn up and / or is under implementation, please provide details. Please indicate methods of dissemination (to the citizens) of the reforms undertaken as		line for tl	ne same				

# L2- MUNICIPAL ACCOUNTING

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in Municipal Accounting, with the objective of having a modern accounting system based on double-entry and accrual principles, leading to better financial management, transparency and self-reliance.

#### **CURRENT STATUS**

a. Please provide a short note on the present method of accounting being followed in your city

Single entry cash based accounting system is being followed. The accounts, manuals and registers are maintained as per the Municipal Accounting Manual.

b. Please provide the status of completion and adoption of accounts, and if they have been audited and published in the last 3 years (specify month / year)

Year	Adopted	Audited	Published
2002-2003	APRIL-2003	06-08-2004	NOT PUBLISHED
2003-2004	APRIL-2004	16-08-2005	NOT PUBLISHED
2004-2005	APRIL-2005	10-07-2006	NOT PUBLISHED
2005-2006			

c.	Please state	whether	State/city	has	drawn	up it	s own	accounting	g manual

Yes No

d. Please state whether State/city has adopted NMAM<sup>18</sup>

i. without modifications

NO

<sup>&</sup>lt;sup>18</sup> The National Municipal Accounts Manual (NMAM) has been prepared by MOUD with support from CAG to promote the implementation of improved financial management through electronic means leading to improvement in internal government operations to support and stimulate good governance.

Accounting manual will be developed by Jur	ne 2007					
lease state whether State has modified its curr	rent appropriate laws and regulatio	ns to be in compliance with				ciples. If y
rovide date of such modification.			Yes 1	No	Date	
	mplementation of double-entry acc	1				

## **TIMELINE FOR ACTION ON REFORMS**

NMAM or otherwise

## TRANSITION TO DOUBLE ENTRY ACCOUNTING ON ACCRUAL PRINCIPLES

a. Resolution by Government expressing commitment to establish modern municipal accounting system. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)

Regional Center for Urban and Environmental Studies, Lucknow, Ministry of Urban development, Government of India, has been engaged to suggest a road map for implementation of double entry accrual based accounting system. It would also develop a software for implementation and suggest modifications in the existing laws. The manual should be ready by June 2007.

b.	Appointment of consultants for developmen Accounting Manual	t of State wide Municipal Financial <i>Done</i> .	Year1	Year2		Year4			Year
c.	Completion and adoption of Municipal Fina	ncial Accounting Manual, in line with	Year1	Year2	Year3	Year4	Year5	Year6	Year

d.	GO/Legislation/Modification of Municipal Finance Rules for migrating to double-entry accounting system	Year1 Year2 Year3 Year4 Year5 Year6 Year7
e.	Training of personnel	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f.	Appointment of field-level consultant for implementation at the city-level	Year1 Year2 Year3 Year4 Year5 Year6 Year7
g.	Notification of cut-off date for migrating to the double-entry accounting system	Year1 Year2 Year3 Year4 Year5 Year6 Year7
h.	Re-engineering of business processes to align with accrual based accounting system (aligning all commercial and financial processes such as procurement, revenue collection, Payroll, works contracts, etc.)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
i.	Completion of registers and Valuation of assets and liabilities	Year1 Year2 Year3 Year4 Year5 Year6 Year7
j.	Drawing up of opening balance sheet (OBS): i. Provisional OBS	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	ii. Adoption of provisional OBS	Year1   Year2   Year3   Year4   Year5   Year6   Year7
	iii. Finalisation of OBS	Year1   Year2   Year3   Year4   Year5   Year6   Year7
k.	Full migration to double-entry accounting system	Year1 Year2 Year3 Year4 Year5 Year6 Year7
1.	Production of financial statements (income-expenditure accounts and balance sheet) as per the new system	Year1 Year2 Year3 Year4 Year5 Year6 Year7

# IMPROVED FINANCIAL MANAGEMENT

m. n.	State year from which external audit of financial statements will commence CAG Audit is  Frequency of such external audit cycle	s being done.	Year1 Year1 Being don		Year3 ually	Year4	Year5	Year6	Year7	
o.	State year from which ULB will commence preparation of outcome budgets			Year2	Year3	Year4	Year5	Year6	Year7	
p.	State year from which ULB will institute internal audit / control mechanisms  *Internal audit is being performed.*			Year2	Year3	Year4	Year5	Year6	Year7	
q.	State year in which ULB will undertake Credit rating		Year1 Y	Year2	Year3	Year4	Year5	Year6	Year7	
r.	Please specify year in which related financial management systems will be developed and integrated with the financial accounting system.									
	Related Financial Management Systems	Target year for System <sup>19</sup>	r completion and integration with Financial Accounting							
	Procurement systems	System	Year 5							
	Works contracts management	Year 5								
	Payroll and wage payments			-	Year 5					
	Stores and inventory management				Year 5					
	User charges billing systems			•	Year 5					
	Tax collection systems			7	Year 5					
	Any other									
t.	Any other reform steps being undertaken (please use additional space to specific NIL	ecify)								

<sup>&</sup>lt;sup>19</sup> Should link with milestones committed in the reform agenda for e-governance.

# L3-PROPERTY TAX<sup>20</sup>

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in the methods of levy, administration and collection of Property Taxes, with the broad objective of establishing a simple, transparent, non-discretionary and equitable property tax regime that encourages voluntary compliance. States/cities need to ensure that their desirable objectives for reforms include these reforms, but need not restrict themselves to these items

#### **CURRENT STATUS**

a. Please indicate if Property tax is currently levied on the following types of properties:

i. Residential



iii. Industrial

iv. Any other category



i. Self-assessment

ii. Demand-based



Non-discretionary self assessment method is being followed. Guidance values are decided every two years by the Municipal Commissioner. The system eliminates discretion and hence reduces corruption.

c. Please provide the Basis of determination of property tax

i. Capital value

ii. Rateable value

iii. Unit Area

iv. Other (please specify)



<sup>&</sup>lt;sup>20</sup> Note: This section should only deal with Property Tax or its variants (viz. House Tax, Tax on vacant land, etc.). Revenues collected for specific services provided by ULBs such as water, sewerage, street lighting, etc., levied in the form of taxes / surcharge on the base of property tax (for e.g. as a % of ARV) and /or collected together with Property Tax, should be reported separately in the following section on User Charges.

- d. Please provide the Use of technology in property tax management, by giving appropriate details in the box
  - i. GIS database of record of properties liable to property tax

Yet to be developed.

ii. Electronic database of property records

Survey for preparation of database is being carried out.yes

iii. Computerised generation of Property Tax demand notices

Already being done.yes

iv. Computerised recording of receipts of tax collection

Already being done.yes

v. Any other functionality of Property Tax system

.....No

e. Please indicate Property Tax as % of Own Sources of Revenue Income and Total Revenue Income

Year	2003-04	2004-05	2005-06
PT as % of Own Sources of	71.34	93.87	75.41
Revenue Income			
PT as % of Total Revenue	20.22	12.14	16.82
Income			

f. Please provide the below information on Current coverage

No.	Type of Property	Estimated	No. of properties in the	No. of properties	Coverage ratio
		no. of	records of the municipality	paying property tax	
		properties			(4) / (2)
	(1)	(2)	(3)	(4)	(5)
1	Residential	160000	155086	151386	0.94
2	Commercial	4000	3897	3897	0.96
3	Industrial & others				
4	Total	164000	158983	155283	0.94

g. Please indicate the Amount of property tax being collected for following years

Connection, Coverage & Collection figures for Property Tax and Water Charges will be confirmed by January 31, 2007.

Financial Year	Category	Current Demand Raised in Rs.	Arrear Demand in Rs.	Total demand	Current demand Collection in Rs. (collection efficiency in % in brackets)	ArrearDemand collection in Rs. (collection efficiency in % in brackets)	Total collection in Rs. (collection efficiency in % in brackets)
(1)	(2)	(3)	(4)		(5)	(6)	(7)
	Residential +Commercial	878.60	320.76	1199.36	826.91 (94.12%	199.68 (62.25%)	1026.59 (85.59%)
FY – 05- 06	Industrial & others						
	Total	878.60	320.76	1199.36	826.91 (94.12%	199.68 (62.25%)	1026.59 (85.59%)
	Residential +Commercial	883.00	410.45	1293.45	615.25 (69.68%	357.44 (87.09%	972.69 (75.20%)
FY 04-05	Industrial &						
	others Total	883.00	410.45	1293.45	615.25 (69.68%	357.44 (87.09%	972.69 (75.20%)
	Residential	624.02	584.23	1208.25	550.21 (88.17%	247.59 (42.37%)	797.80 (66.03%)
FY 03-04	+Commercial Industrial &				,		, ,
	others						
	Total	624.02	584.23	1208.25	550.21 (88.17%	247.59 (42.37%)	797.80 (66.03%)

Please list the Exemptions given to property owners

No.	Type of Exemption	Qualifying institution/ individual	Revenue implication of exemption for a year (Rs.)
1	School & Colleges	colleges up to Intermediate std.	about 125.00 lac
2	Charitable Property, religious places etc.	trust, dharmsalas, temple, mosque, gurudwara etc.	not served
3	disabled up to 75%		not served
4			

### (please use additional rows if necessary) **The above Chart of Para g Current & Arrear Demand Shows in Financial year 05-06** after deducting disputed amount Rs. 63209520 and in F.Y. 04-05 Rs. 69187126 & in F.Y. 03-04 Rs. 34972353

h.	Please specify the Assessing Authority and describe the level of discretionary power available with assessing authority
	Self Assessment method is followed for determination of property tax. The system is transparent. The guidance values are fixed by the Municipal
	Commissioner once every two years. The citizen can himself calculate the incidence of property tax. There is no discretionary power. However, assessment

i.	Date when last update of property records through general revision was don	2003
ii.	Date when last revision of guidance values <sup>21</sup> was done	2003
iii.	Frequency of revision of guidance values (Fresh revision will be done by March 31, 2007)	every two year.
iv.	Please indicate whether information from appropriate authorities on new building captured; if yes, how and at what frequency?(e.g. development authority etc)	construction, or additions to existing buildings is  Yes No
By random su	rvey undertaken by the ULB.	
	Places indicate whether information from appropriate authorities on change of ou	vnership and land valuation is being captured; if so

<sup>&</sup>lt;sup>21</sup> Here, guidance value implies the basis for computation of Property Tax liability

#### TIMELINE FOR ACTION ON REFORMS

Please provide timeline and indicate the steps intended (wherever not mentioned) for achieving the following action items

<u>Reform</u>	Steps proposed in order to achieve the	Target ye	ear for comp	oletion_				
	<u>reform</u>	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
a) Enhancing coverage of property tax	Done							
regime to all properties liable to tax								
b) Elimination of exemptions	Amendment in legislation			✓				
c) Migration to Self-Assessment System of	a. Setting up a Committee/Team to		✓					
Property Taxation	draft/amend legislation							
	b. Stakeholder consultations			✓				
	c. Preparation of Draft legislation			✓				
	d. Approval of the Cabinet/ Government			✓				
	e. Final enactment of the legislation by			✓				
	Legislature							
	f. Notification			✓				
	g. Preparation and notification of			<b>✓</b>				
	appropriate subordinate legislation							
	h. Implementation by municipality				✓			
d) Setting up a non-discretionary method for determination of property tax (e.g. unit area, etc) (Sub-Steps (i) to (viii) given in (c) above may be repeated for this step as relevant)	Done.							
e) Use of GIS-based property tax system	a. Selection of appropriate consultant			<b>-</b>				
e) Use of Old based property and system	b. Preparation of digital property maps for municipality				<b>✓</b>			
	c. Verification of digital maps and preparation of complete data-base of properties				<b>√</b>			
	d. Administration of Property Tax using GIS database and related application					<b>✓</b>		
	e. Mechanism for periodic updation of GIS database					<b>√</b>		
f) Next scheduled / anticipated revision of	Done every two years							

<u>Reform</u>	Steps proposed in order to achieve the	Target yea	ar for compl	letion_				
	<u>reform</u>	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
guidance values								
g) Periodicity for revision of guidance	a. Periodicity to be adopted <b>Done</b>							
values	b. Deadline for adoption <b>Done</b>							
h) Establish Taxpayer education programme	a. Preparation of Ready Reckoner	Done.						
	(guidance booklet) for tax assesses							
	b. Local camps for clarification of doubts	Done. Thi	is is an on-go	oing proces	ss. We org	anise perio	odic camps	for tax
	and assistance in filling out forms	assesses.						
	c. Setting up a website for property tax			✓				
	issues/ FAQs etc							
i) Establish Dispute resolution mechanism			peals agains	st assessm	ent can b	e made in	the Smal	ll Causes
		Court.						
j) Rewarding and acknowledging honest			ng done.10%		E IS GIV	EN TO	CONSUM	ER FOR
and prompt taxpayers			AYMENT (		1	1		1
k) Achievement of 85% Coverage Ratio	-	79	80	82	84	85		
(see item e in Current Status)								
(Specify target Coverage for each year of								
mission)								
1) Achievement of 90% Collection Ratio for	achieved in year 2005-2006 (94.12%)							
current demand (see item f in Current								
Status above)								
(Specify target Collection ratio for each year								
of mission)	Consider Annual							
m) Improvement in collection of arrears, to	Specify targeted Total Arrears for each year as % of Total Current Demand for previous year,							<b>V</b>
reach Total Outstanding Arrears less than or equal to 10 % of Current demand for	taking into account current position							
previous year	landing the december current permen							
(exclude tax assessments under litigation, but								
include Property Tax / service charge levied on								
Government properties)								
n) Any other reform steps being undertaken	Please indicate methods of dissemination							
(please specify)	(to the citizens) of the reforms undertaken							
	and the timeline for the same							
	<u>a</u>							
	<u>b</u>							
	<u></u>							

#### L4-USER CHARGES<sup>22</sup>

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in the levy of user charges on different municipal services, with an objective of securing effective linkages between asset creation and asset maintenance and ultimately leading to self-sustaining delivery of urban services.

#### **CURRENT STATUS**

a. Please provide a list of services being delivered by municipalities/ parastatals and the status of user charges being levied for each. 23

Type of Service <sup>24</sup>	User charge levied (Yes/No)	Service Provider	Tariff Structure	Last Revision of Tariff
Water Supply	Yes	Jal Sansthan Allahabad.	arv rs. 1 to 360- rs 732, 361 to 2000- rs 1373, 2001to 3500- rs 1647, 3501 to 5000- rs1830, above 5000- rs2562	10-6-99
Sewerage	Yes	Jal Sansthan Allahabad	arv rs. 1 to 360- rs 366, 361 to 2000- rs 366, 2001 to 3500- rs 412, 3501 to 5000-rs 458, above 5000- rs641	1-4-99
Solid Waste Management	No Nil	ULB	Nil	Nil
Public Transport	Yes Nil	State Government		
Street lighting	No Nil	ULB	Nil	Nil
Primary health	No Nil	State Government	Nil	Nil
Hiring of municipal assets (please specify)	Yes Nil	ULB/PPP	Nil	Nil
Others (please specify)	Nil		Nil	Nil

<sup>&</sup>lt;sup>22</sup> Note: This section deals with user charges, collected either in the form of a tax or surcharge or fee. All revenues collected against specific services should be reported in this section w.r.t. current status and commitment on reforms made hereunder. Under no circumstances should there be any overlap between status reported in this section with than on Property Taxes.

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<sup>&</sup>lt;sup>23</sup> Please attach details in separate annex where necessary.

<sup>&</sup>lt;sup>24</sup> List should include all services rendered by the ULB.

b. Please furnish the costs and revenue collection in providing the following services (total, per unit and per capita/ household cost and revenues) in **2004-05.** Also indicate the details of Revenue losses.

Service	O&M Cost <sup>25</sup> (Please specify the unit)			o .	s collected (exclu ase specify the u	·	Revenue Loss in Rs. due to		
	Total Cost (in Rs.)	Per Unit Cost as delivered**	Per capita / Household cost	Total Recovery (in Rs.)	Per Unit Recovery as delivered**	Per Capita/ Household Recovery	leakage/ theft / no enforcement/ poor collection	free supply / no levy of user charges	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	
Water Supply & Sewerage	2797.64 lacs	16.65 lacs per mld	Rs 233.14 per capita	2110.27 lacs	12.56 lacs permld	Rs 233.14 per capita	30% of 240 MLD which is Rs 953.96 lacs	20% of available water 33.6 MLD which is Rs 445.18 lacs	
Solid Waste Management									
Public Transport Services									
Others (please specify)									

<sup>\*\*</sup> can be expressed as Per MLD in case of water supply and sewerage; Per Tonne in case of SWM; Per Km in case of public transport, etc.

c.. Please indicate the percentage cost recovery for each of these services over the past five years ((d) divided by (a), expressed in % terms)

Service	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006
Water Supply &	70%	73%	79%	81%	85%
Sewerage(Target)					
Solid Waste Management					
Public Transport Services					
Others (please specify)					

d. Please provide performance parameters and current service levels<sup>26</sup>

Service Indicator Status in 2004-2005

<sup>&</sup>lt;sup>25</sup> To include all related direct costs, including salaries and wages of personnel directly deployed in the service

<sup>&</sup>lt;sup>26</sup> Please add additional indicators as appropriate

Service	Indicator	Status in 2004-2005					
Water Supply							
1	Total water supplied per day (MLD)	168 MLD					
2	Hours of water supply per day	9 Hours					
3	Percentage (%) of population covered by Piped water supply	85%					
5	Per capita supply (in litres) (per day)	158 LPCD					
6	Total no. of household connections (Cumulative figure)	130000					
7	No. of connections metered (Cumulative figure)	nil					
8.	Total Non-Revenue Water in MLD (% in brackets)	33.6 MLD I.C. 20%					
9.	Un-accounted for Water in MLD (% in brackets), including system losses	72 MLD I.C. 30% Waistage					
	Sewerage and Sanitation						
1	Quantum of Sewage generated per day (MLD)	213 MLD					
2	Quantum of Sewage treated per day (MLD)	60 MLD					
3	Land utilization for sewage farming Ha) (Cumulative figure)	Nil					
4	Quantity of sewage disposed on land (MLD)	Nil					
5	Quantity of sewage disposed into water bodies (MLD)	153 MLD					
6	Percentage (%) of population covered by underground sewage network	25%					
	No. of households with individual toilets / low cost sanitation unit						
7	(Cumulative figure)	50000					
8	No. of public toilets (Cumulative figure in terms of seats)	NIL					
	Solid Waste Management						
1	Quantum of solid waste generated per day (TPD)	400 M.T.					
2	Quantum of solid waste collected per day (TPD)	350 M.T.					
3	Collection efficiency	-					
4	Per capita waste generation	400 gm					
5	Quantum of waste treated in scientific manner (composting, etc.)						
6	Staff per 1,000 persons	2.0 Sweeper/1000					
7	Total capacity of all collection vehicles per day	60 achides.					
8	Does a sanitary landfill exist (Y/N)	No					
9	If sanitary landfill exists, is it used (Y/N)	Not Applicable					
10	Is source segregation done? (Y/N) – If Yes, what % of total waste?						
	Public Transport services						

Service	Indicator	Status in 2004-2005
1	Total capacity of public transport (number of vehicles)	24
2	Number of trips made in a day	384 (EACH VEHCLE MAKES 16 TRIPS PER DAY)
3	Population using public transport	2925 PER DAY

#### TIMELINE FOR ACTION ON REFORMS

a. The State/ULB must formulate and adopt a policy on user charges which should include proper targeting of subsidies, if any, for all services; ensuring the full realization of O&M cost by the end of the Mission period. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)

Agreed.		
The State should set u	up a body for recommending a user charge structure.  Yea	url Year2 Year3 Year4 Year5 Year6 Year7
Establishment of prop	per accounting system for each service so as to determine the O&M of	cost separately. Please specify the timeline for each service separately
i.	Water Supply and Sewerage	Year1 Year2 Year3 Year4 Year5 Year6 Year7
ii.	Solid Waste Management	Year1 Year2 Year3 Year4 Year5 Year6 Year7
iii.	. Public Transport Services  Not Applicable	Year1 Year2 Year3 Year4 Year5 Year6 Year7
iv.	Other (please specify)	Year1 Year2 Year3 Year4 Year5 Year6 Year7

d. Please indicate the targeted service standards and timelines for achieving the same with regard to each of the above mentioned services<sup>27</sup>

<sup>&</sup>lt;sup>27</sup> To the extent possible, specify service delivery standard as experienced at citizen's end, for e.g. hours of water supply; lpcd received in household; frequency of street sweeping, etc.

Service	Service Standard identified (in units)	Service Standard targeted (in quantity)	Targeted year for achieving the standard*
Water Supply	212 l.p.c.d.	353.15	2011 (year 5 <sup>th</sup> )
Drainage			
Solid Waste Management	400grams	600met.tan	2011 (year 5 <sup>th</sup> )

<sup>\*</sup> with reference to year if JNNURM period (Year 1, Year 2....)

e. Please define the user charge structure and timelines for achieving with regard to each of the above mentioned services *To be decided.* 

Service	Proposed User charge Structure (give details of rates, category and units)	Targeted year for achieving the standard*
Water Supply	arv rs. 1 to 360- rs 1464, 361 to 2000- rs 2746, 2001to 3500- rs 3294, 3501 to 5000- rs3660, above 5000- rs5124	Year 5 <sup>th</sup>
Sweeage	arv rs. 1 to 360- rs 732, 361 to 2000- rs 732, 2001 to 3500- rs 824, 3501 to 5000-rs 916, above 5000- rs1282	
	per house Connection per annum	Year 7 <sup>th</sup>

<sup>\*</sup> with reference to year if JNNURM period (Year 1, Year 2....)

c.	Please indicate plan for achieving volumetric based tariff through 100 %	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	metering with individual meters.			25%	50%	75%	100%	
	Please indicate annual targets for achieving full metering.							
					<u> </u>		U U	
d.	Please indicate plan for reduction in Non-Revenue Water (NRW) and Un-account	ed for Wate	er (UfW)	through	measures	that incl	ude water	audits and leakage

u.	r lease indicate plan for reduction in Non-Revenue water (NRW) and On-account	zu ioi wan	51 (O1 W)	unougn i	neasures	mai men	iue water	audits a
	detection studies. Please indicate annual targets for both.							
	Non-Revenue Water (NRW)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	Un-accounted for Water (UfW)	Year1	Year2	Year3	Year4	Year5	Year6	Year7

(Indi	cate 'when' against the timeline)								
	ate periodicity in which such analysis shall be done regularly, and place the Municipal Council	laced	Annua	l / Bi-anı	nual or o	therwise.			
	e table to achieve full recovery of O&M costs from user charges (recase indicate proposed recovery level for each year for each of the second			sts, inclu	ding rela	ted salar	ies and v	vages)	
i.	Water Supply	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
				85%	90%	100%			
ii.	Sewerage	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
iii.	Solid Waste Management	Year1	Year2	Year3	90% Year4	95% Year5	Year6	Year7	
iv.	Public Transport Services	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
v.	Others, such as hiring of municipal assets, e.gcommunity halls, public parks etc. (please specify)	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
Any	other reform steps being undertaken (please use additional space as a	necessary, p	olease spe	cify time	frames fo	r steps er	visaged)	)	

#### L5- INTERNAL EARMARKING OF FUNDS FOR SERVICES TO URBAN POOR

#### **DESIRED OBJECTIVE/S**

JNNURM requires reforms to be undertaken by local bodies with respect to earmarking funds in their budgets specifically for services delivery to the urban poor. Commitment is sought from ULBs in undertaking reforms in the budgeting and accounting systems to enable the same, as also targets for expenditure incurred in delivery of services to the poor.

#### **CURRENT STATUS**

#### PROCESS FOR EARMARKING BUDGETS

. Presently r	o provision of budget for urban poor is there	
Please indicat poor.	if prevailing accounting and budgeting systems are capable of tracking revenue and capital expenditure incurred on delivery of ser	vices
Yes No	Partly	

#### EXPENDITURE INCURRED ON DELIVERY OF SERVICES TO THE POOR

c. Please indicate if there is any internal earmarking<sup>28</sup> within the municipal budget towards provision of services to urban poor. Please provide the total amount earmarked and the percentage of the total budget in the last 3 years.

<sup>&</sup>lt;sup>28</sup> Earmarking refers to percentage allocation of the total estimated income that would be utilised for provision of housing and basic services to urban poor

Year		2002-2003 (in RS.)	2003-2004 (in RS.)	2004-2005 (in RS.)
Amount Budgeted	Own sources			
(both Revenue and Capital	Other Sources			
Accounts)	Total			
Actual Amount Spent	Own sources			
(both Revenue and Capital	Other Sources			
Accounts)	Total			
% of the total budget	Own sources			
(both Revenue and Capital	Other Sources			
Accounts)	Total			

#### **TIMELINE FOR ACTION ON REFORMS**

#### **BUDGETING AND ACCOUNTING PROCESSES**

a. Reforms in the accounting and budgeting codes to enable identification of all income and expenditure (in both Revenue and Capital accounts) to be identified as related to poor / non-poor. (in the short run the same heads may be categorised on basis of income / expenditure from slum / non-slum).

Yes	No

If Yes, please state year from when this will be made effective.



b. Creation of separate Municipal Fund in the accounting system for 'Services to the Poor'



If Yes, please state year from when this will be made effective.

Year1	Year2	Year3	Year4	Year5	Year6	Year7

c. Amendments to the Municipal Accounting Rules for governing the Fund, Operating the Fund, including rules for transfer of resources into the Fund for 'Services to Poor'.

 Year2	 	 	

#### ALLOCATION AND EXPENDITURE<sup>29</sup> ON DELIVERY OF SERVICES FOR POOR

d. Targeted revenue expenditure on delivery of services to poor per annum, expressed as % of Total Revenue Income

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %			20%	20%	20%	20%	25%

e. Targeted revenue expenditure on delivery of services to poor per annum, expressed as % of Total Own Source of Revenue Income

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %			5%	10%	10%	10%	10%

f. Targeted capital expenditure on delivery of services to poor per annum, expressed as % of Total Capital Expenditure

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %			15%	15%	15%	15%	20

<sup>&</sup>lt;sup>29</sup> Allocation and spend pertains to all directly attributable expenses specifically incurred for delivery of entire mandate of municipal services to the poor, that should include basic environmental services, roads, tenure, primary education and health, and social security amongst others.

Establishment expenses (including salaries and wages) not directly and specifically incurred for service delivery to the poor should be excluded.

#### L6 - PROVISION OF BASIC SERVICES TO URBAN POOR

#### **DESIRED OBJECTIVES**

JNNURM requires cities to ensure provision of basic services to the urban poor such as water supply and sanition, including provision of security of tenure and improved housing at affordable prices. JNNURM also requires that delivery to the urban poor is ensured for existing universal services of the Government in the areas of health, education and social security.

#### **CURRENT STATUS**

a. Please provide information on existence of any database pertaining to household level information of urban poor.

SURVEY CARRED OUT IN 1997-98, GUIDE LINES PROVIDED BY GOVT. OF INDIA UNDER THE S.J.S.R.Y. SCHEME.

b. Has any prioritisation of slums / localities been carried out as part of the CDP process? If Yes, please provide details on the process.

IN THE C.D.P. ALL THE SLUMS HAS BEEN TAKEN IN TO CARE BY IN-SITU, EX.-SITU DEVELOPMENT

c. Please provide baseline information with respect to quality and level of access of services by poor households in the table below. (in case of wide variation in quality of service within the city across slum clusters, provide average level of service. Please state extremely low levels where appropriate)

No.	Area of service delivery	Performance Parameter	Current levels	Prevailing level of access of urban poor households (in terms of % HHs that access services at the current performance levels)
1.	Water Supply			
1.1	Household level piped water supply	No. of hours of supply at reasonable pressure	4to 5 hours	30%
1.2	Public taps / standposts	No. of hours of supply at reasonable pressure	9 hours	70 to 75%
1.3	Handpumps / Tubewells (untreated ground water source)	Avg. distance from HH in metres	about 200 meters	70 to 75%
1.4	Water Tanker supply	Response time on request in hrs.	an hour, depending upon the distance	30%
2.	Sanitation			
2.1	Household level individual	Type of toilet	flush type	75%
	toilets	Type of conveyance / disposal system	septick tank/leach pit	
2.2	Community toilets	Seats per population using them	50	10%
		Type of conveyance / disposal system	septic tank/connected to sewer	
3.	Housing			
3.1	Housing	Pucca housing for each household	70%	70%
3.2	Night shelters / community shelters	Avg. distance to be traversed by homeless in m	-	-

d. Please provide details on extent of access to following services by urban poor in the ULB.

No.	Area of service delivery	Prevailing level of access of urban poor households (in terms of % HHs
		that are able to access these services)

No.	Area of service delivery	Prevailing level of access of urban poor households (in terms of % HHs that are able to access these services)
4.	Solid Waste Management	-
4.1	Street sweeping	53%
4.2	Waste Collection	75%
5.	Roads and Drains	65%
5.1	Provision of pucca (all weather) roads	65%
5.2	Provision of storm water drains	60%
6.	Street Lighting	
6.1	Provision of street lights	60%
7	<b>Community Facilities</b>	
7.1	Aanganwadi / crèche	40%
7.2	Community halls	15%
8.	Primary healthcare	
8.1	Preventive health care – inputs and advise	
8.2	Curative healthcare	NIL
9.	Primary Education	
9.1	Primary education	70%
10.	Support for livelihoods	
10.1	Skill development training	15% (under s.j.r.s. schem)

No.	Area of service delivery	Prevailing level of access of urban poor households (in terms of % HHs that are able to access these services)
10.2	Micro-credit	

e. Please provide details on prevailing levels of secure tenure amongst urban poor.

No.	Area	Total estimated no. in the ULB	Total number of with secure tenure	% of households / micro- enterprise establishments with secure tenure
1	Secure tenure for place of dwelling, in terms of legal status	185	130	70%
2.	Secure tenure for place of work for micro- enterprises, in terms of authorisation of the locations of the enterprise	185	130	70%

#### **TIMELINE FOR REFORMS**

a. The State Government and ULB must formulate and adopt vide a resolution a comprehensive policy on providing basic services to all urban poor which should include security of tenure and improved housing at affordable prices. The policy document should also cover other existing universal service mandates of the Government in the areas of education, health and social security. This policy document should lay down commitments to attain certain benchmark levels of access and standards of service delivery.

The policy document should be prepared with stakeholder involvement, be adopted and disseminated within 6 months of signing of the MoA under JNNURM, and a copy submitted to MoUD/MoHUPA. *Agreed.* 

#### BENEFICIARY IDENTIFICATION AND TARGETTING

b. Conduct of House Hold (HH) level survey, covering all poor settlements (recognised slums, unrecognised slums, and informal clusters)

Year1	Year2	Year3	Year4	Year5	Year6	Year

- c. HH level survey to cover infrastructure deficiency indicators and socio-economic deficiency indicators

  d. Creation of database, including identification of HHs for priority targeting of Schemes for household level benefit (such as livelihood, housing, social security, etc.)

  e. Ranking and prioritisation of clusters of urban poor settlements

  Year 1 Year 2 Year 3 Year 4 Year 5 Year 6

  Year 1 Year 2 Year 3 Year 4 Year 5 Year 6
- f. Frequency of updation of database created 2 years

#### QUALITY OF SERVICES AND EXTENT OF ACCESS TO SERVICES

Specify the benchmark quality of services targeted for delivery to urban poor for each of the areas mentioned below. It is presumed that this quality of service is targeted for all urban poor. Cities should set progressive benchmarks so as to improve the quality of services rendered over the Mission period.

#### g. HOUSEHOLD LEVEL BASIC SERVICES

in a participatory manner

No.	Area of service delivery <sup>30</sup>	Quality Parameter	Target Quality Benchmark <sup>31</sup>				•			
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
1.	Water Supply									
1.1	Household level	No. of hours of	12 hours			70	80	90	100	
	piped water	supply at reasonable								

<sup>&</sup>lt;sup>30</sup> As access to services is improved through better methods, levels of access through more basic methods will decrease. For e.g. as HHs with access to piped water will increase, HHs with access to tubewells / public taps / tankers will decrease.

<sup>&</sup>lt;sup>31</sup> To be defined by the ULB at the time of signing the MoA

No.	Area of service delivery <sup>30</sup>	Quality Parameter	Target Quality Benchmark <sup>31</sup>	Level of access targeted in each year (in terms of % HHs of urbar poor that access services at the targeted quality benchmark)						
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
	supply	pressure								
1.2	Public taps /	No. of hours of	round the clock			70	80	90	100	
	standposts	supply at reasonable								
		pressure								
		Avg. distance from	100 meters							
		HH in metres								
1.3	Handpumps /	Avg. distance from	100 meters							
	Tubewells	HH in metres								
	(untreated ground									
1 4	water source)	D								
1.4	Water Tanker	Response time on								
	supply	request in hrs.								
2.	Sanitation									
2.1	Household level	Type of toilet	flush			40	50	60	70	80
2.1	individual toilets	Type of conveyance	soak pit/ sewer					00	7.0	00
		/ disposal system	line							
2.2	Community toilets	Seats per population	112							
	ĺ	using them								
		Avg. distance from	250 m							
		HHs in m								
		Type of conveyance	soak pit/ sewer							
		/ disposal system	line							
		Facilities for aged,	All							
		women, children,								
		diabled								

No.	Area of service delivery <sup>30</sup>	Quality Parameter	Target Quality Benchmark <sup>31</sup>	Level of access targeted in each year (in terms of % HHs of urban poor that access services at the targeted quality benchmark)						
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
3.	Housing			•						
3.1	Housing	Pucca housing for each household	46769			7	10	10	10	10
3.2	Night shelters / community shelters	Avg. distance to be traversed by homeless in m	200 meters			10	10	10	10	10

Please provide qualitative comments on above as appropriate....

#### OTHER INFRASTRUCTURE SERVICES h.

No.	Area of service delivery <sup>32</sup>	Quality Parameter	Target Quality Benchmark <sup>33</sup>	Target year in which all poor households shall have access to services at the target quality benchmark  (State year of the Mission Period)
4.	Solid Waste Mar	nagement		
4.1	Street sweeping	Frequency of street sweeping	thrice a week	5 Years
4.2	Waste	Avg. distance of HHs from bin in m	200 meters	5 Years
	Collection	Frequency of lifting of waste from community bin	thrice a week	5 Years
5.	Roads and Drain	1S		I.
5.1	Provision of pucca (all	HH level access (roads in front of houses)	80%	7 years
	weather) roads	Access of slum cluster to main roads	80%	7 years
5.2	Provision of storm water drains	HH level access to covered drains	80%	7 years
6	Ctuest I ishting			
6.	Street Lighting Provision of	Street illumination through out the	100%	7 voors
0.1	street lights	year	100%	7 years
7	Community Faci	ilities		
7.1	Aanganwadi / creche	Avg. distance of HHs from the facility in m	1000 meter	7 years

<sup>&</sup>lt;sup>32</sup> As access to services is improved through better methods, levels of access through more basic methods will decrease. For e.g. as HHs with access to piped water will increase, HHs with access to tubewells / public taps / tankers will decrease.

<sup>33</sup> To be defined by the ULB at the time of signing the MoA

No.	Area of service delivery <sup>32</sup>	Quality Parameter	Target Quality Benchmark <sup>33</sup>	Target year in which all poor households shall have access to services at the target quality benchmark  (State year of the Mission Period)
7.2	Community halls	Avg. distance of HHs from the facility in m	about 2000 meters	2011
8.	Primary healthc	gra		
8.1	Preventive health care – inputs and advise	Frequency of visits by health worker / other modes of communication reaching the urban poor	at least once in 15 days	2011
8.2	Curative healthcare	Reliability of the service Avg. distance of HHs from facility in m		
9.	Primary Educat	ion		
9.1	Primary education	Enrollment rate Drop out rate Avg. distance of HHs from facility in	90% 10% 1000 meters	2011
		m	1000 meters	
10.	Support for livel	  ihoods		
10.1	Skill development training	Persons trained who pursue related occupation		
10.2	Micro-credit	Access to participate in micro-credit group in the community		

Please provide qualitative comments on above as appropriate							

#### METHODS AND PARTICIPATION BY COMMUNITIES

i. State the areas, intended mechanisms and timelines for participation by communities of urban poor in the entire range of urban services and poverty alleviation programmes. (few examples are illustrated in the table)

No.	Sector	Nature of Involvement	Community Mechanism	<b>Target Mission</b>	Targeted scale of
				year to start	activities by end of the
				initiative	Mission period
1.	Basic services –	Participatory planning at micro	Slum associations	Year 2	100% of all developments
	water supply,	level			in these sectors shall be
	sanitation				through such mechanism
2.	Roads within slum	Community contracting	Entire material + Labour	Year 3	Atleast 50% of all such
	clusters		contract awarded to Slum		contract through
			association		community contracting

#### **SECURITY OF TENURE**

#### Data not available

- j. Please state targeted percentage of urban poor households that would have Year1 Year2 Year3 Year4 Year5 Year6 Year7 Secure tenure of their place of dwelling.

  (state target % for each year of Mission Period)
- k. Please state targeted percentage of urban poor micro-entrepreneurs that Year1 Year2 Year3 Year4 Year5 Year6 Year7 would have secure tenure of their place of work

(state target % for each year of Mission Period)

### OPTIONAL REFORMS<sup>34</sup>

 $<sup>^{34}</sup>$  IN CASE OF URBAN AGGLOMERATIONS WITH MULTIPLE ULBS, THE ULB RELATED REFORMS IN THIS SECTION SHOULD BE PROVIDED FOR EACH ULB IN THE JNNURM CITY SEPARATELY

#### **O1-INTRODUCTION OF PROPERTY TITLE CERTIFICATION SYSTEM**

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities towards putting in place an effective Property Title Certification System. The cities need to ensure proper management and record of all property holdings within the city. The new system should reflect authentic ownership at all points and information on holdings should be easily accessible.

#### BACKGROUND

#### 1. CURRENT STATUS

- a. What is the current system for-?
  - i. Property Registration<sup>35</sup>
  - ii. Transfer of Property<sup>35</sup>

The current system for property registration is provided in Registration Act, 1908 (Act No. 16 of 1908). A deed of transfer of property is typed or handwritten alongwith photographs of executants is presented before the Sub-Registrar. He registers it, keeps a photocopy as record and returns the original on the same day to the registrants.

b. Please indicate whether information on change of ownership (owing to transaction of property) or encumbrances is being captured? If so how? (For eg. is there information received from the Dept. of Stamp and Registration?)

Information is not captured automatically. The registrants presents his case before the concerned officer in the ULB for mutation of records.

c. Does the property registration system record the following-?

Status
i. Lien
ii. Court orders
Yes
No
Remarks
If a copy is provided to the office

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<sup>35</sup> Explain in detail the role of various institutions and the processes involved

Easements	✓
Restrictions	✓
Encumbrances	✓
Lease	✓
Third party claims	✓
	Restrictions Encumbrances Lease

d. Which Legislation is followed for registration and record of properties?

Registration Act, 1908 (Act No. 16 of 1908)

e. What is the status of E-management of property records?

Activity	Already in place	Under implementation	Not done so far	Remarks
Assessment of properties using GIS			✓	
Electronic database of property records			✓	
Software application for regular upgradation of			✓	
records				
System for online registration			$\checkmark$	
ILIS (Integrated Land Information System)			✓	

f. Provide Information on current status of Properties registration

Estimated number of properties in the $city^{36}(a)$	No. of properties on records in the Municipality $^{2}(b)$	No. of disputed properties	Coverage Ratio(b/a*100)
164000	158983		96.9%

g. What is the basis for determination of ownership of a property (eg. a title deed)?

Title deed		
Title deed.		

h. Is it an absolute ownership or does the state guarantee the validity of transaction in any manner? Yes No

<sup>&</sup>lt;sup>36</sup> Please mention the method used for identifying these property figures

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	The State Government keeps a record the registered document on the reques		e, parties approach t	the civil court. The Si	tate Governmen:	t may provi	de a copy o	<i>f</i>
j.	Is there a list of documents identified to the details.	o serve as evidence of change of ow	rnership (Registration	n deed, partition deed	l, settlement deed	d etc)? If ye	s please giv	e
		List of evidence documents	Comments					
		a. Registered Sale Deed						
		b. Registered Lease Deed for						
		more than 30 years. c. Partition Deed.						
		d. Settlement Deed						
k.	What is the frequency of update of pro	perty records? When was it done las	st?					
	Every two years. GIS survey is b	peing done.						
THE ALE	THE FOR A CITION ON REPORTE							
	LINE FOR ACTION ON REFORMS indicate the mission year by which the fo	llowing targets would be met-						
a.	Listing of all the properties in the city			Year1 Year2	Year3 Year4	Year5	Year6 Ye	ear7
	TO 11 6.1			Year1 Year2	Year3 Year4	Year5	Year6 Year	ear7
b.		gistration system, state guarantee tt Possible			Tears Tear-			
b. c.	and legislative amendments No  Amendment of legislation and notificat	t Possible		Year1 Year2	Year3 Year4	Year5	Year6 Year6	ear7

e.	Inventory of all recorded properties ( after enquiry of titles and existing evidences)  Not Applicable	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f.	Update of all the records to reflect current owner and preparation of a 'Register of Titles'	Year1 Year2 Year3 Year4 Year5 Year6 Year7
g.	Computerisation of all the property records against ownership	Year1 Year2 Year3 Year4 Year5 Year6 Year7
h.	Initiation of issue of Property Tax Certificate (on request) to the existing owners, accompanied by cancellation of all previous certificates  *Already being done*	Year1 Year2 Year3 Year4 Year5 Year6 Year7
i.	Setting up a system for regular upgradation of records (eg. MIS with links to all offices having bearing on land encumbrances)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
j.	Setting up a system for online provision of information receipt (relating to transactions) , dissemination and requests for certificates	Year1 Year2 Year3 Year4 Year5 Year6 Year7
k.	Timeline for achieving 100% registration of properties Section 17 of the Registration registration of a property. Government of India should make appropriate provisions in section	Act, 1908 does not provide any punishment for non 17 of the Act and make non-registration punishable.
	Year 1 Year 2 Year 3 Year 4 Year 9 Year 4 Year 1 Year 2 Year 3 Year 4 Year 4 Year 1 Year 2 Year 3 Year 4 Year 3 Year 4 Year 1 Year 2 Year 3 Year 4 Year 1 Year 2 Year 3 Year 4 Year 1 Year 2 Year 3 Year 4 Year 1 Year 1 Year 2 Year 3 Year 4 Year 1 Year 1 Year 1 Year 2 Year 3 Year 4 Year 1 Ye	ur 5 Year 6 Year 7
1.	Any other reforms being undertaken (give details in the space provided)	Year1 Year2 Year3 Year4 Year5 Year6 Year7

#### O2- REVISION OF BUILDING BYELAWS TO STREAMLINE THE APPROVAL PROCESS

#### (For construction of buildings, development of sites etc.)

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities towards streamlining of the building approval process, with the broad objective of establishing a simple, transparent and lesser time-consuming process that encourages development.

#### **CURRENT STATUS**

- a. Which agency is responsible for preparing Building Byelaws? Chief Town and Country Planning department
- b. Which legislation governs the formulation of Building Byelaws and implementation of the regulation? U.P. Housing and Development Act 1956
- c. Explain the role of various agencies involved with building permission and sanction.

Agency	Role
a. Development Authority	In Development area submission and approval is done by concerned Development Authority and no objection certificate is taken from ULB
b. Housing Board	The area developed by Housing Board submission and approval is done by Housing Board
C Regulated Area	In Regulated Area's submission and approval is done by Prescribed Authority and NOC is taken from ULB
d ULB	Except above areas submission and approval is done by ULB

d. Explain in detail the existing process of building approval.

After submission of Building Plan to concerned authorities no objection certificate is taken from concerned Local Bodies, Fire department, Air port(if required), PWD, Revenue Department, Town Planning Department(if required). Time Limit for Approval is 30 days for Housing Plan and 90 days for Commercial plan. Appeal against disapproval can be made to competent authorities.

				List those.				
			List of Parameters	Comme	nts			
			a Land Use					
			B Ground Coverage					
			C Set Back					
			D Parking					
r1	4 7 11 7 7 4	1		Year 2000				
	as the Building Byel							
Indi	cate the level of mod		ing agaisnt the following-		Revision date	Detail of	adification	
		Level of Modifi	ges (FSI, ground coverage o	oto)	Year 2000	Detait of m	nodification	
	i ii			eic)	Year 2000			
	iii		pproval process (If yes, spe	ecify)	Year 2000			
	111	. Changes in a	pprovar process (ir yes, spe	,C11	1 Cai 2000			

h.g. Indicate the status of Building Approvals in the financial year 2004-2005-

1	Number of Applications received (before 30th Feb'2005)	7272
2	Number of Sanctions made within 1 month from date of receipt of the application	267
3	Number of Sanctions made within 2 months from date of receipt of the application	
		517
4	Number of Applications that took more than 2 months for approval	Nil
5	Average time taken for approval of a building	12 days

i. Please indicate the possible reasons for delay in the approval process

#### **TIMELINE FOR REFORMS**

Please indicate the mission year by which the following targets would be met-

a.	Consultation with stakeholders on modifications required to Building Byelaws -Done	Year1 Year2 Year3 Year4 Year5 Year6 Year7
b.	Identification and finalisation of modifications in the existing Building Byelaws in order to streamline the process of approval. (eg. outsourcing of certain activities etc) -Done	Year1 Year2 Year3 Year4 Year5 Year6 Year7
c.	Defining mitigation measures for risks from natural disasters as part of Building Byelaws, (including structural safety issues on basis of seismic zones)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
d.	Amendment of the existing legislation to introduce the new Building Byelaws and notification - (Done)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
e.	Dissemination of the new set of Building Byelaws through a website	Year1 Year2 Year3 Year4 Year5 Year6 Year7

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f.	City level Workshops to address to the queries of general public (It is ongoing process)					Ye	earl Year2	Year3 Y	ear4 \	Year5	Year6	Year7	
g.	Setting up of an MIS system with links to all offices having bearing on building permission					on Ye	ear1 Year2	Year3 Y	ear4	Year5	Year6	Year7	
h.	Start of Approval a	as per the new build	ding byelaws	(Done)			Y	earl Year2	Year3 Y	Year4 Y	Year5	Year6	Year7
i.	Establishment of in building plan appre Interactive Voice I	ovals, through metl	hods such as	_		for	Y	ear1 Year2	Year3 Y	Year4 Y	Year5	Year6	Year7
j.	Timeline for reduc	ction of average tim	ne taken for b	uilding sanct	tion								
		DCategory of	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7				
		buildings				Time taken in	days						
		Residential	30 days	20	10	7	7	7	7				
		Commercial	30 days	20	15	10	10	10	10				
j.	Any other reforms	being undertaken (	give details i	n the space p	provided)		Ye	ear1 Year2	Year3 Y	Year4 Y	Year5	Year6	Year7

# O3 - REVISION OF BUILDING BYELAWS TO MAKE RAINWATER HARVESTING MANDATORY IN ALL BUILDINGS TO COME UP IN FUTURE AND FOR ADOPTION OF WATER CONSERVATION MEASURES

#### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities to take sufficient steps towards promoting the use of rain water harvesting systems in cities by making it mandatory for building permission, with a long term objective of promoting conservation of water and ensuring sustainability of water resources.

CURRENT	<b>STATUS</b>
---------	---------------

a.	Is there any legislation for making Rainwater Harvesting mandatory in buildings? Yes No						
b.	If yes, please provide following details of the regulation-						
	i. Since when has it been adopted?	Year 2003					
	ii. Is it a part of the building byelaws and mandatory for building sanction	se? Yes No					
	iii. Is it for all buildings?	Yes No					
	iv. If no, what are the criteria adopted for selected plots or buildings?						
	Rain water harvesting is mandatory for only plot size of greater than 300 sq.meter for residential buildings and all non-residential buildings.						

#### **TIMELINE FOR ACTION ON REFORMS**

Please indicate the mission year by which the following targets would be met-

a.	Final design of Rainwater Harvesting System and decision on end use	Y ear i	Y ear2	Y ear 3	Y ear4	y ear5	Y earb	Y ear
b.	Preparation of draft building byelaws to reflect the mandatory clauses of Rainwater Harvesting.	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	(Done)							

c.	Amendment of the existing legislation to introduce the new Building byelaws and notification (Done)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
d.	Dissemination of the new set of Building Byelaws through a website (Done)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
e.	City level Workshops to address to the queries of general public (It is on going process)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
f.	Start of Approval as per the new building byelaws (Done)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
g.	Any other reforms being undertaken (give details in the space provided)	Year1	Year2	Year3	Year4	Year5	Year6	Year7

## O4 - EARMARKING AT LEAST 20-25 PER CENT OF DEVELOPED LAND IN ALL HOUSING PROJECTS (BOTH PUBLIC AND PRIVATE AGENCIES) FOR EWS/LIG CATEGORY WITH A SYSTEM OF CROSS SUBSIDISATION

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities towards earmarking at least 20-25 % of developed land in all housing projects (both public and private) for low income families in order to meet the housing needs of both EWS and LIG categories of population.

#### **CURRENT STATUS**

a. List the government / quasi-government institutions responsible for provision of housing in the city (eg. Development Authority, Housing Board, Housing Corporation etc).

S.No	Institution	Approx. no. of dwelling units created in previous financial year
1	DEVELOPMENT AUTHORITY	150
2		
3		
4		
5		

b. Please provide details on extent to which the private sector plays a role in housing development in the city

Information parameters	Estimates
Number of private developers in the city	10
Approximate number of housing projects by private developers	06
for whom plans were sanctioned in last year	
Approximate number of dwelling units created by private	150
developers in above projects	

c.	Is there any legislation regarding mandatory reservation of certain percentage of land for EWS/LIG in housing projects? Yes No	
d.	If yes, please provide the following details –	

i.	Percentage of developed land required to be reserved for EWS/LIG	

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ii. Is it applicable to both government as well as private developments? Yes No

# **TIMELINE FOR ACTION ON REFORMS**

Please indicate the mission year by which the following targets would be met-

a. Decision on the extent of reservation (20-25%)

Year1 Year2 Year3 Year4 Year5 Year6 Year

b. Amendment of the existing legislation and notification

- Year1 Year2 Year3 Year4 Year5 Year6 Year7
- c. Timeline to improve the percentage of reservation for EWS/LIG in housing projects

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Percentage of			15%	20%	25%		
reservation (%)							

d. Any other reforms being undertaken (give details in the space provided)

Year1	Year2	Year3	Year4	Year5	Year6	Year7	

Housing Policy Statement for intregrated townships and high tech townships 10% plots are reserved for EWS and 10% for LIG.

# O5 - SIMPLIFICATION OF LEGAL AND PROCEDURAL FRAMEWORKS FOR CONVERSION OF AGRICULTURAL LAND FOR NON-AGRICULTURAL PURPOSES.

# **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities to take sufficient steps towards streamlining the process of conversion of agricultural land to non-agricultural purposes with the broad objective of establishing a simple, transparent and lesser time-consuming process that encourages development.

# **CURRENT STATUS**

a. Explain in detail the current system for conversion of agricultural land for non-agricultural purposes (for areas coming under Development Authority as well as outside)

Owners of land gives an application for land use change to concerned development authority or regulated are Development authority invites objection from public ,after due consideration of objections then board recommends to housing secretary for change of land use. Government decides the change of land use.

b. List out the number of agencies involved and their roles.

AgencyRoleA Development authorityRecommendationB CTCPTechnical adviceC GovernmentApproval

c. Which Legislation/s is/are being followed for conversion of agricultural land for non-agricultural purposes?

U.P Urban Planning and Development Act 1973

d. Has there been any attempt at simplification of the procedure of such conversions in the past? State 'yes' or 'no' and give details. No

What is the average time taken for conversion of land	from agricultural to	
i. Residential use-	Time is not specified in act	
ii. Other use (Industrial, commercial etc)-	Time is not specified	in act.
iii.		
Please indicate the possible reasons for delay in the pro-	ocess for conversion of agricultural land	l for non-agricultural purposes
Since there is no time frame at every stage,	therefore delay occurs.	
	•	
INF FOR ACTION ON DEFORMS		
INE FOR ACTION ON REFORMS  Not Applicable		
Not Applicable Finalise on modifications in the existing procedure in o	order to streamline	Year1 Year2 Year3 Year4 Year5 Year6
Not Applicable	order to streamline	Year1 Year2 Year3 Year4 Year5 Year6
Not Applicable Finalise on modifications in the existing procedure in o		Year1 Year2 Year3 Year4 Year5 Year6  Year1 Year2 Year3 Year4 Year5 Year6
Not Applicable Finalise on modifications in the existing procedure in cand standardise the process of conversion.		
Not Applicable Finalise on modifications in the existing procedure in cand standardise the process of conversion.		
Not Applicable Finalise on modifications in the existing procedure in cand standardise the process of conversion.  Amendment of the existing legislation and notification		Year1 Year2 Year3 Year4 Year5 Year6
Not Applicable Finalise on modifications in the existing procedure in and standardise the process of conversion.  Amendment of the existing legislation and notification		Year1 Year2 Year3 Year4 Year5 Year6
Not Applicable  Finalise on modifications in the existing procedure in cand standardise the process of conversion.  Amendment of the existing legislation and notification  Dissemination of the new process through a website  City level Workshops to address to the queries of general	eral public	Year1 Year2 Year3 Year4 Year5 Year6  Year1 Year2 Year3 Year4 Year5 Year6  Year1 Year2 Year3 Year4 Year5 Year6  Year1 Year2 Year3 Year4 Year5 Year6
Not Applicable Finalise on modifications in the existing procedure in cand standardise the process of conversion.  Amendment of the existing legislation and notification Dissemination of the new process through a website	eral public	Year1 Year2 Year3 Year4 Year5 Year6  Year1 Year2 Year3 Year4 Year5 Year6  Year1 Year2 Year3 Year4 Year5 Year6
Not Applicable  Finalise on modifications in the existing procedure in cand standardise the process of conversion.  Amendment of the existing legislation and notification  Dissemination of the new process through a website  City level Workshops to address to the queries of general	eral public ng bearing on conversion of land-use	Year1 Year2 Year3 Year4 Year5 Year6  Year1 Year2 Year3 Year4 Year5 Year6  Year1 Year2 Year3 Year4 Year5 Year6  Year1 Year2 Year3 Year4 Year5 Year6

g.	Start of conve	rsions as per the new legisla	tion				Yearl	Year2	Year3 Year4	Year5 Ye	ar6 Year7
h.	Average avera	ge time taken for conversion	n of land-use	, to reduce ove	er the Mission	n Period					
	C		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7		
		Time taken in months									
i.	Any other reforms	being undertaken (give deta	ils in the spa	ce provided)		Year1	Year2	Year3	Year4 Year5	Year6 Year	ar7

# O6 - INTRODUCTION OF COMPUTERIZED PROCESS OF REGISTRATION OF LAND AND PROPERTY<sup>37</sup>

# **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities undertake steps to computerise the process of registration of land and property, so as to deliver efficient, reliable, speedy and transparent services to citizens.

# **CURRENT STATUS**

a. Explain in detail the prevailing process of getting a property or land registered?

Registration of property is done in 347 Sub-Registrar's office. In 241 offices, it is performed manually. However, in 106 district level Sub-Registrar's offices, record of registration of documents is being created on PRERNA software developed by NIC from 01.08.2006. Necessary amendments have been made in Indian Stamp Act, 1899 and Registration Act, 1908 and rules.

- b. To what extent is the present system computerized
  - i. Is there a computerized record of registered properties? Yes

No 💮

ii. Can the property holder register through internet?

net?

Yes

# **TIMELINE FOR REFORM**

a. Indicate the target year for conversion to an electronic process of registration

Year 1 Year 2

Year 3

Year 4

Year 5

Year 6

Year 7

A project for conversion of photocopy process of registration of documents to electronic process of registration of documents has been submitted to Ministry of Rural Development, Government of India. The process of conversion shall be started in a phased manner.

<sup>&</sup>lt;sup>37</sup> Related process improvements and reforms measures are expected to be covered under the Reforms for Property Title Certification.

# **O7- BYELAWS ON REUSE OF RECYCLED WATER**

# **DESIRED OBJECTIVE/S**

JNNURM requires the cities frame byelaws related to reuse and recycling of waster water, so as to conserve water resources.

# **CURRENT STATUS**

a.	Is there any byelaw pertaining to reuse of recycled water? Yes No
b.	If yes, please provide following details –
	i. Since when has it been adopted?
	ii. Is it a part of the building byelaws? Yes No
	iii. Which legislation stipulates it?
c.	Mention its coverage and specifications in brief

# TIMELINE FOR ACTION ON REFORMS

- a. Final design and decision on end use of a Waste Water Recycling System
- b. Preparation of draft building byelaws to reflect the mandatory clauses of such a system
- c. Amendment of the existing legislation to introduce the new Building Byelaws and procedures

	Yearl	Year2	Year3	Year4	Year5	Year6	Year
	Year1	Year2	Year3	Year4	Year5	Year6	Year 7
,	Year1	Year2	Year3	Year4	Year5	Year6	Year 7

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d.	Dissemination of the new Building Byelaws through a website	Yearl	Year2	Year3	Year4	Year5	Y ear6	Year
e.	City level Workshops to address to the queries of general public	Year1	Year2	Year3	Year4	Year5	Year6	Year
f.	Start of Approval as per the new Byelaws	Year1	Year2	Year3	Year4	Year5	Year6	Year7
g.	Any other reforms being undertaken (give details in the space provided)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
				-				

# **O8-ADMINISTRATIVE REFORMS**

# **DESIRED OBJECTIVE/S**

JNNURM requires the administrative reforms are undertaken in ULBs and other institutions engaged in urban sector management. Such administrative reforms should include – instituting better human resource management systems, reduction in establishment expenditure by introducing voluntary retirement schemes, non-filling up of posts falling vacant due to retirement, extensive use of outsourcing, performance review and management mechanisms, etc., and achieving specified milestones in this regard.

# **CURRENT STATUS**

# STAFF DETAILS AND HUMAN RESOURCE MANAGEMENT

Please give the following details-

Item	Class 1 staff	Class II Staff	Class III staff	Class IV staff	Remarks, if any
Total staff in the Corporation/ ULB	16	26	650	3609	
Permanent/Regular posts	16	26	633	3546	
Occupied posts	10	12	513	3398	
Temporary staff				63	
Technical staff	06	06	124		
Non technical staff	04	06	389	3398	
Vacant posts	06	14	137	63	
Number of new posts created in the past five years			04		
Number of recruitments done against the above posts					
Number of posts fallen vacant due to retirement during		08			
the past five years					
Number of recruitments done against the above posts					
Number of retirements expected in the next five years.			143	1373	

Detail out the Initiatives taken for HR management and performance management under taken in the past two financial years NIL

Initiative	Date	Details	Achievements

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Initiative	Date	Details	Achievements

# STAFF- TRAINING

b. List down the Initiatives taken for staff training in the past

Initiative	Date	Details	Achievements
Computer Training to 20 employees	2000	Training was held at UPDESCO	Awareness and Fundamental using of computers.

# ESTABLISHMENT EXPENDITURE

c. Total Establishment expenditure over the past five years

	FY 01-02	FY 02-03	FY 03-04	FY 04-05	FY05-06	CAGR
Particulars	(Rs. in Lac)					
Salaries, Wages and Bonus	2236.00	2160.06	2400.83	2160.00	2280 .00	-14
Benefits and Allowances	84	42.00	119.00			
Pension	240	200.00	280.00	200	240	1
Other Terminal & Retirement	112.81	35.00				37.75
Benefits			137.00	111.37	263.84	
Total establishment expenses	2672.96	2437.06	2936.83	2471.37	2783.84	80.79
Total Establishment expenses	50%	50%	50%	50%	50%	
as % of Total Revenue Income						

d. List down the initiatives taken for reduction in Establishment Expenditure (if any) in the past

Initiative	Date	Details	Achievements
Total ban on the new recruitment	Done	Ban on recruitment	Reduction in expenditure

# TIMELINE FOR ACTION ON REFORMS

a. Please identify the steps you wish to take in order to bring about the following. A few steps are being suggested here.

Area of Reform	Proposed steps	Targeted Year in the mission period
a. Rationalisation in staff & Human Resource	To assess the loopholes in the existing staff	Year 4
Management	Change in staffing policy	
Suggested steps:	Efficiency development programmes	
■ Identification of loopholes in the existing staffing		
■ Draft Proposal for changes in staffing policy		
■ Draft Proposal for reforms in performance evaluation		
system		
■ Employee Consultation		
■ Discussion with various ULB Departments		
■ Cabinet Approval		
■ Preparation of Enabling Legislation		
b. Staff Training	Training to technical and non-technical staff	Year 4
Suggested steps:	Identification of training Instts.	
• Assessment of training needs	Providing Training	

Area of Reform	Proposed steps	Targeted Year in the mission period
■ Finalisation of training curriculum		
■ Selection of Agencies to provide training		
■ Conduct of training		
■ Training programs identified		
c. Reduction in Establishment Expenditure	Privatisation of Solid Waste Management, street light, parking areas	Year 3
Suggested steps:		
■ Outsourcing certain functions		
■ Higher capacity utilisation		
■ Energy saving		
■ Cost control targets		
d. Continuity of tenure of key decision makers		
Suggested steps:		
■ Minimum average tenure of Municipal Commissioner		
e. Management review systems	Formulation of the review programme by Mayor and officers	Year 3
Suggested steps:		
■ Periodic review by Mayor & Municipal Commissioner		
■ Generation of Daily / Weekly / Monthly and Quarterly		
Performance reports on – Financial, Service delivery and		
Capital Projects		

b. Please give the identified milestones with respect to rationalisation / redeployment in number of staff against the mission year

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Number of staff							

e. Please state by when the ULB shall evolve a detailed Training Plan for its staff. At what frequency such plan shall be reviewed.

In the Third JNNURM year. Every Year

d. Please give the identified milestones for reduction in establishment expenditure against the mission year

		1 .					
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted reduction in Establishment Expenditure		50%	48%	46%	44%	42%	40%
(as % of Total Revenue Income)							

Checklist for the 'Urban Refo	erms Agenda' und	<i>ler JNNURM</i>
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Not pos	ssible because Nagar Nigam is already under staff due to non recruitment	
e.	Ensuring stability of tenure( minimum 2 years) for Municipal Commissioner/executive Officer and other municipal functionaries/staff( commitment to be given by state)  Not Possible	Year1 Year2 Year3 Year4 Year5 Year6 Year5

# **O9- STRUCTURAL REFORMS**

# **DESIRED OBJECTIVE/S**

JNNURM requires the structural reforms are undertaken in ULBs and other institutions engaged in urban sector management. Such structural reforms should include – reviewing and revamping the organisation structure of the ULBs to align it to current requirements, decentralisation within the ULB where necessary, creation of trained cadres of municipal staff in specific technical disciplines, improved coordination mechanisms amongst city level agencies, etc. and achieving specified milestones in this regard.

# **CURRENT STATUS**

a. Has the organisation structure of the ULB been reviewed in the last one year? Please key issues with the prevailing organisation structure of the ULB.

Zonal Offices have been established

- b. Does the ULB operate through Zonal Offices? If yes, give the following details
  - i. How many such offices exist in the city?

Five

ii. What functions do they perform and what powers do they yield?

All public grievances are looked after and solved by The Zonal officers.

c. Please state the specific cadres of staff that are employed in the ULB.

Cadre of staff	Functional area they are employed in the ULB	Method of selection	Average tenure in one ULB
Palika Administrative	They are appointed as Assistant City	Through State Public Service	Three Year
Services (Superior Grade)	Commissioner/Deputy City	Commission.	
	Commissioner/Additional City Commissioner		
Palika Centralise Revenue	Tax Superintendent/Assistant Tax Superintendent	Through State Public Service	Five Year
Services	/Revenue Inspector	Commission.	
Palika Centralise	Chief Engineer/Executive Engineer/Assistant	Through State Public Service	Five Year
Engineering Services	Engineer/Junior Engineer etc.	Commission.	
Palika Health Services	Chief Sanitary Inspector/ Sanitary Inspector	Through State Public Service	Five Year
		Commission.	

d. List role of ULB in other city level parastatal agencies. (for e.g. representation on board, membership in coordination committees, etc.)

Under the Provision of U.P. Urban Planning and Development Act 1973 elected Corporators of LB are elected to the Board of Development Authority. Municipal Commissioner is the Member of various Committies formed at district Level like Peace Committee, Development Authority, Basic Education, Afforestration etc.

# TIMELINE FOR REFORMS

 List sets of initiatives planned within the ULB organisation (for e.g. reallocation of functions within the ULB departments, alignment of sub-ULB level geographic jurisdictions of various departments with ward boundaries, decentralisation of functions, etc.)

out.)	
Initiative for Organisational structural improvements	Target Date
After the abolition of Octroi, Tahbazari the spare employees have been assigned various other duties within the	
ULB like realization of Tax etc.	

b. List sets of initiatives planned for inter-agency coordination and accountability amongst city level agencies

Initiatives for inter-institutional structural reforms	Target Date

c. List State level structural reforms to be undertaken for creation of cadre of municipal staff for different technical disciplines.

Initiatives for creation of cadres of municipal staff within the State	Target Date
Cadre restructuring is being done	June 2007

# O10 - ENCOURAGING PUBLIC PRIVATE PARTNERSHIP

# **DESIRED OBJECTIVE/S**

JNNURM requires the cities widely deploy public-private partnership models for more efficient delivery of civic services. Cities should explore wide array of options available for such partnerships and deploy those that optimal in meeting the needs and priorities of its citizens.

# **CURRENT STATUS**

a. List down the key initiatives in PPP, including outsourcing of services undertaken in the ULB during the past five years.

Initiative	Date	Details	Achievements
Xing Park	01-06-2006	50 Crossing Park	Beautifi the Crossing Park

# **TIMELINE FOR REFORMS**

b. List down the State level regulatory and policy initiatives planned for encouraging and deepening PPP in urban services

Regulatory / Policy changes	Target Date	Intended impact
		Improved service delivery
Solid Waste Management through PPP		
Maintenance of parks through PPP		Improved service delivery
Operation of street lights through PPP		Improved service delivery

c. List down the city level project initiatives planned through PPP in the next three years.

Project	Target Date	Mode of PPP
Park		Through allocation to various NGO, Private, Public Sector Agencies.
Public Toilet & Urinal		Through MOA with Sulabh International, other Private Agencies.
X-ing beautification		

# Checklist for the 'Urban Reforms Agenda' under JNNURM

Kanpur Nagar Nigam

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# STAKEHOLDER CONSULTATIONS FOR REFORMS

# **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities to commit to reforms after effective consultations held across agencies and institutions involved in undertaking these reforms. It should be ensured that meaningful consultations are held at both the State and City levels on the reforms agenda, prior to the Memorandum of Agreement being entered into with the MoUD. Government of India.

# **DETAILS OF CONSULTATIONS**

Please provide the list of agencies / stakeholders consulted

S.No	Stakeholders Consulted (Name position and agency / institution)	
1	State Cabinet	
2	Departments of the State Government	
3	Elected representatives of the municipal bodies	
4	Officers of the municipal corporations and other urban local bodies	

*Please specify consultations held and dates of such meetings / workshops* 

Various workshops were organised by Regional Centre for Urban Environmental Studies, Lucknow, Government of India which were well attended by officers of the municipal corporations and other urban local bodies. The reform agenda was explained and feedback taken from each of them. The reform agenda has been put up before the board of the municipal corporations and other urban local bodies and the board's approval has been obtained. Since, the reform agenda required inputs from other departments, like Stamp and Registration department, as well, meetings were held with various departments. Concurrence of the finance and planning departments was also obtained on the reform agenda. Finally, the nod of the state cabinet was obtained to finalise the reform agenda. The state of Uttar Pradesh is thus fully committed to the reform process as envisaged by Government of Inida.

# $M_{ m and atory}R_{ m EFORMS}$ at the level of the $S_{ m TATE}G_{ m OVERNMENT}$

# S1. IMPLEMENTATION OF THE 74TH CONSTITUTIONAL AMENDMENT ACT

# **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in implementing the 74<sup>th</sup> Constitutional Amendment Act in its letter and spirit. The State should ensure meaningful association and engagement of Urban Local Bodies in the entire gamut of urban management functions, including but not limited to the service delivery function by parastatal agencies. Over a period of seven years, the Mission aims to ensure that all special agencies that deliver civic services in urban areas to ULBs are either transferred and / or platforms are created for accountability to ULBs for all urban civic service providers in transition.

# **CURRENT STATUS**

a. Please indicate the status of implementation of the following as per the Act:

i. Constitution of municipalities, and last when	Yes No Election were held in Octob 2006	er-November
ii. Composition of municipal councils, and last when	Yes No Elections were held in Octo 2006 for 12 Municipal Co municipalities and 417 Nag.	orporation.192
iii. Reservation of seats for women, SCs and STs	Yes No Seats in municipal election as per constitutional provisi	s are reserved
iv. Constitution of District Planning Committees (DPCs)	Yes No  UP District Planning Comm has been enacted, DPC fo process.	
v. Constitution of Metropolitan Planning Committee (MPCs)	Yes No The UP Nagar Nigam Adhi section 57-A provides for MPC. The rules of MPC are	constitution of
vi. Incorporation of Schedule 12 into the State Municipal Act	Yes No They were incorporated into May, 1994.	the Act on 30 <sup>th</sup>

b. Please indicate which of the functions of Schedule 12 have been incorporated into the State Municipal Act and transferred to ULBs by indicating a Yes or No against columns 'c' and 'd'

No.	Functions listed in 12 <sup>th</sup> Schedule	Incorporated in the Act <sup>1</sup>	Transferred to ULBs <sup>2</sup> *
a	В	C	d
1	Urban Planning including town planning	Р	Partly
2	Regulation of land-use and construction of buildings	Partly	Partly
3	Planning for economic and social development	No	No
4	Roads and bridges	Р	Partly
5	Water supply- domestic, industrial and commercial	Р	Partly
6	Public health, sanitation, conservancy and SWM	Р	Completely
7	Fire services	No	No
8	Urban forestry, protection of environment and ecology	Р	Partly
9	Safeguarding the interests of weaker sections society including the handicapped and mentally retarded	Р	Partly
10	Slum improvement and upgradation	Р	Partly
11	Urban poverty alleviation	Р	Partly
12	Provision of urban amenities and facilities- parks, gardens and playgrounds	Р	Completely
13	Promotion of cultural, educational, and aesthetic aspects	Р	Completely
14	Burials and burial grounds, cremations, cremation grounds and electric crematoriums	Р	Completely
15	Cattle pounds, prevention of cruelty to animals	Р	Completely
16	Vital statistics including registration of births and deaths	Р	Completely
17	Public amenities including street lighting, parking lots, bus stops and public conveniences	Р	Completely
18	Regulation of slaughter houses and tanneries	Р	Completely

<sup>\*</sup> ULBs have been performing these functions earlier.

In case of any of the above functions have not been transferred or transferred only partly, please specify the other agencies involved and its role vis-à-vis c. ULBs.

Regulation of land use & construction of buildings	Except 133 Municipal areas where development authorities and regulated area authorities are performing this function, ULBs in remaining 495
	towns are doing this function.

<sup>&</sup>lt;sup>1</sup> Indicate as either: Completely, No, or Partly <sup>2</sup> Indicate as either: Completely, No, or Partly

Urban Planning including Town Planning	Same as above
Water Supply	Except Urban areas covered under 5 water works and 2 regional water
	works, all ULBs are performing this function.
Roads and Bridges	Except roads owned by PWD, all other roads are constructed and
· ·	maintained by ULBs.
Urban forestry	State Forest Department
Safeguarding the interest of weaker sanction	Social Welfare Department, State Urban Development
Slum improvement and up gradation	State Urban Development Agency
Urban poverty alleviation	State Urban Development Agency

d. 1	Please indicate	whether the tra	insfer of function	ons has been a	ccompanied by	transfer of staff
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Yes	No	Partl

If no, please specify the extent to which ULBs have been given powers and resources to recruit staff for managing transferred functions.

The municipal staff belongs to the centralized or the non-centralised cadre. Recruitment to the centralized staff positions are done through the State Public Service Commission and the Subordinate Staff Selection Board. Recruitment to the non-centralised positions are done at the ULB level.

- e. If the DPC/MPC has been constituted, please attach a copy of the Act.
  - DPC has been constituted under the UP District Planning Committee Act, 1999. The UP Nagar Nigam Adhiniyam, 1959 in section 57-A provides for constitution of MPC.
- f. If the DPC/MPC has not been constituted, has the legislative process for their constitution been initiated? Please specify status, if the process has been initiated.



- g. Please indicate the status of SFC have they been constituted? When was the last SFC constituted?

  Third SFC has been constituted by the Government as per GO No. R.G.-2046/Dus-2004-70-2004 dated December 23, 2004 issued by Finance department.
- h. Please indicate whether SFCs submitted their recommendations. If yes, what is the status of implementation?



There were 61 recommendations made by 1<sup>st</sup> SFC of which 46 recommendations were totally accepted and 3 were accepted with modifications by the State Government. The 2<sup>nd</sup> SFC submitted 134 recommendations of which 98 recommendations were totally accepted, 6 were partially accepted and 8 were accepted with modifications by the State Government. 22 recommendations were rejected. The main recommendations was regarding devolution of funds from the tax revenues of the state which was accepted by the State Government.

# TIMELINE FOR REFORMS

MUNICIPAL ELECTIONS
---------------------

If elections to the municipalities have not been held, a. Please indicate when this will be held. Elections have been held. DISTRICT PLANNING COMMITTEE / METROPOLITAN PLANNING COMMITTEE If the answer to 1(e) (i) is no, then please provide a time schedule b. Year1 Year3 Year4 Year5 Year6 Year7 for constituting the DPC/MPC. (Indicate year for enactment of Act in box) Provision for constituting DPC/MPC has been made in the Act. Please provide timelines for steps leading up to enactment of legislation for constitution of DPC / MPC. DPC will be made functional in 2007-08. Process for formation of MPC will start in 2007-08 and will be functional by 2011-12. At present, 4 Municipal Councillors and Municipal Commissioners are member of the board. The chairman of the development board is Divisional Commissioner. The representation of the local body is about 40%. After discussions. the commitment to bring the date forward will be again reviewed within six months Please specify the reasons for delay, if any.

# STATE FINANCE COMMISSION

Please provide timetable for constitution of SFC, acceptance and implementation of its recommendations c.

Recommendations of 2 SFC's constituted earlier have already been implemented by the State Government. The recommendations of the 3<sup>rd</sup> SFC would be available by 2007. The acceptance and implementation of its recommendation would follow in the year 2007-08.

# CONVERGENCE OF URBAN MANAGEMENT FUNCTIONS

Resolution<sup>3</sup> by Government expressing commitment to implement the 74<sup>th</sup> Amendment Act<sup>4</sup> with respect to convergence of urban management functions with d. ULBs (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) Agreed.

<sup>&</sup>lt;sup>3</sup> In case of issues to be decided at the State Government level, a 'Resolution' would imply the resolutions passed by State Legislative Assembly/Cabinet. Similarly in case of issues to be decided at the city level, 'Resolution' would imply the resolutions passed by the Municipal Council

e. Please provide timeline in years of when the State plans to complete the transfer of the following functions<sup>5</sup>

No.	Functions listed in 12 <sup>th</sup> Schedule	Gov.	Cabinet	Amendment of	Implementation	
		Resolution	Approval	State/Municipal Acts	_	
				State. This function is p		
1	Urban Planning including town planning	133 where thi	is is done by	y the concerned Develop	oment Authorities and	
				or, it will be extended to a		
2	Regulation of land-use and construction of buildings			perform this function. B	By 7 <sup>th</sup> year, amendment	
				cipal Corporation Act.	T	
3	Planning for economic and social development	2009-10	2009-10	2009-10	2010-11	
4	Roads and bridges	Already with U				
5	Water supply- domestic, industrial and commercial	Already with U				
6	Public health, sanitation, conservancy and SWM	Already with U				
7	Fire services	2009-10	2010-11	2011-12	2011-12	
8	Urban forestry, protection of environment and ecology	Done	Done	Done	2010-11	
9	Safeguarding the interests of weaker sections society	Done	Done	Done	2008-09	
,	including the handicapped and mentally retarded	Donc	Dolle Dolle Dolle 2008-09			
10	Slum improvement and upgradation	Done	Done	Done	2006-07	
11	Urban poverty alleviation	Done	Done	Done	2006-07	
12	Provision of urban amenities and facilities- parks, gardens	Already with U	II Re			
12	and playgrounds	Ancady with C	JLDs.			
13	Promotion of cultural, educational, and aesthetic aspects	Already with U	JLBs.			
14	Burials and burial grounds, cremations, cremation	Already with ULBs.				
17	grounds and electric crematoriums	Alleady with OLDs.				
15	Cattle pounds, prevention of cruelty to animals	Already with ULBs.				
16	Vital statistics including registration of births and deaths	Already with ULBs.				
17	Public amenities including street lighting, parking lots,	Already with U	II Re			
1 /	bus stops and public conveniences	Ancady with C	<b>JLD</b> 8.			
18	Regulation of slaughter houses and tanneries	Already with U	JLBs.			

<sup>&</sup>lt;sup>4</sup> Note: This can be done by way of unbundling of services. e.g. parastatals or other agencies may operate, maintain, own assets and collect user charges for delivery of these municipal services, so long as they are accountable to ULBs. Service levels should be fixed by ULBs. The ULBs should be empowered and capacitated to ensure delivery of services at the defined level by the service provider/s, through the mechanisms of contractual arrangements. Such mechanisms are consistent with the reforms envisaged under the 74<sup>th</sup> Constitutional Amendment Act)

<sup>&</sup>lt;sup>5</sup> Specify NA where not applicable. The list should correspond to items specified in table under 1. b. as those either partly or not transferred to ULBs.

f. Specify approaches intended to be adopted by State Government to achieve convergence of urban management functions into the functioning of ULBs, please specify the methods.

The parastatals and other government departments working in the municipal limits would be made accountable to the concerned ULBs.

# S2. INTEGRATION OF CITY PLANNING AND DELIVERY FUNCTIONS

# **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in the area of institutional convergence at the city level, with an objective to assign or associate elected ULBs with "city planning and delivery functions". During the Mission period, JNNURM envisages that the process of planning and delivery of all urban infrastructure development and management functions and services will converge with the functioning of the ULBs. <sup>6</sup>

# **CURRENT STATUS**

a. Specify agency / agencies involved in planning of urban development and delivery of infrastructure services.

Sector	Agency undertaking planning	Agency/ agencies undertaking delivery of services	Prevailing role of ULB/s in planning vis-à-vis respective sectors
For e.g. Land-use management	ULBs and Development Authorities	ULBs and Development Authorities	Both agencies function independent of each other
Town planning	ULBs and Development Authorities	ULBs and Development Authorities	In the board of the development authority, Mayor, Municipal Commissioner and 4 municipal councilors are members.
Traffic and Transport services	State Government	State Government	None
Water supply and sewerage	ULBs/Jal sansthan	ULBs/'jal sansthan	Performed by ULB and Jal Sansthan. Mayor is the chairman of Jal Sansthan
Solid Waste Management	ULBs	ULBs	Performed by ULB

b. Please specify the agency that coordinated the preparation of CDPs under the JNNURM in the Mission cities.

Regional Center for Urban and Environmental Studies, Lucknow..

c.	Please indicate whether	r the Master Plan and	or CDP has been a	approved by the ULB/s	s vide a specific resolution.
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Yes	No	

<sup>&</sup>lt;sup>6</sup> Such integration is all the more critical in cities / urban agglomerations where there are multiple ULBs, vis-à-vis a single parastatal agency engaged in spatial planning, trunk infrastructure development and provision of network services (for e.g. water supply, sewerage or transport)

a.	Please indicate whether the city plans have been placed before the Metropolitan Planning Committee (MPC)/	District Planning	Committee (DPC)
		Yes	No

e. Please indicate agency, if any, responsible for planning and coordination of Heritage conservation.

Tourism Department, Government of Uttar Pradesh and Archaeology department, Government of Uttar Pradesh.

# **TIMELINE FOR REFORMS**

- a. Resolution by Government expressing commitment to assign or associate ULBs with the city planning function. Please indicate timeline.

  There are 628 ULBs in the State. This function is performed by all except 133 where this is done by the concerned Development Authorities and Regulated Areas. By 7<sup>th</sup> year, it will be extended to all ULBs.
- b. If the answer to (d) above is 'No', please indicate a timeline of when the city plans will be placed before the MPC/DPC

  Year1 Year2 Year3 Year4 Year5 Year6 Year7

  When the city plans will be placed before the MPC/DPC
- c. Please indicate sequence of steps to integrate ULB/s with the city planning function.

Areas of planning <sup>7</sup>	Steps to integrate ULB/s with the planning function	Targeted year of the Mission period
Land-use and spatial planning	Already been done by most ULBs except areas covered by 133 Development Authorities and Regulated Area. The plan prepared by Development Authorities would be placed before the board of ULB for approval.	2011-12
Development of new areas	Same as above	2011-12
Basic infrastructure services, such as  • water supply,  • sewerage  • sanitation	Already with ULBs.	N.A.
Traffic and transport services	Not Possible	N.A.
Renewal of inner city areas	Already with ULBs	N.A.

<sup>&</sup>lt;sup>7</sup> The areas of planning should cover all aspects of urban development and management

- 13 -

Heritage conservation	Already with ULBs	N.A.
Building regulation	Already been done by most ULBs except areas covered by 133 Development Authorities and regulated area. The plan prepared by Development Authorities would be placed before the board of ULB for approval.	2011-12
Socio-Economic planning	Amendment would be made in the relevant Acts	2010-11
Any other		

d. Please indicate sequence of steps to integrate ULB/s with the delivery of services.

Areas of service delivery <sup>8</sup>	Steps to integrate ULB/s with the service delivery function	Targeted year of the
		Mission period
Urban Planning including town planning	This function is performed by all except 133 where this is	2011-12
	done by the concerned Development Authorities and	
	Regulated Areas. The plan prepared by Development	
	Authorities would be placed before the board of ULB for	
	approval.	
Regulation of land-use and construction of	This function is performed by all except 133 where this is	2011-12
buildings	done by the concerned Development Authorities and	
	Regulated Areas. The plan prepared by Development	
	Authorities would be placed before the board of ULB for	
	approval.	
Planning for economic and social development	Amendment to be made in the relevant Acts	2010-11
Roads and bridges	Already with ULBs	N.A.
Water supply- domestic, industrial and	Already with ULBs. 7 Regional Water Boards would also	2008-09
commercial	be integrated with ULBs.	
Public health, sanitation, conservancy and SWM	Already with ULBs	N.A.
Fire services	Functions and functionaries will be transferred	2011-12
Urban forestry, protection of environment and	The ULB would perform this function in consultation with	2010-11
ecology	the State Forest department.	
Safeguarding the interests of weaker sections	The ULB would perform this function in consultation with	2008-09
society including the handicapped and mentally	the Social Welfare department.	

<sup>&</sup>lt;sup>8</sup> The areas of service delivery should correspond to all areas listed under Schedule 12 of the 74<sup>th</sup> Constitutional Amendment Act

retarded		
Slum improvement and upgradation	State Urban Development Authority would work in	2006-07
	consultation with and under guidance of ULBs.	
Urban poverty alleviation	State Urban Development Authority would work in	2006-07
	consultation with and under guidance of ULBs.	
Provision of urban amenities and facilities- parks,	Already with ULBs	N.A.
gardens and playgrounds		
Promotion of cultural, educational, and aesthetic	Already with ULBs	N.A.
aspects		
Burials and burial grounds, cremations, cremation	Already with ULBs	N.A.
grounds and electric crematoriums		
Cattle pounds, prevention of cruelty to animals	Already with ULBs	N.A.
Vital statistics including registration of births and	Already with ULBs	N.A.
deaths		
Public amenities including street lighting, parking	Already with ULBs	N.A.
lots, bus stops and public conveniences		
Regulation of slaughter houses and tanneries	Already with ULBs	N.A.

- e. Any other related reform steps being undertaken to achieve institutional convergence (please use additional space to specify the details and corresponding timelines targeted)
  - Development Authorities and Regulated area are directed to obtain N.O.C form Concerned ULB's before approval of building plan.

# S3. RENT CONTROL REFORMS

### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in area of rent control legislation, with the objective of having a system that balances the rights and obligations of landlords and tenants to encourage construction and development of more housing stock, as well as promoting an efficient and robust rental/tenancy market, so as to improve the availability of housing across all income categories.

### **CURRENT STATUS**

- a. Please provide a short note on the present Rent Control Legislation, which provides the following details:
  - i. rights of landlord to get possession back

This is provided for in U.P. Urban Buildings (Regulation of Lettings, Rent and Eviction) Act, 1972. Section 21 of the said Act provides that on application of the landlord, the prescribed authority, if he is so satisfied, would get the whole or part of the property evicted.

- ii. rights of tenants to continue their tenancy
  - This is provided for in section 24 of the above Act. The tenant would give an application to the Prescribed Authority or the District Judge. The said authority after considering the provisions as specified in the Act may allow the tenant to continue his tenancy.
- iii. obligations of tenants with regard to regular rental payments/ maintenance of tenanted property/ adherence to lease agreements, if present No provision in the Act.
- iv. provision for periodic review of rentals, in accordance with market conditions

No provision in the Act.

v. fixing of Standard Rents, periodicity of review, and dispute resolution mechanisms

This is provided for in section 9 of the above Act. On an application of the tenant, the District Magistrate after considering the amenities available in the said house would fix the rent. Periodicity for review is not specified. Dispute resolution mechanism is provided for in section 18 of the Act. Disputes are settled by the District Magistrate. Appeals against the order of the District Magistrate can be made in the court of District Judge.

- b. Please indicate whether you have adopted the Model Rent Control Legislation circulated by GOI:
  - i. Adopted as is



	iii. Please specify ye	ar of adoption		N.A.	
lease indica	te the number of propert	ies under Rent Control Act	Data no	t available	
lease indica	te whether Rent Control	Act applies to new constructi	on & new tenancies	Yes No	
lease indica	e whether there are any	special provisions for weaker	sections of society	Yes No	
lease indica	te the number of rent co	ntrol cases pending in various	courts related to JNNUF	RM cities	Approximately 720
lease indica	te the annual trend in no	ew cases being filed related to	rent control	2002-03	2003-04 2004-05 2005-06 174 166 126
	nechanism for providing es, please provide a brie	guidelines to fix rents on the f description below)	basis of market rates for	existing tenancies	Yes No

# **TIMELINE FOR REFORMS**

a.	Resolution by Government expressing commitment to establish new Rent Control system (of MOA under JNNURM and a copy submitted to MOUD.) Please indicate timeline.	Note: This resolution should be passed within 6 months of signing agreed.
b.	Defining the Rights and Obligations of landlords and tenants	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	<ul> <li>i. rights of landlord to get possession back</li> <li>ii. rights of tenants to continue their tenancy</li> <li>iii. obligations of tenants with regard to regular rental payments/ mainten</li> <li>iv. provision for periodic review of rentals, in accordance with market con</li> </ul>	
c.	Establishing a new Rent Control legislation	
	i. Setting up a Committee/Team to draft/amend legislation	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	ii. Stakeholder consultations	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	iii. Preparation of Draft legislation	Year1 Year2 Year3 Year4 Year5 Year6 Year
	iv. Approval of the Cabinet/ Government	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	v. Final enactment of the legislation by Legislature	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	vi. Notification	Year1 Year2 Year3 Year4 Year5 Year6 Year
	vii. Preparation and notification of appropriate subordinate legislation	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	viii. Implementation by municipality (ies)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
d.	Please indicate periodicity of revision of rents/rental value guidance, and when next due	Periodicity: N.A. Next due: N.A.

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e.	Setting up mechanism for periodic review of rents/ rental value guidance	Year1 Year2 Year3 Year4 Year5 Year6 Year7		
f.	Institute Dispute resolution mechanisms (e.g. Special Tribunals/ Courts etc)	Year1 Year2 Year3 Year4 Year5 Year6 Year7		
	Indicate what mechanism is being envisaged			
g.	Any other reform steps being undertaken (please use additional space to specify)	Year1 Year2 Year3 Year4 Year5 Year6 Year7		
	Please indicate how such rent control reforms shall be communicated to the citizens,  Such reform shall be communicated to the citizens through the departmental website http://www.fcs.up.nic.in/			

# S4. RATIONALISATION OF STAMP DUTY

### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities to rationalise Stamp Duty, with the objective of establishing an efficient real estate market with minimum barriers on transfer of property so as to be put into more productive use.

# **CURRENT STATUS**

a. Please indicate the current Stamp Duty Regime, including surcharge or any other levy on transfer of property

8% stamp duty is charged on registration of documents. However, women are charged at the rate of 6%. 2% surcharge is also taken which is then passed onto ULBs wherever ULBs have passed a resolution to that effect.

b. Please indicate when the stamp duty rate was last revised and by what percentage.

The stamp duty was last revised on 24.02.1997. It was brought down from 12.50% to 8.00%.

c. Please indicate whether any concessions to particular classes of individuals or institutions are being provided

Type of Concession	Qualifying Institution/Individual
Remission on deeds of transfer of property	Industry and service sector. The remission has been granted from 19.01.2005

(Please add additional rows if necessary)

d. Please provide the total collection from Stamp Duty over the last 5 years (including surcharge or any other levy on transfer of property) (in Rs. Crores)

2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-06
1054.86	1239.77	1743.20	1964.65	2329.57	2818.62

e. Please indicate % and quantum of revenue from Stamp Duty shared with JNNURM cities in the State.

- Stamp duty as such is not shared with ULBs. However, according to the recommendations of the 2<sup>nd</sup> SFC, 3.2% of i. ULB's share in % tax revenues of the State are devolved to Municipal Corporations, 3.2% to Municipalities and 1.1% to Town Areas.
- ii. Quantum shared with JNNURM cities in last three years (in Rs. Crores)

Name of City	2003-2004	2004-2005	2005-2006
Agra	0.00	15.81	4.78
Allahabad	4.47	6.06	7.93
Lucknow	27.35	26.13	0.00
Kanpur	0.00	11.25	4.98
Meerut	3.39	2.40	0.00
Varanasi	2.18	4.86	11.88
Mathura	0.46	4.30	6.20

Please indicate the basis of collection of Stamp Duty, i.e. f.

1.	Declared Value
ii.	Higher of the Standard Guidance Value/ Declared Value
iii.	Any other method (please specify)

- Please indicate the use of information technology in the following: g.
  - i. Maintenance of records

In 106 district level Sub-Registrar offices, record of registration of documents is being created on PRERNA, software developed by NIC from 01.08.2006.

ii. Maintenance of guidance values

Circle rate is revised by the District Collector once in every two years.

## **TIMELINE FOR REFORMS**

- a. Resolution by Government expressing commitment to reduce Stamp Duty<sup>9</sup> to 5% (or less than 5% if the State so desires) within Mission period. The resolution should provide the timetable for reducing the Stamp Duty in a phased manner, i.e. year-wise (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)

  \*\*Agreed\*\*

  \*\*Agreed\*\*

  \*\*Agreed\*\*

  \*\*Agreed\*\*

  \*\*Agreed\*\*

  \*\*This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)
- b. Fix the periodicity for revising the guidance value for levy of Stamp Duty

Every 2 years

c. Indicate the time-table for reducing the stamp duty rate to 5% (Indicate % of Stamp Duty in the box)

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Stamp duty (%)		8%	7%	6%	5%		

d.	Any othe	er reform steps being	g undertaken	please use a	dditional sp	ace to specif	ŷ)	Year1	Year2	Year3	Year4	Year5	Year6	Year7

<sup>&</sup>lt;sup>9</sup> The rate of Stamp Duty implies total % that is levied, including surcharge and other levies on transfer of property.

# S5. REPEAL OF URBAN LAND CEILING AND REGULATION ACT (ULCRA)

## **DESIRED OBJECTIVES:**

JNNURM requires that States undertake to repeal the ULCRA with the objective of increasing the supply of land in the market and the establishment of an efficient land market.

## **CURRENT STATUS**

	If the answer to 1 (a) is no, then please provide any steps that have	ve been taken in this direc	tion				
L	INE FOR ACTION ON REFORMS						
	The State must pass a resolution for the repeal of ULCRA within indicate timeline.  No.	6 months of signing of M <i>t Applicable</i> .	OA under JNNU	RM and a cop	y submitted to	MOUD. P	'lea:
	The State legislature to pass a resolution in compliance with the repeal of ULCRA Act passed by the Parliament in 1999 <b>Do</b>	ne.	Year1 Year	2 Year3	Year4 Year5	Year6	Y
	Notification of the above by the State government <b>Do</b>	one.	Year1 Ye	ar2 Year3	Year4 Yea	r5 Year	j ,
	Any other reform steps being undertaken (please use additional sp	pace to specify)	Year1 Yea	r2 Year3	Year4 Year	5 Year6	Y

# S6. COMMUNITY PARTICIPATION LAW

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in area of Community Participation, with the objective of institutionalising citizen participation as well as introducing the concept of the Area Sabha in urban areas. The larger objective is to integrate involvement of citizens in municipal functioning, e.g. setting priorities, budgeting provisions, exerting peer pressure on compliance to regulation, etc. The Community Participation Law refers to the appropriate provisions that need to be made in the state-level municipal statute(s) for the establishment of such a 3<sup>rd</sup> or 4<sup>th</sup> tier structure within the municipal body precisely as described above. These enactments will also need to ensure clear definition of functions, duties and powers of each of these tiers, and provide for the appropriate devolution of funds, functions and functionaries as may be decided by the State Government to these levels.

#### **CURRENT STATUS**

a. Please provide a list of the current decision-making/advisory platforms in the municipality:

Municipality-level	Municipal Council		Board/Corporation	
	Municipal Committees			
	Other (specify)		In Municipal Corporation, there is	
			provision of Executive Committee	
			Consisting of 12 Members and	
			Various Sub Committees of different	
			departments.	
Ward-level	Ward(s) Committee <sup>10</sup>	Number of Wards	10	
		Number of Ward(s) Committees	6-10 per Municipality	
		Average population/ Wards Committee	About 1.5 lakh	
		Number of Ward(s) Committee	15	
		members/ Ward(s) Committee		
		Method of selection of Ward(s)	10 councillors and 5 members	
	Committee members		nominated by Government	
	Any other provision for Ward	NIL		
Below the Ward Level	Any other Committee below	the Ward Level (specify)	Area Sabha will be constituted in each	
			ULB.	

<sup>&</sup>lt;sup>10</sup> As per the 74<sup>th</sup> Constitutional Amendment Act, ULBs may constitute a committee representing more than one municipal ward, or may constitute such committee for each municipal ward.

dditional Specific	(this could be at any level; please specify those th			
Committees / associations	recognise and integrate into their working, for e.g			
	Associations, Community Development Societies	, etc)		
	is any formal process for community participation		Yes	No
if the answer to question 1	) is Yes, please describe the process below (use ar	inexures wherever applicable):		
Report Card system has i	en introduced by the State Government in all UI	LBs with a population greater t	han 1 lakh. In the i	report card.
citizens rate the services	eing provided by the ULB and the relative impo			
generated by ULB in the	dgeting process.			
Please indicate if there is a	formal process for community participation in ci	ty planning activities	Yes	No
			100	110
If the answer to 1 (c) is Yes	please describe the process below (use annexures			
	please describe the process below (use annexures	wherever applicable)	stakeholdens Then	non agad ma
The master plan of a city	prepared by Town and Country Planning Departs	wherever applicable)  nent after consultation with all		
The master plan of a city plan is put up before the l	prepared by Town and Country Planning Departs ard of Development Authority or Regulated Area	wherever applicable)  nent after consultation with all for inviting objections and sugg		
The master plan of a city plan is put up before the l	prepared by Town and Country Planning Departs	wherever applicable)  nent after consultation with all for inviting objections and sugg		
The master plan of a city plan is put up before the l	prepared by Town and Country Planning Departs ard of Development Authority or Regulated Area	wherever applicable)  nent after consultation with all for inviting objections and sugg		
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The master plan of a city plan is put up before the lis finalized only after disp	please describe the process below (use annexures prepared by Town and Country Planning Departs ard of Development Authority or Regulated Area sing off the objections and considering all suggest	wherever applicable) ment after consultation with all for inviting objections and sugg stions.	estions from citizen	
The master plan of a city plan is put up before the list is finalized only after disp	prepared by Town and Country Planning Departs ard of Development Authority or Regulated Area	wherever applicable)  ment after consultation with all for inviting objections and suggestions.  documents submitted to JNNU	restions from citizen	
The master plan of a city plan is put up before the list is finalized only after disp	please describe the process below (use annexures prepared by Town and Country Planning Departs ard of Development Authority or Regulated Area sing off the objections and considering all suggestments.	wherever applicable)  ment after consultation with all for inviting objections and suggestions.  documents submitted to JNNU	restions from citizen	s and group
The master plan of a city plan is put up before the list is finalized only after dispersional please indicate levels of Coi. Please	please describe the process below (use annexures prepared by Town and Country Planning Departs ard of Development Authority or Regulated Area sing off the objections and considering all suggestments.	wherever applicable)  ment after consultation with all for inviting objections and suggestions.  documents submitted to JNNU been prepared with community	Restions from citizen	s and group
The master plan of a city plan is put up before the list is finalized only after dispersional please indicate levels of Coi. Please in the list is finalized only after dispersional please indicate the all the list is please indicate the list is please indicate the all the list is please indicate the list is please in list is please in list	prepared by Town and Country Planning Departs ard of Development Authority or Regulated Area sing off the objections and considering all suggestmunity Participation that took place in CDP/DPR dicate whether the City Development Plan (CDP)	wherever applicable)  ment after consultation with all for inviting objections and sugg stions.  documents submitted to JNNU been prepared with community of the proposed Community Particular and the proposed Community Part	Restions from citizen	s and group
The master plan of a city plan is put up before the list is finalized only after dispersional please indicate levels of Coi. Please	prepared by Town and Country Planning Departs and of Development Authority or Regulated Area sing off the objections and considering all suggestmunity Participation that took place in CDP/DPR dicate whether the City Development Plan (CDP) mment of this community participation process to Community participation process done through	ment after consultation with all for inviting objections and suggestions.  documents submitted to JNNU been prepared with community the proposed Community Participals Area Sabha and Ward	Restions from citizen	s and group
The master plan of a city plan is put up before the list is finalized only after dispersional please indicate levels of Coi. Please in Complete Alignm	prepared by Town and Country Planning Departs ard of Development Authority or Regulated Area sing off the objections and considering all suggestments. The community Participation that took place in CDP/DPR dicate whether the City Development Plan (CDP) ment of this community participation process to Community participation process done through the community participation proces	wherever applicable)  ment after consultation with all for inviting objections and suggestions.  documents submitted to JNNU been prepared with community the proposed Community Participal Area Sabha and Ward nity Participation Law	Restions from citizen	s and group
The master plan of a city plan is put up before the list is finalized only after dispersional please indicate levels of Coi. Please in the list is finalized only after dispersional please indicate the all the list is please indicate the list is please indicate the all the list is please indicate the list is please in list is please in list	prepared by Town and Country Planning Departs and of Development Authority or Regulated Area sing off the objections and considering all suggestmunity Participation that took place in CDP/DPR dicate whether the City Development Plan (CDP) mment of this community participation process to Community participation process done through	wherever applicable)  ment after consultation with all for inviting objections and suggestions.  documents submitted to JNNU been prepared with community the proposed Community Participal Area Sabha and Ward nity Participation Law	Restions from citizen	s and group

<sup>&</sup>lt;sup>11</sup> Please tick mark in third column as appropriate

#### TIMELINE FOR REFORMS

- a. Resolution by Government expressing commitment to establish a new Community Participation Law Please indicate timeline (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)

  \*\*Agreed.\*\*
- b. Please indicate the changes you propose to make in your JNNURM city/cities and the timeline for these changes:

i.	Number of tiers intended to be established in the municipality. Please explain the rationale.	
----	---	--

Area Sabha would be at the lowest level that would generally perform the function of a watch-dog. They would also monitor the performance of ULB. The Ward Committees would play a suggestive role in delivery of services. At the apex, there is the board of the ULB which actually guides the ULB in delivery of services.

ii. For each tier, please state the prevailing / intended composition of the tier:

No	Name	Description	Composition
1	Municipality	Board/Corporation	Mayor/Chairman and Councillors
2	(Intermediary regional platform, e.g. Wards/Borough/Zonal Committee)	10 Wards	Councillors to wards and members of Public
3	Ward Committee	One ward	Councillor and members of the public.
4	Area Sabha	At Election booth level in wards	Members of the public. It will be a registered society.

c. Proposed Activity-mapping of functions in Community Participation Law (for each of the functions of the Municipality)

No	Municipal Function	Spec	cific activities to b	e taken at each level	below:
		Municipality	Intermediary Level ward Committee (specify)	Ward Committee	Area Sabha
1	Urban planning including town planning	Planning	Suggestive Role	Suggestive Role	Suggestive Role
2	Regulation of land-use and construction of buildings.	Policy guidance	Involvement	Involvement	Watch dog
3	Planning for economic and social development.			to be transferred to U	
4	Roads and bridges.	Construction	Maintenance	Maintenance	Involvement
5	Water supply for domestic, industrial and commercial purposes.	Supply	Maintenance	Maintenance	Involvement
6	Public health, sanitation conservancy and SWM	Service	Monitoring	Monitoring	Monitoring
7	Fire services	Т	his function is yet	to be transferred to U	ILBs
8	Urban forestry, protection of the environment and promotion of ecological aspects	Planning	Monitoring	Monitoring	Involvement
9	Safeguarding the interests of weaker sections of society, including the handicapped and mentally retarded	Budgeting	Monitoring	Monitoring	Suggestive Role
10	Slum improvement and upgradation.	Service	Suggestive Role	Suggestive Role	Involvement
11	Urban poverty alleviation	Budgeting	Involvement	Involvement	Involvement
12	Provision of urban amenities and facilities such as parks, gardens playgrounds	Budgeting	Suggestive Role	Suggestive Role	Maintenance
13	Promotion of cultural, educational and aesthetic aspects	Policy	Suggestive Role	Suggestive Role	Suggestive Role
14	Burials and burial grounds; cremations, cremation grounds and electrical crematoriums	Service	Suggestive Role	Suggestive Role	Suggestive Role
15	Cattle pounds; prevention of cruelty to animals.	Service	Monitoring	Monitoring	Involvement
16	Vital statistics including registration of births and deaths.	Policy	Monitoring	Monitoring	Involvement
17	Public amenities including street lighting, parking lots, bus stops and public conveniences	Service	Monitoring	Monitoring	Maintenance
18	Regulation of slaughter houses and tanneries	Service	Monitoring	Monitoring	Monitoring

	Note: The above functions are taken from Schedule XII of the 74 <sup>th</sup> CAA. If the municiplist above. Describe proposed role in the boxes in brief, especially in columns for Wo	
d.	Time schedule for enactment of Community Participation Law or Amendment of existing Municipality Laws:	Year1 Year2 Year3 Year4 Year5 Year6 Year7
e.	Time schedule for notification of the rules pertaining to the Community Participation Law, or amendment in legislation:	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	Note: States will be required to submit documents related to the above to JNNURM Nevaluation of actual compliance for successive disbursal of funds	Iission Directorate at appropriate milestones in this process, for
f.	Interim process for Community Participation in Municipal functions while Communit Please indicate if there are any steps being taken by the Municipality to create opportulaw is being enacted. <sup>12</sup>	

Extent of Participation	Mechanisms	Response of JNNURM City / State
Complete Community	Community participation being encouraged through	
Participation Structure being	structures like the Area Sabha and Ward	D
established	Committee, as envisaged in Community	F
	Participation Law	
Partial community	Community participation process done through	
participation structures being	ward-level processes	
established		
Minimal Community	Community participation process being undertaken	
Participation Structures being	marginally, or not in any organised manner	
established		

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<sup>&</sup>lt;sup>12</sup> Edit the text in the table as appropriate

# S7. PUBLIC DISCLOSURE LAW

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in area of disclosure of information to public, with the purpose that municipalities and parastatal agencies have to publish various information about the municipality / agency and it's functioning on a periodic basis. Such information includes but is not limited to statutorily audited annual statements of performance covering operating and financial parameters, and service levels for various services being rendered by the municipality.

## **CURRENT STATUS**

a. Please provide a list of the parastatal agencies and the month in which their budget was formally passed for each financial year

Agency:	2003-04	2004-05	2005-06
Municipal Council <sup>13</sup>	March2003	March2004	March2005
Other parastatal agencies (list each below):			
1. Development Authority	March2003	March2004	March2005
2. SUDA	April 2003	May 2004	June 2005
3. Jal Sansthan	March2003	March2004	March2005

b. Please provide the latest year for which the statutory audit of accounts has been completed.

Agency	Accounts complete upto	Accounts audit complete
	year	upto year
Municipal Council <sup>14</sup>	2005-06	2005-06
Other parastatal agencies (list each below):		
1. Development Authority	2005-06	2005-06
2. DUDA	2005-06	2005-06
3. Jal Sansthan	2005-06	2005-06

c. Please indicate whether there is any formal provision for public disclosure of accounts and audit statements of municipality/ other parastatal agencies. If Yes, please highlight the appropriate clauses below:

Yes

No

The Right to Information Act adequately ensures disclosure of information to the public. If GoI provides any other guidelines, the State Government would take steps to ensure enactment of the law. Municipal Act provides the Publication of budget.

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<sup>&</sup>lt;sup>13</sup> And - For cities with multiple ULBs within the urban agglomeration, please provide details of all ULBs.

d. Please indicate prevailing mechanisms in the ULB / parastatal agency, if any, for dissemination of information as per table below:

No.	Information pertaining to	evailing disclosure / dissemination mechanism (Please specify		
		communication channel and frequency)		
1.	Key municipal / parastatal agency officials and contacts	Through public display boards, Website		
2.	City Development Plans and other plans	Through Website		
3.	Municipal finance and accounts	None		
4.	Procedures for various approvals / permits	None		
5.	Schemes managed by the municipal body, especially those	Through community development society, newspaper, electronic		
	related to poverty alleviation, women, children and weaker	media.		
	sections of society			
6.	Procedures to access various services provided by the ULB	Through display boards		
	/ parastatal agency			
7.	Liability for tax / user charges / fees	None		
	- Basis for liability			
	- Quantum for consumer / tax assessee			
8.	Service levels of various services	None		
9.	Receipt, processing and status of redressal of complaints by	Through Citizen Charter		
	citizens			
10.	Ongoing major projects	Through display boards		
11.	Any other			

## TIMELINE FOR ACTION ON REFORMS

a. The State/ULB must pass a Resolution to formulate and adopt a policy on public disclosure which would include the financial statements that are to be released, the audits of certain financial statements that are to be carried out, and a timeline for reforms. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) Please indicate a time line for this commitment.

#### Agreed.

b. Establishment of the Public Disclosure Law which outlines the information to be disclosed and widely disseminated, for e.g. disclosure of financial statements including key financial indicators for public review, frequency of statutory audit of financial statements and disclosure of its findings, information of levels of services provided, key indicators of service delivery and organisational efficiency, etc. Please indicate which of the following reforms are going to be implemented and the timeline:

i.	Disclosure of Financial statements, i.e. Balance Sheet, Receipts and expenditures And key Financial Indicators	Yes No
	Start from Year - Done.	Year1 Year2 Year3 Year4
ii.	Conduct of Annual Statutory Audit	Yes No
iii.	Disclosure of Audited Financial Statements and Audit Report	Yes No
	Start from Year - Done.	Year1 Year2 Year3 Year4
iv.	Time period for publication of annual audited financial statements, (pl. indicate in mor	nths after end of financial year) 6 Months
v.	Disclosure of Quarterly Audited Financial Statements	Yes No
vi.	Time period for publication of Quarterly Audited Financial Statements (in months after end of each quarter)	45 days
vii.	Publication of CDP on municipal website	Yes No
viii.	MOAs entered into with GoI and State Governments to be placed before Municipal Co Immediately.	uncil within days Yes No
ix.	Disclosure of MoA in public domain vide a published document, easily accessible to cir. Please indicate target date <i>Immediately</i> .	
List inf	ormation proposed to be disclosed on a regular and mandatory basis by ULBs / parastata	l agencies

c.

No.	Information pertaining to	Mechanism for disclosure
1	Key municipal / parastatal agency officials and contacts	Website
2	Procedures for various approvals / permits	Booklets and Website
3	Schemes managed by the municipal body, especially those related to poverty alleviation, women, children and weaker sections of society	Booklets and Website
4	Procedures to access various services provided by the ULB / parastatal agency	Website
5	Liability for tax / user charges / fees - Basis for liability - Quantum for consumer / tax assessee	Booklets and website
6	Service levels of various services	Website and citizen charter
7	Receipt, processing and status of redressal of complaints by citizens	Website and citizen charter
8	Ongoing major projects	Website
9	Any other	

(please use additional rows as necessary)

d. List below the services for which Service Levels information is proposed to be disclosed

No.	Service	Service Type of Service Level information to be disclosed (only examples provided below)	
1	Water supply services	New connections, timings, tariff, helpline.	Every year
	- In slum areas		
	- In non-slum areas (residential &		
	commercial)		
2	Sewerage / Sanitation / Underground	New connections, tariff, helpline.	Every year
	drainage		
3	Solid Waste Management	Frequency of street sweeping	Every year
4	Storm water drainage systems	Helpline	Every year
5	Building Plan approvals	# of days required for sanction	Every year
6	Road networks within the city	Length of roads and their maintenance	Every year
7	Street Lighting	New lights, repair of existing lights	Every year
8	Birth & Death Registration	# of hours for providing certificates	Every year
9	Public parks and playgrounds	Facilities available	Every year

(please use additional rows as necessary)

e. Year from when Service Levels information will regularly disclosed

Year1	Year2	Year3	Year4	Year5	Year6	Year

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f.	Time schedule for enactment of Public Disclosure Law as described above:	Year1 Year2 Year3 Year4
g.	Time schedule for notification of the rules pertaining to the Public Disclosure Law:	Year1 Year2 Year3 Year4
h.	Any other reform steps being undertaken and proposed timeline for the same (please us	se additional space as necessary)

# Mandatory Reforms at the level of the Urban Local Body 15

 $<sup>^{15}</sup>$  IN CASE OF URBAN AGGLOMERATIONS WITH MULTIPLE ULBS, THIS SECTION SHOULD BE PROVIDED FOR EACH ULB IN THE JNNURM CITY SEPARATELY

# L1- E-GOVERNANCE

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in governance systems through implementation of e-Governance. The objective of deployment of such information technology tools and applications should remain focussed on having a transparent administration, quick service delivery, effective MIS, and general improvement in the service delivery link

## **CURRENT STATUS**

a. Please indicate the status of E-Governance applications for each of the following services. Provide details on the services using e-applications. Also indicate other services for which E-governance is being used.

Module	Use of		Name agency	<b>Details of deployment of IT</b> (explain functional features of IT application deployed)			
	IT		responsible	Database of	Online work	Citizen	Any other functional feature
	Yes	No		records, MIS & reporting	flow	interface	
Property tax	Р		NIC	Р			
Accounting	Р		ULB	Р			
Water Supply and Other Utilities		Р					
Birth & Death Registration		Р	NIC				
Citizens' Grievance		Р	ULB				
Monitoring							
Personnel Management System		Р					
Procurement and Monitoring of Projects		Р					
o E-procurement		Р					
o Project/ward works		Р					
Building Plan Approval	Р		Parastatal	Р			
Public Health Management		Р					
o Licenses		Р					
o Solid Waste		Р					
Management							
Others (specify)							

evel Reforms	
Body I	`
rban Local	
'	

b.	Have there been attempts towards training the staff towards e-governance practices? If yes, give details.	Yes	No
	Staff at clerical and officer level have been given working training on computers. accounting packages.	The personnel have	knowledge of standard word processing and

c. What have been the achievements in the following areas as a result of ongoing e-governance initiatives .Explain with initiatives undertaken-

Area of Improvement <sup>16</sup>	Initiatives taken	Achievement
Citizen information	Development of website	Information on service level is provided through
		website.
Service delivery	Computerisation of records	Packages are being developed for collection of
		Property tax and Birth and Death Registration.
Citizen participation	Citizen interface	Package for citizen grievance redressal is being
		developed.
Municipal Resource planning (financial controls,		
operational management and reporting etc)		

## INFORMATION TECHNOLOGY

d.	Does the municipality have a website of its own?	Yes	þ	

Give the following details about the website.

The website contains information on important contact officers in ULB. Data on services available is provided through the website. The citizen can know about procedures for submission of documents to the ULB. Information on important works is also disseminated through the website.

e. What is the frequency of data- update on the website?

The data is updated every month. The ULB is responsible for keeping the site updated.	

## **SYSTEM INTEGRATION**

<sup>&</sup>lt;sup>16</sup> List should correspond with areas identified in a. above

forms	
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Are other parastatals/governme	nt agencies e	electronica	lly connected t	hrough WAN	(Wide Area	Network)? Yes	No
<u>G</u>							
Does the city have a GIS base n Please specify agency that is rep			ale of the map a	and the date (1	month ,year)	Y it was last updated.	No
GIS base maps have been pre	pared by the	ULB.					
	•						
What all information is mapped	d on to GIS?	Indicate, v	with details, in	the table belo	W		
Information layer	Available	at .			Not	Agencies involved	Other relevant details
available	City level	Ward level	Property / Household	Any other level	available	for updation	Other retevant actaits
ULB and ward boundaries	Р	Р	Р				
Road and street layer	Р	Р					
Property layer	Р	Р	Р				
1 3 3					Р		
Household & demographic					P		
Household & demographic Water supply network					Р		
Water supply network		1			Р		
Water supply network Sewerage network	Р	Р			Р		
Water supply network	P	Р					
Water supply network Sewerage network Street lighting	P	Р			Р		
Water supply network Sewerage network Street lighting SWM Storm water drains	Р	Р					
Water supply network Sewerage network Street lighting SWM	P	Р					

#### **TIMELINE FOR ACTION ON REFORMS**

The Government of India has formulated the National e-Governance Action Plan (NEGAP), part of which includes a National Mission Mode Programme (NMMP) for e-Governance in municipalities. This NMMP intends to roll-out e-Governance in municipalities on a nation-wide basis. This programme will be launched in the coming months. The following steps have been identified based on the NMMP for a comprehensive e-governance at the municipal level. Following are the critical steps that need to be undertaken in the implementation of the NMMP for ULBs, for which ULBs need to indicate a timeline for the key milestones:

a.	Appointment of State-level Technology Consultant as State Technology Advisor	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	Price Waterhouse Coopers has been appointed as State Technology Advisor completed the "as-is" survey. A road map for deployment of IT is being preferable.	
b.	Preparation of Municipal E-Governance Design Document (MEDD) on the basis of National Design Document as per NMMP	Year1 Year2 Year3 Year4 Year5 Year6 Year7
c.	Based on the National Mission Mode Project of Government of India, the design do Assessment of MEDD against National E-Governance Standards (e.g. Scalability, intra-operability & security standards etc.)	ocument will be prepared.  Year1 Year2 Year3 Year4 Year5 Year6 Year7
d.	Finalisation of Municipal E-Governance implementation action plan for the city	Year1 Year2 Year3 Year4 Year5 Year6 Year7
e.	Undertaking Business Process Reengineering (BPR) Prior to migration to e-governance systems	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f.	Appointment of Software consultant(s) / agency for development, deployment And training	Year1 Year2 Year3 Year4 Year5 Year6 Year7
g.	Exploring PPP option for different E-Governance services	Year1 Year2 Year3 Year4 Year5 Year6 Year7

h. Implementation of E-governance initiatives in the JNNURM city, against the identified modules

Module	Steps to be undertaken	Targeted Year in the Mission Period for completion 17 (Year 1 to Year 7)
Property tax	Development of software	Done
Accounting	Accounting Manual and software being developed	Year 3
Water Supply and Other Utilities	Digitisation of data	Year 3
Birth & Death Registration	Development of software	Done
Citizens' Grievance Monitoring	Development of software	Done
Personnel Management System	Digitisation of data	Year 4
Procurement and Monitoring of	To be decided	
Projects		
o E-procurement		
<ul> <li>Project/ward works</li> </ul>		
Building Plan Approval	Digitisation of data	Year 7
Health Programs	To be decided	
o Licenses		
o Solid Waste Management		
Any other module		

If a plan has been drawn up and / or is under implementation, please provide deta Please indicate methods of dissemination (to the citizens) of the reforms undertake	

Any other referm stone being undertaken (places use additional space to specify)

<sup>&</sup>lt;sup>17</sup> Completion of the module implies – completion of database of records / digitisation of related data, generation of reports for management and public dissemination, work-flows are managed on-line or on a real-time basis, citizen interface and dissemination of information is handled through the system (*viz. elimination of manual processes to extent possible*)

## L2- MUNICIPAL ACCOUNTING

## **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in Municipal Accounting, with the objective of having a modern accounting system based on double-entry and accrual principles, leading to better financial management, transparency and self-reliance.

## **CURRENT STATUS**

a. Please provide a short note on the present method of accounting being followed in your city

Double entry cash based accounting system is being followed. The accounts, manuals and registers are maintained as per the Municipal Accounting Manual.

b. Please provide the status of completion and adoption of accounts, and if they have been audited and published in the last 3 years (specify month / year)

Year	Adopted	Audited	Published
2002-2003	20.03.2002	16-02-04 to 01-03-04	-
2003-2004	27.03.2003	19-01-05 to 09-02-05	-
2004-2005	29.03.2004	17-04-06 to 09-05-06	-
2005-2006	24.03.2005	17-04-06 to 09-05-06	

c	Please state whether	· State/city	has drawn iii	n its own	accounting n	าลทบลโ
C.	I lease state willetie	Diate/City	mas arawn u	D ILS OWII	accounting n	ianuai

Yes No

d. Please state whether State/city has adopted NMAM<sup>18</sup>-NA

i. without modifications

<sup>&</sup>lt;sup>18</sup> The National Municipal Accounts Manual (NMAM) has been prepared by MOUD with support from CAG to promote the implementation of improved financial management through electronic means leading to improvement in internal government operations to support and stimulate good governance.

	ii. with modifications.
e.	If NMAM has been adopted with modifications, please state these:
	Regional Center for Urban and Environmental Studies, Lucknow, Ministry of Urban development, Government of India, has been engaged tor implementation and suggest modifications of NMAM.
	Please state whether State has modified its current appropriate laws and regulations to be in compliance with the double-entry accrual principles. If yes, please provide date of such modification.  Yes No Date
g.	If applicable, please provide current status of implementation of double-entry accrual system.
	Regional Center for Urban and Environmental Studies, Lucknow, Ministry of Urban development, Government of India, has been engaged to suggest a road map for implementation of double entry accrual based accounting system. It would also develop a software for implementation and suggest modifications in the existing laws. The manual should be ready by June 2007.
ΓIMI	ELINE FOR ACTION ON REFORMS
ΓRAN	NSITION TO DOUBLE ENTRY ACCOUNTING ON ACCRUAL PRINCIPLES
١.	Resolution by Government expressing commitment to establish modern municipal accounting system. (Note: This resolution should be passed within 6 months signing of MOA under JNNURM and a copy submitted to MOUD.)
	Regional Center for Urban and Environmental Studies, Lucknow, Ministry of Urban development, Government of India, has been engaged to suggest a road map for implementation of double entry accrual based accounting system. It would also develop a software for implementation and suggest modifications in the existing laws. The manual should be ready by June 2007.
<b>)</b> .	Appointment of consultants for development of State wide Municipal Financial Accounting Manual  Year1 Year2 Year3 Year4 Year5 Year6 Year7
Э.	Completion and adoption of Municipal Financial Accounting Manual, in line with  Year1 Year2 Year3 Year4 Year5 Year6 Year7  NMAM or otherwise

d.	GO/Legislation/Modification of Municipal Finance Rules for migrating to double-entry accounting system	Year1 Year2 Year3 Year4 Year5 Year6 Year7
e.	Training of personnel	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f.	Appointment of field-level consultant for implementation at the city-level	Year1 Year2 Year3 Year4 Year5 Year6 Year7
g.	Notification of cut-off date for migrating to the double-entry accounting system	Year1 Year2 Year3 Year4 Year5 Year6 Year7
h.	Re-engineering of business processes to align with accrual based accounting system (aligning all commercial and financial processes such as procurement, revenue collection, Payroll, works contracts, etc.)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
i.	Completion of registers and Valuation of assets and liabilities	Year1 Year2 Year3 Year4 Year5 Year6 Year7
j.	Drawing up of opening balance sheet (OBS): i. Provisional OBS	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	ii. Adoption of provisional OBS	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	iii. Finalisation of OBS	Year1 Year2 Year3 Year4 Year5 Year6 Year7
k.	Full migration to double-entry accounting system	Year1 Year2 Year3 Year4 Year5 Year6 Year7
1.	Production of financial statements (income-expenditure accounts and balance sheet) as per the new system	Year1 Year2 Year3 Year4 Year5 Year6 Year7

## IMPROVED FINANCIAL MANAGEMENT

Reforms	
eve	
Body	
Local	
rban	

cycle	Every three year by A.G, audit
ommence preparation of outcome budgets	Year1 Year2 Year3 Year4 Year5 Year6 Year7
astitute internal audit / control mechanisms aformed.	Year1 Year2 Year3 Year4 Year5 Year6 Year7
ertake Credit rating	Year1 Year2 Year3 Year4 Year5 Year6 Year7
ed financial management systems will be developed	and integrated with the financial accounting system.
Systems Target ye System <sup>19</sup>	ear for completion and integration with Financial Accounting
Systems Target ye System <sup>19</sup>	ear for completion and integration with Financial Accounting  Year 5
Systems Target ye System <sup>19</sup>	
Systems Target ye System <sup>19</sup>	Year 5
Systems Target ye System <sup>19</sup>	Year 5 Year 5
System <sup>19</sup>	Year 5 Year 5 Year 5
System <sup>19</sup>	Year 5 Year 5 Year 5 Year 5 Year 5
	erformed.

 $<sup>^{\</sup>rm 19}$  Should link with milestones committed in the reform agenda for e-governance.

## L3-PROPERTY TAX<sup>20</sup>

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in the methods of levy, administration and collection of Property Taxes, with the broad objective of establishing a simple, transparent, non-discretionary and equitable property tax regime that encourages voluntary compliance. States/cities need to ensure that their desirable objectives for reforms include these reforms, but need not restrict themselves to these items

## **CURRENT STATUS**

a.	Please indica	te if Property t	ax is currently	levied on th	e following ty	pes of properties:

i. Residential

ii. non Residential

iii. Any other category



b. Please provide the Method of Property Tax Assessment being followed

i. Self-assessment

ii. Demand-based



Non-discretionary self assessment method is being followed. Guidance values are decided every two years by the Municipal Commissioner. The system eliminates discretion and hence reduces corruption work done by the Demand base For non Residential property by demand based.

c. Please provide the Basis of determination of property tax

i. Capital value

ii. Rateable value

iii. Unit Area

iv. Other (please specify)



d. Please provide the Use of technology in property tax management, by giving appropriate details in the box

<sup>&</sup>lt;sup>20</sup> Note: This section should only deal with Property Tax or its variants (viz. House Tax, Tax on vacant land, etc.). Revenues collected for specific services provided by ULBs such as water, sewerage, street lighting, etc., levied in the form of taxes / surcharge on the base of property tax (for e.g. as a % of ARV) and /or collected together with Property Tax, should be reported separately in the following section on User Charges.

i. GIS database of record of properties liable to property tax

GIS database is being developed.

ii. Electronic database of property records

Survey for preparation of database is being carried out.

iii. Computerised generation of Property Tax demand notices

Already being done.

iv. Computerised recording of receipts of tax collection

Already being done.

v. Any other functionality of Property Tax system

.....

e. Please indicate Property Tax as % of Own Sources of Revenue Income and Total Revenue Income

Year	2003-04	2004-05	2005-06
PT as % of Own Sources of	61.32%	55.16%	58.16%
Revenue Income			
PT as % of Total Revenue	23.12%	19.35%	18.56%
Income			

f. Please provide the below information on Current coverage

No.	Type of Property	Estimated no. of	No. of properties in the records of the municipality	No. of properties paying property tax	Coverage ratio
		properties	,	rujung proposity sam	(4) / (2)
	(1)	(2)	(3)	(4)	(5)
1	Residential	3.85 lacs	3.12 lacs	2.55 lacs	66.23
2	Non-residential	1.03 lacs	0.84 lacs	0.72 lacs	69.90
3	Total	4.88 lacs	3.96 lacs	3.27 lacs	67.00

g. Please indicate the Amount of property tax being collected for following years

Financial Year	Category	Current Demand Raised in Rs in Lac.	Arrear Demand in Rs. in Lac	Total demand in Lac	Current demand Collection in Rs. (collection efficiency in % in brackets)	ArrearDemand collection in Rs. (collection efficiency in % in brackets) in Lac	Total collection in Rs. (collection efficiency in % in brackets) in Lac
(1)	(2)	(3)	(4)		(5)	(6)	(7)
FY - 05-	Residential						
06	Commercial						
	Industrial & others						
	Total	2488.84	1683.14	4171.98	2051.58 82.43%	736.65 43.77%	2788.23 66.83%
					021.1070	1017770	00.0070
FY 04-05	Residential						
	Commercial						
	Industrial & others						
	Total	2105.18	2312.87	4418.05	1753.81 83.31%	629.73 27.22%	2383.94 53.94%
					•		
FY 03-04	Residential						
	Commercial						
	Industrial & others						
	Total	2105.18	3011.76	5116.94	1946.89 92.48%	698.89 23.21%	2645.78 51.71%

Note: \* The demand and arrears includes in disputed demands of buildings.

## g. Please list the Exemptions given to property owners

No.	Type of Exemption	Qualifying institution/individual	Revenue implication of exemption for a year (Rs.)
1	Continuous vacation of property	All properties	Not available
2	Due to poverty	Poor households	Not available
3	Exemption allowed by the state Govt. by a modified special resolution	Religious institutions	Not available

		and schools/colleges	
4	Exemption by resolution of KNN for specific period upto a fixed %	Disabled and widow	Not available
	(please use additional rows if necessary)		

h. Please specify the Assessing Authority and describe the level of discretionary power available with assessing authority

Self Assessment method is followed for determination of property tax. The system is transparent. The guidance values are fixed by the Municipal Commissioner once every two years. The citizen can himself calculate the incidence of property tax. There is no discretionary power. However, assessment of property tax for commercial and industrial properties is done on a rateable value method that has an element of discretion.

- i. Please provide the following details about update of property records and guidance values
  - i. Date when last update of property records through general revision was done

01/04/1987

ii. Date when last revision of guidance values<sup>21</sup> was done

11/09/2006

iii. Frequency of revision of guidance values

2 years

iv. Please indicate whether information from appropriate authorities on new building construction, or additions to existing buildings is being captured; if yes, how and at what frequency?(e.g. development authority etc)

Yes

No

By random survey undertaken by the ULB.

v. Please indicate whether information from appropriate authorities on change of ownership and land valuation is being captured; if so, how and at what periodicity? (e.g. Dept of Stamps and Registration)

Yes

No

Change in ownership is captured through mutation proceedings done by the ULB/Development Authority. Changes in land valuation are captured through the biannual revision of guidance values done by the Municipal Commissioner and biannual revision of circle rate done by the District Collector.

<sup>&</sup>lt;sup>21</sup> Here, guidance value implies the basis for computation of Property Tax liability

## TIMELINE FOR ACTION ON REFORMS

Please provide timeline and indicate the steps intended (wherever not mentioned) for achieving the following action items

<u>Reform</u>	Steps proposed in order to achieve the	Target ye	ear for com	<u>pletion</u>				
	<u>reform</u>	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
a) Enhancing coverage of property tax     regime to all properties liable to tax	Done							
b) Elimination of exemptions	Amendment in legislation			Р				
c) Migration to Self-Assessment System of Property Taxation	a. Setting up a Committee/Team to draft/amend legislation		Р					
	b. Stakeholder consultations			Р				
	c. Preparation of Draft legislation			Р				
	d. Approval of the Cabinet/ Government			Р				
	e. Final enactment of the legislation by Legislature			Р				
	f. Notification			Р				
	g. Preparation and notification of appropriate subordinate legislation			Р				
	h. Implementation by municipality				Р			
d) Setting up a non-discretionary method for determination of property tax (e.g. unit area, etc) (Sub-Steps (i) to (viii) given in (c) above may be repeated for this step as relevant)	Done.							
e) Use of GIS-based property tax system	a. Selection of appropriate consultant	Done						
	b. Preparation of digital property maps for municipality				Р			
	c. Verification of digital maps and preparation of complete data-base of properties				Р			
	d. Administration of Property Tax using GIS database and related application					Р		
	e. Mechanism for periodic updation of GIS database					Р		
f) Next scheduled / anticipated revision of	Done every two years							

<u>Reform</u>	Steps proposed in order to achieve the	Target year for completion						
	<u>reform</u>	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
guidance values								
g) Periodicity for revision of guidance	a. Periodicity to be adopted <b>Done</b>							
values	b. Deadline for adoption <b>Done</b>							
h) Establish Taxpayer education programme	a. Preparation of Ready Reckoner	Done. A	ready recko	ner for tax	assesses ha	as been pro	epared.	
	(guidance booklet) for tax assesses							
	b. Local camps for clarification of doubts	Done. Th	is is an on-g	going proce	ess. We org	ganise peri	iodic camp	s for tax
	and assistance in filling out forms	assesses.						
	c. Setting up a website for property tax			Р				
	issues/ FAQs etc							
i) Establish Dispute resolution mechanism			peals agair	ist assessm	ent can b	e made ir	the Smal	ll Causes
		Court.						
j) Rewarding and acknowledging honest		It is being	g done.					
and prompt taxpayers								
k) Achievement of 85% Coverage Ratio	-	67	70	74	80	85		
(see item e in Current Status)							'	
(Specify target Coverage for each year of								
mission)								
l) Achievement of 90% Collection Ratio for	-	82	83	85	88	90		
current demand (see item f in Current								
Status above)								
(Specify target Collection ratio for each year								
of mission)								
m)Improvement in collection of arrears, to	Specify targeted Total Arrears for each year as	43	35	30	24	16	10	
reach Total Outstanding Arrears less than	% of Total Current Demand for previous year,							
or equal to 10 % of Current demand for	taking into account current position							
previous year								
(exclude tax assessments under litigation, but								
include Property Tax / service charge levied on Government properties)								
n) Any other reform steps being undertaken	Please indicate methods of dissemination							
(please specify)	(to the citizens) of the reforms undertaken							
(Presse specify)	and the timeline for the same							
	a-Cash Prizes				Р			
	b-Mobile Property Tax collections					Р		
	c-Collection through Debit interface /							

<u>Reform</u>	Steps proposed in order to achieve the	Target year for completion						
	<u>reform</u>	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
	Credit Card						Р	
								Р

# L4-USER CHARGES<sup>22</sup>

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in the levy of user charges on different municipal services, with an objective of securing effective linkages between asset creation and asset maintenance and ultimately leading to self-sustaining delivery of urban services.

#### **CURRENT STATUS**

a. Please provide a list of services being delivered by municipalities/ parastatals and the status of user charges being levied for each. <sup>23</sup>Besed on Recovery

<sup>&</sup>lt;sup>22</sup> Note: This section deals with user charges, collected either in the form of a tax or surcharge or fee. All revenues collected against specific services should be reported in this section w.r.t. current status and commitment on reforms made hereunder. Under no circumstances should there be any overlap between status reported in this section with than on Property Taxes.

<sup>&</sup>lt;sup>23</sup> Please attach details in separate annex where necessary.

Type of Service <sup>24</sup>	User charge levied (Yes/No)	Service Provider	Tariff Structure	Last Revision of Tariff
Water Supply	Yes	ULB	Already announced	2006
Sewerage	Yes	ULB	Already announced	2006
Solid Waste Management	No	ULB	Attached Rs. 30 /- per house per Month Attached	2006
Public Transport	Yes	State Government	State Govt.	
Street lighting	No	ULB		
Primary health	No	State Government	1/- per Patient	
Hiring of municipal assets (please specify)	Yes	ULB/PPP	Sewer Jet Rs. 500/ shift Roller Rs. 600/ day (excluding diesel) J.C.B. Rs. 700/ hour (excluding diesel)	
Others (please specify)				

Please furnish the costs and revenue collection in providing the following services (total, per unit and per capita/ household cost and revenues) in 2004-05. Also b. indicate the details of Revenue losses.

Service	O&M Cost <sup>25</sup> (Please specify the unit)			User charges collected (exclude arrears) (Please specify the unit)			Revenue Loss in Rs. due to	
	Total Cost (in Rs.)	Per Unit Cost as delivered**	Per capita / Household cost	Total Recovery (in Rs.)	Per Unit Recovery as delivered**	Per Capita/ Household Recovery	leakage/ theft / no enforcement/ poor collection	free supply / no levy of user charges
	(a)	<i>(b)</i>	(c)	(d)	(e)	<i>(f)</i>	<i>(g)</i>	(h)
Water Supply & Sewerage	5048 lacs	0.016 lacs per kld	180.29 per capita	2825	2419 lacs	0.008 lacs per kld	1514 lacs	706 lacs
Solid Waste Management	4100. lacs	3.42 lacs per M ton	146.43 lacs per capita		-	-	-	-
Public Transport Services								

List should include all services rendered by the ULB.
 To include all related direct costs, including salaries and wages of personnel directly deployed in the service

Others (please specify)				

<sup>\*\*</sup> can be expressed as Per MLD in case of water supply and sewerage; Per Tonne in case of SWM; Per Km in case of public transport, etc.

c.. Please indicate the percentage cost recovery for each of these services over the past five years ((d) divided by (a), expressed in % terms)

Service	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006
Water Supply &	50.66%	52.12%	51.81%	55.96%	67.72%
Sewerage					
Solid Waste Management	N/A				
Public Transport Services	N/A				
Others (please specify)					

d. Please provide performance parameters and current service levels<sup>26</sup>

Service	Indicator	Status in 2004-2005						
	Water Supply							
1	Total water supplied per day (MLD)	320 MLD						
2	Hours of water supply per day	6 to 8 Hrs						
3	Percentage (%) of population covered by Piped water supply	85%						
5	Per capita supply (in litres) (per day)	116 LPCD						
6	Total no. of household connections (Cumulative figure)	177200						
7	No. of connections metered (Cumulative figure)	3500						
8.	Total Non-Revenue Water in MLD (% in brackets)	44.80 MLD (14%)						
9.	Un-accounted for Water in MLD (% in brackets), including system losses	96 MLD (30%)						
	Sewerage and Sanitation							
1	Quantum of Sewage generated per day (MLD)	224 MLD						
2	Quantum of Sewage treated per day (MLD)	100 MLD						
3	Land utilization for sewage farming Ha) (Cumulative figure)	1200 ACRES						
4	Quantity of sewage disposed on land (MLD)	100 MLD						
5	Quantity of sewage disposed into water bodies (MLD)	124 MLD						

<sup>&</sup>lt;sup>26</sup> Please add additional indicators as appropriate

Service	Indicator	Status in 2004-2005
6	Percentage (%) of population covered by underground sewage network	60%
	No. of households with individual toilets / low cost sanitation unit	
7	(Cumulative figure)	112000
8	No. of public toilets (Cumulative figure in terms of seats)	3800
	Solid Waste Management	
1	Quantum of solid waste generated per day (TPD)	1200 MT
2	Quantum of solid waste collected per day (TPD)	1100 MT
3	Collection efficiency	91.67 %
4	Per capita waste generation	300 GM
5	Quantum of waste treated in scientific manner (composting, etc.)	2 MT
6	Staff per 1,000 persons	1 Person
7	Total capacity of all collection vehicles per day	128
8	Does a sanitary landfill exist (Y/N)	No
9	If sanitary landfill exists, is it used (Y/N)	No
10	Is source segregation done? (Y/N) – If Yes, what % of total waste?	No
	Public Transport services	
1	Total capacity of public transport (number of vehicles)	N/A
2	Number of trips made in a day	3
3	Population using public transport	

## **TIMELINE FOR ACTION ON REFORMS**

b.

a. The State/ULB must formulate and adopt a policy on user charges which should include proper targeting of subsidies, if any, for all services; ensuring the full realization of O&M cost by the end of the Mission period. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)

Agreed.	Yes	S					
The State should set up a body for recommending a user charge structure.	Year1	Year2	Year3	Year4	Year5	Year6	Year7

·.	Establishment of proper	e O&M cost separately.	cost separately. Please specify the timeline for each service s						
	i.	Water Supply and Sewerage	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	ii.	Solid Waste Management	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	iii.	Public Transport Services Not Applicable	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	137	Other (please specify)	Vaar1	Voor	Voor3	VoorA	Voor5	Voor6	Voor7

d. Please indicate the targeted service standards and timelines for achieving the same with regard to each of the above mentioned services<sup>27</sup>

Service	Service Standard identified (in units)	Service Standard targeted (in quantity)	Targeted year for achieving the standard*		
Water Supply	116.00 LPCD	172.50 LPCD	Year 8		
Drainage	Covered Drainage System	60%	Year 6		
Solid Waste Management	450gm/per capita per day	1200mt	Year 5		

<sup>\*</sup> with reference to year if JNNURM period (Year 1, Year 2....)

e. Please define the user charge structure and timelines for achieving with regard to each of the above mentioned services *To be decided.* 

Service	Proposed User charge Structure (give details of rates, category and units)	Targeted year for achieving the standard*
Water supply & sewerage	Rs. 2500.00 per Year per house	year 5

<sup>\*</sup> with reference to year if JNNURM period (Year 1, Year 2....)

<sup>&</sup>lt;sup>27</sup> To the extent possible, specify service delivery standard as experienced at citizen's end, for e.g. hours of water supply; lpcd received in household; frequency of street sweeping, etc.

c.	Please indicate plan for achieving volumetric based tariff through 100 % metering with individual meters.  Please indicate annual targets for achieving full metering.	Year1 Year2 Year3 Year4 Year5 Year6 Year7
d.	Please indicate plan for reduction in Non-Revenue Water (NRW) and Un-account detection studies. Please indicate annual targets for both.	ed for Water (UfW) through measures that include water audits and leakage
	Non-Revenue Water (NRW)	Year1         Year2         Year3         Year4         Year5         Year6         Year7           14         12         9         6         3         0
	Un-accounted for Water (UfW)	Year1         Year2         Year3         Year4         Year5         Year6         Year7           30         28         24         21         18         15
e.	Conduct of a study to quantify and examine impact of subsidies for each service (Indicate 'when' against the timeline)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f.	Results of such analysis to be tabled in the Municipal Council and approved (Indicate 'when' against the timeline)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
g.	Indicate periodicity in which such analysis shall be done regularly, and placed Before the Municipal Council	Annual / Bi-annual or otherwiseAnnually

h. Time table to achieve full recovery of O&M costs from user charges (recovery of all direct costs, including related salaries and wages) (Please indicate proposed recovery level for each year for each of the services in %)

i. Water Supply Year4 Year5 Year6 Year7 Year1 Year2 Year3 76 84 68 92 100 ii. Sewerage Year1 Year2 Year3 Year4 Year5 Year6 Year7 76 68 84 92 100 iii. Solid Waste Management Year2 Year3 Year4 Year5 Year6 Year7 N.A. Year1

iv.	Public Transport Services N.A.	Year1 Year2 Year3 Year4 Year5 Year6 Year7				
v.	Others, such as hiring of municipal assets, e.gcommunity halls, public parks etc. (please specify)	Year1 Year2 Year3 Year4 Year5 Year6 Year7				
Any other reform steps being undertaken (please use additional space as necessary, please specify timeframes for steps envisaged)						
	e indicate steps being undertaken for levy of user charges and reco ded by parastatals)	overy of O & M costs of municipal services (including basic services				
	e indicate methods of dissemination (to the citizens) of the reforms	undertaken and the timeline for the same				
<ul> <li>1- By Increasing user chages for sewerage</li> <li>2- By Introducing charges for taking out under ground water</li> </ul>						
	3- After computerisation of all Activities introducing Bi monthly billing					
4	- By promoting more & more consumer					

# L5- INTERNAL EARMARKING OF FUNDS FOR SERVICES TO URBAN POOR

#### **DESIRED OBJECTIVE/S**

JNNURM requires reforms to be undertaken by local bodies with respect to earmarking funds in their budgets specifically for services delivery to the urban poor. Commitment is sought from ULBs in undertaking reforms in the budgeting and accounting systems to enable the same, as also targets for expenditure incurred in delivery of services to the poor.

## **CURRENT STATUS**

#### PROCESS FOR EARMARKING BUDGETS

a. Please indicate prevailing processes for decision making on allocation of budgets for delivery of services to the poor.

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	7007	

Please poor.	_	revailing accounting an	l budgeting systems are c	apable of tracking rever	ue and capital expenditure i	ncurred on delivery of ser	vices to
Yes	No I	artly					

EXPENDITURE INCURRED ON DELIVERY OF SERVICES TO THE POOR

c. Please indicate if there is any internal earmarking within the municipal budget towards provision of services to urban poor. Please provide the total amount earmarked and the percentage of the total budget in the last 3 years.

Year		2002-2003	2003-2004	2004-2005
Amount Budgeted	Own sources			
(both Revenue and Capital Accounts)	Other Sources			
	Total	NIL	NIL	NIL
Actual Amount Spent	Own sources			
(both Revenue and Capital	Other Sources			
Accounts)	Total			
% of the total budget	Own sources			
(both Revenue and Capital	Other Sources			
Accounts)	Total			

<sup>&</sup>lt;sup>28</sup> Earmarking refers to percentage allocation of the total estimated income that would be utilised for provision of housing and basic services to urban poor

Year3 Year4

Year5

#### **TIMELINE FOR ACTION ON REFORMS**

b.

#### **BUDGETING AND ACCOUNTING PROCESSES**

a. Reforms in the accounting and budgeting codes to enable identification of all income and expenditure (in both Revenue and Capital accounts) to be identified as related to poor / non-poor. (in the short run the same heads may be categorised on basis of income / expenditure from slum / non-slum).

Yes No							
If Yes, please state year from when this will be made effective.	Year1	Year2	Year3	Year4	Year5	Year6	Year
Creation of separate Municipal Fund in the accounting system for 'Services to the Poor'		ļ	Yes	No			
If Yes, please state year from when this will be made effective.	Year1	Year2	Year3	Year4	Year5	Year6	Year

c. Amendments to the Municipal Accounting Rules for governing the Fund, Operating the Fund, including rules for transfer of resources into the Fund for 'Services to Poor'.

#### ALLOCATION AND EXPENDITURE<sup>29</sup> ON DELIVERY OF SERVICES FOR POOR

d. Targeted revenue expenditure on delivery of services to poor per annum, expressed as % of Total Revenue Income

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %	N.A	N.A	12%	14%	16%	18%	20%

<sup>&</sup>lt;sup>29</sup> Allocation and spend pertains to all directly attributable expenses specifically incurred for delivery of entire mandate of municipal services to the poor, that should include basic environmental services, roads, tenure, primary education and health, and social security amongst others.

Establishment expenses (including salaries and wages) not directly and specifically incurred for service delivery to the poor should be excluded.

e. Targeted revenue expenditure on delivery of services to poor per annum, expressed as % of Total Own Source of Revenue Income

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %			12%	14%	16%	18%	20%

f. Targeted capital expenditure on delivery of services to poor per annum, expressed as % of Total Capital Expenditure

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %			10%	11%	12%	14%	15%

#### L6 - PROVISION OF BASIC SERVICES TO URBAN POOR

#### **DESIRED OBJECTIVES**

JNNURM requires cities to ensure provision of basic services to the urban poor such as water supply and sanition, including provision of security of tenure and improved housing at affordable prices. JNNURM also requires that delivery to the urban poor is ensured for existing universal services of the Government in the areas of health, education and social security.

#### **CURRENT STATUS**

a. Please provide information on existence of any database pertaining to household level information of urban poor.

The Informantion is nine year old, yes, Computerazation and analysis of data was done in 1997-98. Survey was done through C.D.S. in 390 slum.

b. Has any prioritisation of slums / localities been carried out as part of the CDP process? If Yes, please provide details on the process.

Prioritisation of slum has been done, The quality of house hold and number has been taken as the base line.

c. Please provide baseline information with respect to quality and level of access of services by poor households in the table below. (in case of wide variation in quality of service within the city across slum clusters, provide average level of service. Please state extremely low levels where appropriate)

No.	Area of service delivery	Performance Parameter	Current levels	Prevailing level of access of urban poor households (in terms of % HHs that access services at the current performance levels)
1.	Water Supply			
1.1	Household level piped water supply	No. of hours of supply at reasonable pressure	6 to 8 hours.	20%
1.2	Public taps / standposts	No. of hours of supply at reasonable pressure	6 to 8 hours.	25%
1.3	Handpumps / Tubewells (untreated ground water source)	Avg. distance from HH in metres	100 mt.	58%
1.4	Water Tanker supply	Response time on request in hrs.	3 hours varying with distance	15%
2.	Sanitation			
2.1	Household level individual	Type of toilet	Pour flush Toilet	45%
	toilets	Type of conveyance / disposal system	Sewer Line/ Septic Tank	
2.2	Community toilets	Seats per population using them	45 Person/ Seat	36%
		Type of conveyance / disposal system	Sewer Line/ Septic Tank	
3.	Housing			
3.1	Housing	Pucca housing for each household	21010	21.4%
3.2	Night shelters / community shelters	Avg. distance to be traversed by homeless in m	8 to 10 K.M.	
	SHOREIS	111 111		

d. Please provide details on extent of access to following services by urban poor in the ULB.

No.	Area of service delivery	Prevailing level of access of urban poor households (in terms of % HHs that are able to access these services)
4.	Solid Waste Management	
4.1	Street sweeping	25%
4.2	Waste Collection	20%
5.	Roads and Drains	
5.1	Provision of pucca (all weather) roads	45%
5.2	Provision of storm water drains	42%
6.	Street Lighting	
6.1	Provision of street lights	40%
7	Community Facilities	
7.1	Aanganwadi / crèche	28%
7.2	Community halls	17%
8.	Primary healthcare	
8.1	Preventive health care – inputs and advise	40%
8.2	Curative healthcare	30%
9.	Primary Education	
9.1	Primary education	60%

No.	Area of service delivery	Prevailing level of access of urban poor households (in terms of % HHs that are able to access these services)
10.	Support for livelihoods	
10.1	Skill development training	7.5%
10.2	Micro-credit	6.5%

e. Please provide details on prevailing levels of secure tenure amongst urban poor.

No.	Area	Total estimated no. in the ULB	Total number of with secure tenure	% of households / micro- enterprise establishments with secure tenure
1	Secure tenure for place of dwelling, in terms of legal status	98208	46208	47.05%
2.	Secure tenure for place of work for micro-enterprises, in terms of authorisation of the locations of the enterprise	20000	6000	30 %

#### **TIMELINE FOR REFORMS**

a. The State Government and ULB must formulate and adopt vide a resolution a comprehensive policy on providing basic services to all urban poor which should include security of tenure and improved housing at affordable prices. The policy document should also cover other existing universal service mandates of the Government in the areas of education, health and social security. This policy document should lay down commitments to attain certain benchmark levels of access and standards of service delivery.

The policy document should be prepared with stakeholder involvement, be adopted and disseminated within 6 months of signing of the MoA under JNNURM, and a copy submitted to MoUD/MoHUPA. *Agreed.* 

Year3 Year4

Year5 Year6 Year7

#### BENEFICIARY IDENTIFICATION AND TARGETTING

- b. Conduct of House Hold (HH) level survey, covering all poor settlements (recognised slums, unrecognised slums, and informal clusters)
- c. HH level survey to cover infrastructure deficiency indicators and socio-economic deficiency indicators
- d. Creation of database, including identification of HHs for priority targeting of Schemes for household level benefit (such as livelihood, housing, social security, etc.)
- e. Ranking and prioritisation of clusters of urban poor settlements in a participatory manner
- f. Frequency of updation of database created

# Yes No Partly Year1 Year2 Year3 Year4 Year5 Year6 Year7 Year1 Year2 Year3 Year4 Year5 Year6 Year7 Every Two\_years

#### QUALITY OF SERVICES AND EXTENT OF ACCESS TO SERVICES

Specify the benchmark quality of services targeted for delivery to urban poor for each of the areas mentioned below. It is presumed that this quality of service is targeted for all urban poor. Cities should set progressive benchmarks so as to improve the quality of services rendered over the Mission period.

#### g. HOUSEHOLD LEVEL BASIC SERVICES

No.	Area of service delivery <sup>30</sup>	Quality Parameter	Target Quality Benchmark <sup>31</sup>	Level of access targeted in each year (in terms of % HHs of urbar poor that access services at the targeted quality benchmark)					•	
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
1.	Water Supply									
1.1	Household level	No. of hours of	8 to 10 Hours	-	5	10	20	30	40	50
	piped water	supply at reasonable								
	supply	pressure								
1.2	Public taps /	No. of hours of	8 to 10 Hours	-	5	10	20	30	40	50
	standposts	supply at reasonable								
		pressure								
		Avg. distance from								
		HH in metres								
1.3	Handpumps /	Avg. distance from	0 to 50 Metre	-	10	15	25	35	45	60
	Tubewells	HH in metres								
	(untreated ground									
	water source)									
1.4	Water Tanker	Response time on	1.5 hours			15	25	35	45	60
	supply	request in hrs.	wearing with							
			distance							
2.	Sanitation									
2.1	Household level	Type of toilet	Pour flush Toilet	-	-	5	10	20	30	50
	individual toilets	Type of conveyance	Sewer Line/							
		/ disposal system	Septic Tank							

<sup>&</sup>lt;sup>30</sup> As access to services is improved through better methods, levels of access through more basic methods will decrease. For e.g. as HHs with access to piped water will increase, HHs with access to tubewells / public taps / tankers will decrease.

<sup>&</sup>lt;sup>31</sup> To be defined by the ULB at the time of signing the MoA

No.	Area of service delivery <sup>30</sup>	Quality Parameter	Target Quality Benchmark <sup>31</sup>	Level of access targeted in each year (in terms of % HHs of u poor that access services at the targeted quality benchmark			•			
	denvery		201101111111111	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
2.2	Community toilets	Seats per population using them Avg. distance from	30 Person/ Seat 500 to 700 Metre	-	-	5	10	20	30	50
		HHs in m	300 to 700 Metre							
		Type of conveyance / disposal system	Sewer Line/ Septic Tank							
		Facilities for aged, women, children,	Free. & Special Toilet for women							
		disabled	& disabled							
3.	Housing									
3.1	Housing	Pucca housing for each household	12000	-	-	10	20	50	70	100
3.2	Night shelters / community shelters	Avg. distance to be traversed by homeless in m	03 to 04 K.M.	-	-	5	20	40	60	100

Please provide qualitative comments on above as appropriate....

#### h. **OTHER INFRASTRUCTURE SERVICES**

No.	Area of service delivery <sup>32</sup>	Quality Parameter	Target Quality Benchmark <sup>33</sup>	Target year in which all poor households shall have access to services at the target quality benchmark (State year of the Mission Period)
4.	Solid Waste Mar	nagement		
4.1	Street sweeping	Frequency of street sweeping	Every Alternate Day	Year -5
4.2	Waste	Avg. distance of HHs from bin in m	1K.M.	Year -5
	Collection	Frequency of lifting of waste from community bin	Every Alternate Day	Year -4
5.	Roads and Drain	18		
5.1	Provision of	HH level access (roads in front of	C.C. Inerlocking Tiles Road	Year -6
	pucca (all weather) roads	houses) Access of slum cluster to main roads	C.C. Inerlocking Tiles / Tarkol Road	Year -7
5.2	Provision of storm water drains	HH level access to covered drains	K.C. / U type Drain	Year -6
6.	Street Lighting			
6.1	Provision of street lights	Street illumination through out the year	Fixing / Tube Fitting	Year -6
7	Community Fac	ilities		
7.1	Aanganwadi /	Avg. distance of HHs from the	One K.M.	Year -7

<sup>&</sup>lt;sup>32</sup> As access to services is improved through better methods, levels of access through more basic methods will decrease. For e.g. as HHs with access to piped water will increase, HHs with access to tubewells / public taps / tankers will decrease.

<sup>&</sup>lt;sup>33</sup> To be defined by the ULB at the time of signing the MoA

No.	Area of service delivery <sup>32</sup>	Quality Parameter	Target Quality Benchmark <sup>33</sup>	Target year in which all poor households shall have access to services at the target quality benchmark  (State year of the Mission Period)
	creche	facility in m		
7.2	Community halls	Avg. distance of HHs from the facility in m	01 to 02 K.M.	Year -6
8.	Primary healthc	l are		
8.1	Preventive health care – inputs and advise	Frequency of visits by health worker / other modes of communication reaching the urban poor	Twice a Month visit of Health worker. Health Camp Once in Two Month	Year -5
8.2	Curative	Reliability of the service	90%	Year -7
	healthcare	Avg. distance of HHs from facility in m	02 to 03 K.M.	Year -7
9.	Primary Educati	ion		
9.1	Primary	Enrolment rate	70%	Year -7
	education	Drop out rate	10%	Year -7
		Avg. distance of HHs from facility in m	0 to 01 K.M.	Year -6
10.	Support for livel	ihoods		
10.1	Skill development training	Persons trained who pursue related occupation	15%	Year -7
10.2	Micro-credit	Access to participate in micro-credit group in the community	15%	Year -7

Please provide qualitative comments on above as appropriate....

Dovetailing of Education, Health, and Social welfare activites wil done along with project support to achieve the target

#### METHODS AND PARTICIPATION BY COMMUNITIES

i. State the areas, intended mechanisms and timelines for participation by communities of urban poor in the entire range of urban services and poverty alleviation programmes. (few examples are illustrated in the table)

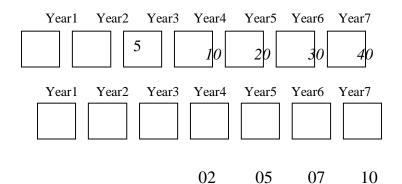
No.	Sector	Nature of Involvement	Community Mechanism	<b>Target Mission</b>	Targeted scale of
				year to start	activities by end of the
				initiative	Mission period
1.	Basic services –	Participatory planning at micro	Slum associations	Year 2	100% of all developments
	water supply,	level			in these sectors shall be
	sanitation				through such mechanism
2.	Roads and drain	Community contracting	Labour contract awarded to	Year 3	Atleast 50% of all such
	within slum		Slum association		contract through
	clusters				community contracting
3.	Water Supply	Maintenance of Hand Pump /	Mini Repair Work and	Year -5	70% Of Area Hand Pump
		Stand Post	Sanitation /Drainage to be		to be maintained in this
			Maintained by Neighbour hood		manner
			Committee/ Ward Level		
			Committee		
4.	Street Light	On /Off Street Light	Neighbour hood Committee /	Year-4	80% of area to be covered
			Ward Level Committee		through this system

5	Solid Waste	Monitring Contributery System	Neighbour hood Committee /	Year-6	80% of the urban poor
	Management	for Collection of Solid Waste	Ward Level Committee		areas
6-	Community Hall	Allottment and Maintenance	Community Develovement	Year-4	80% of the Community
			Socity (C.D.S.)		Halls

#### **SECURITY OF TENURE**

- j. Please state targeted percentage of urban poor households that would have Secure tenure of their place of dwelling.

  (state target % for each year of Mission Period)
- k. Please state targeted percentage of urban poor micro-entrepreneurs that would have secure tenure of their place of work (state target % for each year of Mission Period)



## OPTIONAL REFORMS<sup>34</sup>

 $<sup>^{34}</sup>$  IN CASE OF URBAN AGGLOMERATIONS WITH MULTIPLE ULBS, THE ULB RELATED REFORMS IN THIS SECTION SHOULD BE PROVIDED FOR EACH ULB IN THE JNNURM CITY SEPARATELY

#### O1-INTRODUCTION OF PROPERTY TITLE CERTIFICATION SYSTEM

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities towards putting in place an effective Property Title Certification System. The cities need to ensure proper management and record of all property holdings within the city. The new system should reflect authentic ownership at all points and information on holdings should be easily accessible.

#### BACKGROUND

#### 1. CURRENT STATUS

- a. What is the current system for-?
  - i. Property Registration<sup>35</sup>
  - ii. Transfer of Property<sup>35</sup>

The current system for property registration is provided in Registration Act, 1908 (Act No. 16 of 1908). A deed of transfer of property is typed or handwritten alongwith photographs of executants is presented before the Sub-Registrar. He registers it, keeps a photocopy as record and returns the original on the same day to the registrants.

b. Please indicate whether information on change of ownership (owing to transaction of property) or encumbrances is being captured? If so how? (For eg. is there information received from the Dept. of Stamp and Registration?)

Information is not captured automatically. The registrants presents his case before the concerned officer in the ULB for mutation of records.

c. Does the property registration system record the following-?

Status
i. Lien
ii. Court orders
P
If a copy is provided to the office

- 72 -

<sup>35</sup> Explain in detail the role of various institutions and the processes involved

iv.	Easements Restrictions	P P D
vi.	Encumbrances Lease Third party claims	P P P

d. Which Legislation is followed for registration and record of properties?

 $Registration\ Act,\ 1908\ (Act\ No.\ 16\ of\ 1908)$ 

e. What is the status of E-management of property records?

Activity	Already in place	Under implementation	Not done so far	Remarks
Assessment of properties using GIS			Р	
Electronic database of property records			Р	
Software application for regular upgradation of			Р	
records				
System for online registration			Р	
ILIS (Integrated Land Information System)			Р	

f. Provide Information on current status of Properties registration

Estimated number	of properties in the city <sup>36</sup> (a)	No. of properties on records in the Municipality <sup>2</sup> (b)	No. of disputed properties	Coverage Ratio(b/a*100)
425000		397000		96%

g. What is the basis for determination of ownership of a property (eg. a title deed)?

Title deed.		
Tille deed.		

h. Is it an absolute ownership or does the state guarantee the validity of transaction in any manner? Yes No

<sup>&</sup>lt;sup>36</sup> Please mention the method used for identifying these property figures

	The State Government keeps a rec the registered document on the req	ord of documents. In case of a dispute nuest of a property.	, parties approach	the civil court. The	State Gove	ernment m	ay provi	de a copy	v Oj
L	Is there a list of documents identifies the details.	ed to serve as evidence of change of ow	nership (Registrati	on deed, partition o	leed, settlem	nent deed	etc)? If y	ves please	gi
		List of evidence documents a. Registered Sale Deed b. Registered Lease Deed for more than 30 years. c. Partition Deed. d. Settlement Deed	Comments						
Г	What is the frequency of update of	property records? When was it done la	st'?						
    T	INE FOR ACTION ON REFORM	18							
L ii	INE FOR ACTION ON REFORM ndicate the mission year by which the	1S e following targets would be met-							
iı	LINE FOR ACTION ON REFORM ndicate the mission year by which the Listing of all the properties in the contract the contract of	e following targets would be met-		Year1 Year	2 Year3	Year4	Year5	Year6	Y
iı	ndicate the mission year by which the Listing of all the properties in the confinalisation of decisions on the new	e following targets would be met-		Year1 Year Year1 Year		Year4 Year4		Year6 Year6	
iı	Listing of all the properties in the c Finalisation of decisions on the new and legislative amendments  Amendment of legislation and notif	e following targets would be met- ity v registration system, state guarantee Not Possible			Year3		Year5	Year6	

е.	Inventory of all recorded properties ( after enquiry of titles and existing evidences)  Not Applicable	Year1 Year2 Year3 Year4 Year5 Year6 Year5
f.	Update of all the records to reflect current owner and preparation of a 'Register of Titles'	Year1 Year2 Year3 Year4 Year5 Year6 Year5
g.	Computerisation of all the property records against ownership	Year1 Year2 Year3 Year4 Year5 Year6 Year5
n.	Initiation of issue of Property Tax Certificate (on request) to the existing owners, accompanied by cancellation of all previous certificates  *Already being done*	Year1 Year2 Year3 Year4 Year5 Year6 Year5
i <b>.</b>	Setting up a system for regular upgradation of records (eg. MIS with links to all offices having bearing on land encumbrances)	Year1 Year2 Year3 Year4 Year5 Year6 Year5
j.	Setting up a system for online provision of information receipt (relating to transactions), dissemination and requests for certificates	Year1 Year2 Year3 Year4 Year5 Year6 Year5
Κ.	Timeline for achieving 100% registration of properties Section 17 of the Registration registration of a property. Government of India should make appropriate provisions in section	Act, 1908 does not provide any punishment for non 17 of the Act and make non-registration punishable.
	Year 1 Year 2 Year 3 Year 4 Year 9 Year 4 Year 9 Ye	r 5 Year 6 Year 7
l <b>.</b>	Any other reforms being undertaken (give details in the space provided)	Year1 Year2 Year3 Year4 Year5 Year6 Year5

#### O2- REVISION OF BUILDING BYELAWS TO STREAMLINE THE APPROVAL PROCESS

#### (For construction of buildings, development of sites etc.)

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities towards streamlining of the building approval process, with the broad objective of establishing a simple, transparent and lesser time-consuming process that encourages development.

#### **CURRENT STATUS**

- a. Which agency is responsible for preparing Building Byelaws? Chief Town and Country Planning department
- b. Which legislation governs the formulation of Building Byelaws and implementation of the regulation? U.P. Housing and Development Act 1956
- c. Explain the role of various agencies involved with building permission and sanction.

Agency	Role
a. Development Authority	In Development area submission and approval is done by concerned Development
	Authority and no objection certificate is taken from ULB
b. Housing Board	The area developed by Housing Board submission and approval is done by Housing
	Board
C Regulated Area	In Regulated Area's submission and approval is done by Prescribed Authority and NOC
	is taken from ULB
d $ULB$	Except above areas submission and approval is done by ULB

d. Explain in detail the existing process of building approval.

After submission of Building Plan to concerned authorities no objection certificate is taken from concerned Local Bodies, Fire department, Air port(if required), PWD, Revenue Department, Town Planning Department(if required). Time Limit for Approval is 30 days for Housing Plan and 90 days for Commercial plan. Appeal against disapproval can be made to competent authorities.

e.	Are the Building Byelaws uniform throughout the city? (If not, give details)	Yes	N		

e. How many regulation parameters does a building permission consider? List those.

List of Parameters Comments
a Land Use
B Ground Coverage

C Set Back
D Parking

f. When was the Building Byelaws last revised?

Year 2000

Indicate the level of modification by ticking agaisnt the following-

I	evel of Modification	Revision date	Detail of modification
i.	Radical changes (FSI, ground coverage etc)	Year 2000	
ii.	Minor Modifications	Year 2000	
iii.	Changes in approval process (If yes, specify)	Year 2000	

Under revised Building Bye-Laws in 2000, Government has made changes in the parameters i.e coverage, set back, building height, parking.

g.Detail out the extent of use of technology and computers in the process of building approvals as well as upkeep of records.

Integrated application software package has been developed for all the development authorities by awas bandhu.

g. Indicate the status of Building Approvals in the financial year 2004-2005-

1	Number of Applications received (before 30th Feb'2005)	7272
2	Number of Sanctions made within 1 month from date of receipt of the application	267
3	Number of Sanctions made within 2 months from date of receipt of the application	
		517
4	Number of Applications that took more than 2 months for approval	Nil
5	Average time taken for approval of a building	12 days

i. Please indicate the possible reasons for delay in the approval process

#### **TIMELINE FOR REFORMS**

Please indicate the mission year by which the following targets would be met-

a.	Consultation with stakeholders on modifications required to Building Byelaws -Done	Year1	Year2	Year3 Y	Year4 Y	Year5 Year6	Year7
b.	Identification and finalisation of modifications in the existing Building Byelaws in order to streamline the process of approval. (eg. outsourcing of certain activities etc) -Done	Year1	Year2	Year3 Y	Year4 Y	Year5 Year6	Year7
c.	Defining mitigation measures for risks from natural disasters as part of Building Byelaws, (including structural safety issues on basis of seismic zones)	Year1	Year2	Year3 Y	Year4 Y	Year5 Year6	Year7
d.	Amendment of the existing legislation to introduce the new Building Byelaws and notification - (Done)	Year1	Year2	Year3 Y	Year4 Y	Year5 Year6	Year7
e.	Dissemination of the new set of Building Byelaws through a website	Year1	Year2	Year3	Year4 Y	Year5 Year6	Year7

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f.	City level Worksho		ne queries of going process)	eneral publi	ic			Year1	Year2	Year3	Year4	Year5	Year6	Year7
g.	Setting up of an M			es having be	earing on bui	lding permiss	sion	Year1	Year2	Year3	Year4	Year5	Year6	Year7
h.	Start of Approval a	as per the new build	ding byelaws	(Done)				Year1	Year2	Year3	Year4	Year5	Year6	Year7
i.	Establishment of inbuilding plan appro- Interactive Voice F	ovals, through met	thods such as	_	• •	ı for		Year1	Year2	Year3	Year4	Year5	Year6	Year7
j.	Timeline for reduc	tion of average tim	ne taken for b	uilding sanc	etion									
		DCategory of buildings Residential Commercial	Year 1 30 days 30 days	Year 2 20 20	Year 3 10 15	Year 4 Time taken in 7 10	Year days 7 10		Year 6 7 10	Year : 7 10	7			
j.	Any other reforms	being undertaken	(give details i	n the space	provided)			Year1	Year2	Year3	Year4	Year5	Year6	Year7

# O3 - REVISION OF BUILDING BYELAWS TO MAKE RAINWATER HARVESTING MANDATORY IN ALL BUILDINGS TO COME UP IN FUTURE AND FOR ADOPTION OF WATER CONSERVATION MEASURES

#### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities to take sufficient steps towards promoting the use of rain water harvesting systems in cities by making it mandatory for building permission, with a long term objective of promoting conservation of water and ensuring sustainability of water resources.

#### **CURRENT STATUS**

a.	Is there any legislation for making Rainwater Harvesting mandatory in buil	dings? Yes No No
b.	If yes, please provide following details of the regulation-	
	i. Since when has it been adopted?	Year 2003
	ii. Is it a part of the building byelaws and mandatory for building sanction	s? Yes No No
	iii. Is it for all buildings?	Ye N
	iv. If no, what are the criteria adopted for selected plots or buildings?	
	Rain water harvesting is mandatory for only plot size of greater residential buildings.	r than 300 sq.meter for residential buildings and all non-

#### TIMELINE FOR ACTION ON REFORMS

Please indicate the mission year by which the following targets would be met-

a.	Final design of Rainwater Harvesting System and decision on end use	Year1	Year2	Year3	Year4	Year5	Year6	Year
b.	Preparation of draft building byelaws to reflect the mandatory clauses of Rainwater Harvesting.	Year1	Year2	Year3	Year4	Year5	Year6	Year
	(Done)							

c.	Amendment of the existing legislation to introduce the new Building byelaws and notification (Done)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
d.	Dissemination of the new set of Building Byelaws through a website (Done)	Year 1	Year2	Year3	Year4	Year5	Year6	Year7
e.	City level Workshops to address to the queries of general public  (It is on going process)	Year 1	Year2	Year3	Year4	Year5	Year6	Year7
f.	Start of Approval as per the new building byelaws (Done)	Year 1	Year2	Year3	Year4	Year5	Year6	Year7
g.	Any other reforms being undertaken (give details in the space provided)	Year1	Year2	Year3	Year4	Year5	Year6	Year7

# O4 - EARMARKING AT LEAST 20-25 PER CENT OF DEVELOPED LAND IN ALL HOUSING PROJECTS (BOTH PUBLIC AND PRIVATE AGENCIES) FOR EWS/LIG CATEGORY WITH A SYSTEM OF CROSS SUBSIDISATION

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities towards earmarking atleast 20-25 % of developed land in all housing projects (both public and private) for low income families in order to meet the housing needs of both EWS and LIG categories of population.

#### **CURRENT STATUS**

a. List the government / quasi-government institutions responsible for provision of housing in the city (eg. Development Authority, Housing Board, Housing Corporation etc).

S.No	Institution	Approx. no. of dwelling units created in previous financial year
1	Kanpur Development Authority	2000
2	Housing Board U.P.	

b. Please provide details on extent to which the private sector plays a role in housing development in the city

Information parameters	Estimates
Number of private developers in the city	9 have been registered
Approximate number of housing projects by private developers	40-50
for whom plans were sanctioned in last year	
Approximate number of dwelling units created by private	400-500
developers in above projects	

c.	Is there any legislation regarding mandatory reservation of certain percentage of land for EWS/LIG in housing projects? Yes	No	
d.	If yes, please provide the following details –		

i.	Percentage of developed land required to be reserved for EWS/LIG	

ii. Is it applicable to both government as well as private developments? Yes \_\_\_\_\_ No \_\_\_\_

#### **TIMELINE FOR ACTION ON REFORMS**

Please indicate the mission year by which the following targets would be met-

a. Decision on the extent of reservation (20-25%)

Year1 Year2 Year3 Year4 Year5 Year6 Year7

b. Amendment of the existing legislation and notification

Year1 Year2 Year3 Year4 Year5 Year6 Year7

c. Timeline to improve the percentage of reservation for EWS/LIG in housing projects

Year 1 Year 2 Year 3 Year 4 Year 5 Year 6 Year 7

Percentage of reservation (%)

d. Any other reforms being undertaken (give details in the space provided)

Year1 Year2 Year3 Year4 Year5 Year6 Year7

Housing Policy Statement for intregrated townships and high tech townships 10% plots are reserved for EWS and 10% for LIG.

### O5 - SIMPLIFICATION OF LEGAL AND PROCEDURAL FRAMEWORKS FOR CONVERSION OF AGRICULTURAL LAND FOR NON-AGRICULTURAL PURPOSES.

#### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities to take sufficient steps towards streamlining the process of conversion of agricultural land to non-agricultural purposes with the broad objective of establishing a simple, transparent and lesser time-consuming process that encourages development.

#### **CURRENT STATUS**

a. Explain in detail the current system for conversion of agricultural land for non-agricultural purposes (for areas coming under Development Authority as well as outside)

Owners of land gives an application for land use change to concerned development authority or regulated are Development authority invites objection from public, after due consideration of objections then board recommends to housing secretary for change of land use. Government decides the change of land use.

b. List out the number of agencies involved and their roles.

AgencyRoleA Development authorityRecommendationB CTCPTechnical adviceC GovernmentApproval

c. Which Legislation/s is/are being followed for conversion of agricultural land for non-agricultural purposes?

U.P Urban Planning and Development Act 1973

d. Has there been any attempt at simplification of the procedure of such conversions in the past? State 'yes' or 'no' and give details. No

What is the average time taken for conversion of la	nd from agricultural to	
i. Residential use-	Time is not specified in a	ect.
ii. Other use (Industrial, commercial etc)-	Time is not specified	d in act.
iii.	L	
Please indicate the possible reasons for delay in the	process for conversion of agricultural	land for non-agricultural purposes
Cinca than is no time from at account stage	therefore delay occurs	
Since there is no time frame at every stage	, therefore delay occurs.	
Since there is no time frame at every stage	, therefore delay occurs.	
Since there is no time frame at every stage	, therefore delay occurs.	
INE FOR ACTION ON REFORMS	, therefore delay occurs.	
INE FOR ACTION ON REFORMS  Not Applicable  Finalise on modifications in the existing procedure		Year1 Year2 Year3 Year4 Year5 Year6
INE FOR ACTION ON REFORMS	in order to streamline	Year1 Year2 Year3 Year4 Year5 Year6  Year1 Year2 Year3 Year4 Year5 Year6
INE FOR ACTION ON REFORMS  Not Applicable  Finalise on modifications in the existing procedure and standardise the process of conversion.	in order to streamline	
INE FOR ACTION ON REFORMS  Not Applicable  Finalise on modifications in the existing procedure and standardise the process of conversion.  Amendment of the existing legislation and notificat	in order to streamline	
Not Applicable Finalise on modifications in the existing procedure and standardise the process of conversion.  Amendment of the existing legislation and notificat Dissemination of the new process through a website	in order to streamline	Year1 Year2 Year3 Year4 Year5 Year6  Year1 Year2 Year3 Year4 Year5 Year6
INE FOR ACTION ON REFORMS  Not Applicable  Finalise on modifications in the existing procedure and standardise the process of conversion.	in order to streamline	Year1 Year2 Year3 Year4 Year5 Year6

g.	Start of conversions as per the new legislation				Year1	Year2 Y	Year3 Year4	Year5	Year6	Year7
h.	Average average time taken for conversion of land Year 1		over the Miss  Year 3	ion Period  Year 4	Year 5	Year 6	Year 7			
	Time taken in months									
i.	Any other reforms being undertaken (give details in th	e space provided	)	Year	Year2	Year3 Y	ear4 Year5	Year6	Year7	
						-				

## O6 - INTRODUCTION OF COMPUTERIZED PROCESS OF REGISTRATION OF LAND AND PROPERTY<sup>37</sup>

#### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities undertake steps to computerise the process of registration of land and property, so as to deliver efficient, reliable, speedy and transparent services to citizens.

#### **CURRENT STATUS**

a. Explain in detail the prevailing process of getting a property or land registered?

Registration of property is done in 347 Sub-Registrar's office. In 241 offices, it is performed manually. However, in 106 district level Sub-Registrar's offices, record of registration of documents is being created on PRERNA software developed by NIC from 01.08.2006. Necessary amendments have been made in Indian Stamp Act, 1899 and Registration Act, 1908 and rules.

- b. To what extent is the present system computerized
  - i. Is there a computerized record of registered properties? Yes \_\_\_\_\_\_ No
  - ii. Can the property holder register through internet? Yes

#### **TIMELINE FOR REFORM**

a. Indicate the target year for conversion to an electronic process of registration

Year 1 Year 2 Year 3 Year 4 Year 5 Year 6 Year 7

A project for conversion of photocopy process of registration of documents to electronic process of registration of documents has been submitted to Ministry of Rural Development, Government of India. The process of conversion shall be started in a phased manner.

<sup>&</sup>lt;sup>37</sup> Related process improvements and reforms measures are expected to be covered under the Reforms for Property Title Certification.

#### O7- BYELAWS ON REUSE OF RECYCLED WATER

#### **DESIRED OBJECTIVE/S**

JNNURM requires the cities frame byelaws related to reuse and recycling of waster water, so as to conserve water resources.

<b>CURRENT</b>	<b>STATUS</b>

Is there	any byelaw pertaining to reuse of recycled water? Yes No
If yes, p	please provide following details –
i.	Since when has it been adopted?
ii.	Is it a part of the building byelaws? Yes No
iii.	Which legislation stipulates it?
Mentio	n its coverage and specifications in brief

#### TIMELINE FOR ACTION ON REFORMS

Final design and decision on end use of a Waste Water Recycling System Year2 Year3 Year4 Year5 Year6 Year 7 a. Year1 Preparation of draft building byelaws to reflect the mandatory clauses of such a system Year2 Year5 Year6 Year 7 b. Year1 Year3 Year4 Amendment of the existing legislation to introduce the new Building Byelaws and procedures Year3 Year6 Year 7 Year1 Year2 Year5 c. Year4

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d.	Dissemination of the new Building Byelaws through a website	Year1 Year2 Year3 Year4 Year5 Year6 Year
e.	City level Workshops to address to the queries of general public	Year1 Year2 Year3 Year4 Year5 Year6 Year
f.	Start of Approval as per the new Byelaws	Year1 Year2 Year3 Year4 Year5 Year6 Year7
g.	Any other reforms being undertaken (give details in the space provided)	Year1 Year2 Year3 Year4 Year5 Year6 Year7

#### **08-ADMINISTRATIVE REFORMS**

#### **DESIRED OBJECTIVE/S**

JNNURM requires the administrative reforms are undertaken in ULBs and other institutions engaged in urban sector management. Such administrative reforms should include – instituting better human resource management sytems, reduction in establishment expenditure by introducing voluntary retirement schemes, non-filling up of posts falling vacant due to retirement, extensive use of outsourcing, performance review and management mechanisms, etc., and achieving specified milestones in this regard.

#### **CURRENT STATUS**

#### STAFF DETAILS AND HUMAN RESOURCE MANAGEMENT

§ Please give the following details-

Item	Class 1 staff	Class II Staff	Class III staff	Class IV staff	Remarks, if any
Total staff in the Corporation/ ULB	18	15	637	5744	
Permanent/Regular posts	21	29	965	8493	
Occupied posts	18	15	637	4933	
Temporary staff			21	811	
Technical staff	8	12	79	346	
Non technical staff	10	3	558	5398	
Vacant posts	03	14	328	3560	
Number of new posts created in the past five years					
Number of recruitments done against the above posts					
Number of posts fallen vacant due to retirement during	04		110	838	
the past five years					
Number of recruitments done against the above posts					
Number of retirements expected in the next five years.	03	04	280	463	

§ Detail out the Initiatives taken for HR management and performance management under taken in the past two financial years NIL

Initiative	Date	Details	Achievements
Reduction in establishment cost	Since Year 2002	No Recruitment has been done on the vacant post since last four years to reduce the establishment cost.	E.C Reduced

#### STAFF- TRAINING

b. List down the Initiatives taken for staff training in the past

Initiative	Date	Details	Achievements
Computer training in staff	Done	Computer training	Capacity Building

#### ESTABLISHMENT EXPENDITURE

c. Total Establishment expenditure over the past five years

Particulars	FY 2001- 02 (Rs.)	FY 2002- 03 (Rs.)	FY 2003- 04 (Rs.)	FY 2004- 05 (Rs.)	FY 2005-06 (Rs.)	CAGR
Salaries, Wages and Bonus	5982.19	6686.35	6492.92	6280.75	6413.76	
Benefits and Allowances						
Pension	1452.61	604.83	1102.38	1565.25	1803.15	
Other Terminal & Retirement Benefits						
Total establishment expenses	7434.80	7291.18	7594.80	7846.00	8216.91	
Total Establishment expenses as % of Total Revenue Income	41.53%	45.13%	58.52%	55.08%	58.35%	

d. List down the initiatives taken for reduction in Establishment Expenditure (if any) in the past

Initiative	Date	Details	Achievements
Due to ban on appointment	Done	Ban	4.86 Crores

#### TIMELINE FOR ACTION ON REFORMS

a. Please identify the steps you wish to take in order to bring about the following. A few steps are being suggested here.

Area of Reform	Proposed steps	Targeted Year in the mission period	
a. Rationalisation in staff & Human Resource	To assess the loopholes in the existing staff	Year 4	
Management	Change in staffing policy		
Suggested steps:	Efficiency development programmes		
§ Identification of loopholes in the existing staffing			
§ Draft Proposal for changes in staffing policy			
§ Draft Proposal for reforms in performance evaluation			
system			
§ Employee Consultation			
§ Discussion with various ULB Departments			
§ Cabinet Approval			
§ Preparation of Enabling Legislation			
b. Staff Training	Training to technical and non-technical staff	Year 4	
Suggested steps:	Identification of training Instts.		
§Assessment of training needs	Providing Training		
§ Finalisation of training curriculum			
§ Selection of Agencies to provide training			
§ Conduct of training			
§ Training programs identified			
c. Reduction in Establishment Expenditure	Privatisation of Solid Waste Management, street light, parking areas	Year 3	
Suggested steps:			
§ Outsourcing certain functions			
§ Higher capacity utilisation			
§Energy saving			
§ Cost control targets			
d. Continuity of tenure of key decision makers			
Suggested steps:			
§ Minimum average tenure of Municipal Commissioner			
e. Management review systems	By monthly by Board	3 <sup>rd</sup> Year	
Suggested steps:	Monthly review meeting by Municipal Commissioner/ EC and Mayor.		
§ Periodic review by Mayor & Municipal Commissioner	Weekly renewed by administrative/executive officer		

Area of Reform	Proposed steps	Targeted Year in the mission period
§ Generation of Daily / Weekly / Monthly and Quarterly Performance reports on – Financial, Service delivery and Capital Projects	Daily renewed by HOD.	

b. Please give the identified milestones with respect to rationalisation / redeployment in number of staff against the mission year

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Number of staff				Р			

c. Please state by when the ULB shall evolve a detailed Training Plan for its staff. At what frequency such plan shall be reviewed.

Not yet planned

d. Please give the identified milestones for reduction in establishment expenditure against the mission year NA

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted reduction in Establishment Expenditure (as % of Total Revenue Income)			1	1.5	2.5	3	4

e. Ensuring stability of tenure( minimum 2 years) for Municipal Commissioner/executive Officer and other municipal functionaries/staff( commitment to be given by state) NA

Year1	Year2	Year3	Year4	Year5	Year6	Year7

# **O9- STRUCTURAL REFORMS**

### **DESIRED OBJECTIVE/S**

JNNURM requires the structural reforms are undertaken in ULBs and other institutions engaged in urban sector management. Such structural reforms should include – reviewing and revamping the organisation structure of the ULBs to align it to current requirements, decentralisation within the ULB where necessary, creation of trained cadres of municipal staff in specific technical disciplines, improved coordination mechanisms amongst city level agencies, etc. and achieving specified milestones in this regard.

#### **CURRENT STATUS**

Does	s the ULB operate through Zonal Offices? If yes, give the foll	owing details-	
	i. How many such offices exist in the city?	Nil	
	ii. What functions do they perform and what powers do	they yield ?	

c. Please state the specific cadres of staff that are employed in the ULB.

Cadre of staff	Functional area they are employed in	Method of selection	Average tenure in one ULB
	the ULB		
IV th Class	ULB	By selection Committee	up
Administrative	Administrative	UPPSC	3-5 yrs
Cadre			
Clerical staff	Clerical	Local	15 yrs

d.	List role of ULB i	n other city level	parastatal agencies.	(for e.g.	representation on board	, membership in coordination	committees, etc.)

Municipal Commissioner is a member in KDA, KJS, DUDA,	

# TIMELINE FOR REFORMS

a. List sets of initiatives planned within the ULB organisation (for e.g. reallocation of functions within the ULB departments, alignment of sub-ULB level geographic jurisdictions of various departments with ward boundaries, decentralisation of functions, etc.)

Initiative for Organisational structural improvements	Target Date
	2009
Zonal System	
Ward Level System	2009

b. List sets of initiatives planned for inter-agency coordination and accountability amongst city level agencies

Initiatives for inter-institutional structural reforms	Target Date
Coordination Committee	Year 3

c. List State level structural reforms to be undertaken for creation of cadre of municipal staff for different technical disciplines.

Initiatives for creation of cadres of municipal staff within the State	Target Date
Cadre review under progress	June 2007

# O10 - ENCOURAGING PUBLIC PRIVATE PARTNERSHIP

#### **DESIRED OBJECTIVE/S**

JNNURM requires the cities widely deploy public-private partnership models for more efficient delivery of civic services. Cities should explore wide array of options available for such partnerships and deploy those that optimal in meeting the needs and priorities of its citizens.

#### **CURRENT STATUS**

a. List down the key initiatives in PPP, including outsourcing of services undertaken in the ULB during the past five years.

Initiative	Date	Details	Achievements

b. List down the State level regulatory and policy initiatives planned for encouraging and deepening PPP in urban services

Regulatory / Policy changes	Target Date	Intended impact
Solid Waste Management through PPP		Improved service delivery
Maintenance of parks through PPP		Improved service delivery
Parking places through PPP		Improved service delivery

c. List down the city level project initiatives planned through PPP in the next three years.

Project	Target Date	Mode of PPP
Property Tax Solid waste management Street lighting	Year5	

# Checklist for the 'Urban Reforms Agenda' under JNNURM

NAGAR NIGAM LUCKNOW

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# STAKEHOLDER CONSULTATIONS FOR REFORMS

#### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities to commit to reforms after effective consultations held across agencies and institutions involved in undertaking these reforms. It should be ensured that meaningful consultations are held at both the State and City levels on the reforms agenda, prior to the Memorandum of Agreement being entered into with the MoUD, Government of India.

#### **DETAILS OF CONSULTATIONS**

Please provide the list of agencies / stakeholders consulted

S.No	Stakeholders Consulted (Name position and agency / institution)
1	State Cabinet
2	Departments of the State Government
3	Elected representatives of the municipal bodies
4	Officers of the municipal corporations and other urban local bodies

Please specify consultations held and dates of such meetings / workshops

Various workshops were organised by Regional Centre for Urban Environmental Studies, Lucknow, Government of India which were well attended by officers of the municipal corporations and other urban local bodies. The reform agenda was explained and feedback taken from each of them. The reform agenda has been put up before the board of the municipal corporations and other urban local bodies and the board's approval has been obtained. Since, the reform agenda required inputs from other departments, like Stamp and Registration department, as well, meetings were held with various departments. Concurrence of the finance and planning departments was also obtained on the reform agenda. Finally, the nod of the state cabinet was obtained to finalise the reform agenda. The state of Uttar Pradesh is thus fully committed to the reform process as envisaged by Government of India.

# $M_{ m and atory}$ Reforms at the level of the State Government

# S1. IMPLEMENTATION OF THE 74TH CONSTITUTIONAL AMENDMENT ACT

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in implementing the 74<sup>th</sup> Constitutional Amendment Act in its letter and spirit. The State should ensure meaningful association and engagement of Urban Local Bodies in the entire gamut of urban management functions, including but not limited to the service delivery function by parastatal agencies. Over a period of seven years, the Mission aims to ensure that all special agencies that deliver civic services in urban areas to ULBs are either transferred and / or platforms are created for accountability to ULBs for all urban civic service providers in transition.

#### **CURRENT STATUS**

a. Please indicate the status of implementation of the following as per the Act:

i. Constitution of municipalities, and last when	Yes No Election were held in October-November 2006
ii. Composition of municipal councils, and last when	Yes No  Elections were held in October-November 2006 for 12 Municipal Corporation.192 municipalities and 417 Nagar Panchayats
iii. Reservation of seats for women, SCs and STs	Yes No Seats in municipal elections are reserved as per constitutional provisions.
iv. Constitution of District Planning Committees (DPCs)	Yes No  UP District Planning Committee Act, 1999 has been enacted, DPC formation under process.
v. Constitution of Metropolitan Planning Committee (MPCs)	Yes No The UP Nagar Nigam Adhiniyam, 1959 in section 57-A provides for constitution of MPC. The rules of MPC are being framed.
vi. Incorporation of Schedule 12 into the State Municipal Act	Yes No They were incorporated into the Act on $30^{th}$ May, 1994.

b. Please indicate which of the functions of Schedule 12 have been incorporated into the State Municipal Act and transferred to ULBs by indicating a Yes or No against columns 'c' and 'd'

No.	Functions listed in 12 <sup>th</sup> Schedule	Incorporated in the Act <sup>1</sup>	Transferred to ULBs <sup>2</sup> *
a	В	С	d
1	Urban Planning including town planning	✓	Partly
2	Regulation of land-use and construction of buildings	Partly	Partly
3	Planning for economic and social development	No	No
4	Roads and bridges	✓	Partly
5	Water supply- domestic, industrial and commercial	✓	Partly
6	Public health, sanitation, conservancy and SWM	✓	Completely
7	Fire services	No	No
8	Urban forestry, protection of environment and ecology	✓	Partly
9	Safeguarding the interests of weaker sections society including the handicapped and mentally retarded	✓	Partly
10	Slum improvement and upgradation	✓	Partly
11	Urban poverty alleviation	✓	Partly
12	Provision of urban amenities and facilities- parks, gardens and playgrounds	✓	Completely
13	Promotion of cultural, educational, and aesthetic aspects	✓	Completely
14	Burials and burial grounds, cremations, cremation grounds and electric crematoriums	✓	Completely
15	Cattle pounds, prevention of cruelty to animals	✓	Completely
16	Vital statistics including registration of births and deaths	✓	Completely
17	Public amenities including street lighting, parking lots, bus stops and public conveniences	<b>√</b>	Completely
18	Regulation of slaughter houses and tanneries	✓	Completely

<sup>\*</sup> ULBs have been performing these functions earlier.

In case of any of the above functions have not been transferred or transferred only partly, please specify the other agencies involved and its role vis-à-vis c. ULBs.

Regulation of land use & construction of buildings	Except 133 Municipal areas where development authorities and regulated area authorities are performing this function, ULBs in remaining 495
	towns are doing this function.

<sup>&</sup>lt;sup>1</sup> Indicate as either: Completely, No, or Partly <sup>2</sup> Indicate as either: Completely, No, or Partly

Urban Planning including Town Planning	Same as above
Water Supply	Except Urban areas covered under 5 water works and 2 regional water works, all ULBs are performing this function.
Roads and Bridges	Except roads owned by PWD, all other roads are constructed and maintained by ULBs.
Urban forestry	State Forest Department
Safeguarding the interest of weaker sanction	Social Welfare Department, State Urban Development
Slum improvement and upgradation	State Urban Development Agency
Urban poverty alleviation	State Urban Development Agency

d. Please indicate whether the transfer of functions has been accompanied by transfer of sta
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Yes	No	Partly

If no, please specify the extent to which ULBs have been given powers and resources to recruit staff for managing transferred functions.

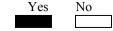
The municipal staff belongs to the centralized or the non-centralised cadre. Recruitment to the centralized staff positions are done through the State Public Service Commission and the Subordinate Staff Selection Board. Recruitment to the non-centralised positions are done at the ULB level.

- e. If the DPC/MPC has been constituted, please attach a copy of the Act.
  - DPC has been constituted under the UP District Planning Committee Act, 1999. The UP Nagar Nigam Adhiniyam, 1959 in section 57-A provides for constitution of MPC.
- f. If the DPC/MPC has not been constituted, has the legislative process for their constitution been initiated? Please specify status, if the process has been initiated.



- g. Please indicate the status of SFC have they been constituted? When was the last SFC constituted?

  Third SFC has been constituted by the Government as per GO No. R.G.-2046/Dus-2004-70-2004 dated December 23, 2004 issued by Finance department.
- h. Please indicate whether SFCs submitted their recommendations. If yes, what is the status of implementation?



There were 61 recommendations made by  $1^{st}$  SFC of which 46 recommendations were totally accepted and 3 were accepted with modifications by the State Government. The  $2^{nd}$  SFC submitted 134 recommendations of which 98 recommendations were totally accepted, 6 were partially accepted and 8 were accepted with modifications by the State Government. 22 recommendations were rejected. The main recommendation was regarding devolution of funds from the tax revenues of the state which was accepted by the State Government.

#### **TIMELINE FOR REFORMS**

a.	If elections to the municipalities have not been held, Please indicate when this will be held.  Elections have been held.	Year1 Year2 Year3 Year4 Year5 Year6 Year7
<u>DISTR</u> b.	ICT PLANNING COMMITTEE / METROPOLITAN PLANNING COMMITTEE If the answer to 1(e) (i) is no, then please provide a time schedule for constituting the DPC/MPC. (Indicate year for enactment of Act in box)  Provision for constituting DPC/MPC has been made in the Act. Please provide timelines for steps leading up to enactment of legislation for cons	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	DPC will be made functional in 2007-08. Process for formation of MPC will st At present, four municipal councillors and municipal commissioner are m Divisional Commissioner. The representation of the local body is about 40%. I functional forward will be again reviewed after six months.	embers of the board of the development authority chaired by

Please specify the reasons for delay, if any.

#### STATE FINANCE COMMISSION

c. Please provide timetable for constitution of SFC, acceptance and implementation of its recommendations

Recommendations of 2 SFC's constituted earlier have already been implemented by the State Government. The recommendations of the  $3^{rd}$  SFC would be available by 2007. The acceptance and implementation of its recommendation would follow in the year 2007-08.

CONVERGENCE OF URBAN MANAGEMENT FUNCTIONS

- d. Resolution<sup>3</sup> by Government expressing commitment to implement the 74<sup>th</sup> Amendment Act<sup>4</sup> with respect to convergence of urban management functions with ULBs (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) *Agreed.*
- e. Please provide timeline in years of when the State plans to complete the transfer of the following functions<sup>5</sup>

No.	Functions listed in 12 <sup>th</sup> Schedule	Gov. Resolution	Cabinet Approval	Amendment of State/Municipal Acts	Implementation
1	Urban Planning including town planning	There are 628 ULBs in the State. This function is performed by all except 133 where this is done by the concerned Development Authorities Regulated Areas. By 7 <sup>th</sup> year, it will be extended to all ULBs.			oment Authorities and
2	Regulation of land-use and construction of buildings			perform this function. B cipal Corporation Act.	y 7 <sup>th</sup> year, amendment
3	Planning for economic and social development	2009-10	2009-10	2009-10	2010-11
4	Roads and bridges	Already with U	JLBs.		
5	Water supply- domestic, industrial and commercial	Already with U	JLBs.		
6	Public health, sanitation, conservancy and SWM	Already with ULBs.			
7	Fire services	2009-10	2010-11	2011-12	2011-12
8	Urban forestry, protection of environment and ecology	Done	Done	Done	2010-11
9	Safeguarding the interests of weaker sections society including the handicapped and mentally retarded	Done	Done	Done	2008-09
10	Slum improvement and upgradation	Done	Done	Done	2006-07
11	Urban poverty alleviation	Done	Done	Done	2006-07
12	Provision of urban amenities and facilities- parks, gardens and playgrounds	Already with U	JLBs.		
13	Promotion of cultural, educational, and aesthetic aspects	Already with U	JLBs.		
14	Burials and burial grounds, cremations, cremation grounds and electric crematoriums	Already with ULBs.			
15	Cattle pounds, prevention of cruelty to animals	Already with ULBs.			
16	Vital statistics including registration of births and deaths	Already with U	JLBs.		
17	Public amenities including street lighting, parking lots, bus stops and public conveniences	Already with U	JLBs.		

<sup>3</sup> In case of issues to be decided at the State Government level, a 'Resolution' would imply the resolutions passed by State Legislative Assembly/Cabinet. Similarly in case of issues to be decided at the city level, 'Resolution' would imply the resolutions passed by the Municipal Council

<sup>&</sup>lt;sup>4</sup> Note: This can be done by way of unbundling of services. e.g. parastatals or other agencies may operate, maintain, own assets and collect user charges for delivery of these municipal services, so long as they are accountable to ULBs. Service levels should be fixed by ULBs. The ULBs should be empowered and capacitated to ensure delivery of services at the defined level by the service provider/s, through the mechanisms of contractual arrangements. Such mechanisms are consistent with the reforms envisaged under the 74<sup>th</sup> Constitutional Amendment Act)

<sup>&</sup>lt;sup>5</sup> Specify NA where not applicable. The list should correspond to items specified in table under 1. b. as those either partly or not transferred to ULBs.

No.	Functions listed in 12 <sup>th</sup> Schedule	Gov. Resolution	Cabinet Approval	Amendment of State/Municipal Acts	Implementation
18	Regulation of slaughter houses and tanneries	Already with U	JLBs.		

f. Specify approaches intended to be adopted by State Government to achieve convergence of urban management functions into the functioning of ULBs, please specify the methods.

The parastatals and other government departments working in the municipal limits would be made accountable to the concerned ULBs. Presently, the planning function is handled by the Development Authorities. It has been mentioned that this function is proposed to be transferred in the seventh year. However, the commitment to bring this date forward will again be reviewed after six months.

# S2. INTEGRATION OF CITY PLANNING AND DELIVERY FUNCTIONS

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in the area of institutional convergence at the city level, with an objective to assign or associate elected ULBs with "city planning and delivery functions". During the Mission period, JNNURM envisages that the process of planning and delivery of all urban infrastructure development and management functions and services will converge with the functioning of the ULBs. <sup>6</sup>

#### **CURRENT STATUS**

a. Specify agency / agencies involved in planning of urban development and delivery of infrastructure services.

Sector	Agency undertaking planning	Agency/ agencies undertaking delivery of services	Prevailing role of ULB/s in planning vis-à-vis respective sectors
For e.g. Land-use management	ULBs and Development Authorities	ULBs and Development Authorities	Both agencies function independent of each other
Town planning	ULBs and Development Authorities	ULBs and Development Authorities	In the board of the development authority, Municipal Commissioner and 4 municipal councilors are members.
Traffic and Transport services	State Government	State Government	None
Water supply and sewerage	ULBs/Jal Sansthan	ULBs/Jal Sansthan	Performed by ULB and Jal Sansthan. Mayor is the chairman of Jal Sansthan
Solid Waste Management	ULBs	ULBs	Performed by ULB

b. Please specify the agency that coordinated the preparation of CDPs under the JNNURM in the Mission cities.

Regional Center for Urban and Environmental Studies, Lucknow..

C.	Please indicate whether the Master Plan and / or CDP has been approved by the ULB/s vide a speci	fic resolution.
•.	rease marcare whether the master rain and of CBr has seen approved by the CBB/s vide a speci	ile resolution.



<sup>&</sup>lt;sup>6</sup> Such integration is all the more critical in cities / urban agglomerations where there are multiple ULBs, vis-à-vis a single parastatal agency engaged in spatial planning, trunk infrastructure development and provision of network services (for e.g. water supply, sewerage or transport)

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a.	Please indicate whether the city pl	ans have been placed befo	re the Metropolitan Planning	Committee (MPC)/ Disti	rict Planning C	ommittee (DPC).
					Yes	No

Tes No

e. Please indicate agency, if any, responsible for planning and coordination of Heritage conservation.

\*Tourism Department, Government of Uttar Pradesh and Archaeology department, Government of Uttar Pradesh.

#### **TIMELINE FOR REFORMS**

- a. Resolution by Government expressing commitment to assign or associate ULBs with the city planning function. Please indicate timeline.

  There are 628 ULBs in the State. This function is performed by all except 133 where this is done by the concerned Development Authorities and Regulated Areas. By 7<sup>th</sup> year, it will be extended to all ULBs.
- b. If the answer to (d) above is 'No', please indicate a timeline of when the city plans will be placed before the MPC/DPC

Year1	Year2	Year3	Year4	Year5	Year6	Year7

c. Please indicate sequence of steps to integrate ULB/s with the city planning function.

Areas of planning <sup>7</sup>	Steps to integrate ULB/s with the	Targeted year of the Mission period
	planning function	
Land-use and spatial planning	Already been done by most ULBs except areas covered by 133 Development Authorities and Regulated Area. The plan prepared by Development Authorities would be placed before the board of ULB for approval.	2011-12. This date will again be reviewed after six months.
Development of new areas	Same as above	2011-12. This date will again be reviewed after six months.
Basic infrastructure services, such as  water supply, sewerage sanitation	Already with ULBs.	N.A.
Traffic and transport services	Not Possible	N.A.

<sup>&</sup>lt;sup>7</sup> The areas of planning should cover all aspects of urban development and management

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Renewal of inner city areas	Already with ULBs	N.A.
Heritage conservation	Already with ULBs	N.A.
Building regulation	Already been done by most ULBs except areas covered by 133 Development Authorities and regulated area. The plan prepared by Development Authorities would be placed before the board of ULB for approval.	2011-12. This date will again be reviewed after six months.
Socio-Economic planning	Amendment would be made in the relevant Acts	2010-11

d. Please indicate sequence of steps to integrate ULB/s with the delivery of services.

Areas of service delivery <sup>8</sup>	Steps to integrate ULB/s with the service delivery function	Targeted year of the
		Mission period
Urban Planning including town planning	This function is performed by all except 133 where this is	2011-12. This date will
	done by the concerned Development Authorities and	again be reviewed after six
	Regulated Areas. The plan prepared by Development	months.
	Authorities would be placed before the board of ULB for	
	approval.	
Regulation of land-use and construction of	This function is performed by all except 133 where this is	2011-12. This date will
buildings	done by the concerned Development Authorities and	again be reviewed after six
	Regulated Areas. The plan prepared by Development	months.
	Authorities would be placed before the board of ULB for	
	approval.	
Planning for economic and social development	Amendment to be made in the relevant Acts	2010-11
Roads and bridges	Already with ULBs	N.A.
Water supply- domestic, industrial and	Already with ULBs. 7 Regional Water Boards would also	2008-09
commercial	be integrated with ULBs.	
Public health, sanitation, conservancy and SWM	Already with ULBs	N.A.
Fire services	Functions and functionaries will be transferred	2011-12
Urban forestry, protection of environment and	The ULB would perform this function in consultation with	2010-11
ecology	the State Forest department.	
Safeguarding the interests of weaker sections	The ULB would perform this function in consultation with	2008-09

<sup>8</sup> The areas of service delivery should correspond to all areas listed under Schedule 12 of the 74<sup>th</sup> Constitutional Amendment Act

society including the handicapped and mentally retarded	the Social Welfare department.	
Slum improvement and upgradation	State Urban Development Authority would work in consultation with and under guidance of ULBs.	2006-07
Urban poverty alleviation	State Urban Development Authority would work in consultation with and under guidance of ULBs.	2006-07
Provision of urban amenities and facilities- parks, gardens and playgrounds	Already with ULBs	N.A.
Promotion of cultural, educational, and aesthetic aspects	Already with ULBs	N.A.
Burials and burial grounds, cremations, cremation grounds and electric crematoriums	Already with ULBs	N.A.
Cattle pounds, prevention of cruelty to animals	Already with ULBs	N.A.
Vital statistics including registration of births and deaths	Already with ULBs	N.A.
Public amenities including street lighting, parking lots, bus stops and public conveniences	Already with ULBs	N.A.
Regulation of slaughter houses and tanneries	Already with ULBs	N.A.

- e. Any other related reform steps being undertaken to achieve institutional convergence (please use additional space to specify the details and corresponding timelines targeted)
  - Development Authorities and Regulated area are directed to obtain N.O.C form Concerned ULB's before approval of building plan.

# S3. RENT CONTROL REFORMS

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in area of rent control legislation, with the objective of having a system that balances the rights and obligations of landlords and tenants to encourage construction and development of more housing stock, as well as promoting an efficient and robust rental/tenancy market, so as to improve the availability of housing across all income categories.

#### **CURRENT STATUS**

- a. Please provide a short note on the present Rent Control Legislation, which provides the following details:
  - i. rights of landlord to get possession back

This is provided for in U.P. Urban Buildings (Regulation of Lettings, Rent and Eviction) Act, 1972. Section 21 of the said Act provides that on application of the landlord, the prescribed authority, if he is so satisfied, would get the whole or part of the property evicted.

- ii. rights of tenants to continue their tenancy
  - This is provided for in section 24 of the above Act. The tenant would give an application to the Prescribed Authority or the District Judge. The said authority after considering the provisions as specified in the Act may allow the tenant to continue his tenancy.
- iii. obligations of tenants with regard to regular rental payments/ maintenance of tenanted property/ adherence to lease agreements, if present No provision in the Act.
- iv. provision for periodic review of rentals, in accordance with market conditions

No provision in the Act.

v. fixing of Standard Rents, periodicity of review, and dispute resolution mechanisms

This is provided for in section 9 of the above Act. On an application of the tenant, the District Magistrate after considering the amenities available in the said house would fix the rent. Periodicity for review is not specified. Dispute resolution mechanism is provided for in section 18 of the Act. Disputes are settled by the District Magistrate. Appeals against the order of the District Magistrate can be made in the court of District Judge

- b. Please indicate whether you have adopted the Model Rent Control Legislation circulated by GOI:
  - i. Adopted as is



	iii.	Please specify	y year of adoption	l		N.A		
Please in	ndicate the	number of prop	erties under Rent	Control Act	Data no	t available		
Please in	ndicate wh	ether Rent Cont	rol Act applies to	new construction & 1	new tenancies	Yes	No	
Please in	ndicate wh	ether there are a	ny special provisi	ions for weaker section	ons of society	Yes	No	
Please in	ndicate the	number of rent	control cases pen	ding in various courts	s related to JNNUR	M cities	Арр	proximately 720
Please in	ndicate the	annual trend in	new cases being	filed related to rent co	ontrol	2002-03 241	2003-04	2004-05 2005-06 166 126
s there			ing guidelines to rief description b	fix rents on the basis elow)	of market rates for	existing tenanc	ies	Yes No

# **TIMELINE FOR REFORMS**

a.	Resolution by Government expressing commitment to establish new Rent Control system (I of MOA under JNNURM and a copy submitted to MOUD.) Please indicate timeline.	Note: This resolution should be passed within 6 months of signing <i>greed</i> .
b.	Defining the Rights and Obligations of landlords and tenants	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	<ul> <li>i. rights of landlord to get possession back</li> <li>ii. rights of tenants to continue their tenancy</li> <li>iii. obligations of tenants with regard to regular rental payments/ maintenancy</li> <li>iv. provision for periodic review of rentals, in accordance with market con</li> </ul>	
c.	Establishing a new Rent Control legislation	
	i. Setting up a Committee/Team to draft/amend legislation	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	ii. Stakeholder consultations	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	iii. Preparation of Draft legislation	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	iv. Approval of the Cabinet/ Government	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	v. Final enactment of the legislation by Legislature	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	vi. Notification	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	vii. Preparation and notification of appropriate subordinate legislation	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	viii. Implementation by municipality (ies)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
d.	Please indicate periodicity of revision of rents/rental value guidance, and when next due	Periodicity: N.A. Next due: N.A.

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e.	Setting up mechanism for periodic review of rents/ rental value guidance	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f.	Institute Dispute resolution mechanisms (e.g. Special Tribunals/ Courts etc)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	Dispute resolution mechanism is already in place.	
g.	Any other reform steps being undertaken (please use additional space to specify)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	Please indicate how such rent control reforms shall be communicated to the citizens,  Such reform shall be communicated to the citizens through the departmental websit	e http://www.fcs.up.nic.in/

# **S4.** RATIONALISATION OF STAMP DUTY

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities to rationalise Stamp Duty, with the objective of establishing an efficient real estate market with minimum barriers on transfer of property so as to be put into more productive use.

#### **CURRENT STATUS**

a. Please indicate the current Stamp Duty Regime, including surcharge or any other levy on transfer of property

8% stamp duty is charged on registration of documents. However, women are charged at the rate of 6%. 2% surcharge is also taken which is then passed onto ULBs wherever ULBs have passed a resolution to that effect.

b. Please indicate when the stamp duty rate was last revised and by what percentage.

The stamp duty was last revised on 24.02.1997. It was brought down from 12.50% to 8.00%.

c. Please indicate whether any concessions to particular classes of individuals or institutions are being provided

Type of Concession	Qualifying Institution/Individual
Remission on deeds of transfer of property	Industry and service sector. The remission has been granted from 19.01.2005

(Please add additional rows if necessary)

d. Please provide the total collection from Stamp Duty over the last 5 years (including surcharge or any other levy on transfer of property) (in Rs. Crores)

2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-06
1054.86	1239.77	1743.20	1964.65	2329.57	2818.62

e. Please indicate % and quantum of revenue from Stamp Duty shared with JNNURM cities in the State.

State Level Reforms

- i. ULB's share in % Stamp duty as such is not shared with ULBs. However, according to the recommendations of the 2<sup>nd</sup> SFC, 3.2% of tax revenues of the State are devolved to Municipal Corporations, 3.2% to Municipalities and 1.1% to Town Areas.
- ii. Quantum shared with JNNURM cities in last three years (in Rs. Crores)

Name of City	2003-2004	2004-2005	2005-2006
Agra	0.00	15.81	4.78
Allahabad	4.47	6.06	7.93
Lucknow	27.35	26.13	0.00
Kanpur	0.00	11.25	4.98
Meerut	3.39	2.40	0.00
Varanasi	2.18	4.86	11.88
Mathura	0.46	4.30	6.20

f. Please indicate the basis of collection of Stamp Duty, i.e
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•	D 1	11	Value
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ii Higher of the Standard Guidance Value/ Declared Value

iii. Any other method (please specify)	11.	Higher of the Standard Guidance Value/ Declared Value	
	iii.	Any other method (please specify)	

g. Please indicate the use of information technology in the following:

i. Maintenance of records

In 106 district level Sub-Registrar offices, record of registration of documents is being created on PRERNA, software developed by NIC from 01.08.2006.

ii. Maintenance of guidance values

Circle rate is revised by the District Collector once in every two years.	

#### **TIMELINE FOR REFORMS**

- Resolution by Government expressing commitment to reduce Stamp Duty<sup>9</sup> to 5% (or less than 5% if the State so desires) within Mission period. The resolution a. should provide the timetable for reducing the Stamp Duty in a phased manner, i.e. year-wise (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) Agreed.
- b. Fix the periodicity for revising the guidance value for levy of Stamp Duty

Any other reform steps being undertaken (please use additional space to specify)

Every 2 years

Indicate the time-table for reducing the stamp duty rate to 5% c. (Indicate % of Stamp Duty in the box)

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Stamp duty (%)		8%	7%	6%	5%		

d.	Any othe	er reform steps being	g undertaken (ple	ase use addition	onal space to	specify)	Year1	Year2	Year3	Year4	Year5	Year6	Year

<sup>&</sup>lt;sup>9</sup> The rate of Stamp Duty implies total % that is levied, including surcharge and other levies on transfer of property.

# S5. REPEAL OF URBAN LAND CEILING AND REGULATION ACT (ULCRA)

# **DESIRED OBJECTIVES:**

JNNURM requires that States undertake to repeal the ULCRA with the objective of increasing the supply of land in the market and the establishment of an efficient land market.

# **CURRENT STATUS**

	If the answer to 1 (a) is no, then please provide any steps that	have been taken	in this direction	n						
	The same state of (a) is they make product processor and stope can									
ME	LINE FOR ACTION ON REFORMS									
	The State must pass a resolution for the repeal of ULCRA wit indicate timeline.	hin 6 months of <i>Not Applicable</i>		A under .	INNURM	and a co	opy subm	itted to N	MOUD. I	Please
	The State legislature to pass a resolution in compliance with the repeal of ULCRA Act passed by the Parliament in 1999	he <i>Done</i> .		Year1	Year2	Year3	Year4	Year5	Year6	Year7
	Notification of the above by the State government	Done.		Year1	Year2	Year3	Year4	Year5	Year6	Year7
	Any other reform steps being undertaken (please use additional	al space to speci	fy)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
								_		

#### **COMMUNITY PARTICIPATION LAW** S6.

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in area of Community Participation, with the objective of institutionalising citizen participation as well as introducing the concept of the Area Sabha in urban areas. The larger objective is to integrate involvement of citizens in municipal functioning, e.g. setting priorities, budgeting provisions, exerting peer pressure on compliance to regulation, etc. The Community Participation Law refers to the appropriate provisions that need to be made in the state-level municipal statute(s) for the establishment of such a 3<sup>rd</sup> or 4<sup>th</sup> tier structure within the municipal body precisely as described above. These enactments will also need to ensure clear definition of functions, duties and powers of each of these tiers, and provide for the appropriate devolution of funds, functions and functionaries as may be decided by the State Government to these levels.

#### **CURRENT STATUS**

Please provide a list of the current decision-making/advisory platforms in the municipality: a.

Municipality-level	Municipal Council		Board/Corporation
	Municipal Committees		
	Other (specify)	In Municipal Corporation, there is	
		provision of Executive Committee	
			Consisting of 12 Members and
		Various Sub Committees of different	
	10		departments.
Ward-level	Ward(s) Committee <sup>10</sup>	Number of Wards	10
	Number of Ward(s) Committees		6-10 per Municipality
	Average population/ Wards Committee		About 1.5 lakh
		15	
	Method of selection of Ward(s)		10 councillors and 5 members
	Committee members		nominated by Government
	Any other provision for Ward Committee (specify)		NIL
Below the Ward Level	Any other Committee below	Area Sabha will be constituted in each	
		ULB.	
Additional Specific		ease specify those that the ULBs formally	
Committees / associations	recognise and integrate into the	heir working, for e.g. Resident Welfare	
	Associations, Community De	evelopment Societies, etc)	

<sup>&</sup>lt;sup>10</sup> As per the 74<sup>th</sup> Constitutional Amendment Act, ULBs may constitute a committee representing more than one municipal ward, or may constitute such committee for each municipal ward.

		ny formal process for community participation in municipal budgeting Yes, please describe the process below (use annexures wherever applicable):	Yes No
C		introduced by the State Government in all ULBs with a population greater than 1 lost provided by the ULB and the relative importance of each service. The ULB is the ting process.	
		mal process for community participation in city planning activities se describe the process below (use annexures wherever applicable)	Yes No
p	olan is put up before the Board	pared by Town and Country Planning Department after consultation with all stakeho of Development Authority or Regulated Area for inviting objections and suggestions off the objections and considering all suggestions.	
Ple		nity Participation that took place in CDP/DPR documents submitted to JNNURM so feet whether the City Development Plan (CDP) been prepared with community particip	
Ify	yes, please indicate the alignm	ent of this community participation process to the proposed Community Participation	Law <sup>11</sup>
	Complete Alignment	Community participation process done through Area Sabha and Ward Committee structures envisaged in Community Participation Law	
	Partial alignment	Community participation process done through ward-level processes	
	Minimal alignment	Community participation process done through city-wide process	

# TIMELINE FOR REFORMS

- a. Resolution by Government expressing commitment to establish a new Community Participation Law Please indicate timeline (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)

  \*\*Agreed.\*\*
- b. Please indicate the changes you propose to make in your JNNURM city/cities and the timeline for these changes:

- 25 -

<sup>&</sup>lt;sup>11</sup> Please tick mark in third column as appropriate

i. Number of tiers intended to be established in the municipality. Please explain the rationale.

3

Area Sabha would be at the lowest level that would generally perform the function of a watch-dog. They would also monitor the performance of ULB. The Ward Committees would play a suggestive role in delivery of services. At the apex, there is the board of the ULB which actually guides the ULB in delivery of services.

ii. For each tier, please state the prevailing / intended composition of the tier:

No	Name	Description	Composition
1	Municipality	Board/Corporation	Mayor/Chairman and Councillors
2	(Intermediary regional platform, e.g. Wards/Borough/Zonal Committee)	10 Wards	Councillors to wards and members of Public
3	Ward Committee	One ward	Councillor and members of the public.
4	Area Sabha	At Election booth level in wards	Members of the public. It will be a registered society.

c. Proposed Activity-mapping of functions in Community Participation Law (for each of the functions of the Municipality)

No	Municipal Function	Spe	cific activities to b	e taken at each level	below:
		Municipality	Intermediary Level ward Committee (specify)	Ward Committee	Area Sabha
1	Urban planning including town planning	Planning	Suggestive Role	Suggestive Role	Suggestive Role
2	Regulation of land-use and construction of buildings.	Policy guidance	Involvement	Involvement	Watch Dog
3	Planning for economic and social development.	Т	his function is yet	to be transferred to U	LBs
4	Roads and bridges.	Construction	Maintenance	Maintenance	Involvement
5	Water supply for domestic, industrial and commercial purposes.	Supply	Maintenance	Maintenance	Watch Dog
6	Public health, sanitation conservancy and SWM	Service	Monitoring	Monitoring	Watch Dog
7	Fire services	Т	his function is yet	to be transferred to U	LBs
8	Urban forestry, protection of the environment and promotion of ecological aspects	Planning	Monitoring	Monitoring	Involvement
9	Safeguarding the interests of weaker sections of society, including the handicapped and mentally retarded	Budgeting	Monitoring	Monitoring	Suggestive Role
10	Slum improvement and upgradation.	Service	Suggestive Role	Suggestive Role	Suggestive Role
11	Urban poverty alleviation	Budgeting	Involvement	Involvement	Suggestive Role
12	Provision of urban amenities and facilities such as parks, gardens playgrounds	Budgeting	Suggestive Role	Suggestive Role	Maintenance
13	Promotion of cultural, educational and aesthetic aspects	Policy	Suggestive Role	Suggestive Role	Suggestive Role
14	Burials and burial grounds; cremations, cremation grounds and electrical crematoriums	Service	Suggestive Role	Suggestive Role	Suggestive Role
15	Cattle pounds; prevention of cruelty to animals.	Service	Monitoring	Monitoring	Involvement
16	Vital statistics including registration of births and deaths.	Policy	Monitoring	Monitoring	Involvement
17	Public amenities including street lighting, parking lots, bus stops and public conveniences	Service	Monitoring	Monitoring	Maintenance
18	Regulation of slaughter houses and tanneries	Service	Monitoring	Monitoring	Monitoring

Note: The above functions are taken from

Schedule XII of the 74<sup>th</sup> CAA. If the municipality performs additional functions, these should also be included in the list above. Describe proposed role in the boxes in brief, especially in columns for Ward Committee and Area Sabha

Time schedule for enactment of Community Participation Law or Amendment

d.

Year1 Year2 Year3 Year4 Year5 Year6 Year7

of existing Municipality Laws:	
Time schedule for notification of the rules pertaining to the Community Participation Law, or amendment in legislation:	Year1 Year2 Year3 Year4 Year5 Year6 Year7

Note: States will be required to submit documents related to the above to JNNURM Mission Directorate at appropriate milestones in this process, for evaluation of actual compliance for successive disbursal of funds

f. Interim process for Community Participation in Municipal functions while Community Participation Law is being enacted and notified Please indicate if there are any steps being taken by the Municipality to create opportunities for community participation while the Community Participation Law is being enacted. 12

Extent of Participation	Mechanisms	Response of JNNURM City / State
Complete Community Participation Structure being established	Community participation being encouraged through structures like the Area Sabha and Ward Committee, as envisaged in Community Participation Law	✓
Partial community participation structures being established	Community participation process done through ward-level processes	
Minimal Community Participation Structures being established	Community participation process being undertaken marginally, or not in any organised manner	

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<sup>&</sup>lt;sup>12</sup> Edit the text in the table as appropriate

# S7. PUBLIC DISCLOSURE LAW

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in area of disclosure of information to public, with the purpose that municipalities and parastatal agencies have to publish various information about the municipality / agency and it's functioning on a periodic basis. Such information includes but is not limited to statutorily audited annual statements of performance covering operating and financial parameters, and service levels for various services being rendered by the municipality.

#### **CURRENT STATUS**

a. Please provide a list of the parastatal agencies and the month in which their budget was formally passed for each financial year

Agency:	2003-04	2004-05	2005-06
Municipal Council <sup>13</sup>	March 2003	March 2004	March 2005
Other parastatal agencies (list each below):			
1. Development Authority	April 2003	April 2004	April 2005
2. SUDA	April 2003	May 2004	June 2005
3. Jal Sansthan	March 2003	March 2004	March 2005

b. Please provide the latest year for which the statutory audit of accounts has been completed.

Agency	Accounts complete upto year	Accounts audit complete upto
		year
Municipal Council <sup>14</sup>	2005-06	2005-06
Other parastatal agencies (list each		
below):		
1. Development Authority	2005-06	2005-06
2. SUDA	2005-06	2005-06
3. Jal Sansthan	2005-06	2005-06

c. Please indicate whether there is any formal provision for public disclosure of accounts and audit statements of municipality/ other parastatal agencies. If Yes, please highlight the appropriate clauses below:

<sup>&</sup>lt;sup>13</sup> And - For cities with multiple ULBs within the urban agglomeration, please provide details of all ULBs.

The Right to Information Act adequately ensures disclosure of information to the public. If GoI provides any other guidelines, the State Government would take steps to ensure enactment of the law. Municipal Act provides the Publication of budget.

d. Please indicate prevailing mechanisms in the ULB / parastatal agency, if any, for dissemination of information as per table below:

No.	Information pertaining to	Prevailing disclosure / dissemination mechanism (Please specify communication channel and frequency)
		V 1 V/
1.	Key municipal / parastatal agency officials and contacts	Through public display boards, Website
2.	City Development Plans and other plans	Through Website
3.	Municipal finance and accounts	None
4.	Procedures for various approvals / permits	None
5.	Schemes managed by the municipal body, especially those	Through community development society, newspaper, electronic
	related to poverty alleviation, women, children and weaker	media.
	sections of society	
6.	Procedures to access various services provided by the ULB	Through display boards
	/ parastatal agency	
7.	Liability for tax / user charges / fees	None
	- Basis for liability	
	- Quantum for consumer / tax assessee	
8.	Service levels of various services	None
9.	Receipt, processing and status of redressal of complaints by	Through Citizen Charter
	citizens	
10.	Ongoing major projects	Through display boards

# **TIMELINE FOR ACTION ON REFORMS**

- a. The State/ULB must pass a Resolution to formulate and adopt a policy on public disclosure which would include the financial statements that are to be released, the audits of certain financial statements that are to be carried out, and a timeline for reforms. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) Please indicate a time line for this commitment.

  \*\*Agreed.\*\*
- b. Establishment of the Public Disclosure Law which outlines the information to be disclosed and widely disseminated, for e.g. disclosure of financial statements including key financial indicators for public review, frequency of statutory audit of financial statements and disclosure of its findings, information of levels of services provided, key indicators of service delivery and organisational efficiency, etc. Please indicate which of the following reforms are going to be implemented and the timeline:

i.	Disclosure of Financial statements, i.e. Balance Sheet, Receipts and expenditures
	And key Financial Indicators

Yes	No

		Start from Year - Done. They will be published in newspapers and put up on website.	Year1 Year2 Year3 Year4
	ii.	Conduct of Annual Statutory Audit  Independent C.A. audit will also be done for Mission cities.	Yes No
	iii.	Disclosure of Audited Financial Statements and Audit Report	Yes No
		Start from Year - Done.	Year1 Year2 Year3 Year4
	iv.	Time period for publication of annual audited financial statements, (pl. indicate in mon	ths after end of financial year) 6 Months
	V.	Disclosure of Quarterly Audited Financial Statements	Yes No
	vi.	Time period for publication of Quarterly Audited Financial Statements (in months after end of each quarter)	45 days
	vii.	Publication of CDP on municipal website	Yes No
	viii.	MOAs entered into with GoI and State Governments to be placed before Municipal Co <i>Immediately</i> .	uncil within days Yes No
	ix.	Disclosure of MoA in public domain vide a published document, easily accessible to ci Please indicate target date Immediately.	
c.	List informa	ation proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal age	encies

	No.	Information pertaining to	Mechanism for disclosure
Ī	1	Key municipal / parastatal agency officials and contacts	Display Boards and Website
	2	Procedures for various approvals / permits	Booklets and Website
	3	Schemes managed by the municipal body, especially those related to poverty	Booklets and Website
L		alleviation, women, children and weaker sections of society	
	4	Procedures to access various services provided by the ULB / parastatal agency	Display Boards and Website
	5	Liability for tax / user charges / fees	Booklets and website
t		- Basis for liability	
		- Quantum for consumer / tax assessee	
	6	Service levels of various services	Website and citizen charter
Ī	7	Receipt, processing and status of redressal of complaints by citizens	Website and citizen charter
-	8	Ongoing major projects	Website

d. List below the services for which Service Levels

information is proposed to be disclosed

No.	Service	Type of Service Level information to be disclosed (only examples provided below)	Frequency of disclosure / communication to citizens
1	Water supply services	New connections, timings, tariff, helpline.	Every year
	- In slum areas		
	<ul> <li>In non-slum areas (residential &amp;</li> </ul>		
	commercial)		
2	Sewerage / Sanitation / Underground	New connections, tariff, helpline.	Every year
	drainage		
3	Solid Waste Management	Frequency of street sweeping	Every year
4	Storm water drainage systems	Helpline	Every year
5	Building Plan approvals	# of days required for sanction	Every year
6	Road networks within the city	Length of roads and their maintenance	Every year
7	Street Lighting	New lights, repair of existing lights	Every year
8	Birth & Death Registration	# of hours for providing certificates	Every year
9	Public parks and playgrounds	Facilities available	Every year

e.	Year from when Service Levels information will regularly disclosed	Year1	Year2	Year3	Year4	Year5	Year6	Year7
f.	Time schedule for enactment of Public Disclosure Law as described above:	Year1	Year2	Year3	Year4			
g.	Time schedule for notification of the rules pertaining to the Public Disclosure Law:	Year1	Year2	Year3	Year4			

h. Any other reform steps being undertaken and proposed timeline for the same (please use additional space as necessary)

# Mandatory Reforms at the level of the Urban Local Body 15

 $<sup>^{15}</sup>$  IN CASE OF URBAN AGGLOMERATIONS WITH MULTIPLE ULBS, THIS SECTION SHOULD BE PROVIDED FOR EACH ULB IN THE JNNURM CITY SEPARATELY

# L1- E-GOVERNANCE

### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in governance systems through implementation of e-Governance. The objective of deployment of such information technology tools and applications should remain focussed on having a transparent administration, quick service delivery, effective MIS, and general improvement in the service delivery link

# **CURRENT STATUS**

a. Please indicate the status of E-Governance applications for each of the following services. Provide details on the services using e-applications. Also indicate other services for which E-governance is being used.

Module	Use	of	Name agency	Details of deployme	ent of IT (explain fu	nctional features o	of IT application deployed)
	IT		responsible	Database of	Online work	Citizen	Any other functional feature
	Yes	No		records, MIS & reporting	flow	interface	
Property tax	✓		NIC	✓			
Accounting	<b>√</b>		ULB	✓			
Water Supply and Other Utilities		<b>&gt;</b>	LJS				
Birth & Death Registration	<b>\</b>		NIC	✓			
Citizens' Grievance Monitoring	>		ULB	<b>✓</b>	<b>√</b>	<b>√</b>	
Personnel Management System		<b>√</b>	ULB				
Procurement and Monitoring of Projects		<b>√</b>	ULB				
o E-procurement		✓	ULB				
<ul> <li>Project/ward works</li> </ul>		✓	ULB				
Building Plan Approval	✓		Parastatal	✓			
Public Health Management		✓					
o Licenses		✓	ULB				
<ul><li>Solid Waste Management</li></ul>		<b>√</b>	ULB				

b.	Have there been attempts towards training the staff towards e-governance practices?	Yes	No [	
	If yes, give details.		_	

Staff at clerical and officer level have been given working training on computers. The personnel have knowledge of standard word processing and accounting packages.

c. What have been the achievements in the following areas as a result of ongoing e-governance initiatives. Explain with initiatives undertaken-

Area of Improvement <sup>16</sup>	Initiatives taken	Achievement
Citizen information	Development of website	Information on service level is provided through
		website.
Service delivery	Computerisation of records	Packages have been developed for collection of
		Property tax and Birth and Death Registration.
Citizen participation	Citizen interface	Package for citizen grievance redressal has been
		developed.
Municipal Resource planning (financial controls,		
operational management and reporting etc)		

### **INFORMATION TECHNOLOGY**

d. I	Does the municipality have a website of its own?  Yes			
	Give the following details about the website.  The website contains information on important contact officers in ULB. Data on services about procedures for submission of documents to the ULB. Information on important works is also di			site. The citizen can
e. V	What is the frequency of data- update on the website?			
The	data is updated every month. The ULB is responsible for keeping the site updated.			
SYST	TEM INTEGRATION			
f.	Are the departments electronically interconnected through LAN (Local Area Network)?	Yes	No 📗	•
g.	Are the Zonal offices (if any) electronically connected through WAN (Wide Area Network)?	Yes	No	Not Applicable
16 т ·	. 1 11			

<sup>&</sup>lt;sup>16</sup> List should correspond with areas identified in a. above

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h.	Are other parastatals/government agencies electronically connected through WAN (Wide Area Network)?	Yes	No
MAPPI	<u>NG</u>		
i.	Does the city have a GIS base map in place? Please specify agency that is repository of the map, scale of the map and the date (month, year) it was last upon the city have a GIS base map in place?	Yespdated.	No
	GIS base maps are being prepared by the ULB.		

What all information is mapped on to GIS? Indicate, with details, in the table below

Information layer Available at		at				Agencies involved	Other relevant details
available	City level	Ward	Property /	Any other	available	for updation	
		level	Household	level			
ULB and ward boundaries					<b>✓</b>		
Road and street layer					<b>✓</b>		
Property layer					<b>✓</b>		
Household & demographic					<b>✓</b>		
Water supply network					<b>√</b>		
Sewerage network					✓		
Street lighting					✓		
SWM					✓		
Storm water drains					<b>√</b>		
Any other							

k.	Does the Municipality have decentralised network of E-kiosks or Electronic citizen service centres?	Yes	No
	If yes, state 'how many' and the criteria for spatial deployment (geographical, administrative etc)		

<u>6 E-suvidha centers are functioning at zonal offices. Will be extended to 30 within a year. Specify functions / services delivered at these centres / citizen interface points....</u>

# **TIMELINE FOR ACTION ON REFORMS**

The Government of India has formulated the National e-Governance Action Plan (NEGAP), part of which includes a National Mission Mode Programme (NMMP) for e-Governance in municipalities. This NMMP intends to roll-out e-Governance in municipalities on a nation-wide basis. This programme will be launched in the coming months. The following steps have been identified based on the NMMP for a comprehensive e-governance at the municipal level. Following are the critical steps that need to be undertaken in the implementation of the NMMP for ULBs, for which ULBS need to indicate a timeline for the key milestones:

a.	Appointment of State-level Technology Consultant as State Technology Advisor  Yes				Year3	Year4	Year5	Year6	Year7
		ouse Coopers has been appointed as State Technology A the "as-is" survey. A road map for deployment of IT is b				ormation	and Tech	hnology.	The agency
b.	basis of National Design Doc	overnance Design Document (MEDD) on the ument as per NMMP al Mission Mode Project of Government of India, the design of the contract of the contract of the design of the contract of the cont	Year1	Year2	Year3	Year4	Year5	Year6	Year7
c.	Assessment of MEDD against National E-Governance Standards (e.g. Scalability, intra-operability & security standards etc.)				Year3	Year4	Year5	Year6	Year7
d.	Finalisation of Municipal E-Governance implementation action plan for the city				Year3	Year4	Year5	Year6	Year7
e.	Undertaking Business Process Prior to migration to e-govern		Year1	Year2	Year3	Year4	Year5	Year6	Year7
f.	Appointment of Software consultant(s) / agency for development, deployment And training			Year2	Year3	Year4	Year5	Year6	Year7
g.	Exploring PPP option for different E-Governance services  Year1				Year3	Year4	Year5	Year6	Year7
h.	Implementation of E-governa	nce initiatives in the JNNURM city, against the identified	l modules						
	Module	Steps to be undertaken				the Miss (Year 1 t			
	Property tax	Development of software		Done					
	Accounting	Accounting Manual and software being develo	pped	Year 3					

<sup>&</sup>lt;sup>17</sup> Completion of the module implies – completion of database of records / digitisation of related data, generation of reports for management and public dissemination, work-flows are managed on-line or on a real-time basis, citizen interface and dissemination of information is handled through the system (*viz. elimination of manual processes to extent possible*)

Module	Steps to be undertaken	Targeted Year in the Mission Period
		for completion <sup>17</sup> (Year 1 to Year 7)
Water Supply and Other Utilities	Digitisation of data	Year 3
Birth & Death Registration	Development of software	Done
Citizens' Grievance Monitoring	Development of software	Done
Personnel Management System	Digitisation of data	Year 4
Procurement and Monitoring of	To be decided	
Projects		
<ul> <li>E-procurement</li> </ul>		
<ul> <li>Project/ward works</li> </ul>		
Building Plan Approval	Digitisation of data	Year 7
Health Programs	To be decided	
o Licenses		
<ul> <li>Solid Waste Management</li> </ul>		
Any other module		

Any other reform steps being undertaken (please use additional space to specify)	Year1	Year2	Year3	Year4	Year5	Year6	Yea
If a plan has been during any on and on its angles extention, places amonided	lotaila						
If a plan has been drawn up and / or is under implementation, please provide de		olina for t	ha sama				
Please indicate methods of dissemination (to the citizens) of the reforms underto		eline for t	he same				

# L2- MUNICIPAL ACCOUNTING

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in Municipal Accounting, with the objective of having a modern accounting system based on double-entry and accrual principles, leading to better financial management, transparency and self-reliance.

# **CURRENT STATUS**

a. Please provide a short note on the present method of accounting being followed in your city

Single entry cash based accounting system is being followed. The accounts, manuals and registers are maintained as per the Municipal Accounting Manual.

b. Please provide the status of completion and adoption of accounts, and if they have been audited and published in the last 3 years (specify month / year)

Year	Adopted	Audited	Published
2002-2003	YES	YES	YES
2003-2004	YES	YES	YES
2004-2005	YES	YES	YES
2005-2006	YES	YES	YES

	D1 1 .1	a	1	1	• ,	, •	1
c.	Please state whether	State/city	i has c	drawn uj	o its own	accounting	manual

Yes No

d. Please state whether State/city has adopted NMAM<sup>18</sup>

١.	without	modifications	

<sup>&</sup>lt;sup>18</sup> The National Municipal Accounts Manual (NMAM) has been prepared by MOUD with support from CAG to promote the implementation of improved financial management through electronic means leading to improvement in internal government operations to support and stimulate good governance.

Checklist for	the	<i>'Urhan</i>	Reforms	Agenda	' under	JNNURN
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If NM	AM has been adopted with modifications,	, please state these:				
	cipal Accounting Manual will be ready b lards	by June 2007. Please state significan	deviations in accounting p	<del>volicies, and</del>	other accounting	
	state whether State has modified its curre e date of such modification.	ent appropriate laws and regulations	to be in compliance with the		try accrual princip	oles. If ye
If appli	icable, please provide current status of im	nplementation of double-entry accrus	al system.			
Regio	onal Center for Urban and Environmen est a road map for implementation of do		g system. It would also dev			
sugge	est modifications in the existing laws. The					
sugge	est modifications in the existing laws. The					

a. Resolution by Government expressing commitment to establish modern municipal accounting system. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)

Regional Center for Urban and Environmental Studies, Lucknow, Ministry of Urban development, Government of India, has been engaged to suggest a road map for implementation of double entry accrual based accounting system. It would also develop a software for implementation and suggest modifications in the existing laws. The manual should be ready by June 2007.

b.	Appointment of consultants for development	of State wide Municipal Financial
	Accounting Manual	Done.

Yearl	Year2	Year3	Year4	Year5	Year6	Y ear

c. Completion and adoption of Municipal Financial Accounting Manual, in line with NMAM or otherwise

Year1	Year2	Year3	Year4	Year5	Year6	Year7

d.	GO/Legislation/Modification of Municipal Finance Rules for migrating to double-entry accounting system	Year1	Year2	Year3	Year4	Year5	Year6	Year7
e.	Training of personnel	Year1	Year2	Year3	Year4	Year5	Year6	Year7
f.	Appointment of field-level consultant for implementation at the city-level	Year1	Year2	Year3	Year4	Year5	Year6	Year7
g.	Notification of cut-off date for migrating to the double-entry accounting system	Year1	Year2	Year3	Year4	Year5	Year6	Year7
h.	Re-engineering of business processes to align with accrual based accounting system (aligning all commercial and financial processes such as procurement, revenue collection, Payroll, works contracts, etc.)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
i.	Completion of registers and Valuation of assets and liabilities	Year1	Year2	Year3	Year4	Year5	Year6	Year7
j.	Drawing up of opening balance sheet (OBS): i. Provisional OBS	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	ii. Adoption of provisional OBS	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	iii. Finalisation of OBS	Year1	Year2	Year3	Year4	Year5	Year6	Year7
k.	Full migration to double-entry accounting system	Year1	Year2	Year3	Year4	Year5	Year6	Year7
1.	Production of financial statements (income-expenditure accounts and balance sheet) as per the new system	Year1	Year2	Year3	Year4	Year5	Year6	Year7

# IMPROVED FINANCIAL MANAGEMENT

m.	State year from which external audit of financial statements will commence <b>CAG Audit is being done.</b>		Year1	Year2	Year3	Year4	Year5	Year6	Year7
n.	Frequency of such external audit cycle		Being	Done An	nually				
0.	State year from which ULB will commence preparation of outcome budgets	[	Yearl	Year2	Year3	Year4	Year5	Year6	Year7
p.	State year from which ULB will institute internal audit / control mechanisms.  Internal audit is being performed.	s [	Year1	Year2	Year3	Year4	Year5	Year6	Year7
q.	State year in which ULB will undertake Credit rating	[	Year1	Year2	Year3	Year4	Year5	Year6	Year7
r.	Please specify year in which related financial management systems will be d	leveloped and integ	grated w	ith the fir	nancial ac	ecounting	system.		
	Related Financial Management Systems	Target year for co	ompletio	n and int	egration	with Fin	ancial A	ccountin	g

Remen 1 maneum Management Systems	System <sup>19</sup>
Procurement systems	Year 5
Works contracts management	Year 5
Payroll and wage payments	Year 5
Stores and inventory management	Year 5
User charges billing systems	Year 5
Tax collection systems	Year 5
Any other	

t. Any other reform steps being undertaken (please use additional space to specify)

NIL		

 $<sup>^{19}</sup>$  Should link with milestones committed in the reform agenda for e-governance.

# L3-PROPERTY TAX<sup>20</sup>

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in the methods of levy, administration and collection of Property Taxes, with the broad objective of establishing a simple, transparent, non-discretionary and equitable property tax regime that encourages voluntary compliance. States/cities need to ensure that their desirable objectives for reforms include these reforms, but need not restrict themselves to these items

#### **CURRENT STATUS**

- a. Please indicate if Property tax is currently levied on the following types of properties:
  - i. Residential
  - ii. Commercial Non- Ro

Non- Residential

iii. Industrial

- "
- iv. Any other category
- ,
- b. Please provide the Method of Property Tax Assessment being followed
  - i. Self-assessment
  - ii. Demand-based



Non-discretionary self assessment method is being followed. Guidance values are decided every two years by the Municipal Commissioner. The system eliminates discretion and hence reduces corruption.

- c. Please provide the Basis of determination of property tax
  - i. Capital value
  - ii. Rateable value
  - iii. Unit Area
  - iv. Other (please specify)



<sup>&</sup>lt;sup>20</sup> Note: This section should only deal with Property Tax or its variants (viz. House Tax, Tax on vacant land, etc.). Revenues collected for specific services provided by ULBs such as water, sewerage, street lighting, etc., levied in the form of taxes / surcharge on the base of property tax (for e.g. as a % of ARV) and /or collected together with Property Tax, should be reported separately in the following section on User Charges.

d. Please provide the Use of technology in property tax management, by giving appropriate details in the box

i. GIS database of record of properties liable to property tax

GIS database is being developed.

ii. Electronic database of property records

Survey for preparation of database is being carried out. Already Being Done

iii. Computerised generation of Property Tax demand notices

Already being done. No

iv. Computerised recording of receipts of tax collection

Already being done.

v. Any other functionality of Property Tax system

<u>Computerised database of property tax records and collection is being done at the Zonal Level</u>.....

e. Please indicate Property Tax as % of Own Sources of Revenue Income and Total Revenue Income

Year	2003-04	2004-05	2005-06
PT as % of Own Sources of	82.3%	85.5%	87.7%
Revenue Income			
PT as % of Total Revenue	25.0%	24.5%	25.6%
Income			

f. Please provide the below information on Current coverage

No.	Type of Property	Estimated	No. of properties in the	No. of properties	Coverage ratio
		no. of	records of the municipality	paying property tax	
		properties			(4) / (2)
	(1)	(2)	(3)	(4)	(5)
1	Residential	501568	321150	256920	51.22%
2	Commercial	18917	17917	15229	80.50%
3	Industrial & others	4515	2865	1729	38.30%
4	Total	525000	341932	273878	52.20%

g. Please indicate the Amount of property tax being collected for following years

# e. Please indicate the Amount of property tax being collected for following years

Financial Year	Category	Current Demand Raised in Rs lacs	Arrear Demand in Rs. lacs	Total demand in Rs. lacs	Current demand Collection in Rs. lacs (collection efficiency in % in brackets)	Arrear Demand collection in Rs. lacs (collection efficiency in % in brackets)	Total collection in Rs. lacs (collection efficiency in % in brackets)
(1)	(2)	(3)	(4)		(5)	(6)	(7)
FY – 05-	Residential	1208.73	245.00	1453.73	1171.60(96.9%)	203.15(82.9%)	1374.95(94.6%)
06	Commercial	979.00	191.00	1170.00	951.13(97.1%)	106.00(55.5%)	1057.13(30.4%)
	Industrial & others	344.00	124.00	468.00	305.28(88.7%)	47.88(38.6%)	353.16(75.4%)
	Total	2531.73	560.00	3091.73	2428.01 (95.9%)	357.03 (63.8%)	2785.04 (90.1%)
FY 04-05	Residential	890.12	404.88	1295.00	683.00(76.7%)	367.00(90.6%)	1050.00(81.1%)
	Commercial	633.00	369.00	1002.00	532.00(84.0%)	279.00(75.6%)	811.00(80.9%)
	Industrial & others	195.00	125.00	320.00	164.00(84.1%)	32.00(25.6%)	196.00(61.3%)
	Total	1718.12	898.88	2617.00	1379.00(80.2%)	678.00(75.4%)	2057.00(78.6%)
FY 03-04	Residential	816.85	590.15	1407.00	807.12(98.8%)	195.00(33.0%)	967.12(68.7%)
	Commercial	506.00	465.00	971.00	355.00(70.2%)	247.00(53.1%)	602.00(62.0%)
	Industrial & others	123.00	149.00	272.00	54.00(43.9%)	93.00(62.4%)	147.00(54.0%)
	Total	1445.85	1204.15	2650.00	1181.12(81.69%)	535.00(44.42%)	1716.12(64.75%)

# g. Please list the Exemptions given to property owners

No.	Type of Exemption	Qualifying institution/ individual	Revenue implication of exemption for a year (Rs. in
			lacs)
1	Property Tax	Plots measuring upto 15 Sqm	4.50
2	""	Educational Institutions	500.00

3	" "	Disabled persons	00.50
4	" "	Ex-servicemen/widows	1.00
5	" "	Swatantrata Sangram senani	0.50
6	" "	Employees of Nagar Nigam	2.00
7	" "	Gallantry Award Winners	1.00
8	" "	Central Govt. Properties	300.00

(please use additional rows if necessary)

h. Please specify the Assessing Authority and describe the level of discretionary power available with assessing authority

Self Assessment method is followed for determination of property tax. The system is transparent. The guidance values are fixed by the Municipal Commissioner once every two years. The citizen can himself calculate the incidence of property tax. There is no discretionary power. However, assessment of property tax for commercial and industrial properties is done on a rateable value method that has an element of discretion.

- i. Please provide the following details about update of property records and guidance values
  - i. Date when last update of property records through general revision was done
  - ii. Date when last revision of guidance values was done
  - iii. Frequency of revision of guidance values

Residential 2 years ; Non Residential 4 Years

<del>DD/MM/YYYY</del>01/04/2002

iv. Please indicate whether information from appropriate authorities on new building construction, or additions to existing buildings is being captured; if yes, how and at what frequency?(e.g. development authority etc)

Yes

No

By random survey undertaken by the ULB.

v. Please indicate whether information from appropriate authorities on change of ownership and land valuation is being captured; if so, how and at what periodicity? (e.g. Dept of Stamps and Registration)

Yes

No

<sup>1</sup> Here, g			

<u>TIMELINE FOR ACTION ON REFORMS</u>

Please provide timeline and indicate the steps intended (wherever not mentioned) for achieving the following action items

Reform	Steps proposed in order to achieve the	Target ye	ear for comp	oletion				
	<u>reform</u>	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
a) Enhancing coverage of property tax regime to all properties liable to tax	Done							
b) Elimination of exemptions	Amendment in legislation			✓				
c) Migration to Self-Assessment System of Property Taxation	a. Setting up a Committee/Team to draft/amend legislation		<b>√</b>					
1 3	b. Stakeholder consultations			<b>√</b>				
	c. Preparation of Draft legislation			<b>√</b>				
	d. Approval of the Cabinet/ Government			✓				
	e. Final enactment of the legislation by Legislature			<b>✓</b>				
	f. Notification			<b>√</b>				
	g. Preparation and notification of appropriate subordinate legislation			1				
	h. Implementation by municipality				<b>✓</b>			
d) Setting up a non-discretionary method for determination of property tax (e.g. unit area, etc) (Sub-Steps (i) to (viii) given in (c) above may be repeated for this step as relevant)	Done.							
e) Use of GIS-based property tax system	a. Selection of appropriate consultant			<b>√</b>				
	b. Preparation of digital property maps for municipality				✓			
	c. Verification of digital maps and preparation of complete data-base of properties				✓			
	d. Administration of Property Tax using GIS database and related application					<b>√</b>		

Reform	Steps proposed in order to achieve the	Target ye	ear for comp	<u>letion</u>				
	<u>reform</u>	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
	e. Mechanism for periodic updation of					<b>√</b>		
	GIS database							
f) Next scheduled / anticipated revision of	Done every two years							
guidance values								
g) Periodicity for revision of guidance	a. Periodicity to be adopted <b>Done</b>		1					
values	b. Deadline for adoption <b>Done</b>	_				<u> </u>		
h) Establish Taxpayer education programme	a. Preparation of Ready Reckoner	Done. A	ready reckor	ner for tax a	assesses ha	as been pro	epared.	
	(guidance booklet) for tax assesses							
	b. Local camps for clarification of doubts		nis is an on-g	oing proce	ss. We org	ganise peri	odic camp	s for tax
	and assistance in filling out forms	assesses.	1		1	1	1	1
	c. Setting up a website for property tax			✓				
	issues/ FAQs etc							
i) Establish Dispute resolution mechanism	Done.	Appeals against assessment can be made in the Small Causes Cou					Court.	
j) Rewarding and acknowledging honest	<u>Proposed</u>	It is being done.						
and prompt taxpayers			_		1	1	1	1
k) Achievement of 85% Coverage Ratio	Is Being Done		52%	62%	75%	85%	85%	85%
(see item e in Current Status)								
(Specify target Coverage for each year of								
mission)								
l) Achievement of 90% Collection Ratio for	Already achieved		96%					
current demand (see item f in Current								
Status above)								
(Specify target Collection ratio for each year								
of mission)	1 D . D		260/	200/	250/	200/	100/	100/
m) Improvement in collection of arrears, to	Is Being Done		36%	30%	25%	20%	10%	10%
reach Total Outstanding Arrears less than								
or equal to 10 % of Current demand for								
previous year (exclude tax assessments under litigation, but								
include Property Tax / service charge levied on								
Government properties)								
n) Any other reform steps being undertaken	Please indicate methods of dissemination							
(please specify)	(to the citizens) of the reforms undertaken							
(t2)	and the timeline for the same							
	a							
	· <del>-</del>	ı		1				

Reform	Steps proposed in order to achieve the	Target year for completion						
	<u>reform</u>	Year 1	Year 2	Year 3	<u>Year 4</u>	Year 5	Year 6	<u>Year 7</u>
	<u>b</u>							
	<u></u>							

# L4-USER CHARGES<sup>2</sup>

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in the levy of user charges on different municipal services, with an objective of securing effective linkages between asset creation and asset maintenance and ultimately leading to self-sustaining delivery of urban services.

### **CURRENT STATUS**

a. Please provide a list of services being delivered by municipalities/ parastatals and the status of user charges being levied for each.<sup>3</sup>

Type of Service <sup>4</sup>	User charge levied	Service Provider	Tariff Structure	Last Revision of Tariff
Water Supply	Yes/No)	ULB	Tariff order has been passed	March 2001
Sewerage	Yes	S ULB Tariff order has been passed		" "
Solid Waste Management	No	ULB	Nil	Nil
Public Transport	Yes	State Government		
Street lighting	No	ULB	Nil	Nil
Primary health	No	State Government	Re 1/patient	2003-04
Hiring of municipal assets (please specify)	Yes	ULB/PPP	Nil	Nil
Others (please specify)				

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<sup>&</sup>lt;sup>2</sup> Note: This section deals with user charges, collected either in the form of a tax or surcharge or fee. All revenues collected against specific services should be reported in this section w.r.t. current status and commitment on reforms made hereunder. Under no circumstances should there be any overlap between status reported in this section with than on Property Taxes.

<sup>&</sup>lt;sup>3</sup> Please attach details in separate annex where necessary.

<sup>&</sup>lt;sup>4</sup> List should include all services rendered by the ULB.

b. Please furnish the costs and revenue collection in providing the following services (total, per unit and per capita/ household cost and revenues) in **2004-05.** Also indicate the details of Revenue losses.

Service	O&M Cost <sup>5</sup> User charges collected (exclude arrears) (Please specify the unit) (Please specify the unit)			, ,		Revenue Loss in Rs. due to		
	Total Cost (in Rs Lacs.)	Per Unit Cost as delivered**	Per capita / Household cost	Total Recovery (in Rs Lacs.)	Per Unit Recovery as delivered**	Per Capita/ Household Recovery	leakage/theft/no enforcement/poor collection	free supply / no levy of user charges
	(a)	(b)	(c)	(d)	(e)	<i>(f)</i>	(g)	(h)
Water Supply & Sewerage	6215.90	Rs. 3.70 per KL	311/1555	2759.00	Rs 1.64 per KL	690.00	1202Lacs (25%)	252.4 Lacs
Solid Waste Management	4695.20	1029 per MT	156/894	NIL	NIL	NIL	NIL	NIL
Public Transport Services  Being done by State  Transport Undertaking								
Others (please specify)								

<sup>\*\*</sup> can be expressed as Per MLD in case of water supply and sewerage; Per Tonne in case of SWM; Per Km in case of public transport, etc.

c.. Please indicate the percentage cost recovery for each of these services over the past five years ((d) divided by (a), expressed in % terms)

Service	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006
Water Supply &	38.06	40.22	43.02	44.14	44.38
Sewerage					
Solid Waste Management	NIL	NIL	NIL	NIL	NIL
Public Transport Services					
Others (please specify)					

d. Please provide performance parameters and current service levels<sup>6</sup>

Service	Indicator	Status in 2004-2005

<sup>&</sup>lt;sup>5</sup> To include all related direct costs, including salaries and wages of personnel directly deployed in the service

<sup>&</sup>lt;sup>6</sup> Please add additional indicators as appropriate

Service	Indicator	Status in 2004-2005
	Water Supply	
1	Total water supplied per day (MLD)	460
2	Hours of water supply per day	4-5
3	Percentage (%) of population covered by Piped water supply	85%
5	Per capita supply (in litres) (per day)	130
6	Total no. of household connections (Cumulative figure)	229406
7	No. of connections metered (Cumulative figure)	229406
8.	Total Non-Revenue Water in MLD (% in brackets)	24.92MLD (7%)
9.	Un-accounted for Water in MLD (% in brackets), including system losses	152.56 MLD (30%)
	Sewerage and Sanitation	
1	Quantum of Sewage generated per day (MLD)	320
2	Quantum of Sewage treated per day (MLD)	42
3	Land utilization for sewage farming Ha) (Cumulative figure)	
4	Quantity of sewage disposed on land (MLD)	
5	Quantity of sewage disposed into water bodies (MLD)	
6	Percentage (%) of population covered by underground sewage network	33
	No. of households with individual toilets / low cost sanitation unit	
7	(Cumulative figure)	
8	No. of public toilets (Cumulative figure in terms of seats)	1200
	Solid Waste Management	
1	Quantum of solid waste generated per day (TPD)	1550 MTPD
2	Quantum of solid waste collected per day (TPD)	1250 MTPD
3	Collection efficiency	80.64 %
4	Per capita waste generation	500-700 GPCD
5	Quantum of waste treated in scientific manner (composting, etc.)	NIL
6	Staff per 1,000 persons	1.755
7	Total capacity of all collection vehicles per day	1350 MTPD
8	Does a sanitary landfill exist (Y/N)	NO
9	If sanitary landfill exists, is it used (Y/N)	NA
10	Is source segregation done? (Y/N) – If Yes, what % of total waste?	YES - 2%
	Public Transport services - IS BEING PROVIDED BY STATE TRANS	PORT UNDERTAKING

Service	Indicator	Status in 2004-2005
1	Total capacity of public transport (number of vehicles)	
2	Number of trips made in a day	
3	Population using public transport	

# **TIMELINE FOR ACTION ON REFORMS**

a. The State/ULB must formulate and adopt a policy on user charges which should include proper targeting of subsidies, if any, for all services; ensuring the full realization of O&M cost by the end of the Mission period. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)

	Agreed.									
b.	The State should set up	a body for recommending a user charge structure.	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
c.	Establishment of proper	accounting system for each service so as to determine	e the O&M cost	separate	y. Please	specify t	he timeli	ne for ea	ch servic	e separately
	i.	Water Supply and Sewerage		Year1	Year2	Year3	Year4	Year5	Year6	Year7
	ii.	Solid Waste Management		Year1	Year2	Year3	Year4	Year5	Year6	Year7
	iii.	Public Transport Services Not Applicable		Year1	Year2	Year3	Year4	Year5	Year6	Year7
	iv.	Other (please specify)		Year1	Year2	Year3	Year4	Year5	Year6	Year7

d. Please indicate the targeted service standards and timelines for achieving the same with regard to each of the above mentioned services<sup>7</sup>

<sup>&</sup>lt;sup>7</sup> To the extent possible, specify service delivery standard as experienced at citizen's end, for e.g. hours of water supply; lpcd received in household; frequency of street sweeping, etc.

Service	Service Standard identified (in units)	Service Standard targeted (in quantity)	Targeted year for achieving the standard*
Water Supply	LPCD	125 LPCD	YEAR 6
Drainage	Covered Drainage	65%	YEAR 6
Solid Waste Management	Per capita per day	400 gms per capita per day	YEAR 5

<sup>\*</sup> with reference to year if JNNURM period (Year 1, Year 2....)

e. Please define the user charge structure and timelines for achieving with regard to each of the above mentioned services

Service	Proposed User charge Structure (give details of rates, category and units)	Targeted year for achieving the standard*
Water Supply	Differential rates will be charged for domestic and commercial connections. Rates charged for domestic connection will be approx 80% of O&M charges and rate charged for commercial connections will be approximately 2.5 times O&M charges.	2008-09
Sewerage	It is not possible to levy this charge on a unit basis. Sewerage charges will be levied on ARV basis which will be a maximum of 4% of ARV according to the Act.	2008-09
Solid Waste Management	Rs 20-25 per household	2007-08

c.	Please indicate plan for achieving volumetric based tariff through 100 % metering with individual meters.  Please indicate annual targets for achieving full metering.  The 2 <sup>nd</sup> SFC has recommended the charges to be collected on a household basis who	Year1	Year2	Year3	Year4  State Ge	Year5	Year6	Year7	etering is
not poss	ible.								
d. Please indicate plan for reduction in Non-Revenue Water (NRW) and Un-accounted for Wa				hrough r	neasures	that incl	ide wate	r audits ar	nd leakage
	detection studies. Please indicate annual targets for both.								
	Non-Revenue Water (NRW)	Year1	Year2	Year3	Year4	Year5	Year6	Year7	-
				7%	6%	5%	5%	5%	
	Un-accounted for Water (UfW)	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
				30%	25%	20%	15%	15%	

e.	Conduct of a study to quantify and examine impact of subsidies for each service (Indicate 'when' against the timeline)				Year1	Year2	Year3	Year4	Year5	Year6	Year7
f.	Results of such analysis to be tabled in the Municipal Council and approved (Indicate 'when' against the timeline)					Year2	Year3	Year4	Year5	Year6	Year7
g.	Indicate periodicity in which such analysis shall be done regularly, and placed Before the Municipal Council					in Three	Years – I	By Year 5	Annual /	Bi annuc	<del>ıl or</del>
h.			O&M costs from user charges (recovel for each year for each of the serv			osts, incli	ıding reli	ated salai	ries and v	wages)	
	i.	Water Supply		Year1	Year2	Year3	Year4	Year5	Year6	Year7	
					48%	60%	75%	100	100%		
	ii.	Sewerage		Year1	Year2	Year3	Year4	Year5	Year6	Year7	
					<u>52%</u>	<u>65%</u>	<u>80%</u>	<u>88%</u>	<u>95%</u>	<u>100%</u>	
	iii.	Solid Waste Management	Heated Comment Lands	Year1	Year2	Year3	Year4	Year5	Year6	Year7	_
	Rest of	Rs 20-25 will be co the funds will be met through	llected from all households. revenue of ULB.								
	iv.	Public Transport Services	Not with ULB.  Being undertaken by State Transport Undertaking	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
	V.	Others, such as hiring of mun e.gcommunity halls, public p	icipal assets,	Year1	Year2 == 10	Year3	Year4	Year5	Year6	Year7	
i.	Any oth	her reform steps being undertak	en (please use additional space as no	ecessary,	please sp	ecify time	eframes f	or steps	envisaged	l)	
	<u>User</u> Howe	charges for water supply and so	ewerage are decided by the board o	f Jal Sans	than. Soli	id Waste	Collection	n charge	es are not	being les	vied o

Please indicate methods of dissemination (to the citizens) of the reforms undertaken and the timeline for the same......The information on

of municipal services ... (including basic services provided by parastatals)

changes in user charges is disseminated through newspapers.

# L5- INTERNAL EARMARKING OF FUNDS FOR SERVICES TO URBAN POOR

#### **DESIRED OBJECTIVE/S**

JNNURM requires reforms to be undertaken by local bodies with respect to earmarking funds in their budgets specifically for services delivery to the urban poor. Commitment is sought from ULBs in undertaking reforms in the budgeting and accounting systems to enable the same, as also targets for expenditure incurred in delivery of services to the poor.

#### **CURRENT STATUS**

#### PROCESS FOR EARMARKING BUDGETS

a. Please indicate prevailing processes for decision making on allocation of budgets for delivery of services to the poor.

There was no provision of separate budget for urban poor but recently State-Govt. has directed to make separate provision in budget for urban poor. Next year onwards separate provision in budget for urban poor will be made in proportion to their population.

b. Please indicate if prevailing accounting and budgeting systems are capable of tracking revenue and capital expenditure incurred on delivery of services to the poor.

Yes No Partly

According to new directives of the State Govt. separate provision in the Budget will be made for delivery of services to Urban poor and separate accounts will be maintained as per separate Budget provision for Urban poor.

EXPENDITURE INCURRED ON DELIVERY OF SERVICES TO THE POOR

a. Please indicate if there is any internal earmarking<sup>8</sup> within the municipal budget towards provision of services to urban poor. Please provide the total amount earmarked and the percentage of the total budget in the last 3 years. *Though funds have been spent in urban poor areas, however, no separate earmarking of funds has been done and so data specifically spent for urban poor is not available.* 

Year		2002-2003	2003-2004	2004-2005
Amount Budgeted	Own sources			
(both Revenue and Capital	Other Sources			
Accounts)	Total			
Actual Amount Spent	Own sources			
(both Revenue and Capital	Other Sources			
Accounts)	Total			
% of the total budget	Own sources			
(both Revenue and Capital	Other Sources			
Accounts)	Total			

# TIMELINE FOR ACTION ON REFORMS

### **BUDGETING AND ACCOUNTING PROCESSES**

a.	Reforms in the accounting and budgeting codes to enable identification of all income and expenditure (in both Revenue and Capital accounts) to be identified
	as related to poor / non-poor. (in the short run the same heads may be categorised on basis of income / expenditure from slum / non-slum).

	Yes N	0								
	If Yes, please state	year from when this will be	made effective.	Year1	Year2	Year3	Year4	Year5	Year6	Year7
b.	Creation of separate	e Municipal Fund in the acco	unting system for 'Services to the Poor	,		Yes	No			
	If Yes, please state	year from when this will be	made effective.	Year1	Year2	Year3	Year4	Year5	Year6	Year7

<sup>&</sup>lt;sup>8</sup> Earmarking refers to percentage allocation of the total estimated income that would be utilised for provision of housing and basic services to urban poor

c. Amendments to the Municipal Accounting Rules for governing the Fund, Operating the Fund, including rules for transfer of resources into the Fund for 'Services to Poor'.

Year1	Year2	Year3	Year4	Year5	Year6	Year7

# ALLOCATION AND EXPENDITURE9 ON DELIVERY OF SERVICES FOR POOR

d. Targeted revenue expenditure on delivery of services to poor per annum, expressed as % of Total Revenue Income

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %			20	23	26	28	30

e. Targeted revenue expenditure on delivery of services to poor per annum, expressed as % of Total Own Source of Revenue Income

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %			20	23	26	28	30

f. Targeted capital expenditure on delivery of services to poor per annum, expressed as % of Total Capital Expenditure

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %			20	30	30	25	25

<sup>&</sup>lt;sup>9</sup> Allocation and spend pertains to all directly attributable expenses specifically incurred for delivery of entire mandate of municipal services to the poor, that should include basic environmental services, roads, tenure, primary education and health, and social security amongst others.

Establishment expenses (including salaries and wages) not directly and specifically incurred for service delivery to the poor should be excluded.

# L6 - PROVISION OF BASIC SERVICES TO URBAN POOR

# **DESIRED OBJECTIVES**

JNNURM requires cities to ensure provision of basic services to the urban poor such as water supply and sanition, including provision of security of tenure and improved housing at affordable prices. JNNURM also requires that delivery to the urban poor is ensured for existing universal services of the Government in the areas of health, education and social security.

### **CURRENT STATUS**

a. Please provide information on existence of any database pertaining to household level information of urban poor.

House Hhold survey hwas been carried out in 1996-97 by SUDA through CDS and data base exists. It has not been updated since then. GIS database for all households is being prepared under NUIS program of Government of India.

b. Has any prioritisation of slums / localities been carried out as part of the CDP process? If Yes, please provide details on the process.

Yes. Slums have been identified. Slums will be developed In-situ. However, Haider canal slums cannot be developed in-situ for the lack of tenure. But, relocation is possible because land will be made available for BSUP project by LMC free of cost. Further, relocation will be carried out in accordance with the enforceable land use plan for Lucknow.

c. Please provide baseline information with respect to quality and level of access of services by poor households in the table below. (in case of wide variation in quality of service within the city across slum clusters, provide average level of service. Please state extremely low levels where appropriate)

No.	Area of service delivery	Performance Parameter	Current levels	Prevailing level of access of urban poor households (in terms of % HHs that access services at the current performance levels)
1.	Water Supply			
1.1	Household level piped water supply	No. of hours of supply at reasonable pressure	4-5 Hrs (160 lpcd)	30%
1.2	Public taps / standposts	No. of hours of supply at reasonable pressure	6 hrs. (160 lpcd)	40%
1.3	Handpumps / Tubewells (untreated ground water source)	Avg. distance from HH in metres	150 Mts.	30%
1.4	Water Tanker supply	Response time on request in hrs.	2-3 hrs.	As and when required
2.	Sanitation			
2.1	Household level individual	Type of toilet	Flush type	50%
	toilets	Type of conveyance / disposal system	Covered/ Open Drain, sewer	
2.2	Community toilets	Seats per population using them	20 persons per seat per day	10%
		Type of conveyance / disposal system	sewer/ septic tank	
3.	Housing			
3.1	Housing	Pucca housing for each household	Pucca	20%
3.2	Night shelters / community shelters	Avg. distance to be traversed by homeless in m	3500 m	10%

d. Please provide details on extent of access to following services by urban poor in the ULB.

		T	
	No	A mag of convige delivery	Drawailing level of access of urban near bougabolds (in tarms of 9/ HUs
	110.	Area of service delivery	Prevailing level of access of urban poor households (in terms of % HHs
- 1		•	· · · · · · · · · · · · · · · · · · ·
- 1			that are able to access these services)
- 1			indi die doie to decess these services,

No.	Area of service delivery	Prevailing level of access of urban poor households (in terms of % HHs that are able to access these services)
4.	Solid Waste Management	
4.1	Street sweeping	15%
4.2	Waste Collection	15%
5.	Roads and Drains	
5.1	Provision of pucca (all weather) roads	50%
5.2	Provision of storm water drains	50%
6.	Street Lighting	
6.1	Provision of street lights	40%
7	<b>Community Facilities</b>	
7.1	Aanganwadi / crèche	45%
7.2	Community halls	20%
8.	Primary healthcare	
8.1	Preventive health care – inputs and advise	50%
8.2	Curative healthcare	45%
9.	Primary Education	
9.1	Primary education	100%
10.	Support for livelihoods	
10.1	Skill development training	30%

No.	Area of service delivery	Prevailing level of access of urban poor households (in terms of % HHs that are able to access these services)
10.2	Micro-credit	40%

e. Please provide details on prevailing levels of secure tenure amongst urban poor.

No.	Area	Total estimated no. in the ULB	Total number of with secure tenure	% of households / micro- enterprise establishments with secure tenure
1	Secure tenure for place of dwelling, in terms of legal status	134450	80670	60%
2.	Secure tenure for place of work for micro-enterprises, in terms of authorisation of the locations of the enterprise	60503	36302	45%

# TIMELINE FOR REFORMS

a. The State Government and ULB must formulate and adopt vide a resolution a comprehensive policy on providing basic services to all urban poor which should include security of tenure and improved housing at affordable prices. The policy document should also cover other existing universal service mandates of the Government in the areas of education, health and social security. This policy document should lay down commitments to attain certain benchmark levels of access and standards of service delivery.

The policy document should be prepared with stakeholder involvement, be adopted and disseminated within 6 months of signing of the MoA under JNNURM, and a copy submitted to MoUD/MoHUPA. *Agreed.* 

# BENEFICIARY IDENTIFICATION AND TARGETTING

Conduct of House Hold (HH) level survey, covering all poor settlements b. Year3 Year4 Year5 Year6 Year7 (recognised slums, unrecognised slums, and informal clusters) HH level survey to cover infrastructure deficiency indicators and c. Yes Partly socio-economic deficiency indicators Creation of database, including identification of HHs for priority targeting of d. Year3 Year4 Year5 Year6 Year7 Schemes for household level benefit (such as livelihood, housing, social security, etc.) Ranking and prioritisation of clusters of urban poor settlements e. Year1 Year2 Year3 Year4 Year5 Year6 Year7 in a participatory manner f. Frequency of updation of database created 2 years

# QUALITY OF SERVICES AND EXTENT OF ACCESS TO SERVICES

Specify the benchmark quality of services targeted for delivery to urban poor for each of the areas mentioned below. It is presumed that this quality of service is targeted for all urban poor. Cities should set progressive benchmarks so as to improve the quality of services rendered over the Mission period.

# g. HOUSEHOLD LEVEL BASIC SERVICES

No.	Area of service	Quality Parameter	Target Quality	Level of access targeted in each year (in terms of % HHs of urban						
	delivery <sup>10</sup>		Benchmark <sup>11</sup>	poor that access services at the targeted quality benchmark)						
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
1.	Water Supply									

<sup>&</sup>lt;sup>10</sup> As access to services is improved through better methods, levels of access through more basic methods will decrease. For e.g. as HHs with access to piped water will increase, HHs with access to tubewells / public taps / tankers will decrease.

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<sup>&</sup>lt;sup>11</sup> To be defined by the ULB at the time of signing the MoA

No.	Area of service delivery 10	Quality Parameter	Target Quality Benchmark <sup>11</sup>	Level of access targeted in each year (in terms of % HHs of urban poor that access services at the targeted quality benchmark)						
	denver y		Deneminark	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
1.1	Household level piped water supply	No. of hours of supply at reasonable pressure	8 hours (200 lpcd)		30	50	70	80	95	100
1.2	Public taps / standposts	No. of hours of supply at reasonable pressure	8		40	40	30	20	5	0
		Avg. distance from HH in metres	150 m							
1.3	Handpumps / Tubewells (untreated ground water source)	Avg. distance from HH in metres	150 m		30	10	0	0	0	0
1.4	Water Tanker supply	Response time on request in hrs.	2-3 hrs.	As and when required						
	G '1 1'									
<b>2.</b> 2.1	Sanitation Household level	True of toilet	Pour flush for all		50	(0	100			
2.1	individual toilets	Type of toilet	the dwellings		50 60		100			
		Type of conveyance / disposal system	sewer/septic tank							
2.2	Community toilets	Seats per population using them	5		They will be used for floating population.					
		Avg. distance from HHs in m	200							
		Type of conveyance / disposal system	sewer/ septic tank							

No.	Area of service delivery <sup>10</sup>	Quality Parameter	Target Quality Benchmark <sup>11</sup>	Level of access targeted in each year (in terms of % HHs of un poor that access services at the targeted quality benchmark)							
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	
		Facilities for aged, women, children, disabled	Yes								
	TT •										
3.	Housing										
3.1	Housing	Pucca housing for each household	Pucca		20	35	60	75	90	100	
3.2	Night shelters / community shelters	Avg. distance to be traversed by homeless in m	3000 m. They will be used for floating population.								

Please provide qualitative comments on above as appropriate.....

#### h. OTHER INFRASTRUCTURE SERVICES

No.	Area of service delivery <sup>12</sup>	Quality Parameter	Target Quality Benchmark <sup>13</sup>	Target year in which all poor households shall have access to services at the target quality benchmark (State year of the Mission Period)
4.	Solid Waste Mar	nagement		
4.1	Street sweeping	Frequency of street sweeping	Daily	Year 5
4.2	Waste	Avg. distance of HHs from bin in m	100 m	Year 5
	Collection	Frequency of lifting of waste from community bin	Daily	Year 5
5.	Roads and Drain	ns		
5.1	Provision of pucca (all	HH level access (roads in front of houses)	Pucca paved roads	Year 7
	weather) roads	Access of slum cluster to main roads	Pucca paved roads	Year 7
5.2	Provision of storm water drains	HH level access to covered drains	Covered drains	Year 7
6.	Street Lighting			
6.1	Provision of street lights	Street illumination through out the year	Tubelights	Year 7
7	Community Fac			
7.1	Aanganwadi / creche	Avg. distance of HHs from the facility in m	1500 m	Year 7

<sup>&</sup>lt;sup>12</sup> As access to services is improved through better methods, levels of access through more basic methods will decrease. For e.g. as HHs with access to piped water will increase, HHs with access to tubewells / public taps / tankers will decrease.

<sup>&</sup>lt;sup>13</sup> To be defined by the ULB at the time of signing the MoA

Area of service delivery <sup>12</sup>	Quality Parameter	Target Quality Benchmark <sup>13</sup>	Target year in which all poor households shall have access to services at the target quality benchmark  (State year of the Mission Period)
Community halls	Avg. distance of HHs from the facility in m	3000 m	Year 7
Duimawy baaltha			
Preventive health care – inputs and advise	Frequency of visits by health worker / other modes of communication reaching the urban poor	Once a week	Year 6
Curative	Reliability of the service	Twice a week	Year 6
healthcare	Avg. distance of HHs from facility in m	1500m	Year 7
Primary Educat	ion		
•	Enrolment rate	100%	Year 3
education	Drop out rate	5%	Year 5
	Avg. distance of HHs from facility in m	1500 m	Year 5
Support for livel	  ihoods		
Skill development training	Persons trained who pursue related occupation		40%(At current level) 85% upto 7 <sup>th</sup> year
Micro-credit	Access to participate in micro-credit group in the community		35%(At current level) 75% upto 7 <sup>th</sup> year
	Community halls  Primary healther Preventive health care — inputs and advise Curative healthcare  Primary Educat Primary education  Support for lively skill development training	Community halls Avg. distance of HHs from the facility in m  Primary healthcare  Preventive health care — / other modes of communication reaching the urban poor advise  Curative healthcare Reliability of the service healthcare Avg. distance of HHs from facility in m  Primary Education  Primary Education  Primary Enrolment rate Avg. distance of HHs from facility in m  Support for livelihoods  Skill Persons trained who pursue related occupation  Micro-credit Access to participate in micro-credit	Community halls Avg. distance of HHs from the facility in m  Primary healthcare  Preventive health care — / other modes of communication reaching the urban poor advise  Curative healthcare Avg. distance of HHs from facility in m  Primary Education  Primary Education  Primary Education  Primary Enrolment rate

It is targetted to provide the proposed levels of services by the end of the Year 7 of the Project.

#### METHODS AND PARTICIPATION BY COMMUNITIES

i. State the areas, intended mechanisms and timelines for participation by communities of urban poor in the entire range of urban services and poverty alleviation programmes. (few examples are illustrated in the table)

No.	Sector	Nature of Involvement	Community Mechanism	Target Mission year to start initiative	Targeted scale of activities by end of the Mission period
1.	Basic services – water supply, sanitation	Participatory planning at micro level	Through community development society	Year 2	100% of all developments in these sectors shall be through such mechanism
2.	Roads within slum clusters	Community contracting	Awarded to community development society	Year 3	Atleast 15% of all such contract through community contracting

Area Sabha/Community Participation Law would ensure that works upto a specified limit can be nominated by the community.

#### **SECURITY OF TENURE**

j.	Please state targeted percentage of urban poor households that would have	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	Secure tenure of their place of dwelling.			35	50	70	85	95
	(state target % for each year of Mission Period)							
k.	Please state targeted percentage of urban poor micro-entrepreneurs that	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	would have secure tenure of their place of work			35	50	70	85	95
	(state target % for each year of Mission Period)							

## OPTIONAL REFORMS<sup>14</sup>

<sup>&</sup>lt;sup>14</sup> IN CASE OF URBAN AGGLOMERATIONS WITH MULTIPLE ULBS, THE ULB RELATED REFORMS IN THIS SECTION SHOULD BE PROVIDED FOR EACH ULB IN THE JNNURM CITY SEPARATELY

#### **O1-INTRODUCTION OF PROPERTY TITLE CERTIFICATION SYSTEM**

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities towards putting in place an effective Property Title Certification System. The cities need to ensure proper management and record of all property holdings within the city. The new system should reflect authentic ownership at all points and information on holdings should be easily accessible.

#### **BACKGROUND**

#### 1. CURRENT STATUS

- a. What is the current system for-?
  - i. Property Registration<sup>15</sup>
  - ii. Transfer of Property<sup>35</sup>

The current system for property registration is provided in Registration Act, 1908 (Act No. 16 of 1908). A deed of transfer of property is typed or handwritten alongwith photographs of executants <u>and is</u> presented before the Sub-Registrar. He registers it, keeps a photocopy as record and returns the original on the same day to the registrants.

b. Please indicate whether information on change of ownership (owing to transaction of property) or encumbrances is being captured? If so how? (For eg. is there information received from the Dept. of Stamp and Registration?)

Information is not captured automatically. The registrants presents his case before the concerned officer in the ULB for mutation of records.

c. Does the property registration system record the following-?

Status	Yes	No	Remarks
i. Lien		<b>√</b>	
ii. Court orders	✓		If a copy is provided to the office

<sup>&</sup>lt;sup>15</sup> Explain in detail the role of various institutions and the processes involved

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iii.	Easements	✓	
iv.	Restrictions	✓	
v.	Encumbrances	✓	
vi.	Lease	✓	
vii.	Third party claims	<b>√</b>	

d.	Which Legislation	is followed for	or registration	and record of	properties?
u.	Willell Degistation	is followed i	or registration	una recora or	properties.

Registration Act, 1908 (Act No. 16 of 1908)

e. What is the status of E-management of property records?

Activity	Already in place	Under implementation	Not done so far	Remarks
Assessment of properties using GIS			✓	
Electronic database of property records			✓	
Software application for regular upgradation of			✓	
records				
System for online registration			<b>√</b>	
ILIS (Integrated Land Information System)			✓	

#### f. Provide Information on current status of Properties registration

Estimated number of properties in the city <sup>16</sup> (a)	No. of properties on records in the Municipality <sup>2</sup> (b)	No. of disputed properties	Coverage Ratio(b/a*100)
525000	321150		60%

g.	Wh	at is	the	basis	for	deterr	nination	of	ownersh	nip	of a	pro	perty	(eg	. a	title	deed	1)?

Title deed.

h. Is it an absolute ownership or does the state guarantee the validity of transaction in any manner? Yes No

<sup>&</sup>lt;sup>16</sup> Please mention the method used for identifying these property figures

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onal	
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	The State Government keeps a record of the registered document on the request of		, parties approach the	e civil cour	t. The St	tate Gove	ernment i	nay provi	de a cop	y of
j.	Is there a list of documents identified to the details.	serve as evidence of change of ow	vnership (Registration	deed, parti	tion deed	d, settlen	nent deed	etc)? If y	es please	give
		List of evidence documents	Comments							
		a. Registered Sale Deed								
		b. Registered Lease Deed for								
		more than 30 years.								
		c. Partition Deed.								
		d. Settlement Deed								
k.	What is the frequency of update of prope	erty records? When was it done las	st?							
	LINE FOR ACTION ON REFORMS indicate the mission year by which the foll	owing targets would be met-								
Please		owing targets would be met								
Please a.	Listing of all the properties in the city	owing targets would be met		Year1	Year2	Year3	Year4	Year5	Year6	Year7
	Finalisation of decisions on the new regi			Year1 Year1	Year2 Year2	Year3 Year3	Year4 Year4	Year5 Year5	Year6 Year6	Year7 Year7

d.	Detailed design of system  Not Applicable	Year1 Year2 Year3 Year4 Year5 Year6 Year7
e.	Inventory of all recorded properties (after enquiry of titles and existing evidences)  Not Applicable	Year1   Year2   Year3   Year4   Year5   Year6   Year7
f.	Update of all the records to reflect current owner and preparation of a 'Register of Titles'	Year1 Year2 Year3 Year4 Year5 Year6 Year7
g.	Computerisation of all the property records against ownership	Year1   Year2   Year3   Year4   Year5   Year6   Year7
n.	Initiation of issue of Property Tax Certificate (on request) to the existing owners, accompanied by cancellation of all previous certificates  *Already being done*	Year1 Year2 Year3 Year4 Year5 Year6 Year7
i.	Setting up a system for regular upgradation of records (eg. MIS with links to all offices having bearing on land encumbrances)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	Setting up a system for online provision of information receipt (relating to transactions), dissemination and requests for certificates	Year1 Year2 Year3 Year4 Year5 Year6 Year7
ζ.	Timeline for achieving 100% registration of properties Section 17 of the Registration registration of a property. Government of India should make appropriate provisions in section is	Act, 1908 does not provide any punishment for non-17 of the Act and make non-registration punishable.
	Year 1 Year 2 Year 3 Year 4 Year	r 5 Year 6 Year 7
	% properties registered	
l.	Any other reforms being undertaken (give details in the space provided)	Year1 Year2 Year3 Year4 Year5 Year6 Year7

#### O2- REVISION OF BUILDING BYELAWS TO STREAMLINE THE APPROVAL PROCESS

#### (For construction of buildings, development of sites etc.)

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities towards streamlining of the building approval process, with the broad objective of establishing a simple, transparent and lesser time-consuming process that encourages development.

#### **CURRENT STATUS**

a. Which agency is responsible for preparing Building Byelaws?

Chief Town and Country Planning department

b. Which legislation governs the formulation of Building Byelaws and implementation of the regulation?

U.P. Housing and Development Act 1956

c. Explain the role of various agencies involved with building permission and sanction.

Agency	Role				
a. Development Authority	In Development area submission and approval is done by concerned Development				
Authority and no objection certificate is taken from ULB					
b. Housing Board	The area developed by Housing Board submission and approval is done by Housing Board				
C Regulated Area	In Regulated Area's submission and approval is done by Prescribed Authority and NOC is taken from ULB				
d ULB	Except above areas submission and approval is done by ULB				

d. Explain in detail the existing process of building approval.

After submission of Building Plan to concerned authorities no objection certificate is taken from concerned Local Bodies, Fire department, Air port(if required), PWD, Revenue Department, Town Planning Department(if required). Time Limit for Approval is 30 days for Housing Plan and 90 days for Commercial plan. Appeal against disapproval can be made to competent authorities.

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e	Are the Building Byelaws uniform throughout the city? (If not, give details)	Yes	No

e. How many regulation parameters does a building permission consider? List those.

List of Parameters	Comments
a Land Use	
B Ground Coverage	
C Set Back	
D Parking	

f. When was the Building Byelaws last revised?

Year 2000

Indicate the level of modification by ticking agaisnt the following-

	neumonic of troning against the rene wing									
1	level of Modification	Revision date	Detail of modification							
i.	Radical changes (FSI, ground coverage etc)	Year 2000								
ii.	Minor Modifications	Year 2000								
iii.	Changes in approval process (If yes, specify)	Year 2000								

Under revised Building Bye-Laws in 2000, Government has made changes in the parameters i.e coverage, set back, building height, parking.

g. Detail out the extent of use of technology and computers in the process of building approvals as well as upkeep of records.

Integrated application software package has been developed for all the development authorities by  $\underline{A}\underline{a}$  was  $\underline{b}\underline{B}$  and  $\underline{b}\underline{B}$  a

g. Indicate the status of Building Approvals in the financial year 2004-2005-

1	Number of Applications received (before 30th Feb'2005)	7272
2	Number of Sanctions made within 1 month from date of receipt of the application	267
3	Number of Sanctions made within 2 months from date of receipt of the application	
		517
4	Number of Applications that took more than 2 months for approval	Nil
5	Average time taken for approval of a building	12 days

i. Please indicate the possible reasons for delay in the approval process

#### **TIMELINE FOR REFORMS**

Please indicate the mission year by which the following targets would be met-

a.	Consultation with stakeholders on modifications required to Building Byelaws -Done	Year1	Year2	Year3	Year4	Year5	Year6	Year7
b.	Identification and finalisation of modifications in the existing Building Byelaws in order to streamline the process of approval. (eg. outsourcing of certain activities etc) -Done	Year1	Year2	Year3	Year4	Year5	Year6	Year7
c.	Defining mitigation measures for risks from natural disasters as part of Building Byelaws, (including structural safety issues on basis of seismic zones)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
d.	Amendment of the existing legislation to introduce the new Building Byelaws and notification - (Done)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
e.	Dissemination of the new set of Building Byelaws through a website	Year1	Year2	Year3	Year4	Year5	Year6	Year7

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f.	City level Workshops to address to the queries of general public (It is ongoing process)					Year	1 Year2	Year3 Year4	Year5	Year6	Year7	
g.	Setting up of an MIS system with links to all offices having bearing on building permission					Year	1 Year2	Year3 Year4	Year5	Year6	Year7	
h.	Start of Approval as per the new building byelaws (Done)					Year	1 Year2	Year3 Year4	Year5	Year6	Year7	
i.	Establishment of inbuilding plan appr Interactive Voice I	ovals, through me	thods such as	_		or	Year	1 Year2	Year3 Year4	Year5	Year6	Year7
j.	Timeline for reduc	tion of average time	ne taken for b	uilding sanct	ion							
		Category of	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7			
		Category or	1000. 1						•			
		buildings	1000		T	ime taken in d	ays					
			30 days	20	10 T	ime taken in d	ays 7	7	7			
		buildings		20 20		ime taken in d 7 10	ays 7 10	7 10	7 10			
		buildings Residential	30 days		10	7	7	′	7 10			
j.	Any other reforms	buildings Residential Commercial	30 days 30 days	20	10	7	7	10	7 10 Year3 Year4	Year5	Year6	Year7

Year2

Year3

Year4

Year5

Year6

Year1

#### O3 - REVISION OF BUILDING BYELAWS TO MAKE RAINWATER HARVESTING MANDATORY IN ALL BUILDINGS TO COME UP IN FUTURE AND FOR ADOPTION OF WATER CONSERVATION **MEASURES**

#### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities to take sufficient steps towards promoting the use of rain water harvesting systems in cities by making it mandatory for building permission, with a long term objective of promoting conservation of water and ensuring sustainability of water resources.

C	U	R	R	$\mathbf{E}$	VT	S	$\mathbf{T}^{A}$	١T	U	S

b.

a.	Is there any legislation for making Rainwater Harvesting mandatory in bu	uildings? Yes No
b.	If yes, please provide following details of the regulation-	
	i. Since when has it been adopted?	Year 2003
	ii. Is it a part of the building byelaws and mandatory for building sanctic	ions? Yes No
	iii. Is it for all buildings?	Yes No
	iv. If no, what are the criteria adopted for selected plots or buildings?	
	Rain water harvesting is mandatory for only plot sizes that a non-residential buildings.	areof greater than 300 square -meter for residential buildings and all
Please	LINE FOR ACTION ON REFORMS indicate the mission year by which the following targets would be met-	Year1 Year2 Year3 Year4 Year5 Year6 Year7
a.	Final design of Rainwater Harvesting System and decision on end use	Year1 Year2 Year3 Year4 Year5 Year6 Year6

Preparation of draft building byelaws to reflect the mandatory clauses of Rainwater Harvesting.

(Done)

Year7

Checklist	for	the	'Urhan	Reforms	Agenda	' under .	INNURA	1
Chechisi	101	uu	Orban	ILC/OI IIIS	112 CHUU	unuci		"

c.	Amendment of the existing legislation to introduce the new Building byelaws and notification (Done)	Yeari	Y ear2	Y ear3	Y ear4	Years	Y earo	Y ear /
d.	Dissemination of the new set of Building Byelaws through a website (Done)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
e.	City level Workshops to address to the queries of general public (It is on going process)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
f.	Start of Approval as per the new building byelaws (Done)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
f.	Any other reforms being undertaken (give details in the space provided)	Year1	Year2	Year3	Year4	Year5	Year6	Year7

## O4 - EARMARKING AT LEAST 20-25 PER CENT OF DEVELOPED LAND IN ALL HOUSING PROJECTS (BOTH PUBLIC AND PRIVATE AGENCIES) FOR EWS/LIG CATEGORY WITH A SYSTEM OF CROSS SUBSIDISATION

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities towards earmarking at least 20-25 % of developed land in all housing projects (both public and private) for low income families in order to meet the housing needs of both EWS and LIG categories of population.

#### **CURRENT STATUS**

a. List the government / quasi-government institutions responsible for provision of housing in the city (eg. Development Authority, Housing Board, Housing Corporation etc).

S	.No	Institution	Approx. no. of dwelling units created in previous financial year
1		Lucknow Development Authority	1670
2		UP Awas Vikas Parishad	1418

b. Please provide details on extent to which the private sector plays a role in housing development in the city

Information parameters	Estimates
Number of private developers in the city	16
Approximate number of housing projects by private developers	23
for whom plans were sanctioned in last year	
Approximate number of dwelling units created by private	1285
developers in above projects	

- c. Is there any legislation regarding mandatory reservation of certain percentage of land for EWS/LIG in housing projects? Yes No.
- d. If yes, please provide the following details
  - i. Percentage of developed land required to be reserved for EWS/LIG  $\,N.A.$
  - ii. Is it applicable to both government as well as private developments? Yes No

#### **TIMELINE FOR ACTION ON REFORMS**

Please indicate the mission year by which the following targets would be met-

a. Decision on the extent of reservation (20-25%)

Year1 Year2 Year3 Year4 Year5 Year6 Year7

b. Amendment of the existing legislation and notification

Year1 Year2 Year3 Year4 Year5 Year6 Year7

c. Timeline to improve the percentage of reservation for EWS/LIG in housing projects

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Percentage of							
reservation (%)							

d. Any other reforms being undertaken (give details in the space provided)

Year1	Year2	Year3	Year4	Year5	Year6	Year7

<u>In</u> Housing Policy Statement for <u>intregrated integrated</u> townships and high tech townships 10% plots are reserved for EWS and 10% for LIG.

### O5 - SIMPLIFICATION OF LEGAL AND PROCEDURAL FRAMEWORKS FOR CONVERSION OF AGRICULTURAL LAND FOR NON-AGRICULTURAL PURPOSES.

#### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities to take sufficient steps towards streamlining the process of conversion of agricultural land to non-agricultural purposes with the broad objective of establishing a simple, transparent and lesser time-consuming process that encourages development.

#### **CURRENT STATUS**

a. Explain in detail the current system for conversion of agricultural land for non-agricultural purposes (for areas coming under Development Authority as well as outside)

Owners of land gives an application for land use change to concerned development authority or regulated are Development authority invites objection from public ,after due consideration of objections then board recommends to housing secretary for change of land use. Government decides the change of land use.

b. List out the number of agencies involved and their roles.

Agency	Role
A Development authority	Recommendation
B CTCP	Technical advice
C Government	Approval

	TT71 : 1 T	0 11 1 0		1 10 1 1	0
C	Which Legislation/s is/are being	tollowed for	conversion of agricultural	land for non-agricultural	nurnoses?
∙.	THE ESSISIATION S IS AT COUNTY	5 10110 W <b>Cu</b> 101	conversion of agricultural	idita for from agriculturar	parposes.

U.P Urban Planning and Development Act 19763

a.	rias there been any attempt at simplification of the procedure of such conversions in the past? State yes or no and give details. No

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e.	What is the average time taken for conversion of land from	agricultural to	
	i. Residential use-	Time is not specified in act.	
	<ul><li>ii. Other use (Industrial, commercial etc)-</li><li>iii.</li></ul>	Time is not specified in act.	
f.	Please indicate the possible reasons for delay in the process	for conversion of agricultural land for	or non-agricultural purposes
	Since there is no time frame at every stage, there	efore delay occurs.	
TIMEL	INE FOR ACTION ON REFORMS  Not Applicable		
a.	Finalise on modifications in the existing procedure in order and standardise the process of conversion.	to streamline	Year1 Year2 Year3 Year4 Year5 Year6 Year7
b.	Amendment of the existing legislation and notification		Year1 Year2 Year3 Year4 Year5 Year6 Year7
c.	Dissemination of the new process through a website		Year1 Year2 Year3 Year4 Year5 Year6 Year 7
d.	City level Workshops to address to the queries of general p	ublic	Year1 Year2 Year3 Year4 Year5 Year6 Year 7
e.	Setting up an MIS system with links to all offices having be	earing on conversion of land-use	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f.	Establishment of interactive citizen enquiry system on statu conversion of land use through methods such as – Interactive Voice Recording System (IVRS), Website, telep		Year1 Year2 Year3 Year4 Year5 Year6 Year7

g.	Start of conve	rsions as per the new legisla	ition				Year1	Year2 Year	r3 Year4	Year5	Year6	Year7
h.	Average time	taken for conversion of land	l-use, to reduc	ce over the M	ission Period							
			Year 1		Year 3	Year 4	Year 5	Year 6	Year 7			
		Time taken in months										
i.	Any other reforms	being undertaken (give deta	ails in the space	ce provided)		Year1	Year2	Year3 Year	4 Year5	Year6	Year7	
	-	-	_									

## O6 - INTRODUCTION OF COMPUTERIZED PROCESS OF REGISTRATION OF LAND AND PROPERTY<sup>17</sup>

#### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities undertake steps to computerise the process of registration of land and property, so as to deliver efficient, reliable, speedy and transparent services to citizens.

#### **CURRENT STATUS**

a. Explain in detail the prevailing process of getting a property or land registered?

Registration of property is done in 347 Sub-Registrar's office. In 241 offices, it is performed manually. However, in 106 district level Sub-Registrar's offices, record of registration of documents is being created on PRERNA software developed by NIC from 01.08.2006. Necessary amendments have been made in Indian Stamp Act, 1899 and Registration Act, 1908 and rules.

- b. To what extent is the present system computerized
  - i. Is there a computerized record of registered properties? Yes

No

ii. Can the property holder register through internet?

Y	es



#### **TIMELINE FOR REFORM**

a. Indicate the target year for conversion to an electronic process of registration

Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
				<b>✓</b>		

A project for conversion of photocopy process of registration of documents to electronic process of registration of documents has been submitted to Ministry of Rural Development, Government of India. The process of conversion shall be started in a phased manner.

<sup>&</sup>lt;sup>17</sup> Related process improvements and reforms measures are expected to be covered under the Reforms for Property Title Certification.

#### **O7- BYELAWS ON REUSE OF RECYCLED WATER**

#### **DESIRED OBJECTIVE/S**

JNNURM requires the cities frame byelaws related to reuse and recycling of waster water, so as to conserve water resources.

#### **CURRENT STATUS**

Is there	any byelaw pertaining to reuse of recycled water? Yes No
If yes, p	please provide following details –
i.	Since when has it been adopted?
ii.	Is it a part of the building byelaws? Yes No
iii.	Which legislation stipulates it?
Mentio	n its coverage and specifications in brief

#### TIMELINE FOR ACTION ON REFORMS

Final design and decision on end use of a Waste Water Recycling System Year3 Year4 Year5 Year6 Year 7 a. Year1 Year2 Preparation of draft building byelaws to reflect the mandatory clauses of such a system Year2 Year3 Year4 Year5 Year6 Year 7 b. Year1 Amendment of the existing legislation to introduce the new Building Byelaws and procedures Year6 Year 7 Year5 c. Year1 Year2 Year3 Year4

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d.	Dissemination of the new Building Byelaws through a website	Yearl	Year2	Year3	Year4	Year5	Year6	Year
e.	City level Workshops to address to the queries of general public	Year1	Year2	Year3	Year4	Year5	Year6	Year
f.	Start of Approval as per the new Byelaws	Year1	Year2	Year3	Year4	Year5	Year6	Year7
g.	Any other reforms being undertaken (give details in the space provided)	Year1	Year2	Year3	Year4	Year5	Year6	Year7

#### **O8-ADMINISTRATIVE REFORMS**

#### **DESIRED OBJECTIVE/S**

JNNURM requires the administrative reforms are undertaken in ULBs and other institutions engaged in urban sector management. Such administrative reforms should include – instituting better human resource management systems, reduction in establishment expenditure by introducing voluntary retirement schemes, non-filling up of posts falling vacant due to retirement, extensive use of outsourcing, performance review and management mechanisms, etc., and achieving specified milestones in this regard.

#### **CURRENT STATUS**

#### STAFF DETAILS AND HUMAN RESOURCE MANAGEMENT

Please give the following details-

Item	Class 1 staff	Class II Staff	Class III staff	Class IV staff	Remarks, if any
Total staff in the Corporation/ ULB					
Permanent/Regular posts	25	37	880	5310	
Occupied posts	19	32	635	4586	
Temporary staff			11	497	
Technical staff	10	10	34	107	
Non technical staff	90	12	590	3982	
Vacant posts	6	15	234	227	
Number of new posts created in the past five years			3		
Number of recruitments done against the above posts			4		
Number of posts fallen vacant due to retirement during the past five years	3	16	151	583	
Number of recruitments done against the above posts					
Number of retirements expected in the next five years.	1	6	126	542	

Detail out the Initiatives taken for HR management and performance management under taken in the past two financial years

Initiative	Date	Details	Achievements
NIL			

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Initiative	Date	Details	Achievements

#### STAFF- TRAINING

b. List down the Initiatives taken for staff training in the past

Initiative	Date	Details	Achievements
Computer training to staff	Done	Computer training	Skill upgradation

#### ESTABLISHMENT EXPENDITURE

Total Establishment expenditure over the past five years
(All expenses are in Rs lacs) c.

	FY	FY	FY	FY	FY	CAGR
Particulars	(Rs.)	(Rs.)	(Rs.)	(Rs.)	(Rs.)	
Salaries, Wages and Bonus	4507.62	4669.92	4821.47	4721.47	5226.84	
Benefits and Allowances						
Pension	724.29	780.00	823.37	799.00	882.10	
Other Terminal & Retirement Benefits						
Total establishment expenses	5231.91	5449.92	5644.95	5520.47	6108.94	
Total Establishment expenses as % of Total Revenue Income	62.31%	44.73%	57.83%	51.43%	49%	

d. List down the initiatives taken for reduction in Establishment Expenditure (if any) in the past

Initiative	Date	Details	Achievements
Ban on recruitment	Done	Ban on recruitment	Reduction in expenditure

#### **TIMELINE FOR ACTION ON REFORMS**

a. Please identify the steps you wish to take in order to bring about the following. A few steps are being suggested here.

Area of Reform	Proposed steps	Targeted Year in the mission period
<ul> <li>a. Rationalisation in staff &amp; Human Resource</li> <li>Management</li> <li>Suggested steps:</li> <li>Identification of loopholes in the existing staffing</li> <li>Draft Proposal for changes in staffing policy</li> <li>Draft Proposal for reforms in performance evaluation system</li> <li>Employee Consultation</li> <li>Discussion with various ULB Departments</li> <li>Cabinet Approval</li> <li>Preparation of Enabling Legislation</li> </ul>	In house study of the prevailing system proposed to be taken up for Rationalisation in staff & Human Resource Management	Year 3-5
b. Staff Training Suggested steps:  Assessment of training needs Finalisation of training curriculum Selection of Agencies to provide training Conduct of training Training programs identified	A calendar is being prepared for training of staff	Year 3-5
c. Reduction in Establishment Expenditure		

Area of Reform	Proposed steps	Targeted Year in the mission period
Suggested steps:  Outsourcing certain functions	Ban on new recruitment. Services are also being given on PPP basis.	Year 3-5
Higher capacity utilisation	PPP Dasis.	
■ Energy saving		
■ Cost control targets		
d. Continuity of tenure of key decision makers	Not possible	
Suggested steps:	•	
■ Minimum average tenure of Municipal Commissioner		
e. Management review systems		
Suggested steps:	Plan for periodic review is being drawn up.	Year 3-5
■ Periodic review by Mayor & Municipal Commissioner	a manage personal review as soming and with app	
<ul><li>Generation of Daily / Weekly / Monthly and Quarterly</li></ul>		
Performance reports on – Financial, Service delivery and		
Capital Projects		

b. Please give the identified milestones with respect to rationalisation / redeployment in number of staff against the mission year

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Number of staff	15%	17%	19%	21%	23%	24%	25%

c. Please state by when the ULB shall evolve a detailed Training Plan for its staff. At what frequency such plan shall be reviewed.

<u>A detailed-staff training program shall be prpared by Year 3 of the project which shall be reviewed annually for updation/upgradation.</u>

d. Please give the identified milestones for reduction in establishment expenditure against the mission year

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted reduction in Establishment Expenditure	49	47	45	43	42	41	40
(as % of Total Revenue Income)							

e. Ensuring stability of tenure( minimum 2 years) for Municipal Commissioner/executive Officer

Checklist for the 'Urban Reforms Agenda' under JNNUR	Checklist	st for th	e 'Urban .	Reforms	Agenda'	under.	<b>JNNUR</b>
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and other municipal functionaries/staff( commitment to be given by state)  Not possible	Yearl Year2 Year3 Year4 Year5 Year6 Year

#### **09-STRUCTURAL REFORMS**

#### **DESIRED OBJECTIVE/S**

JNNURM requires the structural reforms are undertaken in ULBs and other institutions engaged in urban sector management. Such structural reforms should include – reviewing and revamping the organisation structure of the ULBs to align it to current requirements, decentralisation within the ULB where necessary, creation of trained cadres of municipal staff in specific technical disciplines, improved coordination mechanisms amongst city level agencies, etc. and achieving specified milestones in this regard.

#### **CURRENT STATUS**

a. Has the organisation structure of the ULB been reviewed in the last one year? Please key issues with the prevailing organisation structure of the ULB.

b. Does the ULB operate through Zonal Offices? If yes, give the following details-

i. How many such offices exist in the city?

Six Zonal Offices

ii. What functions do they perform and what powers do they yield?

All the functions of the ULB.

c. Please state the specific cadres of staff that are employed in the ULB.

Cadre of staff	Functional area they are employed in	Method of selection	Average tenure in one ULB
	the ULB		
Municipal	Administration, Revenue, Audit &	Direct and Promotion	3-5 years.
Centralised Services	Accounts, Engineering, Health &		
	Sanitation, Horticulture.		
Non- Centralised	Class III, and Class- IV	Direct and Promotion	Non - transferable.
Municipal Services			

d. List role of ULB in other city level parastatal agencies. (for e.g. representation on board, membership in coordination committees, etc.)

<u>In the Development Authority – as members of the Board</u>. In different committees at the district level for coordination with other departments.

#### **TIMELINE FOR REFORMS**

a. List sets of initiatives planned within the ULB organisation (for e.g. reallocation of functions within the ULB departments, alignment of sub-ULB level geographic jurisdictions of various departments with ward boundaries, decentralisation of functions, etc.)

Initiative for Organisational structural improvements	Target Date
Reallocation of functions within the ULB departments, alignment of sub-ULB level geographic jurisdictions of various departments with ward boundaries, decentralisation of functions is prevalent and shall be further streamlined.	Year 3-5

b. List sets of initiatives planned for inter-agency coordination and accountability amongst city level agencies

Initiatives for inter-institutional structural reforms	Target Date

c. List State level structural reforms to be undertaken for creation of cadre of municipal staff for different technical disciplines.

Initiatives for creation of cadres of municipal staff within the State	Target Date
	June 2007

Cadre restructuring is being done

#### O10 - ENCOURAGING PUBLIC PRIVATE PARTNERSHIP

#### **DESIRED OBJECTIVE/S**

JNNURM requires the cities widely deploy public-private partnership models for more efficient delivery of civic services. Cities should explore wide array of options available for such partnerships and deploy those that optimal in meeting the needs and priorities of its citizens.

#### **CURRENT STATUS**

List down the key initiatives in PPP, including outsourcing of services undertaken in the ULB during the past five years.

Initiative	Date	Details	Achievements
Maintenance of parks, gardens	April 2005	Maintenance of parks, gardens handed over to Neighbourhood Committees and private entrepreneurs.	Running successfully
Road crossings	April 2004	Handed over to private enterprises and semi-govt. organizations.	Being maintained
Segregate and primary collection of MSW	April 2002	Being done through NGOs in several areas	

#### **TIMELINE FOR REFORMS**

b. List down the State level regulatory and policy initiatives planned for encouraging and deepening PPP in urban services

Regulatory / Policy changes	Target Date	Intended impact
Parking places being maintained through PPP		Improved service delivery
Solid Waste Management will be done through PPP		Improved service delivery
Maintenance of parks through PPP		Improved service delivery

c. List down the city level project initiatives planned through PPP in the next three years.

Project	Target Date	Mode of PPP
Parking and Terminal facilities	Year 3	Private enterprises
Street lighting maintenance	Year 3	Private enterprises
Public conveniences	Year 3	Private enterprises

# Checklist for the 'Urban Reforms Agenda' under JNNURM

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### STAKEHOLDER CONSULTATIONS FOR REFORMS

### DESIRED OBJECTIVE/S

JNNURM requires the states/ cities to commit to reforms after effective consultations held across agencies and institutions involved in undertaking these reforms. It should be ensured that meaningful consultations are held at both the State and City levels on the reforms agenda, prior to the Memorandum of Agreement being entered into with the MoUD. Government of India.

### DETAILS OF CONSULTATIONS

Please provide the list of agencies / stakeholders consulted

S.No	Stakeholders Consulted (Name position and agency / institution)
1	State Cabinet
2	Departments of the State Government
3	Elected representatives of the municipal bodies
4	Officers of the municipal corporations and other urban local bodies

Please specify consultations held and dates of such meetings / workshops

Various workshops were organised by Regional Centre for Urban Environmental Studies, Lucknow, Government of India which were well attended by officers of the municipal corporations and other urban local bodies. The reform agenda was explained and feedback taken from each of them. The reform agenda has been put up before the board of the municipal corporations and other urban local bodies and the board's approval has been obtained. Since, the reform agenda required inputs from other departments, like Stamp and Registration department, as well, meetings were held with various departments. Concurrence of the finance and planning departments was also obtained on the reform agenda. Finally, the nod of the state cabinet was obtained to finalise the reform agenda. The state of Uttar Pradesh is thus fully committed to the reform process as envisaged by Government of India.

# State Level Reforms

# $M_{ ext{andatory}}$ Reforms at the level of the state Government

### S1. IMPLEMENTATION OF THE 74TH CONSTITUTIONAL AMENDMENT ACT

### DESIRED OBJECTIVE/S

JNNURM requires certain reforms to be undertaken by states/ cities in implementing the 74<sup>th</sup> Constitutional Amendment Act in its letter and spirit. The State should ensure meaningful association and engagement of Urban Local Bodies in the entire gamut of urban management functions, including but not limited to the service delivery function by parastatal agencies. Over a period of seven years, the Mission aims to ensure that all special agencies that deliver civic services in urban areas to ULBs are either transferred and / or platforms are created for accountability to ULBs for all urban civic service providers in transition.

### **CURRENT STATUS**

a. Please indicate the status of implementation of the following as per the Act:

i.	Constitution of municipalities, and last when	Yes	No	Election were held in October-November 2006
ii.	Composition of municipal councils, and last when	Yes	No	Elections were held in October-November 2006 for 12 Municipal Corporation.192 municipalities and 417 Nagar Panchayats
iii.	Reservation of seats for women, SCs and STs	Yes	No	Seats in municipal elections are reserved as per constitutional provisions.
iv.	Constitution of District Planning Committees (DPCs)	Yes	No	UP District Planning Committee Act, 1999 has been enacted, DPC formation under process.
v.	Constitution of Metropolitan Planning Committee (MPCs)	Yes	No	The UP Nagar Nigam Adhiniyam, 1959 in section 57-A provides for constitution of MPC. The rules of MPC are being framed.
vi.	Incorporation of Schedule 12 into the State Municipal Act	Yes	No	They were incorporated into the Act on 30 <sup>th</sup> May, 1994.

b. Please indicate which of the functions of Schedule 12 have been incorporated into the State Municipal Act and transferred to ULBs by indicating a Yes or No against columns 'c' and 'd'

No.	Functions listed in 12 <sup>th</sup> Schedule	Incorporated in the Act <sup>1</sup>	Transferred to ULBs <sup>2</sup> *
a	В	C	d
1	Urban Planning including town planning	✓	Partly
2	Regulation of land-use and construction of buildings	Partly	Partly
3	Planning for economic and social development	No	No
4	Roads and bridges	✓	Partly
5	Water supply- domestic, industrial and commercial	✓	Partly
6	Public health, sanitation, conservancy and SWM	✓	Completely
7	Fire services	No	No
8	Urban forestry, protection of environment and ecology	✓	Partly
9	Safeguarding the interests of weaker sections society including the handicapped and mentally retarded	✓	Partly
10	Slum improvement and upgradation	✓	Partly
11	Urban poverty alleviation	✓	Partly
12	Provision of urban amenities and facilities- parks, gardens and playgrounds	✓	Completely
13	Promotion of cultural, educational, and aesthetic aspects	✓	Completely
14	Burials and burial grounds, cremations, cremation grounds and electric crematoriums	✓	Completely
15	Cattle pounds, prevention of cruelty to animals	✓	Completely
16	Vital statistics including registration of births and deaths	<b>√</b>	Completely
17	Public amenities including street lighting, parking lots, bus stops and public conveniences	<b>√</b>	Completely
18	Regulation of slaughter houses and tanneries	✓	Completely

<sup>\*</sup> ULBs have been performing these functions earlier.

c. In case of any of the above functions have not been transferred or transferred only partly, please specify the other agencies involved and its role vis-à-vis ULBs.

•	Regulation of land use & construction of buildings	Except 133 Municipal areas where development authorities and regulated
		area authorities are performing this function, ULBs in remaining 495
		towns are doing this function.

<sup>&</sup>lt;sup>1</sup> Indicate as either: Completely, No, or Partly <sup>2</sup> Indicate as either: Completely, No, or Partly

Urban Planning including Town Planning	Same as above
Water Supply	Except Urban areas covered under 5 water works and 2 regional water works, all ULBs are performing this function.
Roads and Bridges	Except roads owned by PWD, all other roads are constructed and maintained by ULBs.
Urban forestry	State Forest Department
Safeguarding the interest of weaker sanction	Social Welfare Department, State Urban Development
Slum improvement and upgradation	State Urban Development Agency
Urban poverty alleviation	State Urban Development Agency

l. I	Please indicate	whether the t	transfer of	functions h	nas been	accompanied by	transfer of staff.
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Yes No Part

If no, please specify the extent to which ULBs have been given powers and resources to recruit staff for managing transferred functions.

The municipal staff belongs to the centralized or the non-centralised cadre. Recruitment to the centralized staff positions are done through the State Public Service Commission and the Subordinate Staff Selection Board. Recruitment to the non-centralised positions are done at the ULB level.

e. If the DPC/MPC has been constituted, please attach a copy of the Act.

DPC has been constituted under the UP District Planning Committee Act, 1999. The UP Nagar Nigam Adhiniyam, 1959 in section 57-A provides for constitution of MPC.

f. If the DPC/MPC has not been constituted, has the legislative process for their constitution been initiated? Please specify status, if the process has been initiated.



g. Please indicate the status of SFC - have they been constituted? When was the last SFC constituted?

Third SFC has been constituted by the Government as per GO No. R.G.-2046/Dus-2004-70-2004

Third SFC has been constituted by the Government as per GO No. R.G.-2046/Dus-2004-70-2004 dated December 23, 2004 issued by Finance department.

h. Please indicate whether SFCs submitted their recommendations. If yes, what is the status of implementation?



There were 61 recommendations made by 1<sup>st</sup> SFC of which 46 recommendations were totally accepted and 3 were accepted with modifications by the State Government. The 2<sup>nd</sup> SFC submitted 134 recommendations of which 98 recommendations were totally accepted, 6 were partially accepted and 8 were accepted with modifications by the State Government. 22 recommendations were rejected. The main recommendation was regarding devolution of funds from the tax revenues of the state which was accepted by the State Government.

### TIMELINE FOR REFORMS

### MUNICIPAL ELECTIONS

a.	a. If elections to the municipalities have not been held,		Year1	Year2	Year3	Year4	Year5	Year6	Year7
	Please indicate when this will be held.	Elections have been held.							
DISTRICT PLANNING COMMITTEE / METROPOLITAN PLANNING COMMITTEE									

If the answer to 1(e) (i) is no, then please provide a time schedule Year2 Year3 Year4 Year5 for constituting the DPC/MPC. (Indicate year for enactment of Act in box) Provision for constituting DPC/MPC has been made in the Act.

Please provide timelines for steps leading up to enactment of legislation for constitution of DPC / MPC.

DPC will be made functional in 2007-08. Process for formation of MPC will start in 2007-08 and they will be made fully functional by 2011-12. At present, four municipal councillors and municipal commissioner are members of the board of the development authority chaired by Divisional Commissioner. The representation of the local body is about 40%. After discussions, the commitment to bring the date to make MPC functional forward will be again reviewed after six months.

Please specify the reasons for delay, if any.

### STATE FINANCE COMMISSION

c. Please provide timetable for constitution of SFC, acceptance and implementation of its recommendations

Recommendations of 2 SFC's constituted earlier have already been implemented by the State Government. The recommendations of the 3<sup>rd</sup> SFC would be available by 2007. The acceptance and implementation of its recommendation would follow in the year 2007-08.

### **CONVERGENCE OF URBAN MANAGEMENT FUNCTIONS**

- d. Resolution<sup>3</sup> by Government expressing commitment to implement the 74<sup>th</sup> Amendment Act<sup>4</sup> with respect to convergence of urban management functions with ULBs (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) *Agreed.*
- e. Please provide timeline in years of when the State plans to complete the transfer of the following functions<sup>5</sup>

No.	Functions listed in 12 <sup>th</sup> Schedule	Gov.	Cabinet	Amendment of	Implementation		
		Resolution	Approval	State/Municipal Acts			
		There are 628 ULBs in the State. This function is performed by all except					
1	Urban Planning including town planning			y the concerned Develop			
		Regulated Area	as. By 7 <sup>th</sup> yea	ar, it will be extended to a	ll ULBs.		
2	Regulation of land-use and construction of buildings			perform this function. B	y 7 <sup>th</sup> year, amendment		
	Ü			cipal Corporation Act.			
3	Planning for economic and social development	2009-10	2009-10	2009-10	2010-11		
4	Roads and bridges	Already with U					
5	Water supply- domestic, industrial and commercial	Already with U	JLBs.				
6	Public health, sanitation, conservancy and SWM	Already with ULBs.					
7	Fire services	2009-10	2010-11	2011-12	2011-12		
8	Urban forestry, protection of environment and ecology	Done	Done	Done	2010-11		
9	Safeguarding the interests of weaker sections society	Done	Done	Done	2008-09		
	including the handicapped and mentally retarded			Done			
10	Slum improvement and upgradation	Done	Done	Done	2006-07		
11	Urban poverty alleviation	Done	Done	Done	2006-07		
12	Provision of urban amenities and facilities- parks, gardens	Already with U	JLBs.				
	and playgrounds						
13	Promotion of cultural, educational, and aesthetic aspects	Already with U	JLBs.				
14	Burials and burial grounds, cremations, cremation	Already with U	JLBs.				
1.5	grounds and electric crematoriums	, and the second					
15	Cattle pounds, prevention of cruelty to animals	Already with ULBs.					
16	Vital statistics including registration of births and deaths	Already with U	JLBs.				
17	Public amenities including street lighting, parking lots, bus stops and public conveniences	Already with U	JLBs.				

<sup>&</sup>lt;sup>3</sup> In case of issues to be decided at the State Government level, a 'Resolution' would imply the resolutions passed by State Legislative Assembly/Cabinet. Similarly in case of issues to be decided at the city level, 'Resolution' would imply the resolutions passed by the Municipal Council

<sup>&</sup>lt;sup>4</sup> Note: This can be done by way of unbundling of services. e.g. parastatals or other agencies may operate, maintain, own assets and collect user charges for delivery of these municipal services, so long as they are accountable to ULBs. Service levels should be fixed by ULBs. The ULBs should be empowered and capacitated to ensure delivery of services at the defined level by the service provider/s, through the mechanisms of contractual arrangements. Such mechanisms are consistent with the reforms envisaged under the 74<sup>th</sup> Constitutional Amendment Act)

<sup>&</sup>lt;sup>5</sup> Specify NA where not applicable. The list should correspond to items specified in table under 1. b. as those either partly or not transferred to ULBs.

No.	Functions listed in 12 <sup>th</sup> Schedule	Gov. Resolution	Cabinet Approval	Amendment of State/Municipal Acts	Implementation
18	Regulation of slaughter houses and tanneries	Already with ULBs.			

f. Specify approaches intended to be adopted by State Government to achieve convergence of urban management functions into the functioning of ULBs, please specify the methods.

The parastatals and other government departments working in the municipal limits would be made accountable to the concerned ULBs. Presently, the planning function is handled by the Development Authorities. It has been mentioned that this function is proposed to be transferred in the seventh year. However, the commitment to bring this date forward will again be reviewed after six months.

### S2. INTEGRATION OF CITY PLANNING AND DELIVERY FUNCTIONS

### DESIRED OBJECTIVE/S

JNNURM requires certain reforms to be undertaken by states/ cities in the area of institutional convergence at the city level, with an objective to assign or associate elected ULBs with "city planning and delivery functions". During the Mission period, JNNURM envisages that the process of planning and delivery of all urban infrastructure development and management functions and services will converge with the functioning of the ULBs. <sup>6</sup>

### **CURRENT STATUS**

a. Specify agency / agencies involved in planning of urban development and delivery of infrastructure services.

Sector	Agency undertaking planning	Agency/ agencies undertaking delivery of services	Prevailing role of ULB/s in planning vis-à-vis respective sectors
For e.g. Land-use management	ULBs and Development Authorities	ULBs and Development Authorities	Both agencies function independent of each other
Town planning	ULBs and Development Authorities	ULBs and Development Authorities	In the board of the development authority, Municipal Commissioner and 4 municipal councilors are members.
Traffic and Transport services	State Government	State Government	None
Water supply and sewerage	ULBs/Jal Sansthan	ULBs/Jal Sansthan	Performed by ULB and Jal Sansthan. Mayor is the chairman of Jal Sansthan
Solid Waste Management	ULBs	ULBs	Performed by ULB

- Please specify the agency that coordinated the preparation of CDPs under the JNNURM in the Mission cities.
   Regional Center for Urban and Environmental Studies, Lucknow..
- c. Please indicate whether the Master Plan and / or CDP has been approved by the ULB/s vide a specific resolution.



<sup>&</sup>lt;sup>6</sup> Such integration is all the more critical in cities / urban agglomerations where there are multiple ULBs, vis-à-vis a single parastatal agency engaged in spatial planning, trunk infrastructure development and provision of network services (for e.g. water supply, sewerage or transport)

d.	Please indicate whether the city	plans have been placed	before the Metropolitan	Planning Committee (	(MPC)/ District Plannin	g Committee	(DPC)

1 68	NO

e. Please indicate agency, if any, responsible for planning and coordination of Heritage conservation.

Tourism Department, Government of Uttar Pradesh and Archaeology department, Government of Uttar Pradesh.

### TIMELINE FOR REFORMS

- a. Resolution by Government expressing commitment to assign or associate ULBs with the city planning function. Please indicate timeline.

  There are 628 ULBs in the State. This function is performed by all except 133 where this is done by the concerned Development Authorities and Regulated Areas. By 7<sup>th</sup> year, it will be extended to all ULBs.
- b. If the answer to (d) above is 'No', please indicate a timeline of when the city plans will be placed before the MPC/DPC

Year1	Year2	Year3	Year4	Year5	Year6	Year7

c. Please indicate sequence of steps to integrate ULB/s with the city planning function.

Areas of planning <sup>7</sup>	Steps to integrate ULB/s with the	Targeted year of the Mission period
	planning function	
Land-use and spatial planning	Already been done by most ULBs except areas covered by 133 Development Authorities and Regulated Area. The plan prepared by Development Authorities would be placed before the board of ULB for approval.	2011-12. This date will again be reviewed after six months.
Development of new areas	Same as above	2011-12. This date will again be reviewed after six months.
Basic infrastructure services, such as  water supply, sewerage sanitation	Already with ULBs.	N.A.
Traffic and transport services	Not Possible	N.A.

<sup>&</sup>lt;sup>7</sup> The areas of planning should cover all aspects of urban development and management

Renewal of inner city areas	Already with ULBs	N.A.
Heritage conservation	Already with ULBs	N.A.
Building regulation	Already been done by most ULBs except areas covered by 133 Development Authorities and regulated area. The plan prepared by Development Authorities would be placed before the board of ULB for approval.	2011-12. This date will again be reviewed after six months.
Socio-Economic planning	Amendment would be made in the relevant Acts	2010-11

d. Please indicate sequence of steps to integrate ULB/s with the delivery of services.

Areas of service delivery <sup>8</sup>	Steps to integrate ULB/s with the service delivery function	Targeted year of the Mission period
Urban Planning including town planning	This function is performed by all except 133 where this is	2011-12. This date will
	done by the concerned Development Authorities and	again be reviewed after six
	Regulated Areas. The plan prepared by Development	months.
	Authorities would be placed before the board of ULB for	
Developing of land and an advantage of	approval.	2011 12 This late will
Regulation of land-use and construction of	This function is performed by all except 133 where this is	2011-12. This date will
buildings	done by the concerned Development Authorities and	again be reviewed after six
	Regulated Areas. The plan prepared by Development	months.
	Authorities would be placed before the board of ULB for	
	approval.	
Planning for economic and social development	Amendment to be made in the relevant Acts	2010-11
Roads and bridges	Already with ULBs	N.A.
Water supply- domestic, industrial and	Already with ULBs. 7 Regional Water Boards would also	2008-09
commercial	be integrated with ULBs.	
Public health, sanitation, conservancy and SWM	Already with ULBs	N.A.
Fire services	Functions and functionaries will be transferred	2011-12
Urban forestry, protection of environment and	The ULB would perform this function in consultation with	2010-11
ecology	the State Forest department.	
Safeguarding the interests of weaker sections	The ULB would perform this function in consultation with	2008-09

<sup>&</sup>lt;sup>8</sup> The areas of service delivery should correspond to all areas listed under Schedule 12 of the 74<sup>th</sup> Constitutional Amendment Act

society including the handicapped and mentally retarded	the Social Welfare department.	
Slum improvement and upgradation	State Urban Development Authority would work in consultation with and under guidance of ULBs.	2006-07
Urban poverty alleviation	State Urban Development Authority would work in consultation with and under guidance of ULBs.	2006-07
Provision of urban amenities and facilities- parks, gardens and playgrounds	Already with ULBs	N.A.
Promotion of cultural, educational, and aesthetic aspects	Already with ULBs	N.A.
Burials and burial grounds, cremations, cremation grounds and electric crematoriums	Already with ULBs	N.A.
Cattle pounds, prevention of cruelty to animals	Already with ULBs	N.A.
Vital statistics including registration of births and deaths	Already with ULBs	N.A.
Public amenities including street lighting, parking lots, bus stops and public conveniences	Already with ULBs	N.A.
Regulation of slaughter houses and tanneries	Already with ULBs	N.A.

- e. Any other related reform steps being undertaken to achieve institutional convergence (please use additional space to specify the details and corresponding timelines targeted)
  - Development Authorities and Regulated area are directed to obtain N.O.C form Concerned ULB's before approval of building plan.

### S3. RENT CONTROL REFORMS

### DESIRED OBJECTIVE/S

JNNURM requires certain reforms to be undertaken by states/ cities in area of rent control legislation, with the objective of having a system that balances the rights and obligations of landlords and tenants to encourage construction and development of more housing stock, as well as promoting an efficient and robust rental/tenancy market, so as to improve the availability of housing across all income categories.

### **CURRENT STATUS**

- a. Please provide a short note on the present Rent Control Legislation, which provides the following details:
  - i. rights of landlord to get possession back

This is provided for in U.P. Urban Buildings (Regulation of Lettings, Rent and Eviction) Act, 1972. Section 21 of the said Act provides that on application of the landlord, the prescribed authority, if he is so satisfied, would get the whole or part of the property evicted.

- ii. rights of tenants to continue their tenancy
  - This is provided for in section 24 of the above Act. The tenant would give an application to the Prescribed Authority or the District Judge. The said authority after considering the provisions as specified in the Act may allow the tenant to continue his tenancy.
- iii. obligations of tenants with regard to regular rental payments/ maintenance of tenanted property/ adherence to lease agreements, if present No provision in the Act.
- iv. provision for periodic review of rentals, in accordance with market conditions
  - No provision in the Act.
- v. fixing of Standard Rents, periodicity of review, and dispute resolution mechanisms

This is provided for in section 9 of the above Act. On an application of the tenant, the District Magistrate after considering the amenities available in the said house would fix the rent. Periodicity for review is not specified. Dispute resolution mechanism is provided for in section 18 of the Act. Disputes are settled by the District Magistrate. Appeals against the order of the District Magistrate can be made in the court of District Judge.

 Magistrate can be mad	e in the court of District Ju	uage.		

- b. Please indicate whether you have adopted the Model Rent Control Legislation circulated by GOI:
  - i. Adopted as is



	iii.	Please specify year of	a adoption		N	.A.	
lease in	ndicate the	number of properties u	nder Rent Control Act	Dat	a not available	]	
lease in	ndicate who	ether Rent Control Act	applies to new construction	n & new tenancies	Yes	No	
lease in	ndicate who	ether there are any spec	cial provisions for weaker s	sections of society	Yes	No	
lease in	ndicate the	number of rent control	cases pending in various c	courts related to JNN	NURM cities	Ap	proximately 720
lease in	ndicate the	annual trend in new ca	ses being filed related to re	ent control	2002-0	2003-04	2004-05 2005-06 166 126
		unism for providing guid ease provide a brief des	delines to fix rents on the b scription below)	easis of market rates	for existing tenar	ncies	Yes No

### **TIMELINE FOR REFORMS**

d.

a.	Resolution by Government expressing commitment to establish new Rent Control syste	em (Note: This resolution should be passed within 6 months of signir	ıg
	of MOA under JNNURM and a copy submitted to MOUD.) Please indicate timeline.	Agreed.	

b.	Defining the Rights and Obligations of landlords and tenants	Year1	Year2	Year3	Year4	Year5	Year6	Year7

- i. rights of landlord to get possession back
- ii. rights of tenants to continue their tenancy
- iii. obligations of tenants with regard to regular rental payments/ maintenance of tenanted property/ adherence to lease agreements, if present
- iv. provision for periodic review of rentals, in accordance with market conditions
- Establishing a new Rent Control legislation c.
- i. Setting up a Committee/Team to draft/amend legislation Year5 Year6 Year7 Year4 ii. Stakeholder consultations Year3 Year4 Year5 Year6 iii. Preparation of Draft legislation Year4 Year3 Year5 iv. Approval of the Cabinet/ Government Year4 Year5 v. Final enactment of the legislation by Legislature Year4 vi. Notification Year2 Year3 Year4 Year5 Year6 Year7 vii. Preparation and notification of appropriate subordinate legislation Year4 Year5 Year1 Year2 Year3 Year6 Year7
  - Please indicate periodicity of revision of rents/rental value guidance, and when next due

viii. Implementation by municipality (ies)

Year4

Year5

Year6 Year7

Year2

Year1

Year3

е.	Setting up mechanism for periodic review of rents/ rental value guidance	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f.	Institute Dispute resolution mechanisms (e.g. Special Tribunals/ Courts etc)	Yearl Year2 Year3 Year4 Year5 Year6 Year7
	Dispute resolution mechanism is already in place.	
g.	Any other reform steps being undertaken (please use additional space to specify)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	Please indicate how such rent control reforms shall be communicated to the citizens,  Such reform shall be communicated to the citizens through the departmental website	e http://www.fcs.up.nic.in/

### **S4.** RATIONALISATION OF STAMP DUTY

### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities to rationalise Stamp Duty, with the objective of establishing an efficient real estate market with minimum barriers on transfer of property so as to be put into more productive use.

### **CURRENT STATUS**

a. Please indicate the current Stamp Duty Regime, including surcharge or any other levy on transfer of property

8% stamp duty is charged on registration of documents. However, women are charged at the rate of 6%. 2% surcharge is also taken which is then passed onto ULBs wherever ULBs have passed a resolution to that effect.

b. Please indicate when the stamp duty rate was last revised and by what percentage.

The stamp duty was last revised on 24.02.1997. It was brought down from 12.50% to 8.00%.

c. Please indicate whether any concessions to particular classes of individuals or institutions are being provided

Type of Concession	Qualifying Institution/Individual		
Remission on deeds of transfer of property	Industry and service sector. The remission has been granted from 19.01.2005		

(Please add additional rows if necessary)

d. Please provide the total collection from Stamp Duty over the last 5 years (including surcharge or any other levy on transfer of property) (in Rs. Crores)

2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-06
1054.86	1239.77	1743.20	1964.65	2329.57	2818.62

e. Please indicate % and quantum of revenue from Stamp Duty shared with JNNURM cities in the State.

State Level Reforms

- i. ULB's share in % Stamp duty as such is not shared with ULBs. However, according to the recommendations of the 2<sup>nd</sup> SFC, 3.2% of tax revenues of the State are devolved to Municipal Corporations, 3.2% to Municipalities and 1.1% to Town Areas.
- ii. Quantum shared with JNNURM cities in last three years (in Rs. Crores)

Name of City	2003-2004	2004-2005	2005-2006
Agra	0.00	15.81	4.78
Allahabad	4.47	6.06	7.93
Lucknow	27.35	26.13	0.00
Kanpur	0.00	11.25	4.98
Meerut	3.39	2.40	0.00
Varanasi	2.18	4.86	11.88
Mathura	0.46	4.30	6.20

- f. Please indicate the basis of collection of Stamp Duty, i.e.
  - i. Declared Value

11.	Higher of the Standard Guidance Value/ Declared Value	
iii.	Any other method (please specify)	

- g. Please indicate the use of information technology in the following:
  - i. Maintenance of records

In 106 district level Sub-Registrar offices, record of registration of documents is being created on PRERNA, software developed by NIC from 01.08.2006.

ii. Maintenance of guidance values

Circle rate is revised by the District Collector once in every two years.

### **TIMELINE FOR REFORMS**

- Resolution by Government expressing commitment to reduce Stamp Duty<sup>9</sup> to 5% (or less than 5% if the State so desires) within Mission period. The resolution should provide the timetable for reducing the Stamp Duty in a phased manner, i.e. year-wise (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) Agreed.
- Fix the periodicity for revising the guidance value for levy of Stamp Duty b.

Every 2 years

Indicate the time-table for reducing the stamp duty rate to 5% (Indicate % of Stamp Duty in the box)

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Stamp duty (%)		8%	7%	6%	5%		

d.	Any othe	er reform steps being u	ındertaken (pleas	e use additiona	l space to spe	cify)	Year1	Year2	Year3	Year4	Year5	Year6	Year7

<sup>&</sup>lt;sup>9</sup> The rate of Stamp Duty implies total % that is levied, including surcharge and other levies on transfer of property.

### S5. REPEAL OF URBAN LAND CEILING AND REGULATION ACT (ULCRA)

### **DESIRED OBJECTIVES:**

JNNURM requires that States undertake to repeal the ULCRA with the objective of increasing the supply of land in the market and the establishment of an efficient land market.

### **CURRENT STATUS**

a.	Please indicate if ULCRA has been repealed in the state?	Yes No				
b.	If the answer to 1 (a) is no, then please provide any steps that	have been taken in this direct	ion			
TIMEL	INE FOR ACTION ON REFORMS					
a.	The State must pass a resolution for the repeal of ULCRA wit indicate timeline.	hin 6 months of signing of M Not Applicable.	OA under JNNURM	1 and a copy subm	itted to MOUD	). Please
b.	The State legislature to pass a resolution in compliance with t repeal of ULCRA Act passed by the Parliament in 1999	he <i>Done</i> .	Year1 Year2	Year3 Year4	Year5 Year	r6 Year7
c.	Notification of the above by the State government	Done.	Year1 Year2	Year3 Year4	Year5 Year	6 Year7
d.	Any other reform steps being undertaken (please use addition	al space to specify)	Year1 Year2	Year3 Year4	Year5 Year	6 Year7

### S6. COMMUNITY PARTICIPATION LAW

### DESIRED OBJECTIVE/S

JNNURM requires certain reforms to be undertaken by states/ cities in area of Community Participation, with the objective of institutionalising citizen participation as well as introducing the concept of the Area Sabha in urban areas. The larger objective is to integrate involvement of citizens in municipal functioning, e.g. setting priorities, budgeting provisions, exerting peer pressure on compliance to regulation, etc. The Community Participation Law refers to the appropriate provisions that need to be made in the state-level municipal statute(s) for the establishment of such a 3<sup>rd</sup> or 4<sup>th</sup> tier structure within the municipal body precisely as described above. These enactments will also need to ensure clear definition of functions, duties and powers of each of these tiers, and provide for the appropriate devolution of funds, functions and functionaries as may be decided by the State Government to these levels.

### **CURRENT STATUS**

a. Please provide a list of the current decision-making/advisory platforms in the municipality:

Municipality-level	Municipal Council		Board/Corporation
	Municipal Committees		
	Other (specify)		In Municipal Corporation, there is
		provision of Executive Committee	
		Consisting of 12 Members and	
			Various Sub Committees of different
			departments.
Ward-level	Ward(s) Committee <sup>10</sup>	Number of Wards	10
		Number of Ward(s) Committees	6-10 per Municipality
		Average population/ Wards Committee	About 1.5 lakh
		Number of Ward(s) Committee	15
		members/ Ward(s) Committee	
		Method of selection of Ward(s)	10 councillors and 5 members
		Committee members	nominated by Government
	Any other provision for Ward	Committee (specify)	NIL
Below the Ward Level	Any other Committee below t	the Ward Level (specify)	Area Sabha will be constituted in each
			ULB.
Additional Specific	(this could be at any level; ple	ease specify those that the ULBs formally	
Committees / associations	recognise and integrate into the	neir working, for e.g. Resident Welfare	
	Associations, Community De	velopment Societies, etc)	

<sup>&</sup>lt;sup>10</sup> As per the 74<sup>th</sup> Constitutional Amendment Act, ULBs may constitute a committee representing more than one municipal ward, or may constitute such committee for each municipal ward.

Yes

No

	indicate whether there is any formal process for community paranswer to question 1 (b) is Yes, please describe the process belo	1 1 0 0	: Ye	s No
	ort Card system has been introduced by the State Government ens rate the services being provided by the ULB and the relat			
	erated by ULB in the budgeting process.			
gene	indicate if there is any formal process for community participat answer to 1 (c) is Yes, please describe the process below (use an		Ye	s No

i. Please indicate whether the City Development Plan (CDP) been prepared with community participation

If yes, please indicate the alignment of this community participation process to the proposed Community Participation Law<sup>11</sup>

Complete Alignment	Community participation process done through Area Sabha and Ward Committee structures envisaged in Community Participation Law	
Partial alignment	Community participation process done through ward-level processes	
Minimal alignment	Community participation process done through city-wide process	V

### TIMELINE FOR REFORMS

- a. Resolution by Government expressing commitment to establish a new Community Participation Law Please indicate timeline (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)

  \*\*Agreed.\*\*
- b. Please indicate the changes you propose to make in your JNNURM city/cities and the timeline for these changes:

<sup>&</sup>lt;sup>11</sup> Please tick mark in third column as appropriate

i. Number of tiers intended to be established in the municipality. Please explain the rationale.

3

Area Sabha would be at the lowest level that would generally perform the function of a watch-dog. They would also monitor the performance of ULB. The Ward Committees would play a suggestive role in delivery of services. At the apex, there is the board of the ULB which actually guides the ULB in delivery of services.

ii. For each tier, please state the prevailing / intended composition of the tier:

No	Name	Description	Composition
1	Municipality	Board/Corporation	Mayor/Chairman and Councillors
2	(Intermediary regional platform, e.g. Wards/Borough/Zonal Committee)	10 Wards	Councillors to wards and members of Public
3	Ward Committee	One ward	Councillor and members of the public.
4	Area Sabha	At Election booth level in wards	Members of the public. It will be a registered society.

c. Proposed Activity-mapping of functions in Community Participation Law (for each of the functions of the Municipality)

No	Municipal Function	Spe	cific activities to b	e taken at each level	below:
		Municipality	Intermediary Level ward Committee (specify)	Ward Committee	Area Sabha
1	Urban planning including town planning	Planning	Suggestive Role	Suggestive Role	Suggestive Role
2	Regulation of land-use and construction of buildings.	Policy guidance	Involvement	Involvement	Watch Dog
3	Planning for economic and social development.	Т	This function is yet	to be transferred to U	JLBs
4	Roads and bridges.	Construction	Maintenance	Maintenance	Involvement
5	Water supply for domestic, industrial and commercial purposes.	Supply	Maintenance	Maintenance	Watch Dog
6	Public health, sanitation conservancy and SWM	Service	Monitoring	Monitoring	Watch Dog
7	Fire services	Γ	This function is yet	to be transferred to U	LBs
8	Urban forestry, protection of the environment and promotion of ecological aspects	Planning	Monitoring	Monitoring	Involvement
9	Safeguarding the interests of weaker sections of society, including the handicapped and mentally retarded	Budgeting	Monitoring	Monitoring	Suggestive Role
10	Slum improvement and upgradation.	Service	Suggestive Role	Suggestive Role	Suggestive Role
11	Urban poverty alleviation	Budgeting	Involvement	Involvement	Suggestive Role
12	Provision of urban amenities and facilities such as parks, gardens playgrounds	Budgeting	Suggestive Role	Suggestive Role	Maintenance
13	Promotion of cultural, educational and aesthetic aspects	Policy	Suggestive Role	Suggestive Role	Suggestive Role
14	Burials and burial grounds; cremations, cremation grounds and electrical crematoriums	Service	Suggestive Role	Suggestive Role	Suggestive Role
15	Cattle pounds; prevention of cruelty to animals.	Service	Monitoring	Monitoring	Involvement
16	Vital statistics including registration of births and deaths.	Policy	Monitoring	Monitoring	Involvement
17	Public amenities including street lighting, parking lots, bus stops and public conveniences	Service	Monitoring	Monitoring	Maintenance
18	Regulation of slaughter houses and tanneries	Service	Monitoring	Monitoring	Monitoring

Note: The above functions are taken from Schedule XII of the 74<sup>th</sup> CAA. If the municipality performs additional functions, these should also be included in the list above. Describe proposed role in the boxes in brief, especially in columns for Ward Committee and Area Sabha

d.	Time schedule for enactment of Community Participation Law or Amendment of existing Municipality Laws:	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
<b>.</b>	Time schedule for notification of the rules pertaining to the Community Participation Law, or amendment in legislation:	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
		D						c	

Note: States will be required to submit documents related to the above to JNNURM Mission Directorate at appropriate milestones in this process, for evaluation of actual compliance for successive disbursal of funds

f. Interim process for Community Participation in Municipal functions while Community Participation Law is being enacted and notified Please indicate if there are any steps being taken by the Municipality to create opportunities for community participation while the Community Participation Law is being enacted. <sup>12</sup>

Extent of Participation	Mechanisms	Response of JNNURM City / State
Complete Community	Community participation being encouraged through	
Participation Structure being	structures like the Area Sabha and Ward	<b>√</b>
established	Committee, as envisaged in Community	<b>,</b>
	Participation Law	
Partial community	Community participation process done through	
participation structures being	ward-level processes	
established		
Minimal Community	Community participation process being undertaken	
Participation Structures being	marginally, or not in any organised manner	
established		

<sup>&</sup>lt;sup>12</sup> Edit the text in the table as appropriate

### S7. PUBLIC DISCLOSURE LAW

### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in area of disclosure of information to public, with the purpose that municipalities and parastatal agencies have to publish various information about the municipality / agency and it's functioning on a periodic basis. Such information includes but is not limited to statutorily audited annual statements of performance covering operating and financial parameters, and service levels for various services being rendered by the municipality.

### **CURRENT STATUS**

a. Please provide a list of the parastatal agencies and the month in which their budget was formally passed for each financial year

Agency:	2003-04	2004-05	2005-06
Municipal Council <sup>13</sup> - Mathura	Not Passed	Not Passed	19-03-2005
Other parastatal agencies (list each below):			
SUDA	April 2003	May 2004	June 2005

b. Please provide the latest year for which the statutory audit of accounts has been completed.

Agency	Accounts complete upto	Accounts audit complete
	year	upto year
Municipal Council <sup>14</sup> - Mathura	2005-06	2004-05
Other parastatal agencies (list each below):		
SUDA	2005-06	2005-06

c. Please indicate whether there is any formal provision for public disclosure of accounts and audit statements of municipality/ other parastatal agencies. If Yes, please highlight the appropriate clauses below:

Yes

No

The Right to Information Act adequately ensures disclosure of information to the public. If GoI provides any other guidelines, the State Government would take steps to ensure enactment of the law. Municipal Act provides the Publication of budget.

d. Please indicate prevailing mechanisms in the ULB / parastatal agency, if any, for dissemination of information as per table below:

 $<sup>^{13}</sup>$  And - For cities with multiple ULBs within the urban agglomeration, please provide details of all ULBs.

No.	Information pertaining to	Prevailing disclosure / dissemination mechanism (Please specify communication channel and frequency)
1.	Key municipal / parastatal agency officials and contacts	Through public display boards, Website
2.	City Development Plans and other plans	Through Website
3.	Municipal finance and accounts	Display Boards, website and newspapers
4.	Procedures for various approvals / permits	None
5.	Schemes managed by the municipal body, especially those related to poverty alleviation, women, children and weaker sections of society	Through community development society, newspaper, electronic media.
6.	Procedures to access various services provided by the ULB / parastatal agency	Through display boards
7.	Liability for tax / user charges / fees - Basis for liability - Quantum for consumer / tax assessee	None
8.	Service levels of various services	None
9.	Receipt, processing and status of redressal of complaints by citizens	Through Citizen Charter
10.	Ongoing major projects	Through display boards

### **TIMELINE FOR ACTION ON REFORMS**

a. The State/ULB must pass a Resolution to formulate and adopt a policy on public disclosure which would include the financial statements that are to be released, the audits of certain financial statements that are to be carried out, and a timeline for reforms. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) Please indicate a time line for this commitment.

Agreed.

b.	Establishment of the Public Disclosure Law which outlines the information to be disclosed and widely disseminated, for e.g. disclosure of financial statements
	including key financial indicators for public review, frequency of statutory audit of financial statements and disclosure of its findings, information of levels of
	services provided, key indicators of service delivery and organisational efficiency, etc. Please indicate which of the following reforms are going to be
	implemented and the timeline:

i.	Disclosure of Financial statements, i.e. Balance Sheet, Receipts and expenditures And key Financial Indicators	Yes	No
	Start from Year - Done. They will be published in newspapers and put up on website.	Year1	Year2 Year3 Year
ii.	Conduct of Annual Statutory Audit  Audit will also be conducted by independent CAs in Mission Towns.	Yes	No

	iii.	Disclosure of Audited Financial Statements and Audit Report	Yes No
		Start from Year - Done.	Year1 Year2 Year3 Year4
	iv.	Time period for publication of annual audited financial statements, (pl. indicate in mor	nths after end of financial year) 6 Months
	v.	Disclosure of Quarterly Audited Financial Statements	Yes No
	vi.	Time period for publication of Quarterly Audited Financial Statements (in months after end of each quarter)	45 days
	vii.	Publication of CDP on municipal website	Yes No
	viii.	MOAs entered into with GoI and State Governments to be placed before Municipal Co. <i>Immediately</i> .	ouncil within days Yes No
c.	ix. List informa	Disclosure of MoA in public domain vide a published document, easily accessible to c Please indicate target date Immediately.  tion proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal age	

No.	Information pertaining to	Mechanism for disclosure
1	Key municipal / parastatal agency officials and contacts	Display Boards and Website
2	Procedures for various approvals / permits	Booklets and Website
3	Schemes managed by the municipal body, especially those related to poverty alleviation, women, children and weaker sections of society	Booklets and Website
4	Procedures to access various services provided by the ULB / parastatal agency	Display Boards and Website
5	Liability for tax / user charges / fees  - Basis for liability  - Quantum for consumer / tax assessee	Booklets and website
6	Service levels of various services	Website and citizen charter
7	Receipt, processing and status of redressal of complaints by citizens	Website and citizen charter
8	Ongoing major projects	Website

d. List below the services for which Service Levels information is proposed to be disclosed

No.	Service	Type of Service Level information to be disclosed (only examples provided below)	Frequency of disclosure / communication to citizens
1	Water supply services - In slum areas - In non-slum areas (residential & commercial)	New connections, timings, tariff, helpline.	Every year
2	Sewerage / Sanitation / Underground drainage	New connections, tariff, helpline.	Every year
3	Solid Waste Management	Frequency of street sweeping	Every year
4	Storm water drainage systems	Helpline	Every year
5	Building Plan approvals	# of days required for sanction	Every year
6	Road networks within the city	Length of roads and their maintenance	Every year
7	Street Lighting	New lights, repair of existing lights	Every year
8	Birth & Death Registration	# of hours for providing certificates	Every year
9	Public parks and playgrounds	Facilities available	Every year

e.	Year from when Service Levels information will regularly disclosed	Year1 Year	Year3	Year4	Year5	Year6	Year7
f.	Time schedule for enactment of Public Disclosure Law as described above:	Year1 Yea	r2 Year:	Year4			
g.	Time schedule for notification of the rules pertaining to the Public Disclosure Law:	Yearl Yea	Year3	Year4			
h.	Any other reform steps being undertaken and proposed timeline for the same (please use	additional space	as necessar	y)			

h. Any other reform steps being undertaken and proposed timeline for the same (please use additional space to specify)

# Mandatory Reforms at the level of the Urban Local Body 15

 $<sup>^{15}</sup>$  IN CASE OF URBAN AGGLOMERATIONS WITH MULTIPLE ULBS, THIS SECTION SHOULD BE PROVIDED FOR EACH ULB IN THE JNNURM CITY SEPARATELY

### L1- E-GOVERNANCE

### DESIRED OBJECTIVE/S

JNNURM requires certain reforms to be undertaken by states/ cities in governance systems through implementation of e-Governance. The objective of deployment of such information technology tools and applications should remain focussed on having a transparent administration, quick service delivery, effective MIS, and general improvement in the service delivery link

### **CURRENT STATUS**

a. Please indicate the status of E-Governance applications for each of the following services. Provide details on the services using e-applications. Also indicate other services for which E-governance is being used.

Module	e Use of		Name agency	<b>Details of deployment of IT</b> (explain functional features of IT application deployed)				
	IT		responsible	Database of	Online work	Citizen	Any other functional feature	
	Yes	No	_	records, MIS & reporting	flow	interface		
Property tax	1	<b>√</b>		reporting				
Accounting	+	<b>√</b>						
Water Supply and Other Utilities		✓						
Birth & Death Registration		<b>√</b>						
Citizens' Grievance Monitoring		<b>√</b>						
Personnel Management System		<b>√</b>						
Procurement and Monitoring of Projects		<b>V</b>						
o E-procurement		✓						
o Project/ward works		✓						
Building Plan Approval		✓						
Public Health Management		<b>√</b>						
o Licenses		✓						
o Solid Waste		<b>√</b>						
Management								

Have there been attempts towards training the staff towards e-governance practices?

g.

Checklist for the 'Urban Reforms Agenda' under JNNURM

# Urban Local Body level Reforms

GIS base maps will be prep	ared by the U	LB.					
What all information is mappe	ed on to GIS?	Indicate,	with details, in	the table belo	W		
Information layer	Available o	at			Not	Agencies involved	Other relevant detail.
available	City level	Ward level	Property / Household	Any other level	available	for updation	
ULB and ward boundaries					<b>✓</b>		
Road and street layer					<b>✓</b>		
Property layer					✓		
Household & demographic					<b>√</b>		
Water supply network					<b>✓</b>		
Sewerage network					✓		
Street lighting					<b>✓</b>		
SWM					<b>✓</b>		
Storm water drains					✓		

### TIMELINE FOR ACTION ON REFORMS

The Government of India has formulated the National e-Governance Action Plan (NEGAP), part of which includes a National Mission Mode Programme (NMMP) for e-Governance in municipalities. This NMMP intends to roll-out e-Governance in municipalities on a nation-wide basis. This programme will be launched in the coming months. The following steps have been identified based on the NMMP for a comprehensive e-governance at the municipal level. Following are the critical steps that need to be undertaken in the implementation of the NMMP for ULBs, for which ULBS need to indicate a timeline for the key milestones:

a.	Appointment of State-level Technolog	y Consultant as State Technology Advisor	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		ppers has been appointed as State Technology Adviso			0 0	ormation	and Tec	hnology.	The agency
	has completed the "as	is" survey. A road map for deployment of IT is being	prepared	by the age	ency.				
b.	Preparation of Municipal E-Governand basis of National Design Document as	per NMMP	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		n Mode Project of Government of India, the design do							
c.	Assessment of MEDD against Nationa (e.g. Scalability, intra-operability & se		Year1	Year2	Year3	Year4	Year5	Year6	Year7
	(e.g. Scarability, illua-operability & s	ecurity standards etc. <u>.)</u>							
d.	Finalisation of Municipal E-Governan	ce implementation action plan	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	for the city								
	Halali Bara Bara	· (DDD)	37 1	37. 0	N/ 0	37 4	37 5	37 6	X7 7
e.	Undertaking Business Process Reenging Prior to migration to e-governance sys		Year1	Year2	Year3	Year4	Year5	Year6	Year7
	Filor to inigration to e-governance sys	tenis							
f.	Appointment of Software consultant(s	) / agency for development, deployment	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	And training								
g.	Exploring PPP option for different E-C	jovernance services	Year1	Year2	Year3	Year4	Year5	Year6	Year7
h.	Implementation of E-governance initia	tives in the JNNURM city, against the identified mod	dules						
	Module	Steps to be undertaken		Targetee	l Year in	the Miss	sion Perio	od	
				for comp	oletion <sup>17</sup>	(Year 1 t	to Year 7)	)	
	Property tax	Development of software				Year 3			
	Accounting	Accounting Manual and software being developed				Year 3			
	Water Supply and Other Utilities	Digitisation of data				Year 5			
	Birth & Death Registration	Development of software				Year 5			
	Citizens' Grievance Monitoring	Development of software				Year 4			
	Personnel Management System	Digitisation of data				Year 4			

<sup>&</sup>lt;sup>17</sup> Completion of the module implies – completion of database of records / digitisation of related data, generation of reports for management and public dissemination, work-flows are managed on-line or on a real-time basis, citizen interface and dissemination of information is handled through the system (*viz. elimination of manual processes to extent possible*)

Procurement and Monitoring of Projects  O E-procurement O Project/ward works  Building Plan Approval Health Programs Digitisation of data Year 7  Health Programs O Licenses O Licenses O Solid Waste Management  Any other reform steps being undertaken (please use additional space to specify)  If a plan has been drawn up and / or is under implementation, please provide details  Please indicate methods of dissemination (to the citizens) of the reforms undertaken and the timeline for the same	Module	Steps to be undertaken	Targeted Year in the Mission Period for completion (Year 1 to Year 7)
o Project/ward works Building Plan Approval Digitisation of data Year 7  Health Programs To be decided  o Licenses Year 4  o Solid Waste Management Year 4  Any other reform steps being undertaken (please use additional space to specify) Year 1 Year 2 Year 3 Year 4 Year 5 Year 6  If a plan has been drawn up and / or is under implementation, please provide details	C C	To be decided	
Building Plan Approval Digitisation of data Year 7  Health Programs To be decided  O Licenses Year 4  O Solid Waste Management Year 4  Any other reform steps being undertaken (please use additional space to specify)  If a plan has been drawn up and / or is under implementation, please provide details	o E-procurement		
Health Programs  O Licenses O Solid Waste Management  O Solid Waste Management  To be decided  Year 4  Year 4  Year 4  Year 4  Year 4  Any other reform steps being undertaken (please use additional space to specify)  Year 1 Year 2 Year 3 Year 4 Year 5 Year 6  If a plan has been drawn up and / or is under implementation, please provide details	<ul> <li>Project/ward works</li> </ul>		
O Licenses O Solid Waste Management  Year 4 Year 5 Year 6 If a plan has been drawn up and / or is under implementation, please provide details	Building Plan Approval	Digitisation of data	Year 7
o Solid Waste Management  Year 4  ny other reform steps being undertaken (please use additional space to specify)  Year 1 Year 2 Year 3 Year 4 Year 5 Year 6  If a plan has been drawn up and / or is under implementation, please provide details	Health Programs	To be decided	
ny other reform steps being undertaken (please use additional space to specify)  Year1 Year2 Year3 Year4 Year5 Year6  If a plan has been drawn up and / or is under implementation, please provide details	o Licenses		Year 4
If a plan has been drawn up and / or is under implementation, please provide details	<ul> <li>Solid Waste Management</li> </ul>		Year 4
	If a plan has been drawn up and	or is under implementation, please provide details	
			eline for the same
			eline for the same
			eline for the same
			eline for the same

### L2- MUNICIPAL ACCOUNTING

### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in Municipal Accounting, with the objective of having a modern accounting system based on double-entry and accrual principles, leading to better financial management, transparency and self-reliance.

### **CURRENT STATUS**

a. Please provide a short note on the present method of accounting being followed in your city

Single entry cash based accounting system is being followed. The accounts, manuals and registers are maintained as per the Municipal Accounting Manual.

b. Please provide the status of completion and adoption of accounts, and if they have been audited and published in the last 3 years (specify month / year)

Year	Adopted	Audited	Published
2002-2003	12-04-2002	May,2003	-
2003-2004	Nil	Nil	-
2004-2005	Nil	Nil	-
2005-2006	02-02-2005	-	-

·.	Please sta	ate whe	ther Stat	e/city ha	as drawn	up its	own a	ccounting	manua

Yes No

d. Please state whether State/city has adopted NMAM<sup>18</sup>-NA

1	without	modit	100tion
1.	williout	moun	icauon

<sup>&</sup>lt;sup>18</sup> The National Municipal Accounts Manual (NMAM) has been prepared by MOUD with support from CAG to promote the implementation of improved financial management through electronic means leading to improvement in internal government operations to support and stimulate good governance.

	ii. with modifications.						
e.	If NMAM has been adopted with modifications, please state these:						
	Accounting manual will be developed by June 2007						
f.	Please state whether State has modified its current appropriate laws and regulations to be in compliance with the double-entry accrual principles. If yes, please provide date of such modification.  Yes No Date						
g.	If applicable, please provide current status of implementation of double-entry accrual system.						
	Regional Center for Urban and Environmental Studies, Lucknow, Ministry of Urban development, Government of India, has been engaged to suggest a road map for implementation of double entry accrual based accounting system. It would also develop a software for implementation and suggest modifications in the existing laws. The manual should be ready by June 2007.						
<u>TIME</u>	LINE FOR ACTION ON REFORMS						
TRAN	SITION TO DOUBLE ENTRY ACCOUNTING ON ACCRUAL PRINCIPLES						
a.	Resolution by Government expressing commitment to establish modern municipal accounting system. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)						
	Regional Center for Urban and Environmental Studies, Lucknow, Ministry of Urban development, Government of India, has been engaged to suggest a road map for implementation of double entry accrual based accounting system. It would also develop a software for implementation and suggest modifications in the existing laws. The manual should be ready by June 2007.						
b.	Appointment of consultants for development of State wide Municipal Financial Accounting Manual  Year1 Year2 Year3 Year4 Year5 Year6 Year7  Wear1 Year2 Year3 Year4 Year5 Year6 Year7						
c.	Completion and adoption of Municipal Financial Accounting Manual, in line with NMAM or otherwise  Year1 Year2 Year3 Year4 Year5 Year6 Year7						

d.	GO/Legislation/Modification of Municipal Finance Rules for migrating to double-entry accounting system	Year1 Year2	Year3	Year4	Year5	Year6	Year7
e.	Training of personnel	Year1 Year2	Year3	Year4	Year5	Year6	Year7
f.	Appointment of field-level consultant for implementation at the city-level	Year1 Year2	Year3	Year4	Year5	Year6	Year7
g.	Notification of cut-off date for migrating to the double-entry accounting system	Year1 Year2	Year3	Year4	Year5	Year6	Year7
n.	Re-engineering of business processes to align with accrual based accounting system (aligning all commercial and financial processes such as procurement, revenue collection, Payroll, works contracts, etc.)	Year1 Year2	Year3	Year4	Year5	Year6	Year7
	Completion of registers and Valuation of assets and liabilities	Year1 Year2	Year3	Year4	Year5	Year6	Year7
i.	Drawing up of opening balance sheet (OBS): i. Provisional OBS	Year1 Year2	Year3	Year4	Year5	Year6	Year7
	ii. Adoption of provisional OBS	Year1 Year2	Year3	Year4	Year5	Year6	Year7
	iii. Finalisation of OBS	Year1 Year2	Year3	Year4	Year5	Year6	Year7
k.	Full migration to double-entry accounting system	Year1 Year2	Year3	Year4	Year5	Year6	Year7
l <b>.</b>	Production of financial statements (income-expenditure accounts and balance sheet) as per the new system	Year1 Year2	Year3	Year4	Year5	Year6	Year7

### IMPROVED FINANCIAL MANAGEMENT

State year from which external audit of financial statemen <i>CAG Audit is being done.</i>	Year1 Year2 Year3 Year4 Year5 Year		
Frequency of such external audit cycle		Annually	
ate year from which ULB will commence preparation of outcome budgets		Year1 Year2 Year3 Year4 Year5 Year	
State year from which ULB will institute internal audit / co.  Internal audit is being performed.	year from which ULB will institute internal audit / control mechanisms Internal audit is being performed.		
State year in which ULB will undertake Credit rating	Year1 Year2 Year3 Year4 Year5 Year		
Related Financial Management Systems	Target ye System <sup>19</sup>	ear for completion and integration with Financial Accoun	
	Target ye. System <sup>19</sup>	<u> </u>	
Procurement systems	Target ye. System <sup>19</sup>	Year 5	
Procurement systems Works contracts management	Target ye. System <sup>19</sup>	Year 5 Year 5	
Procurement systems Works contracts management Payroll and wage payments	Target ye. System <sup>19</sup>	Year 5	
Procurement systems Works contracts management Payroll and wage payments Stores and inventory management	Target ye. System <sup>19</sup>	Year 5 Year 5 Year 5	
Procurement systems Works contracts management Payroll and wage payments Stores and inventory management User charges billing systems	Target ye. System <sup>19</sup>	Year 5 Year 5 Year 5 Year 5	
Procurement systems Works contracts management Payroll and wage payments Stores and inventory management	Target ye. System <sup>19</sup>	Year 5	
Procurement systems Works contracts management Payroll and wage payments Stores and inventory management User charges billing systems Tax collection systems	System <sup>19</sup>	Year 5	
Procurement systems Works contracts management Payroll and wage payments Stores and inventory management User charges billing systems Tax collection systems Any other	System <sup>19</sup>	Year 5	
Procurement systems Works contracts management Payroll and wage payments Stores and inventory management User charges billing systems Tax collection systems Any other	System <sup>19</sup>	Year 5	

 $<sup>^{\</sup>rm 19}$  Should link with milestones committed in the reform agenda for e-governance.

### L3-PROPERTY TAX<sup>20</sup>

### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in the methods of levy, administration and collection of Property Taxes, with the broad objective of establishing a simple, transparent, non-discretionary and equitable property tax regime that encourages voluntary compliance. States/cities need to ensure that their desirable objectives for reforms include these reforms, but need not restrict themselves to these items

### **CURRENT STATUS**

<ul> <li>Please indicate if Property tax is currently levied on the following types of</li> </ul>	properties
---	------------

i.	Residential	
ii.	Non residential	

- b. Please provide the Method of Property Tax Assessment being followed
  - i. Self-assessmentii. Demand-based

Discretionary demand based assessment method is being followed.

- c. Please provide the Basis of determination of property tax
  - i. Capital value
  - ii. Rateable value
  - iii. Unit Area
  - iv. Other (please specify)

Residential buildings are assessed on the rateable value basis and non-residential buildings are assessed on capital value basis.

d. Please provide the Use of technology in property tax management, by giving appropriate details in the box

<sup>&</sup>lt;sup>20</sup> Note: This section should only deal with Property Tax or its variants (viz. House Tax, Tax on vacant land, etc.). Revenues collected for specific services provided by ULBs such as water, sewerage, street lighting, etc., levied in the form of taxes / surcharge on the base of property tax (for e.g. as a % of ARV) and /or collected together with Property Tax, should be reported separately in the following section on User Charges.

	GIS database of record of	of properties	liable to	nronarts	ta
1.	GIS database of record (	or properties	madie to	property	' ta

GIS database will be developed

ii. Electronic database of property records

Survey for preparation of database will be carried out

iii. Computerised generation of Property Tax demand notices

None

iv. Computerised recording of receipts of tax collection

None

v. Any other functionality of Property Tax system

Manual

e. Please indicate Property Tax as % of Own Sources of Revenue Income and Total Revenue Income

·u	ase indicate Property Tax as 70 or Own Sources of Revenue medical network and Total Revenue income							
	Year	2003-04	2004-05	2005-06				
	PT as % of Own Sources of	33.54	31.12	43.93				
	Revenue Income							
	PT as % of Total Revenue	14.16	16.32	19.74				
	Income							

f. Please provide the below information on Current coverage

No.	Type of Property	Estimated no. of	No. of properties in the records of the municipality	No. of properties paying property tax	Coverage ratio
		properties			(4) / (2)
	(1)	(2)	(3)	(4)	(5)
1	Residential	45,000	42,255	35,150	0.78
2	Non residential	15,600	12,698	9,435	0.60
3	Total	60,600	54,953	44,585	0.73

g. Please indicate the Amount of property tax being collected for following years

Financial Year	Category	Current Demand Raised in Rs. lacs	Arrear Demand in Rs lacs	Total demand in Rs lacs	Current demand Collection in Rs. lacs (collection efficiency in % in brackets)	Arrear Demand collection in Rs. lacs (collection efficiency in % in brackets)	Total collection in Rs. lacs (collection efficiency in % in brackets)
(1)	(2)	(3)	(4)		(5)	(6)	(7)
FY – 05-	Residential	96.75	95.63	192.38	58.25	38.84	97.09
06	Non residential	52.11	50.10	102.21	31.38	20.92	52.30
	Total	148.86	145.73	294.59	89.63 (60%)	59.76 (41%)	149.39 (51%)
		_			1	_	
FY 04-05	Residential	111.76	74.06	185.82	49.17	29.03	78.20
	Non residential	37.26	26.92	64.18	16.39	9.68	26.07
	Total	149.02	100.98	250.00	65.56 (44%)	38.71 (38%)	104.27 (41%)
	T =	T	T == ==	T	T	T	T
FY 03-04	Residential	105.00	55.00	160.00	49.05	32.70	81.75
	Non residential	35.00	15.00	50.00	16.36	10.91	27.27
	Total	140.00	70.00	210.00	65.41 (46%)	43.61 (62%)	109.02 (51%)

### g. Please list the Exemptions given to property owners

No.	Type of Exemption	Qualifying institution/ individual	Revenue implication of exemption for a year (Rs.)
1	360 ARV 100%	ARV <360	
2	Religious and Schools 100%	Institution	
3	Central Government	Govt. of India	
	Official building 100%		
4	Handicapped 50%	Individual	

Annual rent	al value and capital cost based assessment.	
Please provide the	he following details about update of property records and guidance values	
i.	Date when last update of property records through general revision was done	April 1993
ii.	Date when last revision of guidance values <sup>21</sup> was done	1993
iii.	Frequency of revision of guidance values	5 years
iv.	Please indicate whether information from appropriate authorities on new building captured; if yes, how and at what frequency?(e.g. development authority etc)	ng construction, or additions to existing buildings is Yes No
By random sur	vey undertaken by the ULB.	
v.	Please indicate whether information from appropriate authorities on change of at what periodicity? (e.g. Dept of Stamps and Registration)	ownership and land valuation is being captured; if so Yes No

 $<sup>^{\</sup>rm 21}$  Here, guidance value implies the basis for computation of Property Tax liability

<u>TIMELINE FOR ACTION ON REFORMS</u>
Please provide timeline and indicate the steps intended (wherever not mentioned) for achieving the following action items

<u>Reform</u>	Steps proposed in order to achieve the	Target ye	ar for comp	<u>letion</u>				
	<u>reform</u>	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
a) Enhancing coverage of property tax regime to all properties liable to tax	Done							
b) Elimination of exemptions	Amendment in legislation			✓				
c) Migration to Self-Assessment System of Property Taxation	a. Setting up a Committee/Team to draft/amend legislation		<b>~</b>					
	b. Stakeholder consultations			✓				
	c. Preparation of Draft legislation			✓				
	d. Approval of the Cabinet/ Government			✓				
	e. Final enactment of the legislation by Legislature			<b>✓</b>				
	f. Notification			<b>√</b>				
	g. Preparation and notification of appropriate subordinate legislation			<b>√</b>				
	h. Implementation by municipality				✓			
d) Setting up a non-discretionary method for determination of property tax (e.g. unit area, etc) (Sub-Steps (i) to (viii) given in (c) above may be repeated for this step as relevant)	Done.							
e) Use of GIS-based property tax system	a. Selection of appropriate consultant		<b>√</b>					
	b. Preparation of digital property maps for municipality			<b>1</b>				
	c. Verification of digital maps and preparation of complete data-base of properties			<b>✓</b>				
	d. Administration of Property Tax using GIS database and related application				<b>✓</b>			
	e. Mechanism for periodic updation of GIS database					<b>√</b>		
f) Next scheduled / anticipated revision of	Done every two years							

<u>Reform</u>	Steps proposed in order to achieve the	der to achieve the Target year for co		get year for completion						
	<u>reform</u>	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7		
guidance values										
g) Periodicity for revision of guidance	a. Periodicity to be adopted <b>Done</b>									
values	b. Deadline for adoption <b>Done</b>									
h) Establish Taxpayer education programme	a. Preparation of Ready Reckoner	Done. A	ready recko	ner for tax a	assesses ha	as been pre	epared.			
	(guidance booklet) for tax assesses									
	b. Local camps for clarification of doubts	Done. Th	is is an on-g	oing proce	ss. We org	anise peri	odic camps	s for tax		
	and assistance in filling out forms	assesses.		1 /				1		
	c. Setting up a website for property tax			✓						
	issues/ FAQs etc									
i) Establish Dispute resolution mechanism			ppeals again	nst assessn	nent can b	oe made i	n the cou	irt of the		
			Magistrate.							
j) Rewarding and acknowledging honest		It is being	g done.							
and prompt taxpayers		73%	75%	77%	81%	85%	85%	85%		
k) Achievement of 85% Coverage Ratio (see item e in Current Status)	-	13%	13%	17%	81%	85%	85%	85%		
(Specify target Coverage for each year of										
mission)										
1) Achievement of 90% Collection Ratio for	_	60%	60%	70%	80%	90%	90%	90%		
current demand (see item f in Current		0070	0070	7070	0070	7070	7070	7070		
Status above)										
(Specify target Collection ratio for each year										
of mission)										
m) Improvement in collection of arrears, to	Specify targeted Total Arrears for each year as	59%	50%	45%	35%	23%	10%	10%		
reach Total Outstanding Arrears less than	% of Total Current Demand for previous year,									
or equal to 10 % of Current demand for	taking into account current position									
previous year										
(exclude tax assessments under litigation, but										
include Property Tax / service charge levied on Government properties)										
n) Any other reform steps being undertaken	Please indicate methods of dissemination									
(please specify)	(to the citizens) of the reforms undertaken									
(prouse specify)	and the timeline for the same									
	a									
	<u>b</u>									
	· ——	•						•		

### L4-USER CHARGES<sup>22</sup>

### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in the levy of user charges on different municipal services, with an objective of securing effective linkages between asset creation and asset maintenance and ultimately leading to self-sustaining delivery of urban services.

### **CURRENT STATUS**

a. Please provide a list of services being delivered by municipalities/ parastatals and the status of user charges being levied for each. 23

Type of Service <sup>24</sup>	User charge levied (Yes/No)	Service Provider	Tariff Structure	Last Revision of Tariff
Water Supply	Yes	ULB	Rs.72 per year/per connection	1993
Sewerage	No	ULB	Rs.60 per year/per connection	1993
Solid Waste Management	No	ULB	N.A.	
Public Transport	No	State Government	N.A.	
Street lighting	No	ULB	N.A.	
Primary health	No	State Government	Re 1/patient	2004
Hiring of municipal assets (please specify)	No	ULB/PPP		

b. Please furnish the costs and revenue collection in providing the following services (total, per unit and per capita/ household cost and revenues) in **2004-05.**Also indicate the details of Revenue losses.

<sup>&</sup>lt;sup>22</sup> Note: This section deals with user charges, collected either in the form of a tax or surcharge or fee. All revenues collected against specific services should be reported in this section w.r.t. current status and commitment on reforms made hereunder. Under no circumstances should there be any overlap between status reported in this section with than on Property Taxes.

<sup>&</sup>lt;sup>23</sup> Please attach details in separate annex where necessary.

<sup>&</sup>lt;sup>24</sup> List should include all services rendered by the ULB.

Service O&M Cost <sup>25</sup>				User charge:	s collected (excl	ude arrears)	Revenue Loss in Rs in lacs due to		
	(Plea	ise specify the	unit)	(Plea	ase specify the u	nit)			
	Total Cost (in Rs in lacs.)	Per Unit Cost as delivered**	Per capita / Household cost	Total Recovery (in Rs in lacs.)	Per Unit Recovery as delivered**	Per Capita/ Household Recovery	leakage/ theft / no enforcement/ poor collection	free supply / no levy of user charges	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	
Water Supply & Sewerage	290.00 & 205.00	Rs 2.21 per KL & Rs 1.12 per KL	Rs 82.62 per capita & Rs 58.40 per capita	88.73 lacs &10.24 lacs	Re 0.68 per KL & Re 0.06 per KL	Rs 25.28 per capita & Rs 2.92 per capita	148.50 (30%)	24.75 (5%)	
Solid Waste Management	733 lacs	4.14 lacs per MT	Rs 208.83 per capita	-	-	-	-	-	
Public Transport Services	NA								

<sup>\*\*</sup> can be expressed as Per MLD in case of water supply and sewerage; Per Tonne in case of SWM; Per Km in case of public transport, etc.

Please indicate the percentage cost recovery for each of these services over the past five years ((d) divided by (a), expressed in % terms)

Service	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006
Water Supply &	31%& 4%	30% &4.5%	32%&6%	35%&7%	30% &5%
Sewerage					
Solid Waste Management	-	=	-	-	=
Public Transport Services	NA	NA	NA	NA	NA
Others (please specify)					

Please provide performance parameters and current service levels<sup>26</sup> d.

Service	Indicator	Status in 2004-2005							
	Water Supply								
1	Total water supplied per day (MLD)	24+12=36 MLD							
2	Hours of water supply per day	6 hours							
3	Percentage (%) of population covered by Piped water supply	70%							

 $<sup>^{25}</sup>$  To include all related direct costs, including salaries and wages of personnel directly deployed in the service  $^{26}$  Please add additional indicators as appropriate

Service	Indicator	Status in 2004-2005
5	Per capita supply (in litres) (per day)	90 LPCD
6	Total no. of household connections (Cumulative figure)	22,103
7	No. of connections metered (Cumulative figure)	-
8.	Total Non-Revenue Water in MLD (% in brackets)	1.8 MLD (5%)
9.	Un-accounted for Water in MLD (% in brackets), including system losses	30%
	Sewerage and Sanitation	
1	Quantum of Sewage generated per day (MLD)	50
2	Quantum of Sewage treated per day (MLD)	27
3	Land utilization for sewage farming Ha) (Cumulative figure)	199 Ha
4	Quantity of sewage disposed on land (MLD)	14
5	Quantity of sewage disposed into water bodies (MLD)	27
6	Percentage (%) of population covered by underground sewage network	10%
7	No. of households with individual toilets / low cost sanitation unit (Cumulative figure)	36,800
8	No. of public toilets (Cumulative figure in terms of seats)	17
J	Solid Waste Management	17
1	Quantum of solid waste generated per day (TPD)	177
2	Quantum of solid waste collected per day (TPD)	100
3	Collection efficiency	60%
4	Per capita waste generation	0.424 Kg.
5	Quantum of waste treated in scientific manner (composting, etc.)	No
6	Staff per 1,000 persons	4.00
7	Total capacity of all collection vehicles per day	2/3 average - (2 JCB, 2 Dumper, 7 Tractor with trolley, 110 hand cart)
8	Does a sanitary landfill exist (Y/N)	No
9	If sanitary landfill exists, is it used (Y/N)	No
10	Is source segregation done? (Y/N) – If Yes, what % of total waste?	No
	Public Transport services	
1	Total capacity of public transport (number of vehicles)	
2	Number of trips made in a day	
3	Population using public transport	

### TIMELINE FOR ACTION ON REFORMS

a.	The State/ULB must formulate and adopt a policy on user charges which should include proper targeting of subsidies, if any, for all services; ensuring the full
	realization of O&M cost by the end of the Mission period. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a
	copy submitted to MOUD.)

Agreed.									
The State should set up	a body for recommending a user charge structure.	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
Establishment of proper	accounting system for each service so as to determine the	he O&M cos	t separate	ly. Please	specify	the timel	ine for ea	ach servic	e separately
i.	Water Supply and Sewerage		Year1	Year2	Year3	Year4	Year5	Year6	Year7
ii.	Solid Waste Management		Year1	Year2	Year3	Year4	Year5	Year6	Year7
iii.	Public Transport Services Not Applicable		Year1	Year2	Year3	Year4	Year5	Year6	Year7
iv.	Other (please specify)		Year1	Year2	Year3	Year4	Year5	Year6	Year7

d. Please indicate the targeted service standards and timelines for achieving the same with regard to each of the above mentioned services<sup>27</sup>

Service	Service Standard identified (in units)	Service Standard targeted (in quantity)	Targeted year for achieving the standard*
Water Supply	LPCD	125 LPCD	Year 5
Drainage	Covered drainage	70%	Year 6
Solid Waste Management	400 gm per capita	177 MT	Year 4

<sup>\*</sup> with reference to year if JNNURM period (Year 1, Year 2....)

<sup>&</sup>lt;sup>27</sup> To the extent possible, specify service delivery standard as experienced at citizen's end, for e.g. hours of water supply; lpcd received in household; frequency of street sweeping, etc.

e. Please define the user charge structure and timelines for achieving with regard to each of the above mentioned services

Service	Proposed User charge Structure (give details of rates, category and units)	Targeted year for achieving the standard*
Water Supply	Differential rates will be charged for domestic and commercial connections. Rates charged for domestic connection will be approx 80% of O&M charges and rate charged for commercial connections will be approximately 2.5 times O&M charges.	2008-09
Sewerage	It is not possible to levy this charge on a unit basis. Sewerage charges will be levied on ARV basis which will be a maximum of 4% of ARV according to the Act.	2008-09
Solid Waste Management	Rs 20-25 per household	2007-08

<sup>\*</sup> with reference to year if JNNURM period (Year 1, Year 2....)

c.	Please indicate plan for achieving volumetric based tariff through 100 %	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	metering with individual meters.							
	Please indicate annual targets for achieving full metering.							

The 2<sup>nd</sup> SFC has recommended the charges to be collected on a household basis which has been accepted by the State Government. Hence 100% metering is not possible.

d. Please indicate plan for reduction in Non-Revenue Water (NRW) and Un-accounted for Water (UfW) through measures that include water audits and leakage detection studies. Please indicate annual targets for both.

	Non-Revenue Water (NRW)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
				5%	5%	5%	5%	5%
	Un-accounted for Water (UfW)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
				30%	27%	23%	19%	15%
ē.	Conduct of a study to quantify and examine impact of subsidies for each service (Indicate 'when' against the timeline)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
f.	Results of such analysis to be tabled in the Municipal Council and approved (Indicate 'when' against the timeline)	Year1	Year2	Year3	Year4	Year5	Year6	Year7

i.	Water Supply	Year1 Ye	ear2 Y	ear3	Year4	Year5	Year6	Year7
			4	40	60	100		
ii.	Sewerage	Year1 Y			Year4	Year5		Year7
				40	60	80	100	
iii.	Solid Waste Management Not possible to cover all O&M expenses. Rest will be met through revenue income.	Year1 Y	Year2 Y	rear3	Year4	Year5	Year6	Year7
iv.	Public Transport Services	Year1 Year1	ear2 Y	ear3	Year4	Year5	Year6	Year7
v.	Others, such as hiring of municipal assets, e.gcommunity halls, public parks etc. (please specify)	Year1 Ye	ear2 Y	ear3	Year4	Year5	Year6	Year7
Any o	ther reform steps being undertaken (please use additional space as n	ecessary, plea	se specif	y timef	rames fo	or steps e	nvisaged	)

### L5- INTERNAL EARMARKING OF FUNDS FOR SERVICES TO URBAN POOR

### DESIRED OBJECTIVE/S

JNNURM requires reforms to be undertaken by local bodies with respect to earmarking funds in their budgets specifically for services delivery to the urban poor. Commitment is sought from ULBs in undertaking reforms in the budgeting and accounting systems to enable the same, as also targets for expenditure incurred in delivery of services to the poor.

### **CURRENT STATUS**

### PROCESS FOR EARMARKING BUDGETS

a. Please indicate prevailing processes for decision making on allocation of budgets for delivery of services to the poor.

There was no provision of separate budget for urban poor but recently State Govt. has directed to make separate provision in budget for urban poor. Next year onwards separate provision in budget for urban poor will be made in proportion of their population.

b. Please indicate if prevailing accounting and budgeting systems are capable of tracking revenue and capital expenditure incurred on delivery of services to the poor.

Yes	No	Partly

According to new directives of the State Govt. separate provision in the budget will be made for delivery of services to Urban poor and separate accounts will be maintained as per separate budget provision for urban poor.

EXPENDITURE INCURRED ON DELIVERY OF SERVICES TO THE POOR

# e.d. Please indicate if there is any internal earmarking<sup>28</sup> within the municipal budget towards provision of services to urban poor. Please provide the total amount earmarked and the percentage of the total budget in the last 3 years— Though funds have been spent in urban poor areas, however, no separate earmarking of funds has been done and so data specifically spent for urban poor is not available.

Year		2002-2003	2003-2004	2004-2005
Amount Budgeted (both Revenue and Capital Accounts)	Own sources	-	-	-
	Other Sources	-	-	-
	Total	-	-	-
Actual Amount Spent (both Revenue and Capital	Own sources	=	-	=
	Other Sources	-	-	-
Accounts)	Total	-	-	-
% of the total budget	Own sources	-	-	-
(both Revenue and Capital	Other Sources	-	-	-
Accounts)	Total	-	-	-

### TIMELINE FOR ACTION ON REFORMS

### **BUDGETING AND ACCOUNTING PROCESSES**

a.	Reforms in the accounting and budgeting codes to enable identification of all income and expenditure (in both Revenue and Capital accounts) to be identified
	as related to poor / non-poor. (in the short run the same heads may be categorised on basis of income / expenditure from slum / non-slum).

Yes No

If Yes, please state year from when this will be made effective.

Year1 Year2 Year3 Year4 Year5 Year6 Year7

b. Creation of separate Municipal Fund in the accounting system for 'Services to the Poor'

Yes No

If Yes, please state year from when this will be made effective.

	l			
Year1		Year4		

Urban Local Body level Reforms

<sup>&</sup>lt;sup>28</sup> Earmarking refers to percentage allocation of the total estimated income that would be utilised for provision of housing and basic services to urban poor

 Amendments to the Municipal Accounting Rules for governing the Fund, Operating the Fund, including rules for transfer of resources into the Fund for 'Services to Poor'.

Year1	Year2	Year3	Year4	Year5	Year6	Year7

### ALLOCATION AND EXPENDITURE<sup>29</sup> ON DELIVERY OF SERVICES FOR POOR - NCA

d. Targeted revenue expenditure on delivery of services to poor per annum, expressed as % of Total Revenue Income

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %		15	18	20	24	26	28

e. Targeted revenue expenditure on delivery of services to poor per annum, expressed as % of Total Own Source of Revenue Income - No

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %		18	20	22	24	26	28

f. Targeted capital expenditure on delivery of services to poor per annum, expressed as % of Total Capital Expenditure - No

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %		20	22	28	25	25	20

<sup>&</sup>lt;sup>29</sup> Allocation and spend pertains to all directly attributable expenses specifically incurred for delivery of entire mandate of municipal services to the poor, that should include basic environmental services, roads, tenure, primary education and health, and social security amongst others.

Establishment expenses (including salaries and wages) not directly and specifically incurred for service delivery to the poor should be excluded.

### L6 - PROVISION OF BASIC SERVICES TO URBAN POOR

### **DESIRED OBJECTIVES**

JNNURM requires cities to ensure provision of basic services to the urban poor such as water supply and sanition, including provision of security of tenure and improved housing at affordable prices. JNNURM also requires that delivery to the urban poor is ensured for existing universal services of the Government in the areas of health, education and social security.

### **CURRENT STATUS**

a. Please provide information on existence of any database pertaining to household level information of urban poor.

House Hold Survey was carried out in 1996-97 and data base exists. GIS database for households is also being prepared under the UNDP supported program of Government of India.

b. Has any prioritisation of slums / localities been carried out as part of the CDP process? If Yes, please provide details on the process.

Slums have been identified for IN-SITU and EX-SITU development. Further relocation will be carried out in accordance with the enforceable land use plan for Mathura

c. Please provide baseline information with respect to quality and level of access of services by poor households in the table below. (in case of wide variation in quality of service within the city across slum clusters, provide average level of service. Please state extremely low levels where appropriate)

No.	Area of service delivery	Performance Parameter	Current levels	Prevailing level of access of urban poor households (in terms of % HHs that access services at the current performance levels)
1.	Water Supply			
1.1	Household level piped water supply	No. of hours of supply at reasonable pressure	6 hrs	10%
1.2	Public taps / standposts	No. of hours of supply at reasonable pressure	N.A.	00%
1.3	Handpumps / Tubewells (untreated ground water source)	Avg. distance from HH in metres	150 M	90%
1.4	Water Tanker supply	Response time on request in hrs.	3 hrs	As and when required
2.	Sanitation			
2.1	Household level individual	Type of toilet	Flush Toilet	10%
	toilets	Type of conveyance / disposal system		
2.2	Community toilets	Seats per population using them	20 persons per seat per day	10%
		Type of conveyance / disposal system	Septic tank with Soak Pit	
3.	Housing			
3.1	Housing	Pucca housing for each household	Pucca	30%
3.2	Night shelters / community shelters	Avg. distance to be traversed by homeless in m	2500 m	10%

d. Please provide details on extent of access to following services by urban poor in the ULB.

No.	Area of service delivery	Prevailing level of access of urban poor households (in terms of % HHs that are able to access these services)
4.	Solid Waste Management	inui ure ubie to uccess these services)
4.1	Street sweeping	20%
4.2	Waste Collection	20%
5.	Roads and Drains	
5.1	Provision of pucca (all weather) roads	20%
5.2	Provision of storm water drains	10%
6.	Street Lighting	
6.1	Provision of street lights	20%
7	Community Facilities	
7.1	Aanganwadi / crèche	50%
7.2	Community halls	20%
8.	Primary healthcare	
8.1	Preventive health care – inputs and advise	100%
8.2	Curative healthcare	100%
9.	Primary Education	
9.1	Primary education	100%
10.	Support for livelihoods	

No.	Area of service delivery	Prevailing level of access of urban poor households (in terms of % HHs that are able to access these services)
10.1	Skill development training	30%
10.2	Micro-credit	35%

e. Please provide details on prevailing levels of secure tenure amongst urban poor.

No.	Area	Total estimated no. in the ULB	Total number of with secure tenure	% of households / micro- enterprise establishments with secure tenure
1	Secure tenure for place of dwelling, in terms of legal status	49,532	26,425	60%
2.	Secure tenure for place of work for micro- enterprises, in terms of authorisation of the locations of the enterprise	27243	12259	45%

### **TIMELINE FOR REFORMS**

a. The State Government and ULB must formulate and adopt vide a resolution a comprehensive policy on providing basic services to all urban poor which should include security of tenure and improved housing at affordable prices. The policy document should also cover other existing universal service mandates of the Government in the areas of education, health and social security. This policy document should lay down commitments to attain certain benchmark levels of access and standards of service delivery.

The policy document should be prepared with stakeholder involvement, be adopted and disseminated within 6 months of signing of the MoA under JNNURM, and a copy submitted to MoUD/MoHUPA. *Agreed.* 

Year3

Year3

2 years

Year4

Year3 Year4

Year5

Year5

Year6

Year5 Year6 Year7

### BENEFICIARY IDENTIFICATION AND TARGETTING

- b. Conduct of House Hold (HH) level survey, covering all poor settlements (recognised slums, unrecognised slums, and informal clusters)
- c. HH level survey to cover infrastructure deficiency indicators and socio-economic deficiency indicators
- d. Creation of database, including identification of HHs for priority targeting of Schemes for household level benefit (such as livelihood, housing, social security, etc.)
- e. Ranking and prioritisation of clusters of urban poor settlements in a participatory manner
- f. Frequency of updation of database created

## OUALITY OF SERVICES AND EXTENT OF ACCESS TO SERVICES

Specify the benchmark quality of services targeted for delivery to urban poor for each of the areas mentioned below. It is presumed that this quality of service is targeted for all urban poor. Cities should set progressive benchmarks so as to improve the quality of services rendered over the Mission period.

### g. HOUSEHOLD LEVEL BASIC SERVICES

No.	Area of service	Quality Parameter	Target Quality	Level of access targeted in each year (in terms of % HHs of urban
	delivery <sup>30</sup>		Benchmark <sup>31</sup>	poor that access services at the targeted quality benchmark)

<sup>&</sup>lt;sup>30</sup> As access to services is improved through better methods, levels of access through more basic methods will decrease. For e.g. as HHs with access to piped water will increase, HHs with access to tubewells / public taps / tankers will decrease.

<sup>&</sup>lt;sup>31</sup> To be defined by the ULB at the time of signing the MoA

				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
1.	Water Supply									
1.1	Household level piped water supply	No. of hours of supply at reasonable pressure	8 hours (200 lpcd)		10%	20%	50%	75%	85%	100%
1.2	Public taps / standposts	No. of hours of supply at reasonable pressure  Avg. distance from HH in metres	8 hours (200 lpcd)		0%	10%	10%	10%	10%	0%
1.3	Handpumps / Tubewells (untreated ground water source)	Avg. distance from HH in metres	150meter		90%	70%	40%	15%	5%	0%
1.4	Water Tanker supply	Response time on request in hrs.	2 hrs.		As and when required					
2.	Sanitation									
2.1	Household level individual toilets	Type of toilet Type of conveyance / disposal system		-	10%	60%	100%	-	-	-
2.2	Community toilets	Seats per population using them Avg. distance from HHs in m Type of conveyance / disposal system Facilities for aged,	250 meter sewer line separate		The	will be us	sed by floa	ting popul	ation.	
		women, children, disabled	separate							

No.	Area of service delivery <sup>30</sup>	Quality Parameter	Target Quality Benchmark <sup>31</sup>	Level of access targeted in each year (in terms of % HHs of urban poor that access services at the targeted quality benchmark)						
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
3.	Housing									
3.1	Housing	Pucca housing for	Pucca		30%	65%	70%	85%	90%	100%
		each household								
3.2	Night shelters /	Avg. distance to be	2000 M. They will	-						
	community	traversed by	be used by							
	shelters	homeless in m	floating							
			population.							

Please provide qualitative comments on above as approp	oriate
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### h. OTHER INFRASTRUCTURE SERVICES

No.	Area of service delivery <sup>32</sup>	Quality Parameter	Target Quality Benchmark <sup>33</sup>	Target year in which all poor households shall have access to services at the target quality benchmark (State year of the Mission Period)					
4.	Solid Waste Management								
4.1	Street sweeping	Frequency of street sweeping	once in a day	Year 5					
4.2	Waste	Avg. distance of HHs from bin in m	door to door collection	Year 5					
	Collection	Frequency of lifting of waste from community bin	one time in a day	Year 5					
5.	Roads and Drain								
5.1	Provision of pucca (all	HH level access (roads in front of houses)	totally covered	Year 5					
	weather) roads	Access of slum cluster to main roads	Do	Year 5					
5.2	Provision of storm water drains	HH level access to covered drains	Do	Year 5					
6.	Street Lighting								
6.1	Provision of	Street illumination through out the		Year 6					
0.1	street lights	year year		1001					
7	Community Fac								
7.1	Aanganwadi / creche	Avg. distance of HHs from the facility in m	1500 m	Year 6					

<sup>&</sup>lt;sup>32</sup> As access to services is improved through better methods, levels of access through more basic methods will decrease. For e.g. as HHs with access to piped water will increase, HHs with access to tubewells / public taps / tankers will decrease.

<sup>&</sup>lt;sup>33</sup> To be defined by the ULB at the time of signing the MoA

Area of service delivery <sup>32</sup>	Quality Parameter	Target Quality Benchmark <sup>33</sup>	Target year in which all poor households shall have access to services at the target quality benchmark (State year of the Mission Period)
Community halls	Avg. distance of HHs from the facility in m	1500 M	Year 7
Primary healthc	are		
Preventive health care – inputs and advise	Frequency of visits by health worker / other modes of communication reaching the urban poor	once in week	7 <sup>th</sup> year
Curative	Reliability of the service	PHC	7 <sup>th</sup> year
healthcare	Avg. distance of HHs from facility in m	1500 M	7 <sup>th</sup> year
Primary Educati	ion		
Primary	Enrolment rate	100%	Year 3
education	Drop out rate	5%	Year 5
	Avg. distance of HHs from facility in m	1500 M	Year 5
Support for livel	ihoods		
Skill development training	Persons trained who pursue related occupation	Small Scale industries	30% (At current level) 85% upto 7 <sup>th</sup> year
Micro-credit	Access to participate in micro-credit group in the community		40% (At current level) 85% upto 7 <sup>th</sup> year
	Community halls  Primary healthc Preventive health care — inputs and advise Curative healthcare  Primary Educat Primary education  Support for livel Skill development training	Community halls Avg. distance of HHs from the facility in m  Primary healthcare  Preventive health care — / other modes of communication reaching the urban poor advise  Curative healthcare Reliability of the service Avg. distance of HHs from facility in m  Primary Education  Primary Education  Primary Education  Primary Education  Prop out rate Avg. distance of HHs from facility in m  Support for livelihoods  Skill Persons trained who pursue related occupation  Micro-credit Access to participate in micro-credit	Community halls Avg. distance of HHs from the facility in m  Primary healthcare  Preventive health care — / other modes of communication reaching the urban poor advise  Curative healthcare Avg. distance of HHs from facility in m  Primary Education  Primary Education  Primary education  Primary Enrolment rate

Please provide qualitative comments on above as appropriate
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### METHODS AND PARTICIPATION BY COMMUNITIES

i. State the areas, intended mechanisms and timelines for participation by communities of urban poor in the entire range of urban services and poverty alleviation programmes. (few examples are illustrated in the table)

No.	Sector	Nature of Involvement	Community Mechanism	Target Mission year to start initiative	Targeted scale of activities by end of the Mission period
1.	Basic services – water supply, sanitation	Participatory planning at micro level	Through Community Development Society	Year 2	100% of all developments in these sectors shall be through such mechanism
2.	Roads within slum clusters	Community contracting	Entire material + Labour contract awarded to Community Development Society	Year 3	Atleast 15% of all such contract through community contracting

Area Sabha/Community Participation Law would ensure that works upto a specified limit can be nominated to a community

# Urban Local Body level Reforms

### SECURITY OF TENURE

j.	Please state targeted percentage of urban poor households that would have	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	Secure tenure of their place of dwelling.			30	45	60	75	95
	(state target % for each year of Mission Period)							

k.	Please state targeted percentage of urban poor micro-entrepreneurs that	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	would have secure tenure of their place of work			30	45	60	75	95
	(state target % for each year of Mission Period)							

# OPTIONAL REFORMS<sup>34</sup>

 $<sup>^{34}</sup>$  IN CASE OF URBAN AGGLOMERATIONS WITH MULTIPLE ULBS, THE ULB RELATED REFORMS IN THIS SECTION SHOULD BE PROVIDED FOR EACH ULB IN THE JNNURM CITY SEPARATELY

### **O1-INTRODUCTION OF PROPERTY TITLE CERTIFICATION SYSTEM**

### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities towards putting in place an effective Property Title Certification System. The cities need to ensure proper management and record of all property holdings within the city. The new system should reflect authentic ownership at all points and information on holdings should be easily accessible.

### BACKGROUND

### 1. CURRENT STATUS

- a. What is the current system for-?
  - i. Property Registration<sup>35</sup>
  - ii. Transfer of Property<sup>35</sup>

The current system for property registration is provided in Registration Act, 1908 (Act No. 16 of 1908). A deed of transfer of property is typed or handwritten alongwith photographs of executants and presented before the Sub-Registrar. He registers it, keeps a photocopy as record and returns the original on the same day to the registrants.

b. Please indicate whether information on change of ownership (owing to transaction of property) or encumbrances is being captured? If so how? (For eg. is there information received from the Dept. of Stamp and Registration?)

Information is not captured automatically. The registrant presents his case before the concerned officer in the ULB for mutation of records.

c. Does the property registration system record the following-?

Status Yes No Remarks
i. Lien
ii. Court orders ✓ If a copy is provided to the office

<sup>&</sup>lt;sup>35</sup> Explain in detail the role of various institutions and the processes involved

iv. Restrictions v. Encumbrances vi. Lease vii. Third party claims  Which Legislation is followed for registration and record	of properties?			
Registration Act, 1908 (Act No. 16 of 1908)				
What is the status of E-management of property records?				
Activity	Already in place	Under implementation	Not done so far	Remarks
Assessment of properties using GIS Electronic database of property records Software application for regular upgradation of records System for online registration ILIS (Integrated Land Information System)			* * * * *	
Provide Information on current status of Properties regist	ration			
Estimated number of properties in the city <sup>36</sup> (a)	No. of properties of the Municipality <sup>2</sup> (b		of disputed perties	Coverage Ratio(b/a*100)
60600 What is the basis for determination of ownership of a pro	54953 sperty (eg. a title deed)?			90%
Title deed.				
s it an absolute ownership or does the state guarantee the	e validity of transaction	in any manner?	Yes No	
Comment on the guarantee status of ownership in the cur	rent system			

	Is there a list of documents identified to the details.	serve as evidence of change of ow	nership (Registration	n deed, partiti	ion deed,	, settlem	ent deed o	etc)? If y	es please	give
		List of evidence documents a. Registered Sale Deed b. Registered Lease Deed for more than 30 years. c. Partition Deed. d. Settlement Deed	Comments							
	What is the frequency of update of prop	orty rocorde'! Whon were it done lee								
ſΕΊ		perty records: when was it dolle las	st?							
<u>IEI</u> ise i	INE FOR ACTION ON REFORMS andicate the mission year by which the following the state of the stat		st?							
IEI ise i	INE FOR ACTION ON REFORMS		st?	Year1	Year2	Year3	Year4	Year5	Year6	Year
se i	INE FOR ACTION ON REFORMS  Indicate the mission year by which the fol  Listing of all the properties in the city  Finalisation of decisions on the new reg	llowing targets would be met-	st?		Year2 Year2	Year3 Year3	Year4 Year4	Year5 Year5	Year6	
se i	LINE FOR ACTION ON REFORMS Indicate the mission year by which the fol Listing of all the properties in the city Finalisation of decisions on the new reg and legislative amendments  Not  Amendment of legislation and notification	llowing targets would be met- gistration system, state guarantee t Possible	st?	Year1						Year

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e.	Inventory of all recorded properties ( after enquiry of titles and existing evidences) Not Applicable	Year1   Year2   Year3   Year4   Year5   Year6   Year7
f.	Update of all the records to reflect current owner and preparation of a 'Register of Titles'	Year1 Year2 Year3 Year4 Year5 Year6 Year7
g.	Computerisation of all the property records against ownership	Year1 Year2 Year3 Year4 Year5 Year6 Year7
h.	Initiation of issue of Property Tax Certificate (on request) to the existing owners, accompanied by cancellation of all previous certificates  **Already being done**	Year1   Year2   Year3   Year4   Year5   Year6   Year7
i.	Setting up a system for regular upgradation of records (eg. MIS with links to all offices having bearing on land encumbrances)	Year1   Year2   Year3   Year4   Year5   Year6   Year7
j.	Setting up a system for online provision of information receipt (relating to transactions), dissemination and requests for certificates	Year1   Year2   Year3   Year4   Year5   Year6   Year7
k.	Timeline for achieving 100% registration of properties Section 17 of the Registration registration of a property. Government of India should make appropriate provisions in section	n Act, 1908 does not provide any punishment for non- 17 of the Act and make non-registration punishable.
	Year 1 Year 2 Year 3 Year 4 Year 9 Year 4 Year 1 Year 2 Year 3 Year 4 Year 4 Year 1 Year 2 Year 3 Year 4 Year 3 Year 4 Year 1 Year 1 Year 2 Year 3 Year 4 Year 1 Year 1 Year 2 Year 3 Year 4 Year 1 Ye	ear 5 Year 6 Year 7
1.	Any other reforms being undertaken (give details in the space provided)	Year1 Year2 Year3 Year4 Year5 Year6 Year7

#### O2- REVISION OF BUILDING BYELAWS TO STREAMLINE THE APPROVAL PROCESS

#### (For construction of buildings, development of sites etc.)

#### DESIRED OBJECTIVE/S

JNNURM requires certain reforms to be undertaken by states/ cities towards streamlining of the building approval process, with the broad objective of establishing a simple, transparent and lesser time-consuming process that encourages development.

#### **CURRENT STATUS**

- a. Which agency is responsible for preparing Building Byelaws? Chief Town and Country Planning department
- b. Which legislation governs the formulation of Building Byelaws and implementation of the regulation? U.P. Housing and Development Act 1956
- c. Explain the role of various agencies involved with building permission and sanction.

Agency	Role
a. Development Authority	In Development area submission and approval is done by concerned Development Authority and no objection certificate is taken from ULB
b. Housing Board	The area developed by Housing Board submission and approval is done by Housing Board
C Regulated Area	In Regulated Area's submission and approval is done by Prescribed Authority and NOC is taken from ULB
d ULB	Except above areas submission and approval is done by ULB

d. Explain in detail the existing process of building approval.

After submission of Building Plan to concerned authorities no objection certificate is taken from concerned Local Bodies, Fire department, Air port(if required), PWD, Revenue Department, Town Planning Department(if required). Time Limit for Approval is 30 days for Housing Plan and 90 days for Commercial plan. Appeal against disapproval can be made to competent authorities.

e	Are the Building Byelaws uniform throughout the city? (If not, give details)	Yes	No	

e. How many regulation parameters does a building permission consider? List those.

List of Parameters	Comments
a Land Use	
B Ground Coverage	
C Set Back	
D Parking	
	V2000

f. When was the Building Byelaws last revised?

Year 2000

Indicate the level of modification by ticking agaisnt the following-

I	evel of Modification	Revision date	Detail of modification
i.	Radical changes (FSI, ground coverage etc)	Year 2000	
ii.	Minor Modifications	Year 2000	
iii.	Changes in approval process (If yes, specify)	Year 2000	

Under revised Building Bye-Laws in 2000, Government has made changes in the parameters i.e coverage, set back, building height, parking.

G Detail out the extent of use of technology and computers in the process of building approvals as well as upkeep of records.

Integrated application software package has been developed for all the development authorities by Awas Bandhu.

g. Indicate the status of Building Approvals in the financial year 2004-2005-

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1	Number of Applications received (before 30th Feb'2005)	7272
2	Number of Sanctions made within 1 month from date of receipt of the application	267
3	Number of Sanctions made within 2 months from date of receipt of the application	
		517
4	Number of Applications that took more than 2 months for approval	Nil
5	Average time taken for approval of a building	12 days

i. Please indicate the possible reasons for delay in the approval process

#### TIMELINE FOR REFORMS

Please indicate the mission year by which the following targets would be met-

a.	Consultation with stakeholders on modifications required to Building Byelaws -Done	Year1   Year2   Year3   Year4   Year5   Year6   Year7
<b>o</b> .	Identification and finalisation of modifications in the existing Building Byelaws in order to streamline the process of approval. (eg. outsourcing of certain activities etc) -Done	Year1 Year2 Year3 Year4 Year5 Year6 Year7
Э.	Defining mitigation measures for risks from natural disasters as part of Building Byelaws, (including structural safety issues on basis of seismic zones)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
d.	Amendment of the existing legislation to introduce the new Building Byelaws and notification - $$(\mbox{Done})$$	Year1   Year2   Year3   Year4   Year5   Year6   Year7
e.	Dissemination of the new set of Building Byelaws through a website	Year1 Year2 Year3 Year4 Year5 Year6 Year7

f.	City level Workshops to address to the queries of general public (It is ongoing process)							Year1	Year2	Year3	Year4	Year5	Year6	Year7
g.	Setting up of an MIS system with links to all offices having bearing on building permission						n	Year1	Year2	Year3	Year4	Year5	Year6	Year7
h.	Start of Approval a	as per the new buil	ding byelaws	(Done)				Year1	Year2	Year3	Year4	Year5	Year6	Year7
i.	Establishment of in building plan appro Interactive Voice F	ovals, through met	hods such as -	-		for		Year1	Year2	Year3	Year4	Year5	Year6	Year7
j.	Timeline for reduct	tion of average tin	ne taken for bu	ilding sancti	on									
		Category of	Year 1	Year 2	Year 3	Year 4	Year	.5	Year 6	Year	7			
		buildings				Γime taken in c								
		Residential	30 days	20	10	7	7		7	7				
		Commercial	30 days	20	15	10	10		10	10				
j.	Any other reforms	being undertaken	(give details in	n the space pr	rovided)			Year1	Year2	Year3	Year4	Year5	Year6	Year7

## O3 - REVISION OF BUILDING BYELAWS TO MAKE RAINWATER HARVESTING MANDATORY IN ALL BUILDINGS TO COME UP IN FUTURE AND FOR ADOPTION OF WATER CONSERVATION MEASURES

#### DESIRED OBJECTIVE/S

JNNURM requires the states/ cities to take sufficient steps towards promoting the use of rain water harvesting systems in cities by making it mandatory for building permission, with a long term objective of promoting conservation of water and ensuring sustainability of water resources.

#### **CURRENT STATUS**

a. b.

Is there any legislation for making Rainwater Harvesting mandatory in buildings? Yes No							
If yes, please provide following details of the regulation-							
i. Since when has it been adopted?	Year 2003						
ii. Is it a part of the building byelaws and mandatory for building sanction	ns? Yes No						
iii. Is it for all buildings?	Yes No						
iv. If no, what are the criteria adopted for selected plots or buildings?							
Rain water harvesting is mandatory for plot sizes greater that buildings.	n 300 square meter for residential buildings and all non-residential						

#### TIMELINE FOR ACTION ON REFORMS

Please indicate the mission year by which the following targets would be met-

a. Final design of Rainwater Harvesting System and decision on end use

b. Preparation of draft building byelaws to reflect the mandatory clauses of Rainwater Harvesting.

Year1 Year2 Year3 Year4 Year5 Year6 Year7

Year2 Year3 Year4 Year5 Year6 Year7

Year3 Year4 Year5 Year6 Year7

(Done)

Ch	ecklist for	the	'Urhan	Reform	s Agenda'	under	<b>JNNURM</b>

с.	Amendment of the existing legislation to introduce the new Building byelaws and notification (Done)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
d.	Dissemination of the new set of Building Byelaws through a website (Done)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
е.	City level Workshops to address to the queries of general public (It is on going process)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	Start of Approval as per the new building byelaws (Done)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
3.	Any other reforms being undertaken (give details in the space provided)	Yearl Year2 Year3 Year4 Year5 Year6 Year7

## O4 - EARMARKING AT LEAST 20-25 PER CENT OF DEVELOPED LAND IN ALL HOUSING PROJECTS (BOTH PUBLIC AND PRIVATE AGENCIES) FOR EWS/LIG CATEGORY WITH A SYSTEM OF CROSS SUBSIDISATION

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities towards earmarking at least 20-25 % of developed land in all housing projects (both public and private) for low income families in order to meet the housing needs of both EWS and LIG categories of population.

#### **CURRENT STATUS**

a. List the government / quasi-government institutions responsible for provision of housing in the city (eg. Development Authority, Housing Board, Housing Corporation etc).

S.No	Institution	Approx. no. of dwelling units created in previous financial year
1	MVDA	205 (2005-2006)

p. Please provide details on extent to which the private sector plays a role in housing development in the city

Information parameters	Estimates
Number of private developers in the city	26
Approximate number of housing projects by private developers	16
for whom plans were sanctioned in last year	
Approximate number of dwelling units created by private	970
developers in above projects	

c.	Is there any legislation regarding mandatory reservation of certain percentage of land for EWS/LIG in housing projects? Yes No
d.	If yes, please provide the following details –
	i. Percentage of developed land required to be reserved for EWS/LIG
	ii. Is it applicable to both government as well as private developments? Yes No

Year6 Year7

Year5 Year6 Year7

#### TIMELINE FOR ACTION ON REFORMS

Please indicate the mission year by which the following targets would be met-

a.	Decision on the extent of reservation (20-25%)	Yearl	Year2	Year3	Year4	Year	r5
				_			٦

- b. Amendment of the existing legislation and notification

  Year1 Year2 Year3 Year4 Year5 Year6 Year7
- c. Timeline to improve the percentage of reservation for EWS/LIG in housing projects

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Percentage of							
reservation (%)							

d. Any other reforms being undertaken (give details in the space provided) Year1 Year2 Year3 Year4

In Housing Policy Statement for integrated townships and high tech townships, 10% plots are reserved for EWS and 10% for LIG.

### O5 - SIMPLIFICATION OF LEGAL AND PROCEDURAL FRAMEWORKS FOR CONVERSION OF AGRICULTURAL LAND FOR NON-AGRICULTURAL PURPOSES.

#### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities to take sufficient steps towards streamlining the process of conversion of agricultural land to non-agricultural purposes with the broad objective of establishing a simple, transparent and lesser time-consuming process that encourages development.

#### **CURRENT STATUS**

a. Explain in detail the current system for conversion of agricultural land for non-agricultural purposes (for areas coming under Development Authority as well as outside)

Owners of land gives an application for land use change to concerned development authority or regulated are Development authority invites objection from public, after due consideration of objections then board recommends to housing secretary for change of land use. Government decides the change of land use.

b. List out the number of agencies involved and their roles.

Agency	Role	
A Development authority	Recommendation	
B CTCP	Technical advice	
C Government	Approval	
d		

c. Which Legislation/s is/are being followed for conversion of agricultural land for non-agricultural purposes?

U.P Urban Planning and Development Act 1976

d. Has there been any attempt at simplification of the procedure of such conversions in the past? State 'yes' or 'no' and give details. No

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onal
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What is the average time taken for conversion of l	and from agricultural to	
i. Residential use-	Time is not specified in act	
ii. Other use (Industrial, commercial etc)-	Time is not specified in act.	
iii.	1	
Please indicate the possible reasons for delay in the	e process for conversion of agricultural land	d for non-agricultural purposes
Since there is no time frame at every sta	ge, therefore delay occurs.	
LINE FOR ACTION ON REFORMS  Not Applicable		
Finalise on modifications in the existing procedure and standardise the process of conversion.	e in order to streamline	Year1 Year2 Year3 Year4 Year5 Year6
Amendment of the existing legislation and notifica	ation	Year1 Year2 Year3 Year4 Year5 Year6
Dissemination of the new process through a websi	te	Year1 Year2 Year3 Year4 Year5 Year6
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		V 1 V 2 V 2 V 1 V 5 V 6
City level Workshops to address to the queries of	general public	Year1 Year2 Year3 Year4 Year5 Year6
City level Workshops to address to the queries of Setting up an MIS system with links to all offices		Year1 Year2 Year3 Year4 Year5 Year6  Year1 Year2 Year3 Year4 Year5 Year6  Year1 Year2 Year3 Year4 Year5 Year6

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g.	Start of conversions as per the new legisla	ation				Year1	Year2 Yea	r3 Year4	Year5	Year6	Year7
h.	Average time taken for conversion of land	d-use, to red Year 1	duce over the M  Year 2	Iission Perio  Year 3	d Year 4	Year 5	Year 6	Year 7			
	Time taken in months	1ear 1	Tear 2	rear 3	1ear 4	rear 3	rear o	rear /			
i.	Any other reforms being undertaken (give det	ails in the s	pace provided)		Year	1 Year2	Year3 Year	r4 Year5	Year6 Y	Year7	

## O6 - INTRODUCTION OF COMPUTERIZED PROCESS OF REGISTRATION OF LAND AND PROPERTY $^{37}$

#### **DESIRED OBJECTIVE/S**

JNNURM requires the states/cities undertake steps to computerise the process of registration of land and property, so as to deliver efficient, reliable, speedy and transparent services to citizens.

#### **CURRENT STATUS**

a. Explain in detail the prevailing process of getting a property or land registered?

Registration of property is done in 347 Sub-Registrar's office. In 241 offices, it is performed manually. However, in 106 district level Sub-Registrar's offices, record of registration of documents is being created on PRERNA software developed by NIC from 01.08.2006. Necessary amendments have been made in Indian Stamp Act, 1899 and Registration Act, 1908 and rules.

- b. To what extent is the present system computerized
  - i. Is there a computerized record of registered properties? Yes \_\_\_\_\_ No
  - ii. Can the property holder register through internet? Yes \_\_\_\_\_ No

#### TIMELINE FOR REFORM

a. Indicate the target year for conversion to an electronic process of registration

Year 1 Year 2 Year 3 Year 4 Year 5 Year 6 Year 7

A project for conversion of photocopy process of registration of documents to electronic process of registration of documents has been submitted to Ministry of Rural Development, Government of India. The process of conversion shall be started in a phased manner.

<sup>&</sup>lt;sup>37</sup> Related process improvements and reforms measures are expected to be covered under the Reforms for Property Title Certification.

#### **O7- BYELAWS ON REUSE OF RECYCLED WATER** DESIRED OBJECTIVE/S JNNURM requires the cities frame byelaws related to reuse and recycling of waster water, so as to conserve water resources. **CURRENT STATUS** Is there any byelaw pertaining to reuse of recycled water? Yes No b. If yes, please provide following details i. Since when has it been adopted? ii. Is it a part of the building byelaws? Yes iii. Which legislation stipulates it? Mention its coverage and specifications in brief c. TIMELINE FOR ACTION ON REFORMS Final design and decision on end use of a Waste Water Recycling System Year2 Year3 Year4 Year5 Year6 Year 7 Preparation of draft building byelaws to reflect the mandatory clauses of such a system Year6 Year2 Year3 Year4 Year5 Year 7 b. Year1

Year1

Year<sub>2</sub>

Year3

Amendment of the existing legislation to introduce the new Building Byelaws and procedures

c.

Year 7

Year5

Year6

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d.	Dissemination of the new Building Byelaws through a website	Year1	Year2	Year3	Year4	Year5	Year6	Year 7
e.	City level Workshops to address to the queries of general public	Year1	Year2	Year3	Year4	Year5	Year6	Year 7
f.	Start of Approval as per the new Byelaws	Year1	Year2	Year3	Year4	Year5	Year6	Year7
g.	Any other reforms being undertaken (give details in the space provided)	Year1	Year2	Year3	Year4	Year5	Year6	Year7

#### **O8-ADMINISTRATIVE REFORMS**

#### **DESIRED OBJECTIVE/S**

JNNURM requires the administrative reforms are undertaken in ULBs and other institutions engaged in urban sector management. Such administrative reforms should include – instituting better human resource management systems, reduction in establishment expenditure by introducing voluntary retirement schemes, non-filling up of posts falling vacant due to retirement, extensive use of outsourcing, performance review and management mechanisms, etc., and achieving specified milestones in this regard.

#### **CURRENT STATUS**

#### STAFF DETAILS AND HUMAN RESOURCE MANAGEMENT

Please give the following details-

Item	Class 1 staff	Class II Staff	Class III staff	Class IV staff	Remarks, if any
Total staff in the Corporation/ ULB					
Permanent/Regular posts		4	522	847	
Occupied posts		3	393	677	
Temporary staff				142	
Technical staff		01	05	55	
Non technical staff		02	64	746	
Vacant posts		01	129	170	
Number of new posts created in the past five years		02	01		
Number of recruitments done against the above posts		-	-	-	
Number of posts fallen vacant due to retirement during the past five years		-	01	155	
Number of recruitments done against the above posts		-	-	-	
Number of retirements expected in the next five years.		01	39	70	

Detail out the Initiatives taken for HR management and performance management under taken in the past two financial years NIL

Initiative	Date	Details	Achievements

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Date	Details	Achievements
	Date	Date Details

#### STAFF- TRAINING

b. List down the Initiatives taken for staff training in the past - *None* 

Initiative	Date	Details	Achievements

#### ESTABLISHMENT EXPENDITURE

c. Total Establishment expenditure over the past five years

	FY _2000- 01 (Rs.)	FY _2001- 02 (Rs.)	FY 2002- 03	FY2003-04 (Rs.)	FY _2004- 05 (Rs.)	CAGR
Particulars			(Rs.)			
Salaries, Wages and Bonus	4,88,72,568	4,90,94,236	5,85,20,272	5,14,01,735	5,01,33,041	1.25%
Benefits and Allowances	Nil	Nil	Nil	Nil	Nil	Nil
Pension	36,22,616	54,13,201				1.88%
Other Terminal & Retirement Benefits			30,00,653	26,51,002	30,31,608	
Total establishment expenses	5,73,82,513	5,49,02,649	6,75,70,049	5,93,92,893	5,91,30,743	1.54%
Total Establishment expenses as % of Total Revenue Income	53%	57%	54%	58%	62%	-

d. List

List down the initiatives taken for reduction in Establishment Expenditure (if any) in the past

No initiative was taken to reduce Establishment Expenditure.

110 thinaire was taken to reduce Establishment Expenditure.									
Initiative	Date	Details	Achievements						
Ban on recruitment	Done	Ban on recruitment	Reduction in expenditure						

#### TIMELINE FOR ACTION ON REFORMS

a. Please identify the steps you wish to take in order to bring about the following. A few steps are being suggested here.

Area of Reform	Proposed steps	Targeted Year in the mission period			
a. Rationalisation in staff & Human Resource	To assess the loopholes in the existing staff	Year 4			
Management	Change in staffing policy				
Suggested steps:	Efficiency development programmes				
■ Identification of loopholes in the existing staffing					
■ Draft Proposal for changes in staffing policy					
■ Draft Proposal for reforms in performance evaluation system					
■ Employee Consultation					
■ Discussion with various ULB Departments					
■ Cabinet Approval					
■ Preparation of Enabling Legislation					
b. Staff Training	Training to technical and non-technical staff	Year 4			
Suggested steps:	Identification of training Institutes				
■ Assessment of training needs	Providing Training				
■ Finalisation of training curriculum					
■ Selection of Agencies to provide training					
■ Conduct of training					
■ Training programs identified					

Area of Reform	Proposed steps	Targeted Year in the mission period			
c. Reduction in Establishment Expenditure	Privatisation of Solid Waste Management, street light, parking	Year 3			
Suggested steps:	areas				
Outsourcing certain functions					
■ Higher capacity utilisation					
■ Energy saving					
■ Cost control targets					
d. Continuity of tenure of key decision makers	Not possible				
Suggested steps:					
■Minimum average tenure of Municipal Commissioner					
e. Management review systems	Formulation of the review programme by Chairman &	Year 3			
Suggested steps:	Executive Officers				
■ Periodic review by Mayor & Municipal Commissioner					
Generation of Daily / Weekly / Monthly and Quarterly					
Performance reports on – Financial, Service delivery and					
Capital Projects					

b. Please give the identified milestones with respect to rationalisation / redeployment in number of staff against the mission year

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Number of staff							

c. Please state by when the ULB shall evolve a detailed Training Plan for its staff. At what frequency such plan shall be reviewed.

In the year 2006-07, Nagar Palika Parishad Mathura would evolve a detailed training plan. It would be reviewed after every five years.

d. Please give the identified milestones for reduction in establishment expenditure against the mission year

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted reduction in Establishment Expenditure		62%	60%	58%	54%	52%	50%
(as % of Total Revenue Income)							

Checklist for a	the '	Urban	Reforms	Agenda'	under	<b>JNNURM</b>
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e.	Ensuring stability of tenure( minimum 2 years) for Municipal Commissioner/executive Officer and other municipal functionaries/staff( commitment to be given by state)  Not possible	Year1	Year2	Year3	Year4	Year5	Year6	Year7

#### **09- STRUCTURAL REFORMS**

#### **DESIRED OBJECTIVE/S**

JNNURM requires the structural reforms are undertaken in ULBs and other institutions engaged in urban sector management. Such structural reforms should include – reviewing and revamping the organisation structure of the ULBs to align it to current requirements, decentralisation within the ULB where necessary, creation of trained cadres of municipal staff in specific technical disciplines, improved coordination mechanisms amongst city level agencies, etc. and achieving specified milestones in this regard.

#### **CURRENT STATUS**

	NO		
Does the ULB operate through Zonal Offices? If yes, give the follow	ring details-		
i. How many such offices exist in the city?		No	
ii. What functions do they perform and what powers do the	ey yield ?		

c. Please state the specific cadres of staff that are employed in the ULB.

Cadre of staff	Functional area they are employed in the ULB	Method of selection	Average tenure in one ULB
Administrative	Total administrative	Public Service Commission and Promotion	3-5 years
Revenue	Total Revenue Collection etc.	Public Service Commission and Promotion and Direct	3-10 years
Technical	Total Technical field etc.	Public Service Commission and Promotion and Direct	3-10 years

Clerical	Maintenance of record and filing etc.`	Direct and Promotion	Non-transferable
Fourth class	Official duty and sweeping etc.	Direct	Non-transferable

d. List role of ULB in other city level parastatal agencies. (for e.g. representation on board, membership in coordination committees, etc.)

#### **TIMELINE FOR REFORMS**

a. List sets of initiatives planned within the ULB organisation (for e.g. reallocation of functions within the ULB departments, alignment of sub-ULB level geographic jurisdictions of various departments with ward boundaries, decentralisation of functions, etc.)

Initiative for Organisational structural improvements	Target Date
Ward Level System	2009

b. List sets of initiatives planned for inter-agency coordination and accountability amongst city level agencies

Initiatives for inter-institutional structural reforms	Target Date
Coordination Committee	Year 3

c. List State level structural reforms to be undertaken for creation of cadre of municipal staff for different technical disciplines.

Initiatives for creation of cadres of municipal	staff within the State	Target Date
		June 2007
Cadre restructuring is being done		

#### O10 - ENCOURAGING PUBLIC PRIVATE PARTNERSHIP

#### **DESIRED OBJECTIVE/S**

JNNURM requires the cities widely deploy public-private partnership models for more efficient delivery of civic services. Cities should explore wide array of options available for such partnerships and deploy those that optimal in meeting the needs and priorities of its citizens.

#### **CURRENT STATUS**

List down the key initiatives in PPP, including outsourcing of services undertaken in the ULB during the past five years.

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Initiative	Date	Details	Achievements

#### **TIMELINE FOR REFORMS**

b. List down the State level regulatory and policy initiatives planned for encouraging and deepening PPP in urban services

Regulatory / Policy changes	Target Date	Intended impact
Solid Waste Management through PPP		Improved service delivery
Maintenance of parks through PPP		Improved service delivery
Operation of street lights through PPP		Improved service delivery

c. List down the city level project initiatives planned through PPP in the next three years.

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Project	Target Date	Mode of PPP
Solid waste management	Year4	
Street lighting	Year 4	

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## Checklist for the 'Urban Reforms Agenda' under JNNURM Meerut Municipal Corporation

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#### STAKEHOLDER CONSULTATIONS FOR REFORMS

#### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities to commit to reforms after effective consultations held across agencies and institutions involved in undertaking these reforms. It should be ensured that meaningful consultations are held at both the State and City levels on the reforms agenda, prior to the Memorandum of Agreement being entered into with the MoUD, Government of India.

#### **DETAILS OF CONSULTATIONS**

Please provide the list of agencies / stakeholders consulted

S.No	Stakeholders Consulted (Name position and agency / institution)		
1	State Cabinet		
2	Departments of the State Government		
3	Elected representatives of the municipal bodies		
4	Officers of the municipal corporations and other urban local bodies		

Please specify consultations held and dates of such meetings / workshops

Various workshops were organised by Regional Centre for Urban Environmental Studies, Lucknow, Government of India which were well attended by officers of the municipal corporations and other urban local bodies. The reform agenda was explained and feedback taken from each of them. The reform agenda has been put up before the board of the municipal corporations and other urban local bodies and the board's approval has been obtained. Since, the reform agenda required inputs from other departments, like Stamp and Registration department, as well, meetings were held with various departments. Concurrence of the finance and planning departments was also obtained on the reform agenda. Finally, the nod of the state cabinet was obtained to finalise the reform agenda. The state of Uttar Pradesh is thus fully committed to the reform process as envisaged by Government of India.

## Mandatory REFORMS AT THE LEVEL OF THE STATE GOVERNMENT

#### S1. IMPLEMENTATION OF THE 74TH CONSTITUTIONAL AMENDMENT ACT

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in implementing the 74<sup>th</sup> Constitutional Amendment Act in its letter and spirit. The State should ensure meaningful association and engagement of Urban Local Bodies in the entire gamut of urban management functions, including but not limited to the service delivery function by parastatal agencies. Over a period of seven years, the Mission aims to ensure that all special agencies that deliver civic services in urban areas to ULBs are either transferred and / or platforms are created for accountability to ULBs for all urban civic service providers in transition.

#### **CURRENT STATUS**

a. Please indicate the status of implementation of the following as per the Act:

i. Constitution of municipalities, and last when	Yes No	Election were held in October-November 2006
ii. Composition of municipal councils, and last when	Yes No	Elections were held in October-November 2006 for 12 Municipal Corporation.192 municipalities and 417 Nagar Panchayats
iii. Reservation of seats for women, SCs and STs	Yes No	Seats in municipal elections are reserved as per constitutional provisions.
iv. Constitution of District Planning Committees (DPCs)	Yes No	UP District Planning Committee Act, 1999 has been enacted, DPC formation under process.
v. Constitution of Metropolitan Planning Committee (MPCs)	Yes No	The UP Nagar Nigam Adhiniyam, 1959 in section 57-A provides for constitution of MPC. The rules of MPC are being framed.
vi. Incorporation of Schedule 12 into the State Municipal Act	Yes No	They were incorporated into the Act on 30 <sup>th</sup> May, 1994.

b. Please indicate which of the functions of Schedule 12 have been incorporated into the State Municipal Act and transferred to ULBs by indicating a Yes or No against columns 'c' and 'd'

No.	Functions listed in 12 <sup>th</sup> Schedule	Incorporated in the Act <sup>1</sup>	Transferred to ULBs <sup>2</sup> *
A	В	C	d
1	Urban Planning including town planning	✓	Partly
2	Regulation of land-use and construction of buildings	Partly	Partly
3	Planning for economic and social development	No	No
4	Roads and bridges	✓	Partly
5	Water supply- domestic, industrial and commercial	✓	Partly
6	Public health, sanitation, conservancy and SWM	✓	Completely
7	Fire services	No	No
8	Urban forestry, protection of environment and ecology	✓	Partly
9	Safeguarding the interests of weaker sections society including the handicapped and mentally retarded	✓	Partly
10	Slum improvement and upgradation	✓	Partly
11	Urban poverty alleviation	✓	Partly
12	Provision of urban amenities and facilities- parks, gardens and playgrounds	✓	Completely
13	Promotion of cultural, educational, and aesthetic aspects	✓	Completely
14	Burials and burial grounds, cremations, cremation grounds and electric crematoriums	✓	Completely
15	Cattle pounds, prevention of cruelty to animals	✓	Completely
16	Vital statistics including registration of births and deaths	✓	Completely
17	Public amenities including street lighting, parking lots, bus stops and public conveniences	✓	Completely
18	Regulation of slaughter houses and tanneries	✓	Completely

<sup>\*</sup> ULBs have been performing these functions earlier.

In case of any of the above functions have not been transferred or transferred only partly, please specify the other agencies involved and its role vis-à-vis c. ULBs.

Regulation of land use & construction of buildings	Except 133 Municipal areas where development authorities and regulated
	area authorities are performing this function, ULBs in remaining 495
	towns are doing this function.

<sup>&</sup>lt;sup>1</sup> Indicate as either: Completely, No, or Partly <sup>2</sup> Indicate as either: Completely, No, or Partly

Urban Planning including Town Planning	Same as above
Water Supply	Except Urban areas covered under 5 water works and 2 regional water works, all ULBs are performing this function.
Roads and Bridges	Except roads owned by PWD, all other roads are constructed and maintained by ULBs.
Urban forestry	State Forest Department
Safeguarding the interest of weaker sanction	Social Welfare Department, State Urban Development
Slum improvement and upgradation	State Urban Development Agency
Urban poverty alleviation	State Urban Development Agency

d. Please indicate whether the transfer of functions has been accompanied by transfer of	staff.
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Yes	No	Partly

If no, please specify the extent to which ULBs have been given powers and resources to recruit staff for managing transferred functions.

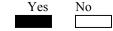
The municipal staff belongs to the centralized or the non-centralised cadre. Recruitment to the centralized staff positions are done through the State Public Service Commission and the Subordinate Staff Selection Board. Recruitment to the non-centralised positions are done at the ULB level.

- e. If the DPC/MPC has been constituted, please attach a copy of the Act.
  - DPC has been constituted under the UP District Planning Committee Act, 1999. The UP Nagar Nigam Adhiniyam, 1959 in section 57-A provides for constitution of MPC.
- f. If the DPC/MPC has not been constituted, has the legislative process for their constitution been initiated? Please specify status, if the process has been initiated.



- g. Please indicate the status of SFC have they been constituted? When was the last SFC constituted?

  Third SFC has been constituted by the Government as per GO No. R.G.-2046/Dus-2004-70-2004 dated December 23, 2004 issued by Finance department.
- h. Please indicate whether SFCs submitted their recommendations. If yes, what is the status of implementation?



There were 61 recommendations made by  $1^{st}$  SFC of which 46 recommendations were totally accepted and 3 were accepted with modifications by the State Government. The  $2^{nd}$  SFC submitted 134 recommendations of which 98 recommendations were totally accepted, 6 were partially accepted and 8 were accepted with modifications by the State Government. 22 recommendations were rejected. The main recommendation was regarding devolution of funds from the tax revenues of the state which was accepted by the State Government.

#### **TIMELINE FOR REFORMS**

MUNIO	CIPAL ELECTIONS							
a.	If elections to the municipalities have not been held, Please indicate when this will be held.  Elections have been held.	Year1	Year2	Year3	Year4	Year5	Year6	Year7
DISTR b.	ICT PLANNING COMMITTEE / METROPOLITAN PLANNING COMMITTEE  If the answer to 1(e) (i) is no, then please provide a time schedule for constituting the DPC/MPC. (Indicate year for enactment of Act in box)  Provision for constituting DPC/MPC has been made in the Act.  Please provide timelines for steps leading up to enactment of legislation for constitutions.	Year1	Year2 PC / MPC		Year4	Year5	Year6	Year7
	DPC will be made functional in 2007-08. Process for formation of MPC will star At present, four municipal councillors and municipal commissioner are men Divisional Commissioner. The representation of the local body is about 40%. After the control of the local body is about 40%.	nbers of	the board	of the	developn	nent auth	nority cho	aired by

Please specify the reasons for delay, if any.

#### STATE FINANCE COMMISSION

Please provide timetable for constitution of SFC, acceptance and implementation of its recommendations c.

Recommendations of 2 SFC's constituted earlier have already been implemented by the State Government. The recommendations of the 3<sup>rd</sup> SFC would be available by 2007. The acceptance and implementation of its recommendation would follow in the year 2007-08.

**CONVERGENCE OF URBAN MANAGEMENT FUNCTIONS** 

functional forward will be again reviewed after six months.

- Resolution<sup>3</sup> by Government expressing commitment to implement the 74<sup>th</sup> Amendment Act<sup>4</sup> with respect to convergence of urban management functions with d. ULBs (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) Agreed.
- Please provide timeline in years of when the State plans to complete the transfer of the following functions<sup>5</sup> e.

No.	Functions listed in 12 <sup>th</sup> Schedule	Gov.	Cabinet	Amendment of	Implementation	
		Resolution	Approval	State/Municipal Acts		
1	Urban Planning including town planning	There are 628 ULBs in the State. This function is performed by all except 133 where this is done by the concerned Development Authorities and Regulated Areas. By 7 <sup>th</sup> year, it will be extended to all ULBs. This date will again be reviewed after six months.				
2	Regulation of land-use and construction of buildings	495 Municipal would be mad	495 Municipalities already perform this function. By 7 <sup>th</sup> year, amendment would be made in the Municipal Corporation Act. This date will again be reviewed after six months.			
3	Planning for economic and social development	2009-10	2009-10	2009-10	2010-11	
4	Roads and bridges	Already with U	Already with ULBs.			
5	Water supply- domestic, industrial and commercial	Already with U	JLBs.			
6	Public health, sanitation, conservancy and SWM	Already with U	JLBs.			
7	Fire services	2009-10	2010-11	2011-12	2011-12	
8	Urban forestry, protection of environment and ecology	Done	Done	Done	2010-11	
9	Safeguarding the interests of weaker sections society including the handicapped and mentally retarded	Done	Done	Done	2008-09	
10	Slum improvement and upgradation	Done	Done	Done	2006-07	
11	Urban poverty alleviation	Done	Done	Done	2006-07	
12	Provision of urban amenities and facilities- parks, gardens and playgrounds	Already with ULBs.				
13	Promotion of cultural, educational, and aesthetic aspects	Already with ULBs.				
14	Burials and burial grounds, cremations, cremation grounds and electric crematoriums	Already with ULBs.				
15	Cattle pounds, prevention of cruelty to animals	Already with U	JLBs.			
16	Vital statistics including registration of births and deaths	Already with ULBs.				

<sup>&</sup>lt;sup>3</sup> In case of issues to be decided at the State Government level, a 'Resolution' would imply the resolutions passed by State Legislative Assembly/Cabinet. Similarly in case of issues to be decided at the city level, 'Resolution' would imply the resolutions passed by the Municipal Council

<sup>&</sup>lt;sup>4</sup> Note: This can be done by way of unbundling of services. e.g. parastatals or other agencies may operate, maintain, own assets and collect user charges for delivery of these municipal services, so long as they are accountable to ULBs. Service levels should be fixed by ULBs. The ULBs should be empowered and capacitated to ensure delivery of services at the defined level by the service provider/s, through the mechanisms of contractual arrangements. Such mechanisms are consistent with the reforms envisaged under the 74<sup>th</sup> Constitutional Amendment Act)

<sup>&</sup>lt;sup>5</sup> Specify NA where not applicable. The list should correspond to items specified in table under 1. b. as those either partly or not transferred to ULBs.

No.	Functions listed in 12 <sup>th</sup> Schedule	Gov. Resolution	Cabinet Approval	Amendment of State/Municipal Acts	Implementation
17	Public amenities including street lighting, parking lots, bus stops and public conveniences	Already with ULBs.			
18	Regulation of slaughter houses and tanneries	Already with U	JLBs.		

f. Specify approaches intended to be adopted by State Government to achieve convergence of urban management functions into the functioning of ULBs, please specify the methods.

The parastatals and other government departments working in the municipal limits would be made accountable to the concerned ULBs. Presently, the planning function is handled by the Development Authorities. It has been mentioned that this function is proposed to be transferred in the seventh year. However, the commitment to bring this date forward will again be reviewed after six months.

#### S2. INTEGRATION OF CITY PLANNING AND DELIVERY FUNCTIONS

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in the area of institutional convergence at the city level, with an objective to assign or associate elected ULBs with "city planning and delivery functions". During the Mission period, JNNURM envisages that the process of planning and delivery of all urban infrastructure development and management functions and services will converge with the functioning of the ULBs. <sup>6</sup>

#### **CURRENT STATUS**

a. Specify agency / agencies involved in planning of urban development and delivery of infrastructure services.

Sector	Agency undertaking planning	Agency/ agencies undertaking delivery of services	Prevailing role of ULB/s in planning vis-à-vis respective sectors
For e.g. Land-use management	ULBs and Development Authorities	ULBs and Development Authorities	Both agencies function independent of each other
Town planning	ULBs and Development Authorities	ULBs and Development Authorities	In the board of the development authority, Municipal Commissioner and 4 municipal councilors are members.
Traffic and Transport services	State Government	State Government	None
Water supply and sewerage	ULBs/Jal Sansthan	ULBs/Jal Sansthan	Performed by ULB and Jal Sansthan. Mayor is the chairman of Jal Sansthan
Solid Waste Management	ULBs	ULBs	Performed by ULB

b. Please specify the agency that coordinated the preparation of CDPs under the JNNURM in the Mission cities.

Regional Center for Urban and Environmental Studies, Lucknow..

c. Please indicate whether the Master Plan and / or CDP has been approved by the ULB/s vide a specific resolution.



<sup>&</sup>lt;sup>6</sup> Such integration is all the more critical in cities / urban agglomerations where there are multiple ULBs, vis-à-vis a single parastatal agency engaged in spatial planning, trunk infrastructure development and provision of network services (for e.g. water supply, sewerage or transport)

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d.	Please indicate whether the city plans have been placed before the Metropolitan Planning Committee (MPC)/ Di	istrict Planning	Committee (DPC).
		Yes	No

e. Please indicate agency, if any, responsible for planning and coordination of Heritage conservation.

\*Tourism Department, Government of Uttar Pradesh and Archaeology department, Government of Uttar Pradesh.

#### **TIMELINE FOR REFORMS**

- a. Resolution by Government expressing commitment to assign or associate ULBs with the city planning function. Please indicate timeline.

  There are 628 ULBs in the State. This function is performed by all except 133 where this is done by the concerned Development Authorities and Regulated Areas. By 7<sup>th</sup> year, it will be extended to all ULBs.
- b. If the answer to (d) above is 'No', please indicate a timeline of when the city plans will be placed before the MPC/DPC

Year1	Year2	Year3	Year4	Year5	Year6	Year

c. Please indicate sequence of steps to integrate ULB/s with the city planning function.

Areas of planning <sup>7</sup>	Steps to integrate ULB/s with the	Targeted year of the Mission period
	planning function	
Land-use and spatial planning	Already been done by most ULBs	2011-12. This date will again be
	except areas covered by 133	reviewed after six months.
	Development Authorities and	
	Regulated Area. The plan prepared by	
	Development Authorities would be	
	placed before the board of ULB for	
	approval.	
Development of new areas	Same as above	2011-12. This date will again be
		reviewed after six months.
Basic infrastructure services, such as	Already with ULBs.	N.A.
<ul> <li>water supply,</li> </ul>		
<ul><li>sewerage</li></ul>		
<ul> <li>sanitation</li> </ul>		
Traffic and transport services	Not Possible	N.A.

<sup>&</sup>lt;sup>7</sup> The areas of planning should cover all aspects of urban development and management

Renewal of inner city areas	Already with ULBs	N.A.
Heritage conservation	Already with ULBs	N.A.
Building regulation	Already been done by most ULBs except areas covered by 133 Development Authorities and regulated area. The plan prepared by Development Authorities would be placed before the board of ULB for approval.	2011-12. This date will again be reviewed after six months.
Socio-Economic planning	Amendment would be made in the relevant Acts	2010-11

d. Please indicate sequence of steps to integrate ULB/s with the delivery of services.

Areas of service delivery <sup>8</sup>	Steps to integrate ULB/s with the service delivery function	Targeted year of the
		Mission period
Urban Planning including town planning	This function is performed by all except 133 where this is	2011-12. This date will
	done by the concerned Development Authorities and	again be reviewed after six
	Regulated Areas. The plan prepared by Development	months.
	Authorities would be placed before the board of ULB for	
	approval.	
Regulation of land-use and construction of	This function is performed by all except 133 where this is	2011-12. This date will
buildings	done by the concerned Development Authorities and	again be reviewed after six
	Regulated Areas. The plan prepared by Development	months.
	Authorities would be placed before the board of ULB for	
	approval.	
Planning for economic and social development	Amendment to be made in the relevant Acts	2010-11
Roads and bridges	Already with ULBs	N.A.
Water supply- domestic, industrial and	Already with ULBs. 7 Regional Water Boards would also	2008-09
commercial	be integrated with ULBs.	
Public health, sanitation, conservancy and SWM	Already with ULBs	N.A.
Fire services	Functions and functionaries will be transferred	2011-12
Urban forestry, protection of environment and	The ULB would perform this function in consultation with	2010-11
ecology	the State Forest department.	
Safeguarding the interests of weaker sections	The ULB would perform this function in consultation with	2008-09

<sup>&</sup>lt;sup>8</sup> The areas of service delivery should correspond to all areas listed under Schedule 12 of the 74<sup>th</sup> Constitutional Amendment Act

society including the handicapped and mentally retarded	the Social Welfare department.	
Slum improvement and upgradation	State Urban Development Authority would work in consultation with and under guidance of ULBs.	2006-07
Urban poverty alleviation	State Urban Development Authority would work in consultation with and under guidance of ULBs.	2006-07
Provision of urban amenities and facilities- parks, gardens and playgrounds	Already with ULBs	N.A.
Promotion of cultural, educational, and aesthetic aspects	Already with ULBs	N.A.
Burials and burial grounds, cremations, cremation grounds and electric crematoriums	Already with ULBs	N.A.
Cattle pounds, prevention of cruelty to animals	Already with ULBs	N.A.
Vital statistics including registration of births and deaths	Already with ULBs	N.A.
Public amenities including street lighting, parking lots, bus stops and public conveniences	Already with ULBs	N.A.
Regulation of slaughter houses and tanneries	Already with ULBs	N.A.

- e. Any other related reform steps being undertaken to achieve institutional convergence (please use additional space to specify the details and corresponding timelines targeted)
  - Development Authorities and Regulated area are directed to obtain N.O.C form Concerned ULB's before approval of building plan.

# S3. RENT CONTROL REFORMS

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in area of rent control legislation, with the objective of having a system that balances the rights and obligations of landlords and tenants to encourage construction and development of more housing stock, as well as promoting an efficient and robust rental/tenancy market, so as to improve the availability of housing across all income categories.

#### **CURRENT STATUS**

- a. Please provide a short note on the present Rent Control Legislation, which provides the following details:
  - i. rights of landlord to get possession back

This is provided for in U.P. Urban Buildings (Regulation of Lettings, Rent and Eviction) Act, 1972. Section 21 of the said Act provides that on application of the landlord, the prescribed authority, if he is so satisfied, would get the whole or part of the property evicted.

- ii. rights of tenants to continue their tenancy
  - This is provided for in section 24 of the above Act. The tenant would give an application to the Prescribed Authority or the District Judge. The said authority after considering the provisions as specified in the Act may allow the tenant to continue his tenancy.
- iii. obligations of tenants with regard to regular rental payments/ maintenance of tenanted property/ adherence to lease agreements, if present No provision in the Act.
- iv. provision for periodic review of rentals, in accordance with market conditions

No provision in the Act.

v. fixing of Standard Rents, periodicity of review, and dispute resolution mechanisms

This is provided for in section 9 of the above Act. On an application of the tenant, the District Magistrate after considering the amenities available in the said house would fix the rent. Periodicity for review is not specified. Dispute resolution mechanism is provided for in section 18 of the Act. Disputes are settled by the District Magistrate. Appeals against the order of the District Magistrate can be made in the court of District Judge.

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- b. Please indicate whether you have adopted the Model Rent Control Legislation circulated by GOI:
  - i. Adopted as is



	iii. Please	specify year of adop	ption		N.A.		
Please inc	dicate the number	of properties under	Rent Control Act	Data not a	available		
İ	Data will be made	available within 3 r	nonths.				
Please inc	dicate whether Rer	nt Control Act applie	es to new construction & nev	v tenancies	Yes N	lo	
Please inc	dicate whether then	re are any special pr	ovisions for weaker sections	of society	Yes N	lo	
Please inc	dicate the number	of rent control cases	pending in various courts re	elated to JNNURM	cities	Approx	imately 720
Please inc	dicate the annual tr	rend in new cases be	ing filed related to rent cont	rol	2002-03	2003-04 20	004-05 2005-06 166 126
		providing guideline vide a brief descripti	s to fix rents on the basis of on below)	market rates for exi	sting tenancies		Yes No

# **TIMELINE FOR REFORMS**

a.	Resolution by Government expressing commitment to establish new Rent Control system (of MOA under JNNURM and a copy submitted to MOUD.) Please indicate timeline.	Note: This resolution should be passed within 6 months of signing <i>Agreed</i> .
b.	Defining the Rights and Obligations of landlords and tenants	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	<ul> <li>i. rights of landlord to get possession back</li> <li>ii. rights of tenants to continue their tenancy</li> <li>iii. obligations of tenants with regard to regular rental payments/ maintena</li> <li>iv. provision for periodic review of rentals, in accordance with market cor</li> </ul>	
c.	Establishing a new Rent Control legislation	
	i. Setting up a Committee/Team to draft/amend legislation	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	ii. Stakeholder consultations	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	iii. Preparation of Draft legislation	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	iv. Approval of the Cabinet/ Government	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	v. Final enactment of the legislation by Legislature	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	vi. Notification	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	vii. Preparation and notification of appropriate subordinate legislation	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	viii. Implementation by municipality (ies)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
d.	Please indicate periodicity of revision of rents/rental value guidance, and when next due	Periodicity: N.A. Next due: N.A.

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<b>.</b>	Setting up mechanism for periodic review of rents/ rental value guidance	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	Institute Dispute resolution mechanisms (e.g. Special Tribunals/ Courts etc)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	Dispute resolution mechanism is already in place. A new mechanism for dispute resolution the new legislation.	on like estai	blishmen	t of speci	al courts	will be a	ddressed	in
<b>5</b> .	Any other reform steps being undertaken (please use additional space to specify)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	Please indicate how such rent control reforms shall be communicated to the citizens, Such reform shall be communicated to the citizens through the departmental website	http://www	.fcs.up.ni	e.in/				

# **S4. RATIONALISATION OF STAMP DUTY**

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities to rationalise Stamp Duty, with the objective of establishing an efficient real estate market with minimum barriers on transfer of property so as to be put into more productive use.

#### **CURRENT STATUS**

a. Please indicate the current Stamp Duty Regime, including surcharge or any other levy on transfer of property

8% stamp duty is charged on registration of documents. However, women are charged at the rate of 6%. 2% surcharge is also taken which is then passed onto ULBs wherever ULBs have passed a resolution to that effect.

b. Please indicate when the stamp duty rate was last revised and by what percentage.

The stamp duty was last revised on 24.02.1997. It was brought down from 12.50% to 8.00%.

c. Please indicate whether any concessions to particular classes of individuals or institutions are being provided

Type of Concession	Qualifying Institution/Individual
Remission on deeds of transfer of property	Industry and service sector. The remission has been granted from 19.01.2005

(Please add additional rows if necessary)

d. Please provide the total collection from Stamp Duty over the last 5 years (including surcharge or any other levy on transfer of property) (in Rs. Crores)

2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-06
1054.86	1239.77	1743.20	1964.65	2329.57	2818.62

e. Please indicate % and quantum of revenue from Stamp Duty shared with JNNURM cities in the State.

State Level Reforms

- i. ULB's share in % Stamp duty as such is not shared with ULBs. However, according to the recommendations of the 2<sup>nd</sup> SFC, 3.2% of tax revenues of the State are devolved to Municipal Corporations, 3.2% to Municipalities and 1.1% to Town Areas.
- ii. Quantum shared with JNNURM cities in last three years (in Rs. Crores)

Name of City	2003-2004	2004-2005	2005-2006
Agra	0.00	15.81	4.78
Allahabad	4.47	6.06	7.93
Lucknow	27.35	26.13	0.00
Kanpur	0.00	11.25	4.98
Meerut	3.39	2.40	0.00
Varanasi	2.18	4.86	11.88
Mathura	0.46	4.30	6.20

Declared	

ii.	Higher of the Standard Guidance Value/ Declared Value	
iii.	Any other method (please specify)	

g. Please indicate the use of information technology in the following:

i. Maintenance of records

In 106 district level Sub-Registrar offices, record of registration of documents is being created on PRERNA, software developed by NIC from 01.08.2006.

ii. Maintenance of guidance values

Circle rate is revised by the District Collector once in every two years.

## TIMELINE FOR REFORMS

- Resolution by Government expressing commitment to reduce Stamp Duty<sup>9</sup> to 5% (or less than 5% if the State so desires) within Mission period. The resolution a. should provide the timetable for reducing the Stamp Duty in a phased manner, i.e. year-wise (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) Agreed.
- Fix the periodicity for revising the guidance value for levy of Stamp Duty b.

Every 2 years

Indicate the time-table for reducing the stamp duty rate to 5% c. (Indicate % of Stamp Duty in the box)

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Stamp duty (%)		8%	7%	6%	5%		

d.	Any other reform steps being undertaken (please use additional space to specify)	Year1	Year2	Year3	Year4	Year5	Year6	Year7

<sup>&</sup>lt;sup>9</sup> The rate of Stamp Duty implies total % that is levied, including surcharge and other levies on transfer of property.

#### S5. REPEAL OF URBAN LAND CEILING AND REGULATION ACT (ULCRA)

# **DESIRED OBJECTIVES:**

JNNURM requires that States undertake to repeal the ULCRA with the objective of increasing the supply of land in the market and the establishment of an efficient land market.

	<b>CURRENT</b>	STAT	US
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URI	RENT STATUS								
	Please indicate if ULCRA has been repealed in the state?	Yes N	lo						
	If the answer to 1 (a) is no, then please provide any steps that	have been taken in th	nis direction						]
ME	LINE FOR ACTION ON REFORMS								
	The State must pass a resolution for the repeal of ULCRA windicate timeline.	thin 6 months of signi <i>Not Applicable</i> .	ing of MOA und	ler JNNURN	A and a co	opy submi	itted to M	IOUD. P	lease
	The State legislature to pass a resolution in compliance with t repeal of ULCRA Act passed by the Parliament in 1999	he <i>Done</i> .	Ye	ar1 Year2	Year3	Year4	Year5	Year6	Year
	Notification of the above by the State government	Done.	Yea	r1 Year2	Year3	Year4	Year5	Year6	Year
	Any other reform steps being undertaken (please use addition	al space to specify)	Yea	r1 Year2	Year3	Year4	Year5	Year6	Year7

#### **COMMUNITY PARTICIPATION LAW** S6.

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/cities in area of Community Participation, with the objective of institutionalising citizen participation as well as introducing the concept of the Area Sabha in urban areas. The larger objective is to integrate involvement of citizens in municipal functioning, e.g. setting priorities, budgeting provisions, exerting peer pressure on compliance to regulation, etc. The Community Participation Law refers to the appropriate provisions that need to be made in the state-level municipal statute(s) for the establishment of such a 3<sup>rd</sup> or 4<sup>th</sup> tier structure within the municipal body precisely as described above. These enactments will also need to ensure clear definition of functions, duties and powers of each of these tiers, and provide for the appropriate devolution of funds, functions and functionaries as may be decided by the State Government to these levels.

#### **CURRENT STATUS**

Please provide a list of the current decision-making/advisory platforms in the municipality: a.

Municipality-level	Municipal Council		Board/Corporation
	Municipal Committees		
	Other (specify)		In Municipal Corporation, there is
			provision of Executive Committee
			Consisting of 12 Members and
			Various Sub Committees of different
			departments.
Ward-level	Ward(s) Committee <sup>10</sup>	Number of Wards	10
		Number of Ward(s) Committees	6-10 per Municipality
		Average population/ Wards Committee	About 1.5 lakh
		Number of Ward(s) Committee	15
		members/ Ward(s) Committee	
		Method of selection of Ward(s)	10 councillors and 5 members
		Committee members	nominated by Government
	Any other provision for Ward	\ 1 \ 27	NIL
Below the Ward Level	Any other Committee below t	he Ward Level (specify)	Area Sabha will be constituted in each
			ULB.
Additional Specific		ease specify those that the ULBs formally	
Committees / associations	recognise and integrate into the	neir working, for e.g. Resident Welfare	
	Associations, Community Dev	velopment Societies, etc)	

<sup>&</sup>lt;sup>10</sup> As per the 74<sup>th</sup> Constitutional Amendment Act, ULBs may constitute a committee representing more than one municipal ward, or may constitute such committee for each municipal ward.

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citizen		introduced by the State Government in all ULBs with a population greater than grovided by the ULB and the relative importance of each service. The ULB seting process.		
		mal process for community participation in city planning activities use describe the process below (use annexures wherever applicable)	Yes	No
is fina	nlized only after disposing	d of Development Authority or Regulated Area for inviting objections and suggest g off the objections and considering all suggestions.  nity Participation that took place in CDP/DPR documents submitted to JNNURM ate whether the City Development Plan (CDP) been prepared with community par	so far	Yes
	i. I icase maice	the whether the City Development I tan (CDI) been prepared with commanity par	ticipation	
If yes, p	please indicate the alignment	ent of this community participation process to the proposed Community Participat	tion Law <sup>11</sup>	
If yes, p	Complete Alignment	ent of this community participation process to the proposed Community Participation  Community participation process done through Area Sabha and Ward  Committee structures envisaged in Community Participation Law	tion Law <sup>11</sup>	
If yes, p		Community participation process done through Area Sabha and Ward	tion Law <sup>11</sup>	

# TIMELINE FOR REFORMS

- a. Resolution by Government expressing commitment to establish a new Community Participation Law Please indicate timeline (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)

  \*\*Agreed.\*\*
- b. Please indicate the changes you propose to make in your JNNURM city/cities and the timeline for these changes:

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<sup>&</sup>lt;sup>11</sup> Please tick mark in third column as appropriate

i. Number of tiers intended to be established in the municipality. Please explain the rationale.

3

Area Sabha would be at the lowest level that would generally perform the function of a watch-dog. They would also monitor the performance of ULB. The Ward Committees would play a suggestive role in delivery of services. At the apex, there is the board of the ULB which actually guides the ULB in delivery of services.

ii. For each tier, please state the prevailing / intended composition of the tier:

No	Name	Description	Composition
1	Municipality	Board/Corporation	Mayor/Chairman and Councillors
2	(Intermediary regional platform, e.g. Wards/Borough/Zonal Committee)	10 Wards	Councillors to wards and members of Public
3	Ward Committee	One ward	Councillor and members of the public.
4	Area Sabha	At Election booth level in wards	Members of the public. It will be a registered society.

c. Proposed Activity-mapping of functions in Community Participation Law (for each of the functions of the Municipality)

No	Municipal Function	Specific activities to be taken at each level below:					
		Municipality	Intermediary Level ward Committee (specify)	Ward Committee	Area Sabha		
1	Urban planning including town planning	Planning	Suggestive Role	Suggestive Role	Suggestive Role		
2	Regulation of land-use and construction of buildings.	Policy guidance	Involvement	Involvement	Watch Dog		
3	Planning for economic and social development.	Γ	his function is yet	to be transferred to U	LBs		
4	Roads and bridges.	Construction	Maintenance	Maintenance	Involvement		
5	Water supply for domestic, industrial and commercial purposes.	Supply	Maintenance	Maintenance	Watch Dog		
6	Public health, sanitation conservancy and SWM	Service	Monitoring	Monitoring	Watch Dog		
7	Fire services	Τ	This function is yet	to be transferred to U	LBs		
8	Urban forestry, protection of the environment and promotion of ecological aspects	Planning	Monitoring	Monitoring	Involvement		
9	Safeguarding the interests of weaker sections of society, including the handicapped and mentally retarded	Budgeting	Monitoring	Monitoring	Suggestive Role		
10	Slum improvement and upgradation.	Service	Suggestive Role	Suggestive Role	Suggestive Role		
11	Urban poverty alleviation	Budgeting	Involvement	Involvement	Suggestive Role		
12	Provision of urban amenities and facilities such as parks, gardens playgrounds	Budgeting	Suggestive Role	Suggestive Role	Maintenance		
13	Promotion of cultural, educational and aesthetic aspects	Policy	Suggestive Role	Suggestive Role	Suggestive Role		
14	Burials and burial grounds; cremations, cremation grounds and electrical crematoriums	Service	Suggestive Role	Suggestive Role	Suggestive Role		
15	Cattle pounds; prevention of cruelty to animals.	Service	Monitoring	Monitoring	Involvement		
16	Vital statistics including registration of births and deaths.	Policy	Monitoring	Monitoring	Involvement		
17	Public amenities including street lighting, parking lots, bus stops and public conveniences	Service	Monitoring	Monitoring	Maintenance		
18	Regulation of slaughter houses and tanneries	Service	Monitoring	Monitoring	Monitoring		

Note: The above functions are taken from

Schedule XII of the 74<sup>th</sup> CAA. If the municipality performs additional functions, these should also be included in the list above. Describe proposed role in the boxes in brief, especially in columns for Ward Committee and Area Sabha

Time schedule for enactment of Community Participation Law or Amendment

d.

Year1 Year2 Year3 Year4 Year5 Year6 Year7

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	of existing Municipality Laws:							
e.	Time schedule for notification of the rules pertaining to the Community Participation Law, or amendment in legislation:	Year1	Year2	Year3	Year4	Year5	Year6	Year7

Note: States will be required to submit documents related to the above to JNNURM Mission Directorate at appropriate milestones in this process, for evaluation of actual compliance for successive disbursal of funds

f. Interim process for Community Participation in Municipal functions while Community Participation Law is being enacted and notified Please indicate if there are any steps being taken by the Municipality to create opportunities for community participation while the Community Participation Law is being enacted. 12

Extent of Participation	Mechanisms	Response of JNNURM City / State
Complete Community	Community participation being encouraged through	
Participation Structure being	structures like the Area Sabha and Ward	✓
established	Committee, as envisaged in Community	•
	Participation Law	
Partial community	Community participation process done through	
participation structures being	ward-level processes	
established		
Minimal Community	Community participation process being undertaken	
Participation Structures being	marginally, or not in any organised manner	
established		

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<sup>&</sup>lt;sup>12</sup> Edit the text in the table as appropriate

# S7. PUBLIC DISCLOSURE LAW

### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in area of disclosure of information to public, with the purpose that municipalities and parastatal agencies have to publish various information about the municipality / agency and it's functioning on a periodic basis. Such information includes but is not limited to statutorily audited annual statements of performance covering operating and financial parameters, and service levels for various services being rendered by the municipality.

#### **CURRENT STATUS**

a. Please provide a list of the parastatal agencies and the month in which their budget was formally passed for each financial year

Agency:	2003-04	2004-05	2005-06
Municipal Corporation	19.05.2003	17.07.2004	07.02.2005
Other parastatal agencies (list each below):			
1. Development Authority	May, 2004	April, 2005	June, 2006
2. SUDA	April 2003	May 2004	June 2005
3. Bridge Corporation	Feb, 2003	July, 2005	Feb, 2005

b. Please provide the latest year for which the statutory audit of accounts has been completed.

Agency	Accounts complete upto	Accounts audit complete
	year	upto year
Municipal Corporation	2005-2006	2004-2005
Other parastatal agencies (list each below):		
Development Authority	2005-2006	2004-2005
2. SUDA	2005-2006	2005-2006
3. Bridge Corporation	2005-2006	2004-2005

c.	Please indicate whether there is any formal provision for public disclosure of accounts and audit	dit statements of munic	cipality/ other parastatal	l agencies. If Yes
	please highlight the appropriate clauses below:	Yes	No	

The Right to Information Act adequately ensures disclosure of information to the public. If GoI provides any other guidelines, the State Government would take steps to ensure enactment of the law. Municipal Act provides the Publication of budget.

d. Please indicate prevailing mechanisms in the ULB / parastatal agency, if any, for dissemination of information as per table below:

No.	Information pertaining to	<b>Prevailing disclosure / dissemination mechanism</b> (Please specify communication channel and frequency)
1.	Key municipal / parastatal agency officials and contacts	Through public display boards, Website
2.	City Development Plans and other plans	Through Website
3.	Municipal finance and accounts	None
4.	Procedures for various approvals / permits	None
5.	Schemes managed by the municipal body, especially those related to poverty alleviation, women, children and weaker sections of society	Through community development society, newspaper, electronic media.
6.	Procedures to access various services provided by the ULB / parastatal agency	Through display boards
7.	Liability for tax / user charges / fees - Basis for liability - Quantum for consumer / tax assessee	None
8.	Service levels of various services	None
9.	Receipt, processing and status of redressal of complaints by citizens	Through Citizen Charter
10.	Ongoing major projects	Through display boards

#### TIMELINE FOR ACTION ON REFORMS

a. The State/ULB must pass a Resolution to formulate and adopt a policy on public disclosure which would include the financial statements that are to be released, the audits of certain financial statements that are to be carried out, and a timeline for reforms. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) Please indicate a time line for this commitment.

#### Agreed.

- b. Establishment of the Public Disclosure Law which outlines the information to be disclosed and widely disseminated, for e.g. disclosure of financial statements including key financial indicators for public review, frequency of statutory audit of financial statements and disclosure of its findings, information of levels of services provided, key indicators of service delivery and organisational efficiency, etc. Please indicate which of the following reforms are going to be implemented and the timeline:
  - i. Disclosure of Financial statements, i.e. Balance Sheet, Receipts and expenditures
    And key Financial Indicators

    Yes No

    Year1 Year2 Year3 Year4

    Start from Year Done. They will be published in newspapers and put up on website.

	ii.	Conduct of Annual Statutory Audit  Independent C.A. audit will also be done.	Yes No
		inaepenaeni C.A. auati witi atso be aone.	
	iii.	Disclosure of Audited Financial Statements and Audit Report	Yes No
		Start from Year - <i>Done</i> .	Year1 Year2 Year3 Year4
	iv.	Time period for publication of annual audited financial statements, (pl. indicate in r	months after end of financial year) 6 Months
		Unaudited financial statements will be published within 3 months after en	d of financial year.
	v.	Disclosure of Quarterly Audited Financial Statements	Yes No
	vi.	Time period for publication of Quarterly Audited Financial Statements (in months after end of each quarter)	45 days
	vii.	Publication of CDP on municipal website	Yes No
	viii.	MOAs entered into with GoI and State Governments to be placed before Municipal	Council within 90 days  Yes  No
	ix.	Disclosure of MoA in public domain vide a published document, easily accessible to Please indicate target date  By March 2007.	
c.	List informa	ation proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal	agencies

No.	Information pertaining to	Mechanism for disclosure
1	Key municipal / parastatal agency officials and contacts	Display Boards and Website
2	Procedures for various approvals / permits	Booklets and Website
3	Schemes managed by the municipal body, especially those related to poverty alleviation, women, children and weaker sections of society	Booklets and Website
4	Procedures to access various services provided by the ULB / parastatal agency	Display Boards and Website
5	Liability for tax / user charges / fees - Basis for liability - Quantum for consumer / tax assessee	Booklets and website
6	Service levels of various services	Website and citizen charter
7	Receipt, processing and status of redressal of complaints by citizens	Website and citizen charter
8	Ongoing major projects	Website

d. List below the services for which Service Levels information is proposed to be disclosed

No.	Service	Type of Service Level information to be disclosed (only examples provided below)	Frequency of disclosure / communication to citizens
1	Water supply services	New connections, timings, tariff, helpline.	Every year
	<ul> <li>In slum areas</li> </ul>		
	- In non-slum areas (residential &		
	commercial)		
2	Sewerage / Sanitation / Underground	New connections, tariff, helpline.	Every year
	drainage		
3	Solid Waste Management	Frequency of street sweeping	Every year
4	Storm water drainage systems	Helpline	Every year
5	Building Plan approvals	# of days required for sanction	Every year
6	Road networks within the city	Length of roads and their maintenance	Every year
7	Street Lighting	New lights, repair of existing lights	Every year
8	Birth & Death Registration	# of hours for providing certificates	Every year
9	Public parks and playgrounds	Facilities available	Every year

e.	Year from when Service Levels information will regularly disclosed	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
f.	Time schedule for enactment of Public Disclosure Law as described above:	Year1	Year2	Year3	Year4				
g.	Time schedule for notification of the rules pertaining to the Public Disclosure Law:	Year1	Year2	Year3	Year4				

h. Any other reform steps being undertaken and proposed timeline for the same (please use additional space as necessary)

# Mandatory Reforms at the level of the Urban Local Body<sup>13</sup>

 $<sup>^{13}</sup>$  IN CASE OF URBAN AGGLOMERATIONS WITH MULTIPLE ULBS, THIS SECTION SHOULD BE PROVIDED FOR EACH ULB IN THE JNNURM CITY SEPARATELY

# L1- E-GOVERNANCE

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in governance systems through implementation of e-Governance. The objective of deployment of such information technology tools and applications should remain focussed on having a transparent administration, quick service delivery, effective MIS, and general improvement in the service delivery link

#### **CURRENT STATUS**

a. Please indicate the status of E-Governance applications for each of the following services. Provide details on the services using e-applications. Also indicate other services for which E-governance is being used.

Module	Use	Use of Name agency Details of deployment of IT (explain functional features of IT ap			upplication deployed)		
	IT		responsible	Database of	Online work	Citizen	Any other functional feature
	Yes	No		records, MIS & reporting	flow	interface	
Property tax	-	<b>✓</b>	ULB	-	-	-	-
Accounting	-	<b>✓</b>	ULB	-	-	-	-
Water Supply and Other Utilities	-	<b>✓</b>	ULB	-	-	-	-
Birth & Death Registration	✓	-	ULB	✓	-	-	-
Citizens' Grievance Monitoring	-	<b>√</b>	ULB	-	-	-	-
Personnel Management System	-	<b>√</b>	ULB	-	-	-	-
Procurement and Monitoring of Projects	-	<b>√</b>	ULB	-	-	-	-
o E-procurement	-	✓	ULB	-	-	-	-
<ul><li>Project/ward works</li></ul>	-	<b>√</b>	ULB	-	-	-	-
Building Plan Approval	-	<b>✓</b>	Development Authority	-	-	-	-
Public Health Management	-	<b>✓</b>	ULB	-	-	-	-
o Licenses	-	<b>✓</b>	ULB	-	-	-	-
O Solid Waste Management	-	<b>√</b>	ULB	-	-	-	-

b. Have there been attempts towards training t If yes, give details.	he staff towards e-governance practices? Yes	No
Staff at clerical and officer level have be accounting packages.	een given working training on computers. The perso	onnel have knowledge of standard word processing and
	ng areas as a result of ongoing e-governance initiative	s .Explain with initiatives undertaken-
Area of Improvement <sup>14</sup>	Initiatives taken	Achievement
Citizen information	NA	-
Service delivery	Birth and death registration	Improved delivery
Citizen participation	NA	-
Municipal Resource planning (financial controls, operational management and reporting etc)	NA	-
INFORMATION TECHNOLOGY		
<ul> <li>d. Does the municipality have a website of its own Give the following details about the website.  N.A.</li> <li>e. What is the frequency of data- update on the website.</li> </ul>		
what is the frequency of data update on the wor	N.A.	
•	nected through LAN (Local Area Network)?	Yes No No
g. Are the Zonal offices (if any) electronically	connected through WAN (Wide Area Network)?	Yes No No Not Applicable
h. Are other parastatals/government agencies e	electronically connected through WAN (Wide Area N	etwork)? Yes No
14 List should correspond with areas identified in a. a	bove	

GIS base maps will be pr	repared by th	e ULB.					
What all information is ma	pped on to G	IS? Indica	te, with details,	in the table b	elow		
Information layer	Available (	at			Not	Agencies involved	Other relevant details
ıvailable	City level	Ward level	Property / Household	Any other level	available	for updation	
JLB and ward boundaries					<b>✓</b>		
Road and street layer					<b>✓</b>		
Property layer					<b>✓</b>		
Household & demographic					<b>✓</b>		
Water supply network					<b>✓</b>		
Sewerage network					<b>✓</b>		
Street lighting					<b>✓</b>		
SWM					<b>✓</b>		
Storm water drains					<b>✓</b>		
Any other							
						service centres ? Yes	No
If yes, state 'how many' an	d the criteria	for spatial	deployment (g	eographical, a	administrative	etc)	

# TIMELINE FOR ACTION ON REFORMS

The Government of India has formulated the National e-Governance Action Plan (NEGAP), part of which includes a National Mission Mode Programme (NMMP) for e-Governance in municipalities. This NMMP intends to roll-out e-Governance in municipalities on a nation-wide basis. This programme will be launched in the coming months. The following steps have been identified based on the NMMP for a comprehensive e-governance at the municipal level. Following are the critical steps that need to be undertaken in the implementation of the NMMP for ULBs, for which ULBS need to indicate a timeline for the key milestones:

a.	Appointment of State-level Technology Consultant as State Technology Advisor  Price Waterhouse Coopers has been appointed as State Technology Advances agency has completed the "as-is" survey. A road map for deployment of I	
b.	Preparation of Municipal E-Governance Design Document (MEDD) on the basis of National Design Document as per NMMP  Based on the National Mission Mode Project of Government of India, the design	Year1 Year2 Year3 Year4 Year5 Year6 Year7  document will be prepared.
c.	Assessment of MEDD against National E-Governance Standards (e.g. Scalability, intra-operability & security standards etc.)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
d.	Finalisation of Municipal E-Governance implementation action plan for the city	Year1 Year2 Year3 Year4 Year5 Year6 Year7
e.	Undertaking Business Process Reengineering (BPR) Prior to migration to e-governance systems	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f.	Appointment of Software consultant(s) / agency for development, deployment And training	Year1 Year2 Year3 Year4 Year5 Year6 Year7
g.	Exploring PPP option for different E-Governance services	Year1 Year2 Year3 Year4 Year5 Year6 Year7
h.	Implementation of E-governance initiatives in the JNNURM city, against the identified mo	odules

Module	Steps to be undertaken	Targeted Year in the Mission Period for completion 15 (Year 1 to Year 7)
Property tax	Survey of properties is being carried out through GIS.	Year 3
Accounting	Double Entry Accrual based Accounting System is to be started.	Year 3
Water Supply and Other Utilities	Computerized billing system is to be adopted.	Year 3
Birth & Death Registration	Certificates Generation through computer is already going on & Data of Registration is to be done.	Year 3
Citizens' Grievance Monitoring	Online Citizens' Grievance is to be developed.	Year 4
Personnel Management System	Personal Management System is to be developed.	Year 3
Procurement and Monitoring of Projects	To be decided	
o E-procurement		
<ul> <li>Project/ward works</li> </ul>		
Building Plan Approval	Digitisation of data	Year 7
Health Programs		
o Licenses	To be started.	Year 4
<ul> <li>Solid Waste Management</li> </ul>	To be started.	Year 5
Any other module.		

i.	Any other reform steps being undertaken (please use additional space to specify)					
	Year1 Year2 Year3 Year4 Year5 Year6 Year7					

<sup>&</sup>lt;sup>15</sup> Completion of the module implies – completion of database of records / digitisation of related data, generation of reports for management and public dissemination, work-flows are managed on-line or on a real-time basis, citizen interface and dissemination of information is handled through the system (*viz. elimination of manual processes to extent possible*)

# L2- MUNICIPAL ACCOUNTING

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in Municipal Accounting, with the objective of having a modern accounting system based on double-entry and accrual principles, leading to better financial management, transparency and self-reliance.

# **CURRENT STATUS**

a. Please provide a short note on the present method of accounting being followed in your city

Single entry (cash based) accounting system is being followed. The accounts, ledgers and registers are maintained as per the Municipal Accounting Manual currently in force.

b. Please provide the status of completion and adoption of accounts, and if they have been audited and published in the last 3 years (specify month / year)

Year	Adopted	Audited	Published
2002-2003	Yes	Yes (May 2003)	No
2003-2004	Yes	Yes (May 2004)	No
2004-2005	Yes	Yes (May 2005)	No
2005-2006	Yes	Under Progress	No

c.	Please state whether State/city has drawn up its own according	unting manual	Yes N	lo
d.	Please state whether State/city has adopted NMAM <sup>16</sup> -	NO		
	i. without modifications     ii. with modifications.			

<sup>&</sup>lt;sup>16</sup> The National Municipal Accounts Manual (NMAM) has been prepared by MOUD with support from CAG to promote the implementation of improved financial management through electronic means leading to improvement in internal government operations to support and stimulate good governance.

e.	If NMAM has been adopted with modifications, please state these:
	Accounting Manual is being prepared
f.	Please state whether State has modified its current appropriate laws and regulations to be in compliance with the double-entry accrual principles. If yes, please provide date of such modification.  Yes No Date
g.	If applicable, please provide current status of implementation of double-entry accrual system. <b>N.A.</b>
	Regional Center for Urban and Environmental Studies, Lucknow, Ministry of Urban Development, Government of India, has been engaged to suggest a road map for implementation of double entry accrual based accounting system. It would also develop a software for implementation and suggest modifications in the existing laws. The manual should be ready by June 2007. This is being developed under UNDP program for state wide application through RCUES, Lucknow.
TIMEL	INE FOR ACTION ON REFORMS
TRANS	SITION TO DOUBLE ENTRY ACCOUNTING ON ACCRUAL PRINCIPLES
a.	Resolution by Government expressing commitment to establish modern municipal accounting system. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)
	Regional Center for Urban and Environmental Studies, Lucknow, Ministry of Urban Development, Government of India, has been engaged to suggest a road map for implementation of double entry accrual based accounting system. It would also develop a software for implementation and suggest modifications in the existing laws. The manual should be ready by June 2007.
b.	Appointment of consultants for development of State wide Municipal Financial Accounting Manual  Year1 Year2 Year3 Year4 Year5 Year6 Year7  Learn State wide Municipal Financial Year1 Year2 Year3 Year4 Year5 Year6 Year7  Learn State wide Municipal Financial Year1 Year2 Year3 Year4 Year5 Year6 Year7
c.	Completion and adoption of Municipal Financial Accounting Manual, in line with  NMAM or otherwise  Year1 Year2 Year3 Year4 Year5 Year6 Year7

d.	GO/Legislation/Modification of Municipal Finance Rules for migrating to double-entry accounting system	Year1 Year2 Year3 Year4 Year5 Year6 Year7
e.	Training of personnel	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f.	Appointment of field-level consultant for implementation at the city-level	Year1 Year2 Year3 Year4 Year5 Year6 Year7
g.	Notification of cut-off date for migrating to the double-entry accounting system	Year1 Year2 Year3 Year4 Year5 Year6 Year7
h.	Re-engineering of business processes to align with accrual based accounting system (aligning all commercial and financial processes such as procurement, revenue collection, Payroll, works contracts, etc.)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
i.	Completion of registers and Valuation of assets and liabilities	Year1 Year2 Year3 Year4 Year5 Year6 Year7
j.	Drawing up of opening balance sheet (OBS): i. Provisional OBS	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	ii. Adoption of provisional OBS	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	iii. Finalisation of OBS	Year1 Year2 Year3 Year4 Year5 Year6 Year7
k.	Full migration to double-entry accounting system	Year1 Year2 Year3 Year4 Year5 Year6 Year7
1.	Production of financial statements (income-expenditure accounts and balance sheet) as per the new system	Year1 Year2 Year3 Year4 Year5 Year6 Year7

S	State year from which external audit of financial statements will com CAG Audit is being done.	nmence	Year1 Year2 Year3 Year4 Year5 Year6
F	Frequency of such external audit cycle		Annually
S	State year from which ULB will commence preparation of outcome l	budgets	Year1 Year2 Year3 Year4 Year5 Year6 Y
S	State year from which ULB will institute internal audit / control med Internal audit is being conducted.	chanisms	Year1 Year2 Year3 Year4 Year5 Year6 Y
	State year in which ULB will undertake Credit rating  Please specify year in which related financial management systems v	will be developed an	Year1 Year2 Year3 Year4 Year5 Year6 Year6 Indintegrated with the financial accounting system.
		Target year	
	Please specify year in which related financial management systems v		ad integrated with the financial accounting system.
	Please specify year in which related financial management systems v  **Related Financial Management Systems**  Procurement systems  Works contracts management	Target year	ad integrated with the financial accounting system.  For completion and integration with Financial Accounting  Year 5  Year 5
	Please specify year in which related financial management systems value Related Financial Management Systems  Procurement systems  Works contracts management Payroll and wage payments	Target year	and integrated with the financial accounting system.  For completion and integration with Financial Accounting  Year 5
	Please specify year in which related financial management systems value of the specific plane of the systems  Procurement systems  Works contracts management Payroll and wage payments  Stores and inventory management	Target year	d integrated with the financial accounting system.  Year 5
	Please specify year in which related financial management systems value of the specific plane of the systems  Procurement systems  Works contracts management Payroll and wage payments Stores and inventory management User charges billing systems	Target year	year 5
	Please specify year in which related financial management systems value of the specific plane of the systems  Procurement systems  Works contracts management Payroll and wage payments  Stores and inventory management	Target year	d integrated with the financial accounting system.  Year 5

<sup>17</sup> Should link with milestones committed in the reform agenda for e-governance.

# L3-PROPERTY TAX18

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in the methods of levy, administration and collection of Property Taxes, with the broad objective of establishing a simple, transparent, non-discretionary and equitable property tax regime that encourages voluntary compliance. States/cities need to ensure that their desirable objectives for reforms include these reforms, but need not restrict themselves to these items

#### **CURRENT STATUS**

a.	Please indicate if I	roperty tax is	currently levied	on the following	types of properties:

i. Residential





iv. Any other category



Commercial as well as industrial properties are covered in non-residential properties as per act.

b. Please provide the Method of Property Tax Assessment being followed

i. Self-assessment

ii Demand-based



Non-discretionary self assessment method is being followed. Guidance values are revised every two years by the Municipal Commissioner. The system eliminates discretion and hence reduces corruption. However, demand based assessment method is used for non-residential properties.

c. Please provide the Basis of determination of property tax

i. Capital value

ii. Rateable value

iii. Unit Area



<sup>&</sup>lt;sup>18</sup> Note: This section should only deal with Property Tax or its variants (viz. House Tax, Tax on vacant land, etc.). Revenues collected for specific services provided by ULBs such as water, sewerage, street lighting, etc., levied in the form of taxes / surcharge on the base of property tax (for e.g. as a % of ARV) and /or collected together with Property Tax, should be reported separately in the following section on User Charges.

	iv. Other (please specify)	
d.	Please provide the use of technology in property tax management,	by giving appropriate details in the box
	i. GIS database of record of properties liable to property tax	GIS database will be developed.
	ii. Electronic database of property records	Survey for preparation of database will be carried out.
	iii. Computerised generation of Property Tax demand notices	Computerised generation of Property Tax demand notices yet to be done.
	iv. Computerised recording of receipts of tax collection	Computerised recording of receipts is yet to be done.
		Survey for preparation of database will be carried out.  Computerised generation of Property Tax demand notices yet to be done.  Computerised recording of receipts is yet to be done.
	v. Any other functionality of Property Tax system	

Please indicate Property Tax as % of Own Sources of Revenue Income and Total Revenue Income

Year	2003-04	2004-05	2005-06
PT as % of Own Sources of	28.97 %	26.15 %	24.49 %
Revenue Income			
PT as % of Total Revenue	8.50 %	9.98 %	9.78 %
Income			

f. Please provide the below information on Current coverage

e.

No.	Type of Property	Estimated no. of	No. of properties in the records of the municipality	No. of properties paying property tax	Coverage ratio
	}	properties	records of the municipality	puying property tux	(4) / (2)
	(1)	(2)	(3)	(4)	(5)
1	Residential	164550	149296	102768	0.62
2	Commercial	16405	15505	12228	0.74
3	Industrial & others				
4	Total	180955	164801	114996	0.68

g. Please indicate the Amount of property tax being collected for following years:

Financial Year	Category	Current Demand Raised in Rs.	Arrear Demand in Rs.	Total demand	Current demand Collection in Rs. (collection efficiency in % in brackets)	Arrear Demand collection in Rs. (collection efficiency in % in brackets)	Total collection in Rs. (collection efficiency in % in brackets)
(1)	(2)	(3)	(4)		(5)	(6)	(7)
FY – 05-	Residential	67543581	89569997	157113578	34976804 (51.78)	45240112 (50.51)	80216912 (51.06)
06	Commercial	13107790	2330779	15438569	10746067 (81.98)	1398467 (59.99)	12144535 (78.66)
	Industrial & others	-	-	-	-	-	-
	Total	80651371	91900776	172552147	45722871 (56.69)	46638579 (50.74)	92361447 (53.52)
FY 04-05	Residential	60309985	71705767	132015752	23785459 (39.44)	18660296 (26.02)	42445755 (32.15)
	Commercial	6825249	6928328	13753577	4522798 (66.27)	6900000 (99.59)	11422798 (83.05)
	Industrial & others	-	-	-	-	-	-
	Total	67135234	78634095	145769329	28308257 (42.17)	25560296 (32.50)	53868553 (36.95)
FY 03-04	Residential	48032853	70702709	118735563	21273222 (44.29)	25756573 (36.43)	47029795 (39.61)
	Commercial	6256869	8744126	15000996	4418520 (70.62)	3654147 (41.79)	8072667 (53.81)
	Industrial & others	-	-	-	-	-	-
	Total	54289722	79446835	133736559	25691742 (47.32)	29410720 (37.02)	55102462 (41.20)

Coverage and collection figures will again be re-confirmed by January 2007.

# g. Please list the Exemptions given to property owners

No.	Type of Exemption	Qualifying institution/ individual	Revenue implication of exemption for a year (Rs.)
1	Exemption by Act	School/College	2,19,00,000.00
2	Exemption by Act	Central Government House	Included Above
3	Exemption by Act	Religious House	Included Above
4	Exemption by Act	Jail/Court	Included Above

h.	Please specify the Assessing	Authority and describe the	level of discretionary power available	with assessing authority
----	------------------------------	----------------------------	--	--------------------------

The System of assessment is self-assessment as well as and demand based.. In case of self assessment the Corporation holds the right to cross-check the self assessment done. In this system, there is no scope of any discretion.

- i. Please provide the following details about update of property records and guidance values
  - i. Date when last update of property records through general revision was done

01.04.1992

ii. Date when last revision of guidance values <sup>19</sup> was done

01.04.2004

iii. Frequency of revision of guidance values

2 years

Guidance values will be revised by March 2007.

iv. Please indicate whether information from appropriate authorities on new building construction, or additions to existing buildings is being captured; if yes, how and at what frequency?(e.g. development authority etc)

Yes

No

By survey as well as from the Meerut Development Authority and U.P. Avas Evam Vikas Parishad (local unit) through periodic statements.

v. Please indicate whether information from appropriate authorities on change of ownership and land valuation is being captured; if so, how and at what periodicity? (e.g. Dept of Stamps and Registration)

Yes

No

Change in ownership is given effect through mutation proceedings by the ULB. Changes in land valuation are captured through the biannual revision of guidance values done by the Municipal Commissioner and biannual revision of circle rate done by the District Collector.

<sup>&</sup>lt;sup>19</sup> Here, guidance value implies the basis for computation of Property Tax liability

<u>TIMELINE FOR ACTION ON REFORMS</u>

Please provide timeline and indicate the steps intended (wherever not mentioned) for achieving the following action items

Reform	Steps proposed in order to achieve the	Target ye	Target year for completion							
	<u>reform</u>	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7		
a) Enhancing coverage of property tax regime to all properties liable to tax	Through G.I.S.				<b>✓</b>					
b) Elimination of exemptions	Amendment in legislation			<b>✓</b>						
c) Migration to Self-Assessment System of Property Taxation	a. Setting up a Committee/Team to draft/amend legislation		<b>✓</b>							
	b. Stakeholder consultations			✓						
	c. Preparation of Draft legislation			✓						
	d. Approval of the Cabinet/ Government			<b>✓</b>						
	e. Final enactment of the legislation by Legislature			<b>~</b>						
	f. Notification			<b>✓</b>						
	g. Preparation and notification of appropriate subordinate legislation			<b>\</b>						
	h. Implementation by municipality				✓					
d) Setting up a non-discretionary method for determination of property tax (e.g. unit area, etc) (Sub-Steps (i) to (viii) given in (c) above may be repeated for this step as relevant)	Done.									
e) Use of GIS-based property tax system	a. Selection of appropriate consultant		✓							
	b. Preparation of digital property maps for municipality			<b>-</b>						
	c. Verification of digital maps and preparation of complete data-base of properties			<b>√</b>						
	d. Administration of Property Tax using GIS database and related application				<b>~</b>					
	e. Mechanism for periodic updation of GIS database					<b>✓</b>				

<u>Reform</u>	Steps proposed in order to achieve the	Target year for completion							
	<u>reform</u>	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	
f) Next scheduled / anticipated revision of guidance values	Done every two years (1-4-2008)								
g) Periodicity for revision of guidance values	a. Periodicity to be adopted <b>Done</b>								
	b. Deadline for adoption <b>Done</b>								
h) Establish Taxpayer education programme	a. Preparation of Ready Reckoner (guidance booklet) for tax assesses	prepared.							
	b. Local camps for clarification of doubts and assistance in filling out forms		nis is an on-g g and assistir			ganise per	riodic cam	ps for	
	c. Setting up a website for property tax issues/ FAQs etc				<b>✓</b>				
i) Establish Dispute resolution mechanism		Done. Ap	ppeals again	st assessm	nent can b	e made in	the Sma	ll Causes	
<ul> <li>j) Rewarding and acknowledging honest and prompt taxpayers</li> </ul>		It is being done by way of extending certain percentage of rebate, incase the tax is deposited within the stipulated period every year.							
k) Achievement of 85% Coverage Ratio (see item e in Current Status) (Specify target Coverage for each year of mission)	-	68 %	75 %	80 %	85%				
Achievement of 90% Collection Ratio for current demand (see item f in Current Status above)     (Specify target Collection ratio for each year of mission)	-	57 %	60 %	70 %	80%	90 %			
m) Improvement in collection of arrears, to reach Total Outstanding Arrears less than or equal to 10 % of Current demand for previous year (exclude tax assessments under litigation, but include Property Tax / service charge levied on Government properties)	Specify targeted Total Arrears for each year as % of Total Current Demand for previous year, taking into account current position	51%	45%	40%	30%	20%	10%	10%	
n) Any other reform steps being undertaken (please specify)	Please indicate methods of dissemination (to the citizens) of the reforms undertaken								

Reform	Steps proposed in order to achieve the	Target ye	ar for comp	<u>letion</u>				
	<u>reform</u>	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	<u>Year 7</u>
	and the timeline for the							
	same							
	a By organizing seminars / symposia							
	b By notification in local dailies							
	c By printing booklets							
	d By hosting website and providing the							
	above information therein.							

### L4-USER CHARGES<sup>20</sup>

### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in the levy of user charges on different municipal services, with an objective of securing effective linkages between asset creation and asset maintenance and ultimately leading to self-sustaining delivery of urban services.

### **CURRENT STATUS**

a. Please provide a list of services being delivered by municipalities/ parastatals and the status of user charges being levied for each. <sup>21</sup>

Type of Service <sup>22</sup>	User charge levied (Yes/No)	Service Provider	Tariff Structure	Last Revision of Tariff
Water Supply	Yes	ULB	See * below	01.04.1999
Sewerage	Yes	ULB	Included in Property Tax and levied at the rate of 3% of the house tax in those areas where sewerage facilities are available	-
Solid Waste Management	No	ULB	-	-
Public Transport	Yes.	UPSRTC and Private Operators	Decided by Transport of GoUP	-
Street lighting	No	ULB	-	-
Primary health	N.A.	Medical and Health Deptt GoUP Government	Re 1/patient	2004
Hiring of municipal assets (please specify)	No	ULB	-	-

<sup>&</sup>lt;sup>20</sup> Note: This section deals with user charges, collected either in the form of a tax or surcharge or fee. All revenues collected against specific services should be reported in this section w.r.t. current status and commitment on reforms made hereunder. Under no circumstances should there be any overlap between status reported in this section with than on Property Taxes.

21 Please attach details in separate annex where necessary.

22 List should include all services rendered by the ULB.

### \* Rates of Domestic Water connection

S.No.	Area of plot (Sq. yard)	Monthly rate of G.F. (Rs.)	Extra rate on each floor (Rs.)	Monthly rate on each extra connection (Rs.)
1	50	30	Nil	30
2	50-100	40	20	40
3	101-200	50	30	50
4	201-300	70	40	70
5	301-500	130	70	130
6	501 & above	200	100	200

Rates of non- domestic water connection

Catego	ry	Per month
1	Shops/general stores etc.	100.00
2	Hair cutting Saloon / Paan shop	100.00
	Hair Cutting Saloon (Large)	200.00
3	Tea shop / Small Halwai	100.00
4	Medical (Clinic)	250.00
5	Dairy / Cold Storages	250.00
6	Nursing Home (upto 5 beds)	500.00
7	Hotel (without stay)/ Restaurant / Dharamshala / Big	500.00
	Halwai	
8	Ice Candy / Dairy (Animals)	500.00
9	Nursing Home (Above 5 beds)	1000.00
10	Laundry / Ice Factory / Picture Hall	1000.00
11	Dye / Printing cloths Shops	1000.00
12	Hotel with stay facility	1500.00
13	Service Station	1500.00
14	Construction Works	1500.00

b. Please furnish the costs and revenue collection in providing the following services (total, per unit and per capita/ household cost and revenues) in **2004-05.** Also indicate the details of Revenue losses.

Service	(D)	, ,			Revenue Loss in Rs. due to			
	(Plea	ase specify the	unit)	(Plea	ase specify the u	nit)		
	Total Cost (in Rs.)	Per Unit Cost as delivered**	Per capita / Household cost	Total Recovery (in Rs.)	Per Unit Recovery as delivered**	Per Capita/ Household Recovery	leakage/ theft / no enforcement/ poor collection	free supply / no levy of user charges
	(a)	<i>(b)</i>	(c)	(d)	(e)	<i>(f)</i>	(g)	(h)
Water Supply & Sewerage	111680000	Rs. 2.05 per KL	932.22 Per H.H.	25702000	Re 0.47 per KL	150.18 Per H.H.	59.00 %	18.00 %
Solid Waste Management	1558.71	1334.51 Per Tonne	910.77 Per H.H.	Nil	Nil	Nil	Nil	-
Public Transport Services	-	-	-	-	-	-	-	-
Others (please specify)	-	-	-	-	-	-	-	-

<sup>\*\*</sup> can be expressed as Per MLD in case of water supply and sewerage; Per Tonne in case of SWM; Per Km in case of public transport, etc.

Please indicate the percentage cost recovery for each of these services over the past five years ((d) divided by (a), expressed in % terms) c.

Service	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006
Water Supply &	24.75 %	27.38 %	24.50 %	23.01 %	18.06 %
Sewerage					
Solid Waste Management	Nil	Nil	Nil	Nil	Nil
Public Transport Services	-	-	-	-	-

Please provide performance parameters and current service levels<sup>24</sup> d.

Service	Indicator	Status in 2004-2005				
	Water Supply					

<sup>&</sup>lt;sup>23</sup> To include all related direct costs, including salaries and wages of personnel directly deployed in the service <sup>24</sup> Please add additional indicators as appropriate

<sup>\*</sup>Note: - Water Supply Coverage through piped supply in the city is 70 %. Connection and coverage figures will be re-confirmed by January 2007.

Service	Indicator	Status in 2004-2005
1	Total water supplied per day (MLD)	149.5 MLD
2	Hours of water supply per day	8 Hrs.
3	Percentage (%) of population covered by Piped water supply	70%
5	Per capita supply (in litres) (per day)	139.88 LPCD
6	Total no. of household connections (Cumulative figure)	89650
7	No. of connections metered (Cumulative figure)	Nil **
8.	Total Non-Revenue Water in MLD (% in brackets)	26.90 (18.00 %)
9.	Un-accounted for Water in MLD (% in brackets), including system losses	32.89 MLD (22.00 %)
	Sewerage and Sanitation	
1	Quantum of Sewage generated per day (MLD)	120 MLD
2	Quantum of Sewage treated per day (MLD)	Nil
3	Land utilization for sewage farming Ha) (Cumulative figure)	85.04 Ha.
4	Quantity of sewage disposed on land (MLD)	25 MLD
5	Quantity of sewage disposed into water bodies (MLD)	95 MLD
6	Percentage (%) of population covered by underground sewage network	30 %
	No. of households with individual toilets / low cost sanitation unit	
7	(Cumulative figure)	Survey is being carried out
8	No. of public toilets (Cumulative figure in terms of seats)	150
	Solid Waste Management	
1	Quantum of solid waste generated per day (TPD)	520
2	Quantum of solid waste collected per day (TPD)	320 TPD
3	Collection efficiency	61%
4	Per capita waste generation	486 gm. per day per capta
5	Quantum of waste treated in scientific manner (composting, etc.)	Nil
6	Staff per 1,000 persons	2
7	Total capacity of all collection vehicles per day	320 TPD
8	Does a sanitary landfill exist (Y/N)	Y
9	If sanitary landfill exists, is it used (Y/N)	Y
10	Is source segregation done? (Y/N) – If Yes, what % of total waste?	N
	Public Transport services	
1	Total capacity of public transport (number of vehicles)	

Service	Indicator	Status in 2004-2005
2	Number of trips made in a day	
3	Population using public transport	-

### **TIMELINE FOR ACTION ON REFORMS**

Agreed.			
The State sho	ould set up	a body for recommending a user charge structure.	Year1 Year2 Year3 Year4 Year5 Year6 Year7
Establishmen ely	t of proper	accounting system for each service so as to determine	the O&M cost separately. Please specify the timeline for each service
	i.	Water Supply and Sewerage	Year1 Year2 Year3 Year4 Year5 Year6 Ye
	ii.	Solid Waste Management	Year1 Year2 Year3 Year4 Year5 Year6 Year6 Year6 Year9
	iii.	Public Transport Services Not Applicable	Year1 Year2 Year3 Year4 Year5 Year6 Year6 Year6 Year9
	iv.	Other (please specify)	Year1 Year2 Year3 Year4 Year5 Year6 Year6 Year6 Year6 Year8

<sup>&</sup>lt;sup>25</sup> To the extent possible, specify service delivery standard as experienced at citizen's end, for e.g. hours of water supply; lpcd received in household; frequency of street sweeping, etc.

Water Supply	LPCD	150 LPCD	Year 5
Drainage	Covered drainage	100%	Year 6
Solid Waste Management	per capita per day	500 gm per capita per day	Year 5

<sup>\*</sup> with reference to year if JNNURM period (Year 1, Year 2....)

e. Please define the user charge structure and timelines for achieving with regard to each of the above mentioned services

Service	Proposed User charge Structure (give details of rates, category and units)	Targeted year for achieving the standard*
Water Supply	Differential rates will be charged for domestic and commercial connections. Rates charged for domestic connection will be approx 80% of O&M charges and rate charged for commercial connections will be approximately 2.5 times O&M charges.	2008-09
Sewerage	It is not possible to levy this charge on a unit basis. Sewerage charges will be levied on ARV basis which will be a maximum of 4% of ARV according to the Act.	2008-09
Solid Waste Management	Rs. 20 to Rs. 30 per APL Household	Year 4 onwards

<sup>\*</sup> with reference to year if JNNURM period (Year 1, Year 2....)

c.	Please indicate plan for achieving volumetric based tariff through 100 %	Year1	Year2	Year3 Y	Tear4 Y	ear5 Year	ar6 Year	7	
	metering with individual meters.		25%	50%	75%	100%			
	Please indicate annual targets for achieving full metering.		2370		1370				
The $2^{nd}$	SFC has recommended the charges to be collected on a household basis which h	as been acce	pted by the	State Gov	vernment.	Hence 100	)% meterir	ig is no	rt .
possible	- •							_	
d.	Please indicate plan for reduction in Non-Revenue Water (NRW) and Un-accou	nted for Wate	er (UfW) tł	nrough me	asures tha	t include v	vater audit	s and	
	leakage detection studies. Please indicate annual targets for both.								
	Non-Revenue Water (NRW)	Year1	Year2	Year3	Year4	Year5	Year6	Year	r7
		18 %	18%	17 %	16 %	15 %			
	Un-accounted for Water (UfW)	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
		32%	30%	20%	10%				
					10,0				

e.		Conduct of a study to quantify and examine impact of subsidies for each se (Indicate 'when' against the timeline)			Year2	Year3	Year4	Year	Year6	Year7
f.		of such analysis to be tabled in the Municipal Council and approve te 'when' against the timeline)	d	Year1	Year2	Year3	Year4	Year	5 Year6	Year7
g.	Indicate periodicity in which such analysis shall be done regularly, and pla Before the Municipal Council			Once	e in two y	ears				
h.		able to achieve full recovery of O&M costs from user charges (recover indicate proposed recovery level for each year for each of the serv			costs, incl	uding rei	ated sala	ries and	wages)	
	i.	Water Supply	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
		······································	23 %	40 %	75 %	90%	100 %	100%	100 %	
	ii.	Sewerage	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
					25 %	50 %	70 %	100 %		
	iii.	Solid Waste Management	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
		t possible to recover full O&M charges. Balance will be met the Revenue income.			10%	20%	30 %	40 %	50 %	
	iv.	Public Transport Services	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
		(NA)								
	V.	Others, such as hiring of municipal assets,	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
		e.gcommunity halls, public parks etc. (please specify)				<b>✓</b>				
i.	Any ot	her reform steps being undertaken (please use additional space as ne	cessary, p	olease sp	ecify tim	eframes 1	for steps	envisage	d)	

### L5- INTERNAL EARMARKING OF FUNDS FOR SERVICES TO URBAN POOR

### **DESIRED OBJECTIVE/S**

JNNURM requires reforms to be undertaken by local bodies with respect to earmarking funds in their budgets specifically for services delivery to the urban poor. Commitment is sought from ULBs in undertaking reforms in the budgeting and accounting systems to enable the same, as also targets for expenditure incurred in delivery of services to the poor.

### **CURRENT STATUS**

### PROCESS FOR EARMARKING BUDGETS

a. Please indicate prevailing processes for decision making on allocation of budgets for delivery of services to the poor.

There was no provision of separate budget for urban poor but recently State Govt. has directed to make separate provision in budget for urban poor. Next year onwards separate provision in budget for urban poor will be made in proportion of their population.

b. Please indicate if prevailing accounting and budgeting systems are capable of tracking revenue and capital expenditure incurred on delivery of services to the poor.

Yes	No	Partly

According to new directives of the State Govt. separate provision in the budget will be made for delivery of services to Urban poor and separate accounts will be maintained as per separate budget provision for urban poor.

### EXPENDITURE INCURRED ON DELIVERY OF SERVICES TO THE POOR

a. Please indicate if there is any internal earmarking <sup>26</sup> within the municipal budget towards provision of services to urban poor. Please provide the total amount earmarked and the percentage of the total budget in the last 3 years. Though funds have been spent in urban poor areas, however, no separate earmarking of funds has been done and so data specifically spent for urban poor is not available.

<sup>&</sup>lt;sup>26</sup> Earmarking refers to percentage allocation of the total estimated income that would be utilised for provision of housing and basic services to urban poor

Year		2002-2003	2003-2004	2004-2005
Amount Budgeted	Own sources	NA	NA	NA
(both Revenue and Capital	Other Sources			
Accounts)	Total			
Actual Amount Spent	Own sources	NA	NA	NA
(both Revenue and Capital	Other Sources			
Accounts)	Total			
% of the total budget	Own sources	NA	NA	NA
(both Revenue and Capital	Other Sources			
Accounts)	Total			

### **TIMELINE FOR ACTION ON REFORMS**

### **BUDGETING AND ACCOUNTING PROCESSES**

	Yes No								
	If Yes, please state year from when this will be made effective.		Year1	Year2	Year3	Year4	Year5	Year6	Year7
b.	Creation of separate Municipal Fund in the accounting system for 'Services to the Poor	r'		ĺ	Yes	No			
	If Yes, please state year from when this will be made effective.		Year1	Year2	Year3	Year4	Year5	Year6	Year7
c.	Amendments to the Municipal Accounting Rules for governing the Fund, Operating the Fund, including rules for transfer of resources into the Fund for 'Services to Poor'.	Year1	Year2	Year3	Year4	Year5	Year6	Year7	

a. Reforms in the accounting and budgeting codes to enable identification of all income and expenditure (in both Revenue and Capital accounts) to be identified as related to poor / non-poor. (in the short run the same heads may be categorised on basis of income / expenditure from slum / non-slum).

### ALLOCATION AND EXPENDITURE<sup>27</sup> ON DELIVERY OF SERVICES FOR POOR

d. Targeted revenue expenditure on delivery of services to poor per annum, expressed as % of Total Revenue Income

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %			5%	10%	12%	15%	20%

e. Targeted revenue expenditure on delivery of services to poor per annum, expressed as % of Total Own Source of Revenue Income

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %			15%	20%	20%	20%	20%

f. Targeted capital expenditure on delivery of services to poor per annum, expressed as % of Total Capital Expenditure

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %		15%	20%	30%	30%	25%	20%

<sup>&</sup>lt;sup>27</sup> Allocation and spend pertains to all directly attributable expenses specifically incurred for delivery of entire mandate of municipal services to the poor, that should include basic environmental services, roads, tenure, primary education and health, and social security amongst others.

Establishment expenses (including salaries and wages) not directly and specifically incurred for service delivery to the poor should be excluded.

### L6 - PROVISION OF BASIC SERVICES TO URBAN POOR

### **DESIRED OBJECTIVES**

JNNURM requires cities to ensure provision of basic services to the urban poor such as water supply and sanition, including provision of security of tenure and improved housing at affordable prices. JNNURM also requires that delivery to the urban poor is ensured for existing universal services of the Government in the areas of health, education and social security.

### **CURRENT STATUS**

a. Please provide information on existence of any database pertaining to household level information of urban poor.

House hold survey was carried out in 1996-97 and data base exists. This data has not been updated. However, GIS survey will be done for households under the UNDP supported program of Government of India.

b. Has any prioritization of slums / localities been carried out as part of the CDP process? If Yes, please provide details on the process.

Prioritization of slums has been done in the CDP on the basis of lack of basic civic amenities. Further, relocation will be carried out in accordance with the enforceable land use plan for Meerut.

c. Please provide baseline information with respect to quality and level of access of services by poor households in the table below. (in case of wide variation in quality of service within the city across slum clusters, provide average level of service. Please state extremely low levels where appropriate)

No.	Area of service delivery	Performance Parameter	Current levels	Prevailing level of access of urban poor households (in terms of % HHs that access services at the current performance levels)
1.		Water Supply		
1.1	Household level piped water supply	No. of hours of supply at reasonable pressure	4 Hrs.	40%
1.2	Public taps / standposts	No. of hours of supply at reasonable pressure	4 Hrs.	30%
1.3	Handpumps / Tubewells (untreated ground water source)	Avg. distance from HH in metres	150 Mt.	30%
1.4	Water Tanker supply	Response time on request in hrs.	3 hours	As and when required
2.		Sanitation		
2.1	Household level individual	Type of toilet	Flush Latrines	50%
	toilets	Type of conveyance / disposal system	Sewer	
2.2	Community toilets	Seats per population using them	20 persons per seat per day	50%
		Type of conveyance / disposal system	Sewer	
3.		Housing		
3.1	Housing	Pucca housing for each household	Pucca	25%
3.2	Night shelters / community shelters	Avg. distance to be traversed by homeless in m	2500 m.	20%

d. Please provide details on extent of access to following services by urban poor in the ULB.

No.	Area of service delivery	Prevailing level of access of urban poor households (in terms of % HHs that are able to access these services)
4.	Solid Waste Management	
4.1	Street sweeping	45 %
4.2	Waste Collection	30 %
5.	Roads and Drains	
5.1	Provision of pucca (all weather) roads	25 %
5.2	Provision of storm water drains	20 %
6.	Street Lighting	
6.1	Provision of street lights	35 %
7	Community Facilities	
7.1	Aanganwadi / crèche	50 %
7.2	Community halls	40 %
8.	Primary healthcare	
8.1	Preventive health care – inputs and advise	50 %
8.2	Curative healthcare	50 %
9.	Primary Education	
9.1	Primary education	100 %

No.	Area of service delivery	Prevailing level of access of urban poor households (in terms of % HHs that are able to access these services)
10.	Support for livelihoods	
10.1	Skill development training	35 %
10.2	Micro-credit	40%

e. Please provide details on prevailing levels of secure tenure amongst urban poor.

No.	Area	Total estimated no. in the ULB	Total number of with secure tenure	% of households / micro- enterprise establishments with secure tenure
1	Secure tenure for place of dwelling, in terms of legal status	80,170	33,034	40 %
2.	Secure tenure for place of work for micro-enterprises, in terms of authorisation of the locations of the enterprise	44094	15433	35%

### **TIMELINE FOR REFORMS**

a. The State Government and ULB must formulate and adopt vide a resolution a comprehensive policy on providing basic services to all urban poor which should include security of tenure and improved housing at affordable prices. The policy document should also cover other existing universal service mandates of the Government in the areas of education, health and social security. This policy document should lay down commitments to attain certain benchmark levels of access and standards of service delivery.

The policy document should be prepared with stakeholder involvement, be adopted and disseminated within 6 months of signing of the MoA under JNNURM, and a copy submitted to MoUD/MoHUPA. *Agreed.* 

### BENEFICIARY IDENTIFICATION AND TARGETTING

b.	Conduct of House Hold (HH) level survey, covering all poor settlements (recognised slums, unrecognised slums, and informal clusters)	Year1 Year2	Year3 Y	Year4 Year5	Year6	Year7
c.	HH level survey to cover infrastructure deficiency indicators and socio-economic deficiency indicators	Yes	No P	Partly		
d.	Creation of database, including identification of HHs for priority targeting Schemes for household level benefit (such as livelihood, housing, social security, etc.)	of Year1 Year	Year3	Year4 Ye	ar5 Year	r6 Year7
e.	Ranking and prioritisation of clusters of urban poor settlements in a participatory manner	Year1 Year2	Year3 Y	Year4 Year5	Year6	Year7
f.	Frequency of updation of database created	Two years				

### QUALITY OF SERVICES AND EXTENT OF ACCESS TO SERVICES

Specify the benchmark quality of services targeted for delivery to urban poor for each of the areas mentioned below. It is presumed that this quality of service is targeted for all urban poor. Cities should set progressive benchmarks so as to improve the quality of services rendered over the Mission period.

#### HOUSEHOLD LEVEL BASIC SERVICES g.

No.	Area of service delivery <sup>28</sup>	Quality Parameter	Target Quality Benchmark <sup>29</sup>	Level of access targeted in each year (in terms of % HHs of urban poor that access services at the targeted quality benchmark)				•				
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7		
1.	Water Supply											
1.1	Household level piped water supply	No. of hours of supply at reasonable pressure	6 hrs. daily supply		40	55	70	80	90	100		
1.2	Public taps / standposts	No. of hours of supply at reasonable pressure	6 hrs. daily supply		30	30	30	30	30	20	10	0
		Avg. distance from HH in metres	150 Mt.									
1.3	Handpumps / Tubewells (untreated ground water source)	Avg. distance from HH in metres	150 Mt.		30	15	0	0	0	0		
1.4	Water Tanker supply	Response time on request in hrs.	3 hrs	-	-		As and when required					
2.	Sanitation	1		I		I	I	1	I	l		
2.1	Household level individual toilets	Type of toilet Type of conveyance / disposal system	Soakpit Sewer		50	75	100					

As access to services is improved through better methods, levels of access through more basic methods will decrease. For e.g. as HHs with access to piped water will increase, HHs with access to tubewells / public taps / tankers will decrease.

29 To be defined by the ULB at the time of signing the MoA

No.	Area of service delivery <sup>28</sup>	Quality Parameter	Target Quality Benchmark <sup>29</sup>	Level of access targeted in each year (in terms of % HHs of urban poor that access services at the targeted quality benchmark)						
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
2.2	Community toilets	Seats per population using them			They	will be us	ed by floa	ting popul	ation.	
		Avg. distance from HHs in m	No							
		Type of conveyance / disposal system	No							
		Facilities for aged, women, children, disabled	No							
3.	Housing			•						
3.1	Housing	Pucca housing for each household	Pucca		25	35	65	85	95	100
3.2	Night shelters / community shelters	Avg. distance to be traversed by homeless in m	2500 mt. They will be used by floating population.							

Please provide qualitative comments on above as appropriate..... The households which are not having pakka houses, suitable provisions have been made in the in DPR for BSUP.

#### OTHER INFRASTRUCTURE SERVICES h.

No.	Area of service delivery <sup>30</sup>	Quality Parameter	Target Quality Benchmark <sup>31</sup>	Target year in which all poor households shall have access to services at the target quality benchmark  (State year of the Mission Period)
4.	Solid Waste Mai	nagement		
4.1	Street sweeping	Frequency of street sweeping	Daily	Year 5
4.2	Waste	Avg. distance of HHs from bin in m	100 Mt.	Year 5
	Collection	Frequency of lifting of waste from community bin	Per day	Year 5
5.	Roads and Drain			
5.1	Provision of pucca (all	HH level access (roads in front of houses)	All	2009-10
	weather) roads	Access of slum cluster to main roads	All	2011-12
5.2	Provision of storm water drains	HH level access to covered drains	All	2011-12
6.	Street Lighting			
6.1	Provision of street lights	Street illumination through out the year	All	2008-09
7	Community Fac	ilities		
7.1	Aanganwadi / crèche	Avg. distance of HHs from the facility in m	1500 m	Year 6

<sup>&</sup>lt;sup>30</sup> As access to services is improved through better methods, levels of access through more basic methods will decrease. For e.g. as HHs with access to piped water will increase, HHs with access to tubewells / public taps / tankers will decrease.

<sup>31</sup> To be defined by the ULB at the time of signing the MoA

No.	Area of service delivery <sup>30</sup>	Quality Parameter	Target Quality Benchmark <sup>31</sup>	Target year in which all poor households shall have access to services at the target quality benchmark  (State year of the Mission Period)
7.2	Community halls	Avg. distance of HHs from the facility in m	1.5 Km.	2011-12
8.	Primary healthc	are		
8.1	Preventive health care – inputs and advise	Frequency of visits by health worker / other modes of communication reaching the urban poor	Once a week	2010-2011
8.2	Curative	Reliability of the service	100 %	2009-10
	healthcare	Avg. distance of HHs from facility in m	2000 Mt.	Year 7
9.	Primary Educat	jon		
9.1	Primary	Enrolment rate	100%	Year 3
	education	Drop out rate	5%	Year 5
		Avg. distance of HHs from facility in m	1500 Mt.	Year 5
10.	Support for livel	  ihoods		
10.1	Skill development training	Persons trained who pursue related occupation		25% (At current level) 75% upto 7 <sup>th</sup> year.
10.2	Micro-credit	Access to participate in micro-credit group in the community		35%(At current level) 85% upto 7 <sup>th</sup> year.

It is targeted that by the end of year 5, all basic civic amenities will be provided to the slum dweller by the active association and participation of CDS and SHGs.

### METHODS AND PARTICIPATION BY COMMUNITIES

i. State the areas, intended mechanisms and timelines for participation by communities of urban poor in the entire range of urban services and poverty alleviation programmes. (few examples are illustrated in the table)

No.	Sector	Nature of Involvement	Community Mechanism	Target Mission year to start initiative	Targeted scale of activities by end of the Mission period
1.	Basic services – water supply, sanitation	Participatory planning at micro level	Through community development society	Year 2	100% of all developments in these sectors shall be through such mechanism
2.	Roads within slum clusters	Community contracting	Awarded to community development society.	Year 3	Atleast 15% of all such contract through community contracting

Area Sabha/Community Participation Law would ensure that works upto a specified limit can be nominated to the community.

### **SECURITY OF TENURE**

- j. Please state targeted percentage of urban poor households that would have Year1 Year2 Year3 Year4 Year5 Year6 Year7 Secure tenure of their place of dwelling. 30 55 65 85 95
  - (state target % for each year of Mission Period)
- k. Please state targeted percentage of urban poor micro-entrepreneurs that Year1 Year2 Year3 Year4 Year5 Year6 Year7 would have secure tenure of their place of work 30 55 65 85 95
  - (state target % for each year of Mission Period)

# OPTIONAL REFORMS<sup>32</sup>

 $<sup>^{\</sup>rm 32}$  IN CASE OF URBAN AGGLOMERATIONS WITH MULTIPLE ULBS, THE ULB RELATED REFORMS IN THIS SECTION SHOULD BE PROVIDED FOR EACH ULB IN THE JNNURM CITY SEPARATELY

### **O1-INTRODUCTION OF PROPERTY TITLE CERTIFICATION SYSTEM**

### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities towards putting in place an effective Property Title Certification System. The cities need to ensure proper management and record of all property holdings within the city. The new system should reflect authentic ownership at all points and information on holdings should be easily accessible.

### BACKGROUND

### 1. CURRENT STATUS

- a. What is the current system for-?
  - i. Property Registration<sup>33</sup>
  - ii. Transfer of Property<sup>35</sup>

The current system for property registration is provided in Registration Act, 1908 (Act No. 16 of 1908). A deed of transfer of property is typed or handwritten alongwith photographs of executants are presented before the Sub-Registrar. He registers it, keeps a photocopy as record and returns the original on the same day to the registrants.

b. Please indicate whether information on change of ownership (owing to transaction of property) or encumbrances is being captured? If so how? (For eg. is there information received from the Dept. of Stamp and Registration?)

Information is not captured automatically. The registrant presents his case before the concerned officer in the ULB for mutation of records.

c. Does the property registration system record the following-?

Status Yes No Remarks
i. Lien

ii. Court orders ✓ If a copy is provided to the office

<sup>&</sup>lt;sup>33</sup> Explain in detail the role of various institutions and the processes involved

	iv. Re v. En vi. Le	sements strictions cumbrances ase ird party claims	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓				
Which Leg	gislation is followed for re	gistration and record	d of properties?				
Registra	ntion Act, 1908 (Act No. 16	of 1908)					
What is th	ne status of E-management	of property records	?				
Activit	ty		Already in place	Under implemente	ation	Not done so far	Remarks
Electro Softwa records System	sment of properties using Conic database of property rare application for regular son for online registration Integrated Land Information	ecords upgradation of				<ul><li>✓</li><li>✓</li><li>✓</li></ul>	
Provide In	nformation on current status	s of Properties regis	stration				
Estimated	d number of properties in t	he city <sup>34</sup> (a)	No. of properties on the Municipality <sup>2</sup> (b)		No. of a	lisputed ies	Coverage Ratio(b/a*100)
180955			164801		, 1		68%
What is th	ne basis for determination o	f ownership of a pro	operty (eg. a title deed	)?			
Title dee	ed.						
	solute ownership or does th	ne state guarantee th	ne validity of transaction	on in any mar	nner?	Yes N	No No
Is it an abs	•						

	The State Government keeps a record of documents. In case of the registered document on the request of a property.	a dispute, parties app	proach the civil court.	The State Gove	rnment may provide a copy o
j.	Is there a list of documents identified to serve as evidence of chargive the details.	ige of ownership (Reg	gistration deed, partitio	n deed, settleme	ent deed etc)? If yes please
	List of evidence documents a. Registered Sale Deed b. Registered Lease Deemore than 30 years. c. Partition Deed. d. Settlement Deed				
k.	What is the frequency of update of property records? When was i	t done last?			
	LINE FOR ACTION ON REFORMS indicate the mission year by which the following targets would be r	net-			
a.	Listing of all the properties in the city		Year1 Year2 Y	Year3 Year4	Year5 Year6 Year7
b.	Finalisation of decisions on the new registration system, state guarand legislative amendments <i>Not Possible</i>	rantee	Year1 Year2 Y	Year3 Year4	Year5 Year6 Year7
c.	Amendment of legislation and notification  Not Applicable		Year1 Year2	Year3 Year4	Year5 Year6 Year7
d.	Detailed design of system  Not Applicable		Year1 Year2 Y	Year3 Year4	Year5 Year6 Year7

e.	Inventory of all recorded properties (after enquiry of titles and existing evidences)  Not Applicable  Year1 Year2 Year3 Year4 Year5 Year6 Year7	
f.	Update of all the records to reflect current owner and preparation of a 'Register of Titles' Year1 Year2 Year3 Year4 Year5 Year6 Year7	
g.	Computerisation of all the property records against ownership  Year1 Year2 Year3 Year4 Year5 Year6 Year7	
h.	Initiation of issue of Property Tax Certificate (on request) to the existing owners, Accompanied by cancellation of all previous certificates  Already being done  Year1 Year2 Year3 Year4 Year5 Year6 Year7	
i.	Setting up a system for regular upgradation of records (eg. MIS with links to all offices having bearing on land encumbrances)  Year1 Year2 Year3 Year4 Year5 Year6 Year7	
j.	Setting up a system for online provision of information receipt (relating to transactions), Year1 Year2 Year3 Year4 Year5 Year6 Year7 dissemination and requests for certificates	
k.	Timeline for achieving 100% registration of properties  Section 17 of the Registration Act, 1908 does not provide any punishment for non-registration of a property. Government of India should make appropriate provisions in section 17 of the Act and make non-registration punishable.	
	Year 1 Year 2 Year 3 Year 4 Year 5 Year 6 Year 7 % properties registered	
1.	Any other reforms being undertaken (give details in the space provided)  Year1  Year2  Year3  Year4  Year5  Year6  Year7	

### O2- REVISION OF BUILDING BYELAWS TO STREAMLINE THE APPROVAL PROCESS

### (For construction of buildings, development of sites etc.)

### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities towards streamlining of the building approval process, with the broad objective of establishing a simple, transparent and lesser time-consuming process that encourages development.

### **CURRENT STATUS**

- a. Which agency is responsible for preparing Building Byelaws? Chief Town and Country Planning department
- b. Which legislation governs the formulation of Building Byelaws and implementation of the regulation? U.P. Housing and Development Act 1956
- c. Explain the role of various agencies involved with building permission and sanction.

Agency	Role
a. Development Authority	In Development area submission and approval is done by concerned Development
	Authority and no objection certificate is taken from ULB
b. Housing Board	The area developed by Housing Board submission and approval is done by Housing
	Board
C Regulated Area	In Regulated Area's submission and approval is done by Prescribed Authority and NOC
C	is taken from ULB
d ULB	Except above areas submission and approval is done by ULB

d. Explain in detail the existing process of building approval.

After submission of Building Plan to concerned authorities no objection certificate is taken from concerned Local Bodies, Fire department, Air port(if required), PWD, Revenue Department, Town Planning Department(if required). Time Limit for Approval is 30 days for Housing Plan and 90 days for Commercial plan. Appeal against disapproval can be made to competent authorities.

	Are the Building Byelaws uniform throughout the city? (If not, give	ve details) Yes No No
Н	Iow many regulation parameters does a building permission consider?	List those.
	List of Parameters a Land Use B Ground Coverage C Set Back D Parking	Comments
V	When was the Building Byelaws last revised?  Indicate the level of modification by ticking agaisnt the following-  Level of Modification  i. Radical changes (FSI, ground coverage etc. ii. Minor Modifications iii. Changes in approval process (If yes, specifications)	Revision date Detail of modification  Year 2000 Year 2000
	Under revised Building Bye-Laws in 2000, Government height, parking.	t has made changes in the parameters i.e coverage, set back, building
g. D	betail out the extent of use of technology and computers in the process	of building approvals as well as upkeep of records.
	Integrated application software package has been develo	oped for all the development authorities by Awas Bandhu.
<u>g.</u> Iı	Landicate the status of Building Approvals in the financial year2004-200	)5-

1	Number of Applications received (before 30th Feb'2005)	7272
2	Number of Sanctions made within 1 month from date of receipt of the application	267
3	Number of Sanctions made within 2 months from date of receipt of the application	
		517
4	Number of Applications that took more than 2 months for approval	Nil
5	Average time taken for approval of a building	12 days

i. Please indicate the possible reasons for delay in the approval process

### **TIMELINE FOR REFORMS**

Please indicate the mission year by which the following targets would be met-

a.	Consultation with stakeholders on modifications required to Building Byelaws	-Done Year1	Year2	Year3 Year4	Year5	Year6	Year7
b.	Identification and finalisation of modifications in the existing Building Byelaws in streamline the process of approval. (eg. outsourcing of certain activities etc) -Done		Year2	Year3 Year4	Year5	Year6	Year7
c.	Defining mitigation measures for risks from natural disasters as part of Building By (including structural safety issues on basis of seismic zones)	yelaws,Year1	Year2	Year3 Year4	Year5	Year6	Year7
d.	Amendment of the existing legislation to introduce the new Building Byelaws and (Done)	notificatioYear1	Year2	Year3 Year	4 Year	5 Year	Year7
e.	Dissemination of the new set of Building Byelaws through a website	Year1	Year2	Year3 Year4	Year5	Year6	Year7

f.	City level Work	shops to address t (It is on	o the queries of		blic		Year1	Year2	Year3	Year4	Year5	Year6	Year7
g.	Setting up of an	MIS system with	links to all off	ices having b	oearing on b	ouilding permis	sion Year1	Year2	Year3	Year4	Year5	Year6	Year7
h.	Start of Approv	ral as per the new b	ouilding byelav	ws (Done	)		Year1	Year?	Year3	Year4	Year5	Year6	Year7
i.	building plan ap	of interactive citize oprovals, through r ce Recording Syste	nethods such a	as –		ion for	Year1	Year2	Year3	Year4	Year5	Year6	Year7
j.	Timeline for red	duction of average	time taken for	building sar	nction								
		Category of	Year 1	Year 2	Year 3	Year 4	Year 5	Year	6	Year 7			
		buildings				Time taken in							
		Residential	30 days	20	10	7	7	7		7			
		Commercial	30 days	20	15	10	10	10		10			
j.	Any other refor	ms being undertak	en (give detail	s in the space	e provided)		Year1	Year2	Year3	Year4	Year5	Year6	Year7
	l												

## O3 - REVISION OF BUILDING BYELAWS TO MAKE RAINWATER HARVESTING MANDATORY IN ALL BUILDINGS TO COME UP IN FUTURE AND FOR ADOPTION OF WATER CONSERVATION MEASURES

### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities to take sufficient steps towards promoting the use of rain water harvesting systems in cities by making it mandatory for building permission, with a long term objective of promoting conservation of water and ensuring sustainability of water resources.

CURRENT	STATUS
COMBINE	5111105

<u>CURR</u>	ENT STATUS	
a.	Is there any legislation for making Rainwater Harvesting mandatory in build	ildings? Yes No No
b.	If yes, please provide following details of the regulation-	
	i. Since when has it been adopted?	Year 2003
	ii. Is it a part of the building byelaws and mandatory for building sanction	ons? Yes No
	iii. Is it for all buildings?	Yes No
	iv. If no, what are the criteria adopted for selected plots or buildings?	
	Rain water harvesting is mandatory for plot sizes greater than buildings.	an 300 square meter for residential buildings and all non-residential
	LINE FOR ACTION ON REFORMS  Indicate the mission year by which the following targets would be met-	
a.	Final design of Rainwater Harvesting System and decision on end use	Year1 Year2 Year3 Year4 Year5 Year6 Year7
b.	Preparation of draft building byelaws to reflect the mandatory clauses of Ra Harvesting	Rainwater Year1 Year2 Year3 Year4 Year5 Year6 Year7
	(Done)	

c.	Amendment of the existing legislation to introduce the new Building byelaws and no (Done)	otificati Year1 Year2 Year3 Year4 Year5 Year6 Year7
d.	Dissemination of the new set of Building Byelaws through a website	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	(Done)	
e.	City level Workshops to address to the queries of general public (It is on going process)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f.	Start of Approval as per the new building byelaws	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	(Done)	
g.	Any other reforms being undertaken (give details in the space provided)	Year1 Year2 Year3 Year4 Year5 Year6 Year7

# O4 - EARMARKING AT LEAST 20-25 PER CENT OF DEVELOPED LAND IN ALL HOUSING PROJECTS (BOTH PUBLIC AND PRIVATE AGENCIES) FOR EWS/LIG CATEGORY WITH A SYSTEM OF CROSS SUBSIDISATION

### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities towards earmarking at least 20-25 % of developed land in all housing projects (both public and private) for low income families in order to meet the housing needs of both EWS and LIG categories of population.

### **CURRENT STATUS**

a. List the government / quasi-government institutions responsible for provision of housing in the city (eg. Development Authority, Housing Board, Housing Corporation etc).

S.No	Institution	Approx. no. of dwelling units created in previous financial year
1	MDA	-
2	Housing Board	-

b. Please provide details on extent to which the private sector plays a role in housing development in the city

Information parameters	Estimates
Number of private developers in the city	30
Approximate number of housing projects by private developers	6
for whom plans were sanctioned in last year	
Approximate number of dwelling units created by private	1180
developers in above projects	

c.	Is the	re any legislation regarding mandatory reservation of certain percentage of land for EWS/LIG in housing projects? Yes No
d.	If yes	, please provide the following details –
	i.	Percentage of developed land required to be reserved for EWS/LIG
	ii.	Is it applicable to both government as well as private developments? Yes No

### TIMELINE FOR ACTION ON REFORMS

Please indicate the mission year by which the following targets would be n
--

a.	Decision on the extent of reservation (20-25%)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
----	--	-------	-------	-------	-------	-------	-------	-------

b. Amendment of the existing legislation and notification Year1 Year2 Year3 Year4 Year5 Year6 Year7

c. Timeline to improve the percentage of reservation for EWS/LIG in housing projects

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Percentage of			15%	20%	25%		
reservation (%)							

d. Any other reforms being undertaken (give details in the space provided)

Year1 Year2 Year3 Year4 Year5 Year6 Year7

In Housing Policy Statement for integrated townships and high tech townships, 10% plots are reserved for EWS and 10% for LIG.

# O5 - SIMPLIFICATION OF LEGAL AND PROCEDURAL FRAMEWORKS FOR CONVERSION OF AGRICULTURAL LAND FOR NON-AGRICULTURAL PURPOSES.

### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities to take sufficient steps towards streamlining the process of conversion of agricultural land to non-agricultural purposes with the broad objective of establishing a simple, transparent and lesser time-consuming process that encourages development.

### **CURRENT STATUS**

a. Explain in detail the current system for conversion of agricultural land for non-agricultural purposes (for areas coming under Development Authority as well as outside)

Owners of land gives an application for land use change to concerned development authority or regulated are Development authority invites objection from public ,after due consideration of objections then board recommends to housing secretary for change of land use. Government decides the change of land use.

b. List out the number of agencies involved and their roles.

Agency	Role
A Development authority	Recommendation
B CTCP	Technical advice
C Government	Approval
d	

c. Which Legislation/s is/are being followed for conversion of agricultural land for non-agricultural purposes?

U.P Urban Planning and Development Act 1976

d. Has there been any attempt at simplification of the procedure of such conversions in the past? State 'yes' or 'no' and give details. *No* 

	What is the average time taken for conversion of land from agricultural to								
	i. Residential use-	Time is not specified	d in act.						
	ii. Other use (Industrial, commercial etc)-	Time is not specified	in act.						
	iii.								
	Please indicate the possible reasons for delay in the pro-	ocess for conversion of agricult	ural land for non-agricultural purposes						
	Since there is no time frame at every stage,	therefore delay occurs.							
		•							
'IMI	ELINE FOR ACTION ON REFORMS  Not Applicable								
	Finalise on modifications in the existing procedure in and standardise the process of conversion.	order to streamline	Year1 Year2 Year3 Year4 Year5 Year6	Year7					
	Amendment of the existing legislation and notification		Year1 Year2 Year3 Year4 Year5 Year6	Year7					
	Dissemination of the new process through a website		Year1 Year2 Year3 Year4 Year5 Year6	Year 7					
	City level Workshops to address to the queries of gene	ral public	Year1 Year2 Year3 Year4 Year5 Year6	Year 7					
	Setting up an MIS system with links to all offices having land-use	ng bearing on conversion of	Year1 Year2 Year3 Year4 Year5 Year6	Year7					
	Establishment of interactive citizen enquiry system on conversion of land use through methods such as – Interactive Voice Recording System (IVRS), Website,		Year1 Year2 Year3 Year4 Year5 Year6	Year7					

g.	Start of conversions as per the new le	egislation				Year1	Year2	Year3	Year4	Year5	Year6	Year7	
h.	Average time taken for conversion o	f land-use, to	reduce over the	Mission Pe	riod								
		Year 1	Year 2	Year 3	Year 4	Year 3	5	Year 6	Year	7			
	Time taken in months												
i.	Any other reforms being undertaken (give	e details in the	space provide	d)		Year1	Year2	Year3	Year4	Year5	Year6	Year7	

## O6 - INTRODUCTION OF COMPUTERIZED PROCESS OF REGISTRATION OF LAND AND PROPERTY<sup>35</sup>

### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities undertake steps to computerise the process of registration of land and property, so as to deliver efficient, reliable, speedy and transparent services to citizens.

### **CURRENT STATUS**

a. Explain in detail the prevailing process of getting a property or land registered?

Registration of property is done in 347 Sub-Registrar's office. In 241 offices, it is performed manually. However, in 106 district level Sub-Registrar's offices, record of registration of documents is being created on PRERNA software developed by NIC from 01.08.2006. Necessary amendments have been made in Indian Stamp Act, 1899 and Registration Act, 1908 and rules.

- b. To what extent is the present system computerized
  - i. Is there a computerized record of registered properties? Yes
  - ii. Can the property holder register through internet? Yes No

### **TIMELINE FOR REFORM**

a. Indicate the target year for conversion to an electronic process of registration

Year 1 Year 2 Year 3 Year 4 Year 5 Year 6 Year 7

A project for conversion of photocopy process of registration of documents to electronic process of registration of documents has been submitted to Ministry of Rural Development, Government of India. The process of conversion shall be started in a phased manner.

<sup>&</sup>lt;sup>35</sup> Related process improvements and reforms measures are expected to be covered under the Reforms for Property Title Certification.

### **O7- BYELAWS ON REUSE OF RECYCLED WATER**

Final design and decision on end use of a Waste Water Recycling System

Preparation of draft building byelaws to reflect the mandatory clauses of such a system

a.

b.

<u>DESIRED OBJECTIVE/S</u> JNNURM requires the cities frame byelaws related to reuse and recycling of waster water, so as to conserve water resources.
<u>CURRENT STATUS</u>
a. Is there any byelaw pertaining to reuse of recycled water? Yes No
b. If yes, please provide following details –
i. Since when has it been adopted?
ii. Is it a part of the building byelaws? Yes No
iii. Which legislation stipulates it?
c. Mention its coverage and specifications in brief
TIMELINE FOR ACTION ON REFORMS

c.	Amendment of the existing legislation to introduce the new Building Byelaws and procedures	Year1 Year2 Year3 Year4 Year5 Year6 Year7
d.	Dissemination of the new Building Byelaws through a website	Year1 Year2 Year3 Year4 Year5 Year6 Year 7
e.	City level Workshops to address to the queries of general public	Year1 Year2 Year3 Year4 Year5 Year6 Year 7
f.	Start of Approval as per the new Byelaws	Year1 Year2 Year3 Year4 Year5 Year6 Year7
g.	Any other reforms being undertaken (give details in the space provided)	Year1 Year2 Year3 Year4 Year5 Year6 Year7

### **O8-ADMINISTRATIVE REFORMS**

### **DESIRED OBJECTIVE/S**

JNNURM requires the administrative reforms are undertaken in ULBs and other institutions engaged in urban sector management. Such administrative reforms should include – instituting better human resource management systems, reduction in establishment expenditure by introducing voluntary retirement schemes, non-filling up of posts falling vacant due to retirement, extensive use of outsourcing, performance review and management mechanisms, etc., and achieving specified milestones in this regard.

### **CURRENT STATUS**

### STAFF DETAILS AND HUMAN RESOURCE MANAGEMENT

Please give the following details-

Item	Class 1 staff	Class II Staff	Class III staff	Class IV staff	Remarks, if any
Total staff in the Corporation/ ULB	11	10	291	2369	
Permanent/Regular posts	11	10	291	2369	
Occupied posts	7	4	269	404	
Temporary staff	-	ı	38	973	
Technical staff	4	ı	157	•	
Non technical staff	5	ı	134	•	
Vacant posts	4	6	22	9	
Number of new posts created in the past five years	-	-	5	-	
Number of recruitments done against the above posts	-	-	5	-	
Number of posts fallen vacant due to retirement during the past five years	-	-	26	245	
Number of recruitments done against the above posts	-	-	-	-	
Number of retirements expected in the next five years.	1	-	3	169	

Detail out the Initiatives taken for HR management and performance management under taken in the past two financial years

Initiative	Date	Details	Achievements
Nil			

### STAFF- TRAINING

b. List down the Initiatives taken for staff training in the past

Initiative	Date	Details	Achievements
For the purpose of accrual base double entry system	Nov, 2005	Shri Syaram Tripathi, Account Officer	
For the preparation of CDP	July 2006	Shri P.S. Chauhan, Addl. Municipal	
	-	Commissioner	
For the preparation of CDP	July 2006	Shri R.P. Jaiswal. Executive Engineer	

### ESTABLISHMENT EXPENDITURE

Total Establishment expenditure over the past five years (All expenses are in Rs lacs) c.

Particulars	FY 2001-02 (Rs.)	FY 2002-03 (Rs.)	FY 2003-04 (Rs.)	FY 2004-05 (Rs.)	FY 2005-06 (Rs.)	CAGR
Salaries, Wages and Bonus	2220.96	2293.99	2315.82	2108.60	2487.41	
Benefits and Allowances						
Pension	293.21	300.00	390.57	389.95	391.00	
Other Terminal & Retirement						
Benefits						
<b>Total establishment expenses</b>	2514.17	2593.99	2706.39	2508.55	2878.41	
<b>Total Establishment expenses</b>	49.36	45.56	53.42	53.32	50.47	
as % of Total Revenue Income						

**Note**: Benefits and allowances are included in Salaries, Wages and Bonus similarly other terminal and Retirement Benefits are included in Pension head.

d. List down the initiatives taken for reduction in Establishment Expenditure (if any) in the past

Initiative	Date	Details	Achievements
Ban on recruitment	Done	Ban on recruitment	Reduction in establishment expenditure

### **TIMELINE FOR ACTION ON REFORMS**

a. Please identify the steps you wish to take in order to bring about the following. A few steps are being suggested here.

Area of Reform	Proposed steps	Targeted Year in the mission period
<ul> <li>a. Rationalisation in staff &amp; Human Resource Management</li> <li>Suggested steps:</li> <li>Identification of loopholes in the existing staffing</li> <li>Draft Proposal for changes in staffing policy</li> <li>Draft Proposal for reforms in performance evaluation system</li> <li>Employee Consultation</li> <li>Discussion with various ULB Departments</li> <li>Cabinet Approval</li> <li>Preparation of Enabling Legislation</li> </ul>	<ul> <li>Status Study</li> <li>Identification of loopholes</li> <li>Proposal for improvements</li> <li>Consultation with stakeholders</li> <li>Inter departmental consultation</li> <li>Approval of the appropriate authority</li> </ul>	Year 3 & Year 4
<ul> <li>b. Staff Training</li> <li>Suggested steps:</li> <li>Assessment of training needs</li> <li>Finalisation of training curriculum</li> <li>Selection of Agencies to provide training</li> <li>Conduct of training</li> <li>Training programs identified</li> </ul>	<ul> <li>Assessment of Training requirements</li> <li>Identification of training programmes</li> <li>Finalization of training curriculum</li> <li>Selection of agencies</li> <li>Preparation of Training Modules</li> <li>Conduct of Training</li> <li>Impact assessment</li> </ul>	Year 3 & Year 4
c. Reduction in Establishment Expenditure Suggested steps:  Outsourcing certain functions Higher capacity utilisation	<ul> <li>Engagement of consultants</li> <li>Submission of recommendations</li> <li>Action on recommendations</li> </ul>	Year 3 & Year 4

Area of Reform	Proposed steps	Targeted Year in the mission period
<ul><li>Energy saving</li></ul>		
<ul> <li>Cost control targets</li> </ul>		
d. Continuity of tenure of key decision makers	To be decided	
Suggested steps:		
<ul> <li>Minimum average tenure of Municipal Commissioner</li> </ul>		
e. Management review systems	Generation of periodic reports on service	
Suggested steps:	delivery, financial & other aspects	Year 3 onwards
■ Periodic review by Mayor & Municipal Commissioner	<ul> <li>Periodic review by senior functionaries</li> </ul>	
■ Generation of Daily / Weekly / Monthly and Quarterly Performance reports	<ul> <li>Suitable improvement measures as a follow up to</li> </ul>	
on – Financial, Service delivery and Capital Projects	the above	

b. Please give the identified milestones with respect to rationalisation / redeployment in number of staff against the mission year

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Number of staff							

Note: A detailed study is being done by RCUES, GOI, Lucknow. Based on its recommendations, necessary steps will be taken in due course.

- c. Please state by when the ULB shall evolve a detailed Training Plan for its staff. At what frequency such plan shall be reviewed.

  A detailed training plan is being prepared which will be operational in the year 2007-08. The plan will be reviewed after every five years.
- d. Please give the identified milestones for reduction in establishment expenditure against the mission year

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted reduction in Establishment Expenditure		51%	50%	48.5%	47%	46%	45%
(as % of Total Revenue Income)							

Note: A detailed study is proposed to be conducted by National Institute of Urban Affairs, New Delhi. Preliminary discussions have been held with the Director of the Institute. Based on the recommendations of the study and in consultation with the stakeholders, suitable measures will be taken.

e.	. Ensuring stability of tenure( minimum 2 years) for Municipal Commissioner/executive Officer							
	and other municipal functionaries/staff( commitment to be given by state)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	Not possible							

### **O9- STRUCTURAL REFORMS**

#### **DESIRED OBJECTIVE/S**

JNNURM requires the structural reforms are undertaken in ULBs and other institutions engaged in urban sector management. Such structural reforms should include – reviewing and revamping the organisation structure of the ULBs to align it to current requirements, decentralisation within the ULB where necessary, creation of trained cadres of municipal staff in specific technical disciplines, improved coordination mechanisms amongst city level agencies, etc. and achieving specified milestones in this regard.

### **CURRENT STATUS**

- a. Has the organization structure of the ULB been reviewed in the last one year? Please key issues with the prevailing organisation structure of the ULB.

  No
- b. Does the ULB operate through Zonal Offices? If yes, give the following details
  - i. How many such offices exist in the city?

No

- ii. What functions do they perform and what powers do they yield?
- c. Please state the specific cadres of staff that are employed in the ULB.

Cadre of staff	Functional area they are employed in the ULB	Method of selection	Average tenure in one ULB
Class 1	Administration	PCS	3 Year
Class 2	Engg./Tax/Health	State Govt Service	5 Year
Class 3	Clerical	ULB	

d. List role of ULB in other city level parastatal agencies. (for e.g. representation on board, membership in coordination committees, etc.)

### **TIMELINE FOR REFORMS**

a.	List sets of initiatives planned within the ULB organisation (for e.g. reallocation of functions within the ULB departments,
	alignment of sub-ULB level geographic jurisdictions of various departments with ward boundaries, decentralisation of
	functions, etc.)

Initiative for Organisational structural improvements	Target Date

b. List sets of initiatives planned for inter-agency coordination and accountability amongst city level agencies

Initiatives for inter-institutional structural reforms	Target Date
	Year 3
Coordination committee will be set up at the district level	

c. List State level structural reforms to be undertaken for creation of cadre of municipal staff for different technical disciplines.

Initiatives for creation of cadres of municipal staff within the State	Target Date
Cadre restructuring under progress	June 2007

### O10 - ENCOURAGING PUBLIC PRIVATE PARTNERSHIP

### **DESIRED OBJECTIVE/S**

JNNURM requires the cities widely deploy public-private partnership models for more efficient delivery of civic services. Cities should explore wide array of options available for such partnerships and deploy those that optimal in meeting the needs and priorities of its citizens.

### **CURRENT STATUS**

a. List down the key initiatives in PPP, including outsourcing of services undertaken in the ULB during the past five years.

Nil.

Initiative	Date	Details	Achievements

### **TIMELINE FOR REFORMS**

b. List down the State level regulatory and policy initiatives planned for encouraging and deepening PPP in urban services

Regulatory / Policy changes	Target Date	Intended impact
Solid Waste Management through PPP		Improved service delivery
Maintenance of street light through PPP		Improved service delivery
Maintenance of parks through PPP		Improved service delivery

c. List down the city level project initiatives planned through PPP in the next three years.

Project	Target Date	Mode of PPP
Solid Waste Management	Year 4	ВОТ

# Checklist for the 'Urban Reforms Agenda' under JNNURM

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### STAKEHOLDER CONSULTATIONS FOR REFORMS

### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities to commit to reforms after effective consultations held across agencies and institutions involved in undertaking these reforms. It should be ensured that meaningful consultations are held at both the State and City levels on the reforms agenda, prior to the Memorandum of Agreement being entered into with the MoUD. Government of India.

### **DETAILS OF CONSULTATIONS**

Please provide the list of agencies / stakeholders consulted

S.No	Stakeholders Consulted (Name position and agency / institution)
1	State Cabinet
2	Departments of the State Government
3	Elected representatives of the municipal bodies
4	Officers of the municipal corporations and other urban local bodies

Please specify consultations held and dates of such meetings / workshops

Various workshops were organised by Regional Centre for Urban Environmental Studies, Lucknow, Government of India which were well attended by officers of the municipal corporations and other urban local bodies. The reform agenda was explained and feedback taken from each of them. The reform agenda has been put up before the board of the municipal corporations and other urban local bodies and the board's approval has been obtained. Since, the reform agenda required inputs from other departments, like Stamp and Registration department, as well, meetings were held with various departments. Concurrence of the finance and planning departments was also obtained on the reform agenda. Finally, the nod of the state cabinet was obtained to finalise the reform agenda. The state of Uttar Pradesh is thus fully committed to the reform process as envisaged by Government of India.

# $M_{ m ANDATORY}$ Reforms at the level of the State Government

### S1. IMPLEMENTATION OF THE 74TH CONSTITUTIONAL AMENDMENT ACT

### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in implementing the 74<sup>th</sup> Constitutional Amendment Act in its letter and spirit. The State should ensure meaningful association and engagement of Urban Local Bodies in the entire gamut of urban management functions, including but not limited to the service delivery function by parastatal agencies. Over a period of seven years, the Mission aims to ensure that all special agencies that deliver civic services in urban areas to ULBs are either transferred and / or platforms are created for accountability to ULBs for all urban civic service providers in transition.

### **CURRENT STATUS**

a. Please indicate the status of implementation of the following as per the Act:

i. Constitution of municipalities, and last when	Yes No	Election were held in October-November 2006
ii. Composition of municipal councils, and last when	Yes No	Elections were held in October-November 2006 to12 Municipal Corporation, 192 municipalities and 417 Nagar Panchayats
iii. Reservation of seats for women, SCs and STs	Yes No	Seats in municipal elections are reserved as per constitutional provisions.
iv. Constitution of District Planning Committees (DPCs)	Yes No	UP District Planning Committee Act, 1999 has been enacted, DPC formation under process.
v. Constitution of Metropolitan Planning Committee (MPCs)	Yes No	The UP Nagar Nigam Adhiniyam, 1959 in section 57-A provides for constitution of MPC. The rules of MPC are being framed.
vi. Incorporation of Schedule 12 into the State Municipal Act	Yes No	They were incorporated into the Act on 30 <sup>th</sup> May, 1994.

b. Please indicate which of the functions of Schedule 12 have been incorporated into the State Municipal Act and transferred to ULBs by indicating a Yes or No against columns 'c' and 'd'

No.	Functions listed in 12 <sup>th</sup> Schedule	Incorporated in the Act <sup>1</sup>	Transferred to ULBs <sup>2</sup> *
a	b	C	d
1	Urban Planning including town planning	<b>√</b>	Partly
2	Regulation of land-use and construction of buildings	Partly	Partly
3	Planning for economic and social development	No	No
4	Roads and bridges	✓	Partly
5	Water supply- domestic, industrial and commercial	✓	Partly
6	Public health, sanitation, conservancy and SWM	✓	Completely
7	Fire services	No	No
8	Urban forestry, protection of environment and ecology	✓	Partly
9	Safeguarding the interests of weaker sections society including the handicapped and mentally retarded	✓	Partly
10	Slum improvement and upgradation	✓	Partly
11	Urban poverty alleviation	✓	Partly
12	Provision of urban amenities and facilities- parks, gardens and playgrounds	✓	Completely
13	Promotion of cultural, educational, and aesthetic aspects	✓	Completely
14	Burials and burial grounds, cremations, cremation grounds and electric crematoriums	✓	Completely
15	Cattle pounds, prevention of cruelty to animals	✓	Completely
16	Vital statistics including registration of births and deaths	✓	Completely
17	Public amenities including street lighting, parking lots, bus stops and public conveniences	<b>√</b>	Completely
18	Regulation of slaughter houses and tanneries	<b>√</b>	Completely

<sup>\*</sup> ULBs have been performing these functions earlier.

In case of any of the above functions have not been transferred or transferred only partly, please specify the other agencies involved and its role vis-à-vis c. ULBs.

Except 133 Municipal areas where development authorities and regulated area authorities are performing this function, ULBs in remaining 495
towns are doing this function.

<sup>&</sup>lt;sup>1</sup> Indicate as either : Completely, No, or Partly <sup>2</sup> Indicate as either : Completely, No, or Partly

Urban Planning including Town Planning	Same as above
Water Supply	Except Urban areas covered under 5 water works and 2 regional water works, all ULBs are performing this function.
Roads and Bridges	Except roads owned by PWD, all other roads are constructed and maintained by ULBs.
Urban forestry	State Forest Department
Safeguarding the interest of weaker sanction	Social welfare Department, State Urban Development
Slum improvement and up gradation	State Urban Development agencies
Urban poverty allegation	State Urban Development agencies

d. Please indicate whether the transfer of functions has been accompanied by transfer of staff.

Yes	No.	Partl

If no, please specify the extent to which ULBs have been given powers and resources to recruit staff for managing transferred functions.

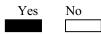
The municipal staff belongs to the centralized or the non-centralised cadre. Recruitment to the centralized staff positions are done through the State Public Service Commission and the Subordinate Staff Selection Board. Recruitment to the non-centralised positions are done at the ULB level.

- e. If the DPC/MPC has been constituted, please attach a copy of the Act.
  - DPC has been constituted under the UP District Planning Committee Act, 1999. The UP Nagar Nigam Adhiniyam, 1959 in section 57-A provides for constitution of MPC.
- f. If the DPC/MPC has not been constituted, has the legislative process for their constitution been initiated? Please specify status, if the process has been initiated.



- g. Please indicate the status of SFC have they been constituted? When was the last SFC constituted?

  Third SFC has been constituted by the Government as per GO No. R.G.-2046/Dus-2004-70-2004 dated December 23, 2004 issued by Finance department.
- h. Please indicate whether SFC s submitted their recommendations. If yes, what is the status of implementation?



There were 61 recommendations made by  $1^{st}$  SFC of which 46 recommendations were totally accepted and 3 were accepted with modifications by the State Government. The  $2^{nd}$  SFC submitted 134 recommendations of which 98 recommendations were totally accepted, 6 were partially accepted and 8 were accepted with modifications by the State Government. 22 recommendations were rejected. The main recommendations was regarding devolution of funds from the tax revenues of the state which was accepted by the State Government.

### TIMELINE FOR REFORMS

#### MUNICIPAL ELECTIONS

a.	If elections to the municipalities have not been held, Please indicate when this will be held.  Elections have been held.	Year1	Year2	Year3	Year4	Year5	Year6	Year7	
DISTR b.	ICT PLANNING COMMITTEE / METROPOLITAN PLANNING COMMITTEE  If the answer to 1(e) (i) is no, then please provide a time schedule for constituting the DPC/MPC. (Indicate year for enactment of Act in box)  Provision for constituting DPC/MPC has been made in the Act.  Please provide timelines for steps leading up to enactment of legislation for constitutions.	Year 1  ution of D			Year4	Year:	Year6	Year7	
	DPC will be made functional in 2007-08. Process for formation of MPC 12. At present, for municipal councillors and municipal commissioner Divisional Commissioner. The representation of the local body is about MPC functional forward will be again reviewed after six months.	are me	mbers o	f the boo	ard of th	ne devel	opment	authority chaired b	y

Please specify the reasons for delay, if any.

### STATE FINANCE COMMISSION

c. Please provide timetable for constitution of SFC, acceptance and implementation of its recommendations

Recommendations of 2 SFC's constituted earlier have already been implemented by the State Government. The recommendations of the  $3^{rd}$  SFC would be available by 2007. The acceptance and implementation of its recommendation would follow in the year 2007-08.

### CONVERGENCE OF URBAN MANAGEMENT FUNCTIONS

d. Resolution<sup>3</sup> by Government expressing commitment to implement the 74<sup>th</sup> Amendment Act<sup>4</sup> with respect to convergence of urban management functions with ULBs (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) *Agreed.* 

<sup>&</sup>lt;sup>3</sup> In case of issues to be decided at the State Government level, a 'Resolution' would imply the resolutions passed by State Legislative Assembly/Cabinet. Similarly in case of issues to be decided at the city level, 'Resolution' would imply the resolutions passed by the Municipal Council

e. Please provide timeline in years of when the State plans to complete the transfer of the following functions<sup>5</sup>

No.	Functions listed in 12 <sup>th</sup> Schedule	Gov.	Cabinet	Amendment of	Implementation		
		Resolution	Approval	State/Municipal Acts			
				State. This function is p			
1	Urban Planning including town planning	133 where this is done by the concerned Development Authorities of					
1	Croun ramming metading town planning			ar, it will be extended to a	ll ULBs. This date will		
		again be review			th .		
				perform this function. B			
2	Regulation of land-use and construction of buildings			nicipal Corporation Act.	This date will again be		
		reviewed after					
3	Planning for economic and social development	2009-10	2009-10	2009-10	2010-11		
4	Roads and bridges	Already with U					
5	Water supply- domestic, industrial and commercial	Already with U					
6	Public health, sanitation, conservancy and SWM	Already with U					
7	Fire services	2009-10	2010-11	2011-12	2011-12		
8	Urban forestry, protection of environment and ecology	Done	Done	Done	2010-11		
9	Safeguarding the interests of weaker sections society	Done	Done	Done	2008-09		
	including the handicapped and mentally retarded						
10	Slum improvement and up gradation	Done	Done	Done	2006-07		
11	Urban poverty alleviation	Done	Done	Done	2006-07		
12	Provision of urban amenities and facilities- parks, gardens and playgrounds	Already with U	ЛLBs.				
13	Promotion of cultural, educational, and aesthetic aspects	Already with U	ЛLBs.				
14	Burials and burial grounds, cremations, cremation	Already with ULBs.					
15	grounds and electric crematoriums	Already with ULBs.					
15	Cattle pounds, prevention of cruelty to animals						
16	Vital statistics including registration of births and deaths	Already with ULBs.					
17	Public amenities including street lighting, parking lots,	Already with U	JLBS.				

<sup>&</sup>lt;sup>4</sup> Note: This can be done by way of unbundling of services. e.g. parastatals or other agencies may operate, maintain, own assets and collect user charges for delivery of these municipal services, so long as they are accountable to ULBs. Service levels should be fixed by ULBs. The ULBs should be empowered and capacitated to ensure delivery of services at the defined level by the service provider/s, through the mechanisms of contractual arrangements. Such mechanisms are consistent with the reforms envisaged under the 74<sup>th</sup> Constitutional Amendment Act)

<sup>&</sup>lt;sup>5</sup> Specify NA where not applicable. The list should correspond to items specified in table under 1. b. as those either partly or not transferred to ULBs.

,	No.	Functions listed in 12 <sup>th</sup> Schedule	Gov. Resolution	Cabinet Approval	Amendment of State/Municipal Acts	Implementation
		bus stops and public conveniences				
	18	Regulation of slaughter houses and tanneries	Already with U	JLBs.		

f. Specify approaches intended to be adopted by State Government to achieve convergence of urban management functions into the functioning of ULBs, please specify the methods.

The parastatals and other government departments working in the municipal limits would be made accountable to the concerned ULBs. Presently, the planning function is handled by the Development authorities. It has been mentioned that this function is proposed to be transferred in the seventh year. However, the commitment to bring be reviewed after six months.

### S2. INTEGRATION OF CITY PLANNING AND DELIVERY FUNCTIONS

### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in the area of institutional convergence at the city level, with an objective to assign or associate elected ULBs with "city planning and delivery functions". During the Mission period, JNNURM envisages that the process of planning and delivery of all urban infrastructure development and management functions and services will converge with the functioning of the ULBs. <sup>6</sup>

### **CURRENT STATUS**

a. Specify agency / agencies involved in planning of urban development and delivery of infrastructure services.

Sector	Agency undertaking planning	Agency/ agencies undertaking delivery of services	Prevailing role of ULB/s in planning vis-à-vis respective sectors
For e.g. Land-use management	ULBs and Development Authorities	ULBs and Development Authorities	Both agencies function independent of each other
Town planning	ULBs and Development Authorities	ULBs and Development Authorities	In the board of the development authority, Municipal Commissioner and 4 municipal councilors are memeber.
Traffic and Transport services	State Government	State Government	None
Water supply and sewerage	ULBs <u>&amp; Jal Sanshthan</u>	ULBs & Jal Sanshthan	Performed by ULB and Jal Sansthan. Mayor is the chairman of Jal Sansthan.
Solid Waste Management	ULBs	ULBs	Performed by ULB

b. Please specify the agency that coordinated the preparation of CDPs under the JNNURM in the Mission cities.

Regional Center for Urban and Environmental Studies, Lucknow..

c.	Please indicate	whether the N	Master Plan and	l / or CDP has	been approved	d by the ULE	3/s vide a specific	resolution.
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Yes	No	

<sup>&</sup>lt;sup>6</sup> Such integration is all the more critical in cities / urban agglomerations where there are multiple ULBs, vis-à-vis a single parastatal agency engaged in spatial planning, trunk infrastructure development and provision of network services (for e.g. water supply, sewerage or transport)

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a.	Please indicate whether the city plans have been placed before the Metropolitan Planning Committee (MPC)	District Plannin	ig Committee	(DPC).
		Yes	No	

Yes No

e. Please indicate agency, if any, responsible for planning and coordination of Heritage conservation.

\*Tourism Department, Government of Uttar Pradesh.and \*Archaeology\* department, Government of Uttar Pradesh.

### **TIMELINE FOR REFORMS**

- a. Resolution by Government expressing commitment to assign or associate ULBs with the city planning function. Please indicate timeline.

  There are 628 ULBs in the State. This function is performed by all except 23 where this is done by the concerned Development Authorities. By 7<sup>th</sup> year, it will be extended to all ULBs.
- b. If the answer to (d) above is 'No', please indicate a timeline
  of when the city plans will be placed before the MPC/DPC

  Year1 Year2 Year3 Year4 Year5 Year6 Year7
- c. Please indicate sequence of steps to integrate ULB/s with the city planning function.

Areas of planning <sup>7</sup>	Steps to integrate ULB/s with the planning function	Targeted year of the Mission period
Land-use and spatial planning	Already been done by most ULBs except areas covered	2011-12 This date will again be
	by 133 Development Authorities & regulated area. The	reviewed after six months
	plan prepared by Development Authorities would be	
	placed <u>before</u> the board of ULB for approval.	
Development of new areas	Same as above	2011-12 This date will again be
		reviewed after six months
Basic infrastructure services, such as	Already with ULBs	N.A.
<ul> <li>water supply,</li> </ul>		
<ul><li>sewerage</li></ul>		
<ul><li>sanitation</li></ul>		
Traffic and transport services	Not Possible	N.A.

<sup>&</sup>lt;sup>7</sup> The areas of planning should cover all aspects of urban development and management

Renewal of inner city areas	Already with ULBs	N.A.
Heritage conservation	Already with ULBs	N.A.
Building regulation	Already been done by some small ULBs except areas covered by 23 Development Authorities & 109 regulated area. The plan prepared by Development Authorities would be placed before the board of ULB for approval.	2011-12 This date will again be reviewed after six months
Socio-Economic planning	Amendment would be made in the relevant Acts	2010-11
Any other		

d. Please indicate sequence of steps to integrate ULB/s with the delivery of services.

Areas of service delivery <sup>8</sup>	Steps to integrate ULB/s with the service delivery function	Targeted year of the
		Mission period
Urban Planning including town planning	This function is perform by all except 133 where this done	2011-12 This date will
	by the concern development authority & regulated area.	again be reviewed after six
	The plan prepared by Development Authorities would be	months
	placed before the board of ULB for approval.	
Regulation of land-use and construction of	This function is perform by all except 133 where this done	2011-12 This date will
buildings	by the concern development authority & regulated area.	again be reviewed after six
	The plan prepared by Development Authorities would be	months
	placed before the board of ULB for approval.	
Planning for economic and social development	Amendment to be made in the relevant Acts	2010-11
Roads and bridges	Already with ULBs	N.A.
Water supply- domestic, industrial and	Already with ULBs. 5 Jal Sansthan & 2 Regional Water	2008-09
commercial	Boards would also be integrated with ULBs.	
Public health, sanitation, conservancy and SWM	Already with ULBs	N.A.
Fire services	Functions and functionaries will be transferred	2011-12
Urban forestry, protection of environment and	The ULB would perform this function in consultation with	2010-11
ecology	the State Forest department.	
Safeguarding the interests of weaker sections	The ULB would perform this function in consultation with	2008-09

<sup>&</sup>lt;sup>8</sup> The areas of service delivery should correspond to all areas listed under Schedule 12 of the 74<sup>th</sup> Constitutional Amendment Act

society including the handicapped and mentally retarded	the Social Welfare department.	
Slum improvement and up gradation	State Urban Development Authority would work in consultation with and under guidance of ULBs.	2006-07
Urban poverty alleviation	State Urban Development Authority would work in consultation with and under guidance of ULBs.	2006-07
Provision of urban amenities and facilities- parks, gardens and playgrounds	Already with ULBs	N.A.
Promotion of cultural, educational, and aesthetic aspects	Already with ULBs	N.A.
Burials and burial grounds, cremations, cremation grounds and electric crematoriums	Already with ULBs	N.A.
Cattle pounds, prevention of cruelty to animals	Already with ULBs	N.A.
Vital statistics including registration of births and deaths	Already with ULBs	N.A.
Public amenities including street lighting, parking lots, bus stops and public conveniences	Already with ULBs	N.A.
Regulation of slaughter houses and tanneries	Already with ULBs	N.A.

- e. Any other related reform steps being undertaken to achieve institutional convergence (please use additional space to specify the details and corresponding timelines targeted)
  - Development Authorities and Regulated area are directed by the Government, that Before approval of Building Plans.

### S3. RENT CONTROL REFORMS

### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in area of rent control legislation, with the objective of having a system that balances the rights and obligations of landlords and tenants to encourage construction and development of more housing stock, as well as promoting an efficient and robust rental/tenancy market, so as to improve the availability of housing across all income categories.

### **CURRENT STATUS**

a.	Please provide a short no	te on the present Rent	Control Legislation,	which provides the	he following details:
----	---------------------------	------------------------	----------------------	--------------------	-----------------------

- i. rights of landlord to get possession back
  This is provided for in U.P. Urban Building (Regulation of Letting, rent & Eviction) Act. 1972 Section 21 of the said Act. provides that on application of the landlord, the prescribe authority, if he is so satisfied, would get the whole or part of the property evicted.
- ii. rights of tenants to continue their tenancy
  This is provided for in section 24 of the above Act. The tenant would give an application to the prescribe authority or the district Judge.
  The said authority after considering the provision as specified in the Act. may allow the tenant to continue his tenancy.
- iii. obligations of tenants with regard to regular rental payments/ maintenance of tenanted property/ adherence to lease agreements, if present No Provision in the Act.
- provision for periodic review of rentals, in accordance with market conditions No Provision in the Act.
- v. fixing of Standard Rents, periodicity of review, and dispute resolution mechanisms

  This is provided for in section 9 of the above Act. on an application of the tenant, the District Magistrate after considering the amenities available in the said house would fix the rent. Periodicity for review is not specified. Dispute resolution mechanism is provided for in section 18 of the Act. Disputes are settled by the District Magistrate. Appeals against the order of the District Magistrate can be made in the court of District Judge.

b. Please indicate whether you have adopted the Model Rent Control Legislation circulated by G	GOI:
--	------

i.	Adopted as is	Yes	No
	•		

	iii. Please specify year o	of adoption		NA			
Please indicat	te the number of properties u	under Rent Control Act		Data not avai	lable		
Please indicat	te whether Rent Control Act	applies to new construction &	new tenancies	Yes	No		
Please indicat	te whether there are any spec	cial provisions for weaker section	ons of society	Yes	No		
Please indicat	te the number of rent control	cases pending in various court	s related to JNNUF	RM cities	Approxir	mately 720	
Please indicat	te the annual trend in new ca	uses being filed related to rent c	ontrol	2002-03	2003-04	2004-05 2	005-06
	nechanism for providing gui- es, please provide a brief des	delines to fix rents on the basis scription below)	of market rates for			Yes	No

### **TIMELINE FOR REFORMS**

a.	Resolution by Government expressing commitment to establish new Rent Control system (N of MOA under JNNURM and a copy submitted to MOUD.) Please indicate timeline.	ote: This resolution should be passed w	vithin 6 months of signing
b.	Defining the Rights and Obligations of landlords and tenants	Year1 Year2 Year3 Year4	Year5 Year6 Year7
	<ul> <li>i. rights of landlord to get possession back</li> <li>ii. rights of tenants to continue their tenancy</li> <li>iii. obligations of tenants with regard to regular rental payments/ maintenant</li> <li>iv. provision for periodic review of rentals, in accordance with market cond</li> </ul>		ease agreements, if present
c.	Establishing a new Rent Control legislation		
	i. Setting up a Committee/Team to draft/amend legislation	Year1 Year2 Year3 Year4	Year5 Year6 Year7
	ii. Stakeholder consultations	Year1 Year2 Year3 Year4	Year5 Year6 Year7
	iii. Preparation of Draft legislation	Year1 Year2 Year3 Year4	Year5 Year6 Year7
	iv. Approval of the Cabinet/ Government	Year1 Year2 Year3 Year4	Year5 Year6 Year7
	v. Final enactment of the legislation by Legislature	Year1 Year2 Year3 Year4 Y	Year5 Year6 Year7
	vi. Notification	Year1 Year2 Year3 Year4	Year5 Year6 Year7
	vii. Preparation and notification of appropriate subordinate legislation	Year1 Year2 Year3 Year4	Year5 Year6 Year7
	viii. Implementation by municipality (ies)	Year1 Year2 Year3 Year4 Y	Year5 Year6 Year7
d.	Please indicate periodicity of revision of rents/rental value guidance, and when next due	Periodicity:	Next due:

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e.	Setting up mechanism for periodic review of rents/ rental value guidance	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f.	Institute Dispute resolution mechanisms (e.g. Special Tribunals/ Courts etc)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	Dispute resolution mechanism is already in place.	
g.	Any other reform steps being undertaken (please use additional space to specify)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	Please indicate how such rent control reforms shall be communicated to the citizens, Such reform shall be communicated to the citizens through the departmental webs	site http://www.fcs.up.nic.in/

### S4. RATIONALISATION OF STAMP DUTY

### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities to rationalise Stamp Duty, with the objective of establishing an efficient real estate market with minimum barriers on transfer of property so as to be put into more productive use.

### **CURRENT STATUS**

a. Please indicate the current Stamp Duty Regime, including surcharge or any other levy on transfer of property

8% stamp duty is charged on registration of documents. However, women are charged at the rate of 6%. 2% surcharge is also taken which is then passed onto ULBs wherever ULBs have passed a resolution to that effect.

b. Please indicate when the stamp duty rate was last revised and by what percentage.

The stamp duty was last revised on 24.02.1997. It was brought down from 12.50% to 8.00%

c. Please indicate whether any concessions to particular classes of individuals or institutions are being provided

Type of Concession	Qualifying Institution/Individual
Remission on deeds of transfer of property	Industry an service sector. The remission has been granted from 19.01.2005

(Please add additional rows if necessary)

d. Please provide the total collection from Stamp Duty over the last 5 years (including surcharge or any other levy on transfer of property)

2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-06
1054.86	1239.77	1743.20	1964.65	2329.57	2818.62

e. Please indicate % and quantum of revenue from Stamp Duty shared with JNNURM cities in the State.

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- i. ULB's share in % Stamp duty as such is not shared with ULBs. However, according to the recommendations of the 2<sup>nd</sup> SFC, 3.2% of tax revenues of the State are devolved to Municipal Corporations, 3.2% to Municipalities and 1.1% to Town Areas.
- ii. Quantum shared with JNNURM cities in last three years (in Rs. Crores)

Name of City	2003-2004	2004-2005	2005-2006
Agra	0.00	15.81	4.78
Allahabad	4.47	6.06	7.93
Lucknow	27.35	26.13	0.00
Kanpur	0.00	11.25	4.98
Meerut	3.39	2.40	0.00
Varanasi	2.18	4.86	11.88
Mathura	0.46	4.30	6.20

f. Please indicate the basis of collection of Stamp Duty, i.e.

i. Declared Value



ii. Higher of the Standard Guidance Value/ Declared Value



iii. Any other method (please specify)



- g. Please indicate the use of information technology in the following:
  - i. Maintenance of records

In 106 district level Sub-Registrar offices, record of registration of document is being created on PRERNA, Software developed by NIC from 01.8.2006

ii. Maintenance of guidance values

Circle rate is revised by the district collector once in every two years

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### TIMELINE FOR REFORMS

- a. Resolution by Government expressing commitment to reduce Stamp Duty<sup>9</sup> to 5% (or less than 5% if the State so desires) within Mission period. The resolution should provide the timetable for reducing the Stamp Duty in a phased manner, i.e. year-wise (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)

  \*\*Agreed\*\*

  \*\*Agreed\*\*

  \*\*Agreed\*\*

  \*\*Agreed\*\*

  \*\*Agreed\*\*

  \*\*This resolution should be passed within 6 months of agreed\*\*

  \*\*Agreed\*\*

  \*\*Agreed\*\*

  \*\*Agreed\*\*

  \*\*Agreed\*\*

  \*\*This resolution should be passed within 6 months of agreed\*\*

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  \*\*This resolution should be passed within 6 months of agreed\*\*

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  \*\*This resolution should be passed within 6 months of agreed\*\*

  \*\*Agreed\*\*

  \*\*Agreed\*\*

  \*\*Agreed\*\*

  \*\*Agreed\*\*

  \*\*This resolution should be passed within 6 months of agreed\*\*

  \*\*Agreed\*\*

  \*\*Agreed\*\*
- b. Fix the periodicity for revising the guidance value for levy of Stamp Duty

Every 2 years

c. Indicate the time-table for reducing the stamp duty rate to 5% (Indicate % of Stamp Duty in the box)

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Stamp duty (%)		8%	7%	6%	5%		

d.	Any other reform steps being undertaken (please use additional space to specify)	Year1 Year2 Year3 Year4 Year5 Year6 Year6 Year6 Year6 Year6 Year6 Year8	ır7

<sup>&</sup>lt;sup>9</sup> The rate of Stamp Duty implies total % that is levied, including surcharge and other levies on transfer of property.

### S5. REPEAL OF URBAN LAND CEILING AND REGULATION ACT (ULCRA)

### **DESIRED OBJECTIVES:**

JNNURM requires that States undertake to repeal the ULCRA with the objective of increasing the supply of land in the market and the establishment of an efficient land market.

If the answer to 1 (a) is no, then please provide any steps tha	thave been taken in this une	-
NE FOR ACTION ON REFORMS		
The State must pass a resolution for the repeal of ULCRA windicate timeline.	ithin 6 months of signing of l	MOA under JNNURM and a copy submitted to MOUD.
The State legislature to pass a resolution in compliance with repeal of ULCRA Act passed by the Parliament in 1999	the <i>Done</i> .	Year1 Year2 Year3 Year4 Year5 Year6
Notification of the above by the State government	Done.	Year1 Year2 Year3 Year4 Year5 Year6
Any other reform steps being undertaken (please use addition	nal space to specify)	Year1 Year2 Year3 Year4 Year5 Year6

# S6. COMMUNITY PARTICIPATION LAW

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in area of Community Participation, with the objective of institutionalising citizen participation as well as introducing the concept of the Area Sabha in urban areas. The larger objective is to integrate involvement of citizens in municipal functioning, e.g. setting priorities, budgeting provisions, exerting peer pressure on compliance to regulation, etc. The Community Participation Law refers to the appropriate provisions that need to be made in the state-level municipal statute(s) for the establishment of such a 3<sup>rd</sup> or 4<sup>th</sup> tier structure within the municipal body precisely as described above. These enactments will also need to ensure clear definition of functions, duties and powers of each of these tiers, and provide for the appropriate devolution of funds, functions and functionaries as may be decided by the State Government to these levels.

#### **CURRENT STATUS**

a. Please provide a list of the current decision-making/advisory platforms in the municipality:

Municipality-level	Municipal Council		Municipal corporation
	Municipal Committees		
	Other (specify)		In Municipal Corporation, there is
			provision of Executive Committee of 12
			members & various sub committee of
			different departments.
Ward-level	Ward(s) Committee <sup>10</sup>	Number of Wards	10
		Number of Ward(s) Committees	6-10 per Municipality
		Average population/ Wards Committee	About 1.5 lakh
		Number of Ward(s) Committee members/	15
		Ward(s) Committee	
		Method of selection of Ward(s)	10 councillors and 5 members nominated
		Committee members	by Government
	Any other provision for	Ward Committee (specify)	NIL
Below the Ward Level	Any other Committee be	elow the Ward Level (specify)	Area Sabha will be constituted in each
			ULB.
Additional Specific	(this could be at any level; please specify those that the ULBs		
Committees / associations	formally recognise and	integrate into their working, for e.g. Resident	
	Welfare Associations, C	Community Development Societies, etc)	

<sup>&</sup>lt;sup>10</sup> As per the 74<sup>th</sup> Constitutional Amendment Act, ULBs may constitute a committee representing more than one municipal ward, or may constitute such committee for each municipal ward.

b.	Please indicate whether there is any formal process for community participation in municipal budgeting  Yes  No  If the answer to question 1 (b) is Yes, please describe the process below (use annexure wherever applicable):					
	citizen		ntroduced by the State Government in all ULBs with a population greater than 1 lakh provided by the ULB and the relative importance of each service. The ULB is then t ing process.			
c.			nal process for community participation in city planning activities e describe the process below (use annexures wherever applicable)	Yes	No	
:	plan is	put up before the Board	pared by town and country planning department after consultation with all stakeholder of Development Authority or Regulated Area for inviting objections and suggestion fron from the objection and considering all suggestion.			
d.	Please in		ity Participation that took place in CDP/DPR documents submitted to JNNURM so far e whether the City Development Plan (CDP) been prepared with community participation	'n	Yes	No
	If yes, pl	lease indicate the alignme	nt of this community participation process to the proposed Community Participation Lav	v <sup>11</sup>		
		Complete Alignment	Community participation process done through Area Sabha and Ward Committee structures envisaged in Community Participation Law			
		Partial alignment	Community participation process done through ward-level processes			

# **TIMELINE FOR REFORMS**

a. Resolution by Government expressing commitment to establish a new Community Participation Law – Please indicate timeline (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)

\*\*Agreed.\*\*

Community participation process done through city-wide process

b. Please indicate the changes you propose to make in your JNNURM city/cities and the timeline for these changes:

Minimal alignment

<sup>&</sup>lt;sup>11</sup> Please tick mark in third column as appropriate

i.	Number of tiers intended to be established in the municipality. Please explain the rationale.	3	
`			

ii. For each tier, please state the prevailing / intended composition of the tier:

No	Name	Description	Composition			
1	Municipality	Board/Corporation	Mayor/Chairman and Councillors			
2	(Intermediary regional platform, e.g. Wards/Borough/Zonal Committee)	10 wards	Councillors of the ward & nominated member			
3	Ward Committee	One ward	Councillors and members of the public			
4	Area Sabha	At election booth level in wards	Members of the public. It will be a registered society.			

c. Proposed Activity-mapping of functions in Community Participation Law (for each of the functions of the Municipality)

No	Municipal Function	Specific activities to be taken at each level below:					
		Municipality	Intermediary Level (specify)	Ward Committee	Area Sabha		
1	Urban planning including town planning	Planning	Suggestive Role	Suggestive Role	Suggestive Role		
2	Regulation of land-use and construction of buildings.	Policy guidance	Involvement	Involvement	Watch dog		
3	Planning for economic and social development.		This function is yet	to be transferred to U	LBs		
4	Roads and bridges.	Construction	Maintenance	Maintenance	Involvement		
5	Water supply for domestic, industrial and commercial purposes.	Supply	Maintenance	Maintenance	Watch dog		
6	Public health, sanitation conservancy and SWM	Service	Monitoring	Monitoring	Watch dog		
7	Fire services	Γ	This function is yet	to be transferred to U	LBs		
8	Urban forestry, protection of the environment and promotion of ecological aspects	Planning	Monitoring	Monitoring	Involvement		
9	Safeguarding the interests of weaker sections of society, including the handicapped and mentally retarded	Budgeting	Monitoring	Monitoring	Suggestive Role		
10	Slum improvement and upgradation.	Service	Suggestive Role	Suggestive Role	Suggestive Role		
11	Urban poverty alleviation	Budgeting	Involvement	Involvement	Suggestive Role		
12	Provision of urban amenities and facilities such as parks, gardens playgrounds	Budgeting	Suggestive Role	Suggestive Role	Maintenance		
13	Promotion of cultural, educational and aesthetic aspects	Policy	Suggestive Role	Suggestive Role	Suggestive Role		
14	Burials and burial grounds; cremations, cremation grounds and electrical crematoriums	Service	Suggestive Role	Suggestive Role	Suggestive Role		
15	Cattle pounds; prevention of cruelty to animals.	Service	Monitoring	Monitoring	Involvement		
16	Vital statistics including registration of births and deaths.	Policy	Monitoring	Monitoring	Involvement		
17	Public amenities including street lighting, parking lots, bus stops and public conveniences	Service	Monitoring	Monitoring	Maintenance		
18	Regulation of slaughter houses and tanneries	Service	Monitoring	Monitoring	Monitoring		

Note: the above

functions are taken from Schedule XII of the 74<sup>th</sup> CAA. If the municipality performs additional functions, these should also be included in the list above. Describe proposed role in the boxes in brief, especially in columns for Ward Committee and Area Sabha

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d.	Time schedule for enactment of Community Participation Law or Amendment of existing Municipality Laws:	Year1	Year2	Year3	Year4	Year5	Year6	Year7
e.	Time schedule for notification of the rules pertaining to the Community Participation Law, or amendment in legislation:	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	Note: States will be required to submit documents related to the above to JNNURM evaluation of actual compliance for successive disbursal of funds	Mission Directo	orate at a	ppropria	te milesto	ones in th	is proces	s, for

f. Interim process for Community Participation in Municipal functions while Community Participation Law is being enacted and notified Please indicate if there are any steps being taken by the Municipality to create opportunities for community participation while the Community Participation Law is being enacted. 12

Extent of Participation	Mechanisms	Response of JNNURM City / State
Complete Community	Community participation being encouraged through	
Participation Structure being	structures like the Area Sabha and Ward	
established	Committee, as envisaged in Community	<b>,</b>
	Participation Law	
Partial community	Community participation process done through	
participation structures being	ward-level processes	
established		
Minimal Community	Community participation process being undertaken	
Participation Structures being	marginally, or not in any organised manner	
established		

<sup>&</sup>lt;sup>12</sup> Edit the text in the table as appropriate

# S7. PUBLIC DISCLOSURE LAW

## **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in area of disclosure of information to public, with the purpose that municipalities and parastatal agencies have to publish various information about the municipality / agency and it's functioning on a periodic basis. Such information includes but is not limited to statutorily audited annual statements of performance covering operating and financial parameters, and service levels for various services being rendered by the municipality.

## **CURRENT STATUS**

a. Please provide a list of the parastatal agencies and the month in which their budget was formally passed for each financial year

Agency:	2003-04	2004-05	2005-06
Municipal Council <sup>13</sup>	26 March, 2003	21 June, 2004	19 April, 2005
Other parastatal agencies (list each below):			
1. Development Authority	22 March, 2003	27 March, 2004	26 February,2005
2. SUDA	April, 2003	May, 2004	June, 2005
3. Jal Sansthan	March 2003	March 2004	June 2005

b. Please provide the latest year for which the statutory audit of accounts has been completed.

o the facest year for which the statutory addition as even completed.						
Agency	Accounts complete upto	Accounts audit complete				
	year	upto year				
Municipal Corporation <sup>14</sup>	2005-06	2005-06				
		A.G.U.P.				
Other parastatal agencies (list each below):						
1. Development Authority	2005-06	AG & Local Fund Audit				
2. DUDA Varanasi	2005-06	A.G.U.P.				
3. Jal Sansthan	2000-01	A.G.U.P.				

c.	Please indicate whether there is any formal provision for public disclosure of accounts and audit stateme	nts of mun	icipality/	other parastatal agencie	s. If Ye
	please highlight the appropriate clauses below:	Yes	No		

<sup>&</sup>lt;sup>13</sup> And - For cities with multiple ULBs within the urban agglomeration, please provide details of all ULBs.

The Right to Information Act adequately ensures disclosure of information to the public. If GoI provides any other guidelines, the State Government would take steps to ensure enactment of the law. Municipal Act. provides the publication of budget.

d. Please indicate prevailing mechanisms in the ULB / parastatal agency, if any, for dissemination of information as per table below:

No.	Information pertaining to	<b>Prevailing disclosure / dissemination mechanism</b> (Please specify communication channel and frequency)
1.	Key municipal / parastatal agency officials and contacts	Through public display boards website
2.	City Development Plans and other plans	Through website
3.	Municipal finance and accounts	None
4.	Procedures for various approvals / permits	None
5.	Schemes managed by the municipal body, especially those related to poverty alleviation, women, children and weaker sections of society	Through community development society, news paper, electronic media.
6.	Procedures to access various services provided by the ULB / parastatal agency	Through display board
7.	Liability for tax / user charges / fees - Basis for liability - Quantum for consumer / tax assessee	None
8.	Service levels of various services	None
9.	Receipt, processing and status of redressal of complaints by citizens	Through citizen charter
10.	Ongoing major projects	Through Display Board

#### TIMELINE FOR ACTION ON REFORMS

a. The State/ULB must pass a Resolution to formulate and adopt a policy on public disclosure which would include the financial statements that are to be released, the audits of certain financial statements that are to be carried out, and a timeline for reforms. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) Please indicate a time line for this commitment.

#### Agreed.

- b. Establishment of the Public Disclosure Law which outlines the information to be disclosed and widely disseminated, for e.g. disclosure of financial statements including key financial indicators for public review, frequency of statutory audit of financial statements and disclosure of its findings, information of levels of services provided, key indicators of service delivery and organisational efficiency, etc. Please indicate which of the following reforms are going to be implemented and the timeline:
  - i. Disclosure of Financial statements, i.e. Balance Sheet, Receipts and expenditures And key Financial Indicators

Yes	No

	Start from Year - Done.	Yearl Year2 Year3 Year4
ii.	Conduct of Annual Statutory Audit	Yes No
iii.	Disclosure of Audited Financial Statements and Audit Report	Yes No
	Start from Year - <i>Done</i> .	Year1 Year2 Year3 Year4
iv.	Time period for publication of annual audited financial statements, (pl. indicate in month	ns after end of financial year) 6 Months
v.	Disclosure of Quarterly Audited Financial Statements	Yes No
vi.	Time period for publication of Quarterly Audited Financial Statements (in months after end of each quarter)	45 days
vii.	Publication of CDP on municipal website	Yes No
viii.	MOAs entered into with GoI and State Governments to be placed before Municipal Cou Immediately.	ncil within days Yes No
ix. List info	Disclosure of MoA in public domain vide a published document, easily accessible to citic Please indicate target date Immediately.  The proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal for the proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal for the proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal for the proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal for the proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal for the proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal for the proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal for the proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal for the proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal for the proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal for the proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal for the proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal for the proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal for the proposed to be disclosed on a regular and mandatory by the parastatal for the proposed to be disclosed on a regular and mandatory by the parastatal for the proposed to be disclosed on a regular and mandatory by the parastatal for the proposed to be disclosed on a regular and mandatory by the parastatal for the proposed to be disclosed on a regular and mandatory by the parastatal for the proposed to be disclosed on a regular and mandatory by the parastatal for the proposed to be disclosed on a regular and mandatory by the parastatal for the proposed to be disclosed on a regular and mandatory by the parastatal for the proposed to be disclosed on a regular and mandatory by the parastatal for the proposed on the proposed on the proposed on the proposed on the propose	

c.

No.	Information pertaining to	Mechanism for disclosure			
1	Key municipal / parastatal agency officials and contacts	Display boards and Website			
2	Procedures for various approvals / permits	Booklets and Website			
3					
4	Procedures to access various services provided by the ULB / parastatal agency	Display boards and Website			
5	Liability for tax / user charges / fees - Basis for liability - Quantum for consumer / tax assessee	Booklets and website			
6	Service levels of various services	Website and citizen charter			
7	Receipt, processing and status of redressal of complaints by citizens	Website and citizen charter			
8	Ongoing major projects	Website			

d. List below the services for which Service Levels information is proposed to be disclosed

No.	Service	Type of Service Level information to be disclosed (only examples provided below)	Frequency of disclosure / communication to citizens
1	Water supply services	New connections, timings, tariff, helpline.	Every year
	<ul> <li>In slum areas</li> </ul>		
	<ul> <li>In non-slum areas (residential &amp;</li> </ul>		
	commercial)		
2	Sewerage / Sanitation / Underground	New connections, tariff, helpline.	Every year
	drainage		
3	Solid Waste Management	Frequency of street sweeping	Every year
4	Storm water drainage systems	Helpline	Every year
5	Building Plan approvals	# of days required for sanction	Every year
6	Road networks within the city	Length of roads and their maintenance	Every year
7	Street Lighting	New lights, repair of existing lights	Every year
8	Birth & Death Registration	# of hours for providing certificates	Every year
9	Public parks and playgrounds	Facilities available	Every year

e.	Year from when Service Levels information will regularly disclosed	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f.	Time schedule for enactment of Public Disclosure Law as described above:	Year1 Year2 Year3 Year4

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g.	Time schedule for notification of the rules pertaining to the Public Disclosure Law:	Year1 Year2 Year3 Year4
1.	Any other reform steps being undertaken and proposed timeline for the same (please u	use additional space as necessary)

# Mandatory Reforms at the level of the Urban Local Body 15

 $<sup>^{15}</sup>$  IN CASE OF URBAN AGGLOMERATIONS WITH MULTIPLE ULBS, THIS SECTION SHOULD BE PROVIDED FOR EACH ULB IN THE JNNURM CITY SEPARATELY

# L1- E-GOVERNANCE

## **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities in governance systems through implementation of e-Governance. The objective of deployment of such information technology tools and applications should remain focussed on having a transparent administration, quick service delivery, effective MIS, and general improvement in the service delivery link

# **CURRENT STATUS**

a. Please indicate the status of E-Governance applications for each of the following services. Provide details on the services using e-applications. Also indicate other services for which E-governance is being used.

Module	Use	of	Name agency	Details of deployment of IT (explain functional features of IT application deployed)					
	IT		responsible	Database of	Online work	Citizen	Any other functional feature		
	Yes	No		records, MIS & reporting	flow	interface			
Property tax		<b>√</b>							
Accounting		<b>√</b>							
Water Supply and Other Utilities		<b>√</b>							
Birth & Death Registration		<b>√</b>							
Citizens' Grievance Monitoring		~							
Personnel Management System		✓							
Procurement and Monitoring of Projects		<b>√</b>							
o E-procurement		<b>√</b>							
o Project/ward works		✓							
Building Plan Approval		<b>√</b>							
Public Health Management		✓							
o Licenses		✓							
O Solid Waste Management		<b>√</b>							

b.	Have there been attempts towards training the staff towards e-governance practices? Yes No If yes, give details.
	Staff at clerical and officer level have been given working training on computers. The personnel have knowledge of standard word processing and accounting packages.

c. What have been the achievements in the following areas as a result of ongoing e-governance initiatives .Explain with initiatives undertaken-

Area of Improvement <sup>16</sup>	Initiatives taken	Achievement
Citizen information	Development of website	Information about Nagar Nigam and Important provision of right to information act regarding Nagar Nigam.
Service delivery	Computerisation of records	It is in process.
Citizen participation	-	-
Municipal Resource planning (financial controls, operational management and reporting etc)		

## **INFORMATION TECHNOLOGY**

d.	Does 1	the	municipal	ity	have a	website	of its	own?	
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Yes

Give the following details about the website.

The website contains some information of Nagar Nigam and Information of provision of right to information Act..

e. What is the frequency of data- update on the website?

The detailed website is being developed..

# **SYSTEM INTEGRATION**

- f. Are the departments electronically interconnected through LAN (Local Area Network)?
- g. Are the Zonal offices (if any) electronically connected through WAN (Wide Area Network)? Yes No No Not Applicable

 $<sup>^{16}</sup>$  List should correspond with areas identified in a. above

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7		Does the city have a GIS base map in place? Yes No Please specify agency that is repository of the map, scale of the map and the date (month, year) it was last updated.							
To prepare GIS base maps ?	The consulta	nt has bee	n appointed.						
What all information is mappe			with details, in	the table belo		Accessing involved	Other relevant detail		
Information layer available	Available of City level	Ward level	Property / Household	Any other level	Not available	Agencies involved for updation	Other relevant aetall		
ULB and ward boundaries					<b>√</b>				
					<b>✓</b>				
Road and street layer					✓				
Road and street layer Property layer									
Property layer					<b>√</b>				
					✓ ✓				
Property layer Household & demographic					,				
Property layer Household & demographic Water supply network					<b>√</b>				
Property layer Household & demographic Water supply network Sewerage network					✓ ✓				

## TIMELINE FOR ACTION ON REFORMS

The Government of India has formulated the National e-Governance Action Plan (NEGAP), part of which includes a National Mission Mode Programme (NMMP) for e-Governance in municipalities. This NMMP intends to roll-out e-Governance in municipalities on a nation-wide basis. This programme will be launched in the coming months. The following steps have been identified based on the NMMP for a comprehensive e-governance at the municipal level. Following are the critical steps that need to be undertaken in the implementation of the NMMP for ULBs, for which ULBS need to indicate a timeline for the key milestones:

a.	Appointment of State-level Technology Consultant as State Technology Advisor	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	Price Waterhouse Coopers has been appointed as State Technology Advisor has completed the "as-is" survey. A road map for deployment of IT is being p				ormation	and Tec	hnology.	The agency
b.	Preparation of Municipal E-Governance Design Document (MEDD) on the basis of National Design Document as per NMMP	Year1	Year2	Year3	Year4	Year5	Year6	Year7
c.	Based on the National Mission Mode Project of Government of India, the design doc Assessment of MEDD against National E-Governance Standards	cument wi Year1	iii be prej Year2	yarea. Year3	Year4	Year5	Year6	Year7
<b>C.</b>	(e.g. Scalability, intra-operability & security standards etc.)			Tours				
d.	Finalisation of Municipal E-Governance implementation action plan for the city	Year1	Year2	Year3	Year4	Year5	Year6	Year7
e.	Undertaking Business Process Reengineering (BPR) Prior to migration to e-governance systems	Year1	Year2	Year3	Year4	Year5	Year6	Year7
f.	Appointment of Software consultant(s) / agency for development, deployment And training	Year1	Year2	Year3	Year4	Year5	Year6	Year7
g.	Exploring PPP option for different E-Governance services	Year1	Year2	Year3	Year4	Year5	Year6	Year7

h. Implementation of E-governance initiatives in the JNNURM city, against the identified modules

Module	Steps to be undertaken	Targeted Year in the Mission Period for completion <sup>17</sup> (Year 1 to Year 7)
Property tax	Development of software	Year 3
Accounting	Accounting Manual and software being developed	Year 3
Water Supply and Other Utilities	Digitisation of data	Year 4
Birth & Death Registration	Development of software	Year 3
Citizens' Grievance Monitoring	Development of software	Year 3
Personnel Management System	Digitisation of data	Year 4
Procurement and Monitoring of Projects	To be decided	
o E-procurement		
o Project/ward works		
Building Plan Approval	Digitisation of data	Year 7
Health Programs	To be decided	
o Licenses		
o Solid Waste Management		
Any other module		

i.	Any other reform steps being undertaken (please use additional space to specify)	Year1	Year2	Year3	Year4	Year5	Year6	Year
	If a plan has been drawn up and / or is under implementation, please provide details Please indicate methods of dissemination (to the citizens) of the reforms undertaken ar		eline for t	he same				

<sup>&</sup>lt;sup>17</sup> Completion of the module implies – completion of database of records / digitisation of related data, generation of reports for management and public dissemination, work-flows are managed on-line or on a real-time basis, citizen interface and dissemination of information is handled through the system (*viz. elimination of manual processes to extent possible*)

# L2- MUNICIPAL ACCOUNTING

## **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in Municipal Accounting, with the objective of having a modern accounting system based on double-entry and accrual principles, leading to better financial management, transparency and self-reliance.

# **CURRENT STATUS**

a. Please provide a short note on the present method of accounting being followed in your city

Single entry cash based accounting system is being followed. The accounts, manuals and registers are maintained as per the Municipal Accounting Manual.

b. Please provide the status of completion and adoption of accounts, and if they have been audited and published in the last 3 years (specify month / year)

Year	Adopted	Audited	Published
2002-2003	23 March, 2002	Test Audit by A.G.U.P. in	NA
		November, 2003	
2003-2004	26 March, 2003	Test Audit by A.G.U.P. in	NA
		December, 2004	
2004-2005	21 June, 2004	Test Audit by A.G.U.P. in April-	NA
		May, 2006	
2005-2006	19 April, 2005	-do-	NA

c.	Please state whether	State/city has	drawn up its own	accounting manual
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Yes No

d. Please state whether State/city has adopted NMAM<sup>18</sup>

<sup>&</sup>lt;sup>18</sup> The National Municipal Accounts Manual (NMAM) has been prepared by MOUD with support from CAG to promote the implementation of improved financial management through electronic means leading to improvement in internal government operations to support and stimulate good governance.

	i. without modifications
	ii. with modifications.
I	If NMAM has been adopted with modifications, please state these:
	Regional Center for Urban and Environmental Studies, Lucknow has been engaged to prepare Municipal account manual.
	Please state whether State has modified its current appropriate laws and regulations to be in compliance with the double-entry accrual principles. If yes, please state whether State has modified its current appropriate laws and regulations to be in compliance with the double-entry accrual principles. If yes, please state whether State has modified its current appropriate laws and regulations to be in compliance with the double-entry accrual principles. If yes, please state whether State has modified its current appropriate laws and regulations to be in compliance with the double-entry accrual principles. If yes, please state whether State has modified its current appropriate laws and regulations to be in compliance with the double-entry accrual principles. If yes, please state whether State has modified its current appropriate laws and regulations to be in compliance with the double-entry accrual principles. If yes, please state whether states are supported by the provided date of such modification.
I	If applicable, please provide current status of implementation of double-entry accrual system.
	Regional Center for Urban and Environmental Studies, Lucknow, Ministry of Urban development, Government of India, has been engaged to suggest a road map for implementation of double entry accrual based accounting system. It would also develop a software for implementation and suggest modifications in the existing laws. The manual should be ready by June 2007.
L	
ELI	INE FOR ACTION ON REFORMS
ISI'	TION TO DOUBLE ENTRY ACCOUNTING ON ACCRUAL PRINCIPLES
	Resolution by Government expressing commitment to establish modern municipal accounting system. (Note: This resolution should be passed within 6 m of signing of MOA under JNNURM and a copy submitted to MOUD.)
	Regional Center for Urban and Environmental Studies, Lucknow, Ministry of Urban development, Government of India, has been engaged to suggest a road map for implementation of double entry accrual based accounting system. It would also develop a software for implementation and suggest modifications in the existing laws. The manual should be ready by June 2007.

Year1

Year2

Year3 Year4

Appointment of consultants for development of State wide Municipal Financial

Done.

b.

Accounting Manual

Year5 Year6 Year7

c.	Completion and adoption of Municipal Financial Accounting Manual, in line with NMAM or otherwise	Year1 Year2 Year3 Year4 Year5 Year6 Year7
d.	GO/Legislation/Modification of Municipal Finance Rules for migrating to double-entry accounting system	Year1 Year2 Year3 Year4 Year5 Year6 Year7
e.	Training of personnel	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f.	Appointment of field-level consultant for implementation at the city-level	Year1 Year2 Year3 Year4 Year5 Year6 Year7
g.	Notification of cut-off date for migrating to the double-entry accounting system	Year1 Year2 Year3 Year4 Year5 Year6 Year7
h.	Re-engineering of business processes to align with accrual based accounting system (aligning all commercial and financial processes such as procurement, revenue collection, Payroll, works contracts, etc.)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
i.	Completion of registers and Valuation of assets and liabilities	Year1 Year2 Year3 Year4 Year5 Year6 Year7
j.	Drawing up of opening balance sheet (OBS): i. Provisional OBS	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	ii. Adoption of provisional OBS	Year1   Year2   Year3   Year4   Year5   Year6   Year7
	iii. Finalisation of OBS	Year1   Year2   Year3   Year4   Year5   Year6   Year7
k.	Full migration to double-entry accounting system	Year1 Year2 Year3 Year4 Year5 Year6 Year7
1.	Production of financial statements (income-expenditure accounts and balance sheet) as per the new system	Year1 Year2 Year3 Year4 Year5 Year6 Year7

PRC	OVED FINANCIAL MANAGEMENT		
	State year from which external audit of financial statements <i>CAG Audit is being done.</i>	will commence	Year1 Year2 Year3 Year4 Year5 Year6 Year6 Year6 Year8
	Frequency of such external audit cycle		A.G. Audit is done after every 2 years
	State year from which ULB will commence preparation of outcome budgets		Year1 Year2 Year3 Year4 Year5 Year6 Y
	State year from which ULB will institute internal audit / control mechanisms  Internal audit is being performed.		Year1 Year2 Year3 Year4 Year5 Year6 Y
		State year in which ULB will undertake Credit rating	
	State year in which ULB will undertake Credit rating		Year1 Year2 Year3 Year4 Year5 Year6 Y
	State year in which ULB will undertake Credit rating  Please specify year in which related financial management s  Related Financial Management Systems	Target ye	and integrated with the financial accounting system.  ear for completion and integration with Financial Accounting
	Please specify year in which related financial management s  Related Financial Management Systems		and integrated with the financial accounting system.  Pear for completion and integration with Financial Accounting
	Please specify year in which related financial management s  Related Financial Management Systems  Procurement systems	Target ye	and integrated with the financial accounting system.  Pear for completion and integration with Financial Accounting  Year 5
	Please specify year in which related financial management s  Related Financial Management Systems  Procurement systems  Works contracts management	Target ye	and integrated with the financial accounting system.  Pear for completion and integration with Financial Accounting  Year 5  Year 5
	Please specify year in which related financial management s  Related Financial Management Systems  Procurement systems  Works contracts management Payroll and wage payments	Target ye	and integrated with the financial accounting system.  Par for completion and integration with Financial Accounting  Year 5  Year 5  Already being done
	Please specify year in which related financial management s  Related Financial Management Systems  Procurement systems  Works contracts management Payroll and wage payments  Stores and inventory management	Target ye	and integrated with the financial accounting system.  Pear for completion and integration with Financial Accounting  Year 5  Year 5  Already being done  Year 5
	Please specify year in which related financial management s  Related Financial Management Systems  Procurement systems  Works contracts management Payroll and wage payments	Target ye	and integrated with the financial accounting system.  Par for completion and integration with Financial Accounting  Year 5  Year 5  Already being done

<sup>19</sup> Should link with milestones committed in the reform agenda for e-governance.

# L3-PROPERTY TAX<sup>20</sup>

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in the methods of levy, administration and collection of Property Taxes, with the broad objective of establishing a simple, transparent, non-discretionary and equitable property tax regime that encourages voluntary compliance. States/cities need to ensure that their desirable objectives for reforms include these reforms, but need not restrict themselves to these items

# **CURRENT STATUS**

a. Please indicate if Property tax is currently levied on the following types of properties:

i. Residentialii. Commercialiii. Industrialiv. Any other categoryNonResidential

b. Please provide the Method of Property Tax Assessment being followed

i. Self-assessment

ii. Demand-based



Non-discretionary self assessment method is being follows in residential buildings. Guidance values are decided every two years by the Municipal Commissioner. The system eliminates discretion and hence reduces corruption. For non residential buildings capital cast is the basis of assessment.

c. Please provide the Basis of determination of property tax

i. Capital value (For Non Residential)

ii. Rateable value



<sup>&</sup>lt;sup>20</sup> Note: This section should only deal with Property Tax or its variants (viz. House Tax, Tax on vacant land, etc.). Revenues collected for specific services provided by ULBs such as water, sewerage, street lighting, etc., levied in the form of taxes / surcharge on the base of property tax (for e.g. as a % of ARV) and /or collected together with Property Tax, should be reported separately in the following section on User Charges.

iii. Unit Area (For Residential)

		,	
iv.	Other	(please	specify)



d. Please provide the Use of technology in property tax management, by giving appropriate details in the box

i. GIS database of record of properties liable to property tax

GIS database is being developed.

ii. Electronic database of property records

Survey for preparation of database is being carried out.

iii. Computerised generation of Property Tax demand notices

Computerised generation of Property Tax demand notices will be done after data feeding of the properties.

iv. Computerised recording of receipts of tax collection

As above.

v. Any other functionality of Property Tax system

.....

e. i) Please indicate Property Tax (House Tax) as % of Own Sources of Revenue Income and Total Revenue Income of Nagar Nigam

Year	2003-04	2004-05	2005-06
PT as % of Own Sources of	63%	50%	34%
Revenue Income			
PT as % of Total Revenue	13%	14%	11%
Income			

f. Please provide the below information on Current coverage

Connections coverage and collection figures for property tax and water charges will be confirmed by January 31, 2007

No.	Type of Property	Estimated	No. of properties in the	No. of properties	Coverage ratio
		no. of	records of the municipality	paying property tax	
		properties			(4) / (2)
	(1)	(2)	(3)	(4)	(5)
1	Residential	1,70,000	1,52,000	1,00,000	0.58
2	Commercial/	20,000	2,000	2,000	0.10
	Industrial & others				
·	Total	1,90,000	1,54,000	1,02,000	0.52

i) Please indicate the Amount of property tax (House Tax) being collected for following years- Nagar Nigam Varanasi.

g.

Financial Year	Category	Current Demand Raised in Rs.	Arrear Demand in Rs.	Total demand	Current demand Collection in Rs. 'collection 2fficiency in % in brackets)	Arrear Demand collection in Rs. (collection efficiency in % in brackets)	Total collection in Rs. (collection efficiency in % in brackets)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
FY - 05-06	Residential	5,17,91,078	66,74,923	5,84,66,001	4,17,87,340	30,76,846	4,48,64,186
	Commercial	1,72,63,693	22,37,978	1,95,01,671	1,39,28,348	10,33,051	1,49,61,399
	Industrial & others						
	Total	6,90,54,771	89,12,901	7,79,67,672	5,57,15,688 (80.68%)	41,09,897 (46.16%)	5,98,25,585 (76.74%)
FY 04-05	Residential	4,74,94,165	1,25,64,00	4,87,50,565	4,09,44,982	11,30,660	4,20,75,642
	Commercial	1,58,31,389	5,28,619	1,63,60,008	1,36,47,568	4,74,462	1,41,22,030
	Indl. & others						
	Total	6,33,25,554	17,85,019	6,51,10,573	5,45,92,550 (86.22%)	16,05,122 (90%)	5,61,97,672 (86.32%)
FY 03-04	Residential	4,04,614,31	70,21,416	4,74,82,847	3,98,82,833	63,43,614	4,62,26,447
	Commercial	1,05,000,00	39,00,000	1,44,00,000	1,03,51,381	35,20,000	1,38,71,381
	Indl. & others						
	Total	5,09,61,431	1,09,21,416	6,18,82,847	5,02,34,214 (98.57%)	98,63,614 (90%)	6,00,97,828 (97.11%)

g-ii) Please indicate the Amount of property tax (Water Tax and Sewer Tax) being collected for following years- Jal Sansthan Varanasi.

Financial Year	Category	Current Demand Raised in Rs.	Arrear Demand in Rs.	Total demand	Current demand Collection in Rs. (collection efficiency in % in brackets)	ArrearDemand collection in Rs. (collection efficiency in % in brackets)	Total collection in Rs. (collection efficiency in % in brackets)
(1)	(2)	(3)	(4)		(5)	(6)	(7)
FY - 05-06	Residential	10,92,70,000	4,38,20,000	15,30,90,000	7,17,50,000	1,91,80,000	9,09,30,000
	Commercial	3,12,20,000	1,25,20,000	4,37,40,000	2,05,00,000	54,80,000	2,59,80,000
	Industrial & others	1,56,10,000	62,60,000	2,18,70,000	1,02,50,000	27,40,000	1,29,90,000
	Total	15,61,00,000	6,26,00,000	21,87,00,000	10,25,00,000 (67%)	2,74,00,000 (44%)	12,99,00,000 (59%)
FY 04-05	Residential	10,01,00,000	2,80,00,000	12,81,00,000	7,08,40,000	1,34,40,000	8,42,80,000
	Commercial	2,86,00,000	80,00,000	3,66,00,000	2,02,40,000	38,40,000	2,40,80,000
	Industrial & others	1,43,00,000	40,00,000	1,83,00,000	1,01,20,000	19,20,000	1,20,40,000
	Total	14,30,00,000	4,00,00,000	18,30,00,000	10,12,00,000 (71%)	1,92,00,000 (48%)	12,04,00,000 (66%)
FY 03-04	Residential	9,15,60,000	1,37,20,000	10,52,80,000	7,04,20,000	68,60,000	7,72,80,000
	Commercial	2,61,60,000	39,20,000	3,00,80,000	2,01,20,000	19,60,000	2,20,80,000
	Industrial &	1,30,80,000	19,60,000	1,50,41,000	1,00,60,000	9,80,000	1,10,40,000
	others						
	Total	13,08,00,000	1,96,00,000	15,04,00,000	10,06,00,000 (67%)	98,00,000 (50%)	11,04,00,000 (76%)

g. Please list the Exemptions given to property owners

No.	Type of Exemption	Qualifying institution/ individual	Revenue implication of exemption for a year (Rs.)
1	Buildings & Lands used for disposal of dead bodies		5,00,000
2	Buildings & Lands used for public worship or for		25,00,000
	charitable purpose		
3	Building used for schools and colleges		2,00,00,000
4	Ancient monuments defined in Ancient monuments		10,00,000
	preservation Act.		
	Annual value of which is Rs. 360/- or less.		5,00,000
	Building and lands vesting in the Union of India		1,00,00,000
	Building on part of land measuring 30 sq. metre or having		10,00,000
	carpet area up to 15 sq. metre		
	Buildings & Lands used for Sports Activities/Stadium		5,00,000
	Total		3,60,00,000 (Approx.)

(please use additional rows if necessary)

h. Please specify the Assessing Authority and describe the level of discretionary power available with assessing authority

Self Assessment method is followed for determination of property tax. The system is transparent. The guidance values are fixed by the Municipal Commissioner once every two years. The citizen can himself calculate the incidence of property tax. There is no discretionary power. However, assessment of property tax for commercial and industrial properties is done on a rateable value method that has an element of discretion.

- i. Please provide the following details about update of property records and guidance values
  - i. Date when last update of property records through general revision was done

01/04/1976

ii. Date when last revision of guidance values<sup>21</sup> was done

01/04/2004

iii. Frequency of revision of guidance values

2 years

iv. Please indicate whether information from appropriate authorities on new building construction, or additions to existing buildings is being captured; if yes, how and at what frequency?(e.g. development authority etc)

Yes

No

cupoures, in yes, now and as what nequency (eight accompanion and

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<sup>&</sup>lt;sup>21</sup> Here, guidance value implies the basis for computation of Property Tax liability

<sup>\*</sup> Rates shall be revised by March, 2007

By random survey undertaken by the ULB.	

at what periodicity? (e.g. Dept of Stamps and Registration)

Yes

No

v. Please indicate whether information from appropriate authorities on change of ownership and land valuation is being captured; if so, how and

Change in ownership is captured through mutation proceedings done by the ULB/Development Authority. Changes in land valuation are captured through the biannual revision of guidance values done by the Municipal Commissioner and biannual revision of circle rate done by the District Collector.

## TIMELINE FOR ACTION ON REFORMS

Please provide timeline and indicate the steps intended (wherever not mentioned) for achieving the following action items

<u>Reform</u>	Steps proposed in order to achieve the	Target ye	ear for comp	<i>letion</i>				
	reform	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
a) Enhancing coverage of property tax regime to all properties liable to tax	Done							
b) Elimination of exemptions	Amendment in legislation			✓				
c) Migration to Self-Assessment System of Property Taxation (Only Non Residential	a. Setting up a Committee/Team to draft/amend legislation		<b>√</b>					
buildings)	b. Stakeholder consultations			✓				
	c. Preparation of Draft legislation			<b>✓</b>				
	d. Approval of the Cabinet/ Government			<b>√</b>				
	e. Final enactment of the legislation by Legislature			<b>1</b>				
	f. Notification			✓				
	g. Preparation and notification of appropriate subordinate legislation			<b>1</b>				
	h. Implementation by municipality				✓			
d) Setting up a non-discretionary method for determination of property tax (e.g. unit	Done on residential buildings.							

			Target year for completion						
<u>reform</u>	Year 1	<u>Year 2</u>	Year 3	Year 4	Year 5	Year 6	Year 7		
Calcation of annuariate consultant									
		•							
			<b>Y</b>						
				-/					
				•					
					•				
1 1						<b>,</b>			
Done every two years									
a Pariodicity to be adopted Dane									
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	Dolle, A	ready reckon	ci ioi tax a	.5505505 110	s occii pre	parcu.			
, e	Done Th	ic ic an on-a	oing proces	s We org	anice neri	odic campo	e for tay		
		is is all oll-go	onig proces	is. WC 01g	amse perio	odic camps	5 101 tax		
	ussesses.		<b>√</b>						
100000 11120 000	Done. Ar	ppeals again	st assessm	ent can b	e made ir	the Judg	es Small		
							,		
			o those tax	paver who	o deposit t	heir tax wi	thin time		
				1.7	F				
-		52%	60%	75%	85%	85%	85%		
-		82%	84%	85%	88%	90%			
	a. Selection of appropriate consultant b. Preparation of digital property maps for municipality c. Verification of digital maps and preparation of complete data-base of properties d. Administration of Property Tax using GIS database and related application e. Mechanism for periodic updation of GIS database  Done every two years  a. Periodicity to be adopted Done b. Deadline for adoption Done a. Preparation of Ready Reckoner (guidance booklet) for tax assesses b. Local camps for clarification of doubts and assistance in filling out forms c. Setting up a website for property tax issues/ FAQs etc	a. Selection of appropriate consultant b. Preparation of digital property maps for municipality c. Verification of digital maps and preparation of complete data-base of properties d. Administration of Property Tax using GIS database and related application e. Mechanism for periodic updation of GIS database  Done every two years  a. Periodicity to be adopted Done b. Deadline for adoption Done a. Preparation of Ready Reckoner (guidance booklet) for tax assesses b. Local camps for clarification of doubts and assistance in filling out forms c. Setting up a website for property tax issues/ FAQs etc  Done. Af Causes C 10% rebs	a. Selection of appropriate consultant b. Preparation of digital property maps for municipality c. Verification of digital maps and preparation of complete data-base of properties d. Administration of Property Tax using GIS database and related application e. Mechanism for periodic updation of GIS database  Done every two years  a. Periodicity to be adopted Done b. Deadline for adoption Done a. Preparation of Ready Reckoner (guidance booklet) for tax assesses b. Local camps for clarification of doubts and assistance in filling out forms c. Setting up a website for property tax issues/ FAQs etc  Done. Appeals again Causes Court.  10% rebate is given to 52%	a. Selection of appropriate consultant b. Preparation of digital property maps for municipality c. Verification of digital maps and preparation of complete data-base of properties d. Administration of Property Tax using GIS database and related application e. Mechanism for periodic updation of GIS database  Done every two years  a. Periodicity to be adopted Done b. Deadline for adoption Done a. Preparation of Ready Reckoner (guidance booklet) for tax assesses b. Local camps for clarification of doubts and assistance in filling out forms c. Setting up a website for property tax issues/ FAQs etc  Done. Appeals against assessm Causes Court.  10% rebate is given to those tax	a. Selection of appropriate consultant b. Preparation of digital property maps for municipality c. Verification of digital maps and preparation of complete data-base of properties d. Administration of Property Tax using GIS database and related application e. Mechanism for periodic updation of GIS database  Done every two years  a. Periodicity to be adopted Done b. Deadline for adoption Done a. Preparation of Ready Reckoner (guidance booklet) for tax assesses b. Local camps for clarification of doubts and assistance in filling out forms c. Setting up a website for property tax issues/ FAQs etc  Done. Appeals against assessment can b Causes Court.  10% rebate is given to those tax payer who	a. Selection of appropriate consultant b. Preparation of digital property maps for municipality c. Verification of digital maps and preparation of complete data-base of properties d. Administration of Property Tax using GIS database and related application e. Mechanism for periodic updation of GIS database  Done every two years  a. Periodicity to be adopted Done b. Deadline for adoption Done a. Preparation of Ready Reckoner (guidance booklet) for tax assesses b. Local camps for clarification of doubts and assistance in filling out forms c. Setting up a website for property tax issues/ FAQs etc  Done. Appeals against assessment can be made in Causes Court.  10% rebate is given to those tax payer who deposit to the court of the court of the court of the cause of the court.  52% 60% 75% 85%	a. Selection of appropriate consultant b. Preparation of digital property maps for municipality c. Verification of digital maps and preparation of Complete data-base of properties d. Administration of Property Tax using GIS database and related application e. Mechanism for periodic updation of GIS database  Done every two years  a. Periodicity to be adopted Done b. Deadline for adoption Done a. Preparation of Ready Reckoner (guidance booklet) for tax assesses b. Local camps for clarification of doubts and assistance in filling out forms c. Setting up a website for property tax issues/ FAQs etc  Done. Appeals against assessment can be made in the Judg Causes Court.  10% rebate is given to those tax payer who deposit their tax with the state of the property and		

Reform Steps proposed in order to ach		Target year for completion						
	reform	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
(Specify target Collection ratio for each year of mission)								
m) Improvement in collection of arrears, to reach Total Outstanding Arrears less than or equal to 10 % of Current demand for previous year (exclude tax assessments under litigation, but include Property Tax / service charge levied on Government properties)	Specify targeted Total Arrears for each year as % of Total Current Demand for previous year, taking into account current position		54%	40%	30%	20%	10%	
n) Any other reform steps being undertaken (please specify)	Please indicate methods of dissemination (to the citizens) of the reforms undertaken and the timeline for the same							

# L4-USER CHARGES<sup>22</sup>

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities in the levy of user charges on different municipal services, with an objective of securing effective linkages between asset creation and asset maintenance and ultimately leading to self-sustaining delivery of urban services.

#### **CURRENT STATUS**

a. Please provide a list of services being delivered by municipalities/ parastatals and the status of user charges being levied for each. 23

Type of Service <sup>24</sup>	User charge levied	Service Provider	Tariff Structure	Last Revision of Tariff
Water Supply	Yes/No) Yes	Jal Sansthan	Based on Annual Value of the property.	1998-99
Sewerage	No	ULB & Jal Sansthan	As above	-
Solid Waste Management	No	ULB		
Public Transport	NA	State Government		
Street lighting	No	ULB		
Primary health	No	State Government	Re 1/patient	2004
Hiring of municipal assets Auditorium, Town Hall, Shops, Some Residences, Places of Parking etc.	Yes	ULB/PPP		2005-06

b. Please furnish the costs and revenue collection in providing the following services (total, per unit and per capita/ household cost and revenues) in **2004-05.** Also indicate the details of Revenue losses.

Note: This section deals with user charges, collected either in the form of a tax or surcharge or fee. All revenues collected against specific services should be reported in this section w.r.t. current status and commitment on reforms made hereunder. Under no circumstances should there be any overlap between status reported in this section with than on Property Taxes.

<sup>&</sup>lt;sup>23</sup> Please attach details in separate annex where necessary.

<sup>&</sup>lt;sup>24</sup> List should include all services rendered by the ULB.

Service	O&M Cost <sup>25</sup> (Please specify the unit)				collected (exclude e specify the un	Revenue Loss in Rs. due to		
	Total Cost (in Rs.)	Per Unit Cost as delivered**	Per capita / Household cost	Total Recovery (in Rs.)	Per Unit Recovery as delivered**	Per Capita/ Household Recovery	leakage/ theft / no enforcement/ poor collection	free supply / no levy of user charges
	(a)	<i>(b)</i>	(c)	(d)	(e)	<i>(f)</i>	(g)	(h)
Water Supply	23,50,00,000	Rs. 2.68 per KL	168/1469	Rs. 12,99,00,000	1.48 per KL	93/812	7,78,00,000	3,63,00,000
Sewerage	10,00,00,000	1245 per KM	180/1600	0.00	0.00	-	-	-
Solid Waste Management	23,00,00,000	Rs. 164/-	Rs. 1314/-	0.00	0.00	0.00	-	-
Public Transport Services								
Others (please specify)								
						2 111		

<sup>\*\*</sup> can be expressed as Per MLD in case of water supply and sewerage; Per Tonne in case of SWM; Per Km in case of public transport, etc.

Please indicate the percentage cost recovery for each of these services over the past five years ((d) divided by (a), expressed in % terms) c..

Service	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006
Water Supply	60%	60%	56%	57%	55%
Sewerage	12.36	6.28	6.32	5.87	4.72
Solid Waste Management	-	=	-	-	-
Public Transport Services					
Others (please specify)					

Please provide performance parameters and current service levels<sup>26</sup> d.

Service	Indicator	Status in 2004-2005
	Water Supply	
1	Total water supplied per day (MLD)	240 MLD
2	Hours of water supply per day	6 to 7 hours
3	Percentage (%) of population covered by Piped water supply	85%
5	Per capita supply (in litres) (per day)	118

To include all related direct costs, including salaries and wages of personnel directly deployed in the service Please add additional indicators as appropriate

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Service	Indicator	Status in 2004-2005
6	Total no. of household connections (Cumulative figure)	1,09,691
7	No. of connections metered (Cumulative figure)	82,413
8.	Total Non-Revenue Water in MLD (% in brackets)	24 MLD (10%)
9.	Un-accounted for Water in MLD (% in brackets), including system losses	72 MLD (30%)
	Sewerage and Sanitation	
1	Quantum of Sewage generated per day (MLD)	290 MLD
2	Quantum of Sewage treated per day (MLD)	102 MLD
3	Land utilization for sewage farming Ha) (Cumulative figure)	50 Ha
4	Quantity of sewage disposed on land (MLD)	102 MLD
5	Quantity of sewage disposed into water bodies (MLD)	188 MLD
6	Percentage (%) of population covered by underground sewage network	35%
	No. of households with individual toilets / low cost sanitation unit	
7	(Cumulative figure)	1,00,000
8	No. of public toilets (Cumulative figure in terms of seats)	1,000
	Solid Waste Management	
1	Quantum of solid waste generated per day (TPD)	650 MT
2	Quantum of solid waste collected per day (TPD)	600 MT
3	Collection efficiency	90%
4	Per capita waste generation	0.000464 MT
5	Quantum of waste treated in scientific manner (composting, etc.)	Nil
6	Staff per 1,000 persons	02
7	Total capacity of all collection vehicles per day	40
8	Does a sanitary landfill exist (Y/N)	No
9	If sanitary landfill exists, is it used (Y/N)	No
10	Is source segregation done? (Y/N) – If Yes, what % of total waste?	No
	Public Transport services	
1	Total capacity of public transport (number of vehicles)	
2	Number of trips made in a day	
3	Population using public transport	

6<sup>th</sup> year

6<sup>th</sup> year

5<sup>th</sup> year

## **TIMELINE FOR ACTION ON REFORMS**

Water Supply

Solid Waste Management

Drainage

a.	The State/ULB must formulate and adopt a policy on user charges which should include proper targeting of subsidies, if any, for all services; ensuring the full
	realization of O&M cost by the end of the Mission period. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a
	copy submitted to MOUD.)

	Agreed.				
b.	The State should set up	a body for recommending a user charge structure.	Year1 Year2 Year3	3 Year4 Year5 Year6	5 Year7
c.	Establishment of proper	accounting system for each service so as to determine the	O&M cost separately. Plea	se specify the timeline for	each service separately
	i.	Water Supply and Sewerage	Year1 Year2	Year3 Year4 Year	5 Year6 Year7
	ii.	Solid Waste Management	Year1 Year2	2 Year3 Year4 Year	5 Year6 Year7
	iii.	Public Transport Services Not Applicable	Year1 Year2	2 Year3 Year4 Year	5 Year6 Year7
	iv.	Other (please specify)	Year 1 Year		
d.	Please indicate the targe	ted service standards and timelines for achieving the same	with regard to each of the	above mentioned services <sup>2</sup>	7
	Service	Service Standard identified (in units)   Service Stand	ard targeted (in quantity)	Targeted year for achiev	ving the standard*

d. Please define the user charge structure and timelines for achieving with regard to each of the above mentioned services *To be decided.* 

150 LPCD

Covered Drainage

Daily collection

125

65%

400 Gm per capita per day

<sup>\*</sup> with reference to year if JNNURM period (Year 1, Year 2....)

<sup>&</sup>lt;sup>27</sup> To the extent possible, specify service delivery standard as experienced at citizen's end, for e.g. hours of water supply; lpcd received in household; frequency of street sweeping, etc.

Service	Proposed User charge Structure (give details of	Targeted year for achieving the standard*
	rates, category and units)	
Water supply	Differe4ntial rates will be charged for domestic and	2008-09
	commercial connections. Rates charged for	
	domestic connection will be approx 80% of O&M	
	charges	
Sewerage	It is not possible to levy this charge on a unit basis.	2008-09
	Sewerage charges will be levied on ARV basis which	
	will be a maximum of 4% of ARV according to the	
	Act.	
Solid Waste	Rs. 20-25 per household is proposed to be levied	2007-08
Management		

<sup>\*</sup> with reference to year if JNNURM period (Year 1, Year 2....)

c.	Please indicate plan for achieving volumetric based tariff through 100 %		Year2	Year3	Year4	Year5	Year6	Year7
	metering with individual meters.			25%	50%	76%	100%	

Please indicate annual targets for achieving full metering .- As per present policy only non domestic connections are metered for non domestic connections 100% metering shall be achieved in year 2007-08

The first State Finance Commission has recommended to levy charge on the basis of HH connections. This was accepted by Govt.

d. Please indicate plan for reduction in Non-Revenue Water (NRW) and Un-accounted for Water (UfW) through measures that include water audits and leakage detection studies. Please indicate annual targets for both.

	Non-Revenue Water (NRW)	Year1         Year2         Year3         Year4         Year5         Year6         Year7           14%         13%         12%         9%         7%         5%
	Un-accounted for Water (UfW)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
		30% 28% 26% 23% 20% 15%
e.	Conduct of a study to quantify and examine impact of subsidies for each service (Indicate 'when' against the timeline)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f.	Results of such analysis to be tabled in the Municipal Council and approved (Indicate 'when' against the timeline)	Year1 Year2 Year3 Year4 Year5 Year6 Year7

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		60% 80% 100% 100% 100%
ii.	Sewerage	Year1 Year2 Year3 Year4 Year5 Year6 Year7
		85% 90% 95% 100% 100%
iii.	Solid Waste Management (Not possible to recover 100% O & M through user charges.	Year1 Year2 Year3 Year4 Year5 Year6 Year7
iv.	Public Transport Services	Year1 Year2 Year3 Year4 Year5 Year6 Year7
v.	Others, such as hiring of municipal assets,	Year1 Year2 Year3 Year4 Year5 Year6 Year7
	Auditorium, Town Hall, Shops, Some Residences Places of Parking, etc.	50% 100%
Any other	her reform steps being undertaken (please use additional space as	s necessary, please specify timeframes for steps envisaged)

# L5- INTERNAL EARMARKING OF FUNDS FOR SERVICES TO URBAN POOR

Please indicate prevailing processes for decision making on allocation of budgets for delivery of services to the poor.

## **DESIRED OBJECTIVE/S**

JNNURM requires reforms to be undertaken by local bodies with respect to earmarking funds in their budgets specifically for services delivery to the urban poor. Commitment is sought from ULBs in undertaking reforms in the budgeting and accounting systems to enable the same, as also targets for expenditure incurred in delivery of services to the poor.

## **CURRENT STATUS**

a.

# PROCESS FOR EARMARKING BUDGETS

1	81	ε	8		1	
There was no provi	sion of separate	budget for urban poor but rece	ently Govt, has di	irected to make s	enarate provision in	hudget for urban poor Next
_		ovision of separate budget for i	-			emager jer uneum peem mem

b. Please indicate if prevailing accounting and budgeting systems are capable of tracking revenue and capital expenditure incurred on delivery of services to the poor.

Yes	No	Partly

According to new directives of the state government separate provision in the budget will be made for delivery of services to urban poor and separate accounts will be maintained as per separates budget provision for urban poor.

#### EXPENDITURE INCURRED ON DELIVERY OF SERVICES TO THE POOR

Please indicate if there is any internal earmarking<sup>28</sup> within the municipal budget towards provision of services to urban poor. Please provide the total amount earmarked and the percentage of the total budget in the last 3 years. Though funds have been spent in urban poor areas, however, no separate earmarking of funds has been done and so data specifically spent for urban poor is not available.

Year		2002-2003	2003-2004	2004-2005
Amount Budgeted	Own sources	-	-	-
(both Revenue and Capital	Other Sources	-	-	-
Accounts)	Total	-	-	-
Actual Amount Spent	Own sources	-	-	-
(both Revenue and Capital	Other Sources	-	-	-
Accounts)	Total	-	-	-
% of the total budget	Own sources	-	-	-
(both Revenue and Capital	Other Sources	-	-	-
Accounts)	Total	-	-	-

# **TIMELINE FOR ACTION ON REFORMS**

b.

#### **BUDGETING AND ACCOUNTING PROCESSES**

a.	Reforms in the accounting and budgeting codes to enable identification of all income and expenditure (in both Revenue and Capital accounts) to be identified
	as related to poor / non-poor. (in the short run the same heads may be categorised on basis of income / expenditure from slum / non-slum).

Yes No

If Yes, please state year from when this will be made effective.

Year1 Year2 Year3 Year4 Year5 Year6 Year7

Creation of separate Municipal Fund in the accounting system for 'Services to the Poor'

Yes No

<sup>&</sup>lt;sup>28</sup> Earmarking refers to percentage allocation of the total estimated income that would be utilised for provision of housing and basic services to urban poor

If Yes, please state year from when this will be made effective.

Year1	Year2	Year3	Year4	Year5	Year6	Year7

c. Amendments to the Municipal Accounting Rules for governing the Fund, Operating the Fund, including rules for transfer of resources into the Fund for 'Services to Poor'.

Year1	Year2	Year3	Year4	Year5	Year6	Year7

#### ALLOCATION AND EXPENDITURE<sup>29</sup> ON DELIVERY OF SERVICES FOR POOR

d. Targeted revenue expenditure on delivery of services to poor per annum, expressed as % of Total Revenue Income

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	
Targeted %			5%	7%	9%	12%	15%	

e. Targeted revenue expenditure on delivery of services to poor per annum, expressed as % of Total Own Source of Revenue Income

7	'ear	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Target	ed %			10%	12%	14%	16%	20%

f. Targeted capital expenditure on delivery of services to poor per annum, expressed as % of Total Capital Expenditure

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted %			20%	25%	30%	25%	20%

<sup>&</sup>lt;sup>29</sup> Allocation and spend pertains to all directly attributable expenses specifically incurred for delivery of entire mandate of municipal services to the poor, that should include basic environmental services, roads, tenure, primary education and health, and social security amongst others.

Establishment expenses (including salaries and wages) not directly and specifically incurred for service delivery to the poor should be excluded.

#### L6 - PROVISION OF BASIC SERVICES TO URBAN POOR

#### **DESIRED OBJECTIVES**

JNNURM requires cities to ensure provision of basic services to the urban poor such as water supply and sanitation, including provision of security of tenure and improved housing at affordable prices. JNNURM also requires that delivery to the urban poor is ensured for existing universal services of the Government in the areas of health, education and social security.

#### **CURRENT STATUS**

a. Please provide information on existence of any database pertaining to household level information of urban poor.

HH survey was carried out in 1997-98 by SUDA through CDS. The data has not been updated since then. GIS based survey will be carried out for household level data under the UNDP supported program by Government of India.

b. Has any prioritisation of slums / localities been carried out as part of the CDP process? If Yes, please provide details on the process.

Chhoti Maldahiya, Nakkhi Ghat, Murgiya Tola, Bazardiha, Shailputry, Baripatiya, Lakharaon, Jakkha, Maheshpur, Amarpur, Batlohiya, Sariya, Pulkohana, Ruppanpur, Sudhipur, Khazuri, Sivpurkot, Bharlai, Bhagatpur, Ganj Sarnath, Ghurahupur, Baraipur, Mawaia, Jalalipur. Further, relocation will be carried out in accordance with the enforceable and use plan for Varanasi.

c. Please provide baseline information with respect to quality and level of access of services by poor households in the table below. (in case of wide variation in quality of service within the city across slum clusters, provide average level of service. Please state extremely low levels where appropriate)

No.	Area of service delivery	Performance Parameter	Current levels	Prevailing level of access of urban poor households (in terms of % HHs that access services at the current performance levels)
1.	Water Supply			
1.1	Household level piped water supply	No. of hours of supply at reasonable pressure	6 to 7 hours (160 lpcd)	30%
1.2	Public taps / standposts	No. of hours of supply at reasonable pressure	6 to 7 hours (160 lpcd)	20%
1.3	Handpumps / Tubewells (untreated ground water source)	Avg. distance from HH in metres	150 mtr.	50%
1.4	Water Tanker supply	Response time on request in hrs.	2 hrs.	As and when required
2.	Sanitation			
2.1	Household level individual	Type of toilet	Flush Latrines	35%
	toilets	Type of conveyance / disposal system	Sewer & Septic Tank	
2.2	Community toilets	Seats per population using them		25%
		Type of conveyance / disposal system	Sewer & Septic Tank	
3.	Housing			
3.1	Housing	Pucca housing for each household	Pucca	25%
3.2	Night shelters / community shelters	Avg. distance to be traversed by homeless in m	2500m	15%

d. Please provide details on extent of access to following services by urban poor in the ULB.

No.	Area of service delivery	Prevailing level of access of urban poor households (in terms of % HHs
		that are able to access these services)
4.	Solid Waste Management	
4.1	Street sweeping	15%

No.	Area of service delivery	Prevailing level of access of urban poor households (in terms of % HHs that are able to access these services)
4.2	Waste Collection	15%
5.	Roads and Drains	
5.1	Provision of pucca (all weather) roads	35%
5.2	Provision of storm water drains	20%
6.	Street Lighting	
6.1	Provision of street lights	50%
7	Community Facilities	
7.1	Aanganwadi / crèche	30%
7.2	Community halls	15%
8.	Primary healthcare	
8.1	Preventive health care – inputs and advise	40%
8.2	Curative healthcare	40%
9.	Primary Education	
9.1	Primary education	100%
10.	Support for livelihoods	
10.1	Skill development training	40%
10.2	Micro-credit	35%

e. Please provide details on prevailing levels of secure tenure amongst urban poor.

No.	Area	Total estimated no. in the ULB	Total number of with secure tenure	% of households / micro- enterprise establishments with secure tenure
1	Secure tenure for place of dwelling, in terms of legal status	Data is not avialable	Data is not avialable	Data is not avialable
2.	Secure tenure for place of work for micro-enterprises, in terms of authorisation of the locations of the enterprise	Data is not avialable	Data is not avialable	Data is not avialable

#### **TIMELINE FOR REFORMS**

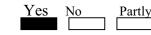
a. The State Government and ULB must formulate and adopt vide a resolution a comprehensive policy on providing basic services to all urban poor which should include security of tenure and improved housing at affordable prices. The policy document should also cover other existing universal service mandates of the Government in the areas of education, health and social security. This policy document should lay down commitments to attain certain benchmark levels of access and standards of service delivery.

The policy document should be prepared with stakeholder involvement, be adopted and disseminated within 6 months of signing of the MoA under JNNURM, and a copy submitted to MoUD/MoHUPA.

#### BENEFICIARY IDENTIFICATION AND TARGETTING

- b. Conduct of House Hold (HH) level survey, covering all poor settlements (recognised slums, unrecognised slums, and informal clusters)
- c. HH level survey to cover infrastructure deficiency indicators and socio-economic deficiency indicators

 Year2	 	 	



d.	Creation of database, including identification of HHs for priority targeting of Schemes for household level benefit (such as livelihood, housing, social security, etc.)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
e.	Ranking and prioritisation of clusters of urban poor settlements in a participatory manner	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f	Frequency of undation of database created	2 years

#### QUALITY OF SERVICES AND EXTENT OF ACCESS TO SERVICES

Specify the benchmark quality of services targeted for delivery to urban poor for each of the areas mentioned below. It is presumed that this quality of service is targeted for all urban poor. Cities should set progressive benchmarks so as to improve the quality of services rendered over the Mission period.

#### g. HOUSEHOLD LEVEL BASIC SERVICES

No.	Area of service delivery <sup>30</sup>	Quality Parameter	Target Quality Benchmark <sup>31</sup>	Level of access targeted in each year (in terms of % HHs of urban poor that access services at the targeted quality benchmark)						
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
1.	Water Supply									
1.1	Household level piped water supply	No. of hours of supply at reasonable pressure	7 to 8 hrs.			30%	50%	65%	85%	100%
1.2	Public taps / standposts	No. of hours of supply at reasonable pressure	7 to 8 hrs.			20%	20%	20%	15%	0%

<sup>&</sup>lt;sup>30</sup> As access to services is improved through better methods, levels of access through more basic methods will decrease. For e.g. as HHs with access to piped water will increase, HHs with access to tubewells / public taps / tankers will decrease.

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<sup>&</sup>lt;sup>31</sup> To be defined by the ULB at the time of signing the MoA

No.	Area of service delivery <sup>30</sup>	Quality Parameter	Target Quality Benchmark <sup>31</sup>						of % HHs ity benchm	
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
		Avg. distance from HH in metres	150 mtr.							
1.3	Handpumps / Tubewells (untreated ground water source)	Avg. distance from HH in metres	150 mtr			50%	30%	15%	0%	0%
1.4	Water Tanker supply	Response time on request in hrs.	2 hrs.							
2.	Sanitation									
2.1	Household level	Type of toilet	Flush Latrines		35%	60%	100%			
	individual toilets	Type of conveyance / disposal system	Sewer							
2.2	Community toilets	Seats per population using them	15	These wi	ll be used	by Floatin	g population	on.		
		Avg. distance from HHs in m	100 mtr.							
		Type of conveyance / disposal system	Sewer							
		Facilities for aged, women, children, disabled	Separate Toilet should be in each Slum							
3.	Housing			_		т	T	т	T	
3.1	Housing	Pucca housing for each household	Pucca		25%	35%	55%	75%	90%	100%

No.	Area of service delivery <sup>30</sup>	Quality Parameter	Target Quality Benchmark <sup>31</sup>						••	
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
3.2	Night shelters / community shelters	Avg. distance to be traversed by homeless in m	200 mtr.							

Please provide qualitative comments on above as appropriate	

#### h. OTHER INFRASTRUCTURE SERVICES

No.	Area of service delivery <sup>32</sup>	Quality Parameter	Target Quality Benchmark <sup>33</sup>	Target year in which all poor households shall have access to services at the target quality benchmark  (State year of the Mission Period)
4.	Solid Waste Man	nagement		
4.1	Street sweeping		Daily	4 <sup>th</sup> year
4.2	Waste	Avg. distance of HHs from bin in m	100 mtr.	6 <sup>th</sup> year
	Collection	Frequency of lifting of waste from community bin	Daily	4 <sup>th</sup> year
5.	Roads and Drain	ns		,
5.1	Provision of	HH level access (roads in front of	100%	7 <sup>th</sup> year
	pucca (all	houses)		,
	weather) roads	Access of slum cluster to main roads	100%	6 <sup>th</sup> year
5.2	Provision of	HH level access to covered drains	100%	7 <sup>th</sup> year
	storm water			
	drains			
6.	Street Lighting	,		
6.1	Provision of	Street illumination through out the	100%	4 <sup>th</sup> year
	street lights	year		
7	Community Fac			,
7.1	Aanganwadi /	Avg. distance of HHs from the	1500m	7 <sup>th</sup> year
	creche	facility in m		

<sup>&</sup>lt;sup>32</sup> As access to services is improved through better methods, levels of access through more basic methods will decrease. For e.g. as HHs with access to piped water will increase, HHs with access to tubewells / public taps / tankers will decrease.

<sup>33</sup> To be defined by the ULB at the time of signing the MoA

No.	Area of service delivery <sup>32</sup>	Quality Parameter	Target Quality Benchmark <sup>33</sup>	Target year in which all poor households shall have access to services at the target quality benchmark  (State year of the Mission Period)
7.2	Community halls	Avg. distance of HHs from the facility in m	2000m	7 <sup>th</sup> year
8.	Primary healthc	are		
8.1	Preventive health care – inputs and advise	Frequency of visits by health worker / other modes of communication reaching the urban poor	Once a week	7 <sup>th</sup> year
8.2	Curative healthcare	Reliability of the service Avg. distance of HHs from facility in	2000m	7 <sup>th</sup> year 7 <sup>th</sup> year
	nearmeare	m	2000111	/ year
9.	Primary Educat	ion		
9.1	Primary	Enrollment rate	100%	year 3
	education	Drop out rate	5%	year 5
		Avg. distance of HHs from facility in m	1.5km	year 5
10.	Support for live	lihoods		
10.1	Skill development training	Persons trained who pursue related occupation		35% (At current level) 75%upto 7 <sup>th</sup> year
10.2	Micro-credit	Access to participate in micro-credit group in the community		45% (At current level) 85% upto 7 <sup>th</sup> year

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-	local
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Please provide qualitative comments on above as appropriate						

#### METHODS AND PARTICIPATION BY COMMUNITIES

i. State the areas, intended mechanisms and timelines for participation by communities of urban poor in the entire range of urban services and poverty alleviation programmes. (few examples are illustrated in the table)

No.	Sector	Nature of Involvement	Community Mechanism	Target Mission year to start initiative	Targeted scale of activities by end of the Mission period
1.	Basic services – water supply, sanitation	Participatory planning at micro level	Through community Development Society	Year 2	100% of all developments in these sectors shall be through such mechanism
2.	Roads within slum clusters	Community contracting	Entire material + Labour contract awarded to Community development society	Year 3	Atleast 15% of all such contract through community contracting

#### SECURITY OF TENURE

j. Please state targeted percentage of urban poor households that would have Secure tenure of their place of dwelling.

(state target % for each year of Mission Period)

k. Please state targeted percentage of urban poor micro-entrepreneurs that would have secure tenure of their place of work (state target % for each year of Mission Period)

Year1	Year2	Year3	Year4	Year5	Year6	Year7
		25	50	70	80	90

# OPTIONAL REFORMS<sup>34</sup>

 $<sup>^{34}</sup>$  IN CASE OF URBAN AGGLOMERATIONS WITH MULTIPLE ULBS, THE ULB RELATED REFORMS IN THIS SECTION SHOULD BE PROVIDED FOR EACH ULB IN THE JNNURM CITY SEPARATELY

#### **O1-INTRODUCTION OF PROPERTY TITLE CERTIFICATION SYSTEM**

#### **DESIRED OBJECTIVES:**

JNNURM requires certain reforms to be undertaken by states/ cities towards putting in place an effective Property Title Certification System. The cities need to ensure proper management and record of all property holdings within the city. The new system should reflect authentic ownership at all points and information on holdings should be easily accessible.

#### **BACKGROUND**

#### 1. CURRENT STATUS

- a. What is the current system for-?
  - i. Property Registration<sup>35</sup>
  - ii. Transfer of Property<sup>35</sup>

The current system for property registration is provided in Registration Act. 1908 (Act No. 16 of 1908). A deed of transfer of property is typed or hand written alongwith photographs of executants and presented before the Sub-Registrars. He registers it, keeps a photocopy as record and returns the original on the same day to the registrants.

b. Please indicate whether information on change of ownership (owing to transaction of property) or encumbrances is being captured? If so how? (For eg. is there information received from the Dept. of Stamp and Registration?)

*Information is not captured automatically. The registrant presents his case before* the concerned officer in the ULB for mutation of records.

c. Does the property registration system record the following-?

Status	Yes	No	Remarks
i. Lien		<b>✓</b>	
ii. Court orders	✓		If a copy is provided to the office

<sup>35</sup> Explain in detail the role of various institutions and the processes involved

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iii.	Easements	✓	
iv.	Restrictions	✓	
v.	Encumbrances	✓	
vi.	Lease	✓	
vii.	Third party claims	✓	

d. Which Legislation is followed for registration and record of properties?		

e. What is the status of E-management of property records?

Activity	Already in place	Under implementation	Not done so far	Remarks
Assessment of properties using GIS			✓	
Electronic database of property records			✓	
Software application for regular upgradation of			✓	
records				
System for online registration			✓	
ILIS (Integrated Land Information System)			✓	

f. Provide Information on current status of Properties registration

Estimated number of properties in the city <sup>36</sup> (a)	No. of properties on records in the Municipality <sup>2</sup> (b)	No. of disputed properties	Coverage Ratio(b/a*100)
190000	152000		80%

g.	Wh	at is the	e basis	for	determ	ination	of	ownership	of a	property	y (eg.	a title d	leed)?	

Title deed.	
	y D

h. Is it an absolute ownership or does the state guarantee the validity of transaction in any manner? Yes No

<sup>&</sup>lt;sup>36</sup> Please mention the method used for identifying these property figures

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	NAGAR NIGAM registers of pro	operties only of taxation purpose.								
	Is there a list of documents identified to the details.	serve as evidence of change of ownersh	ip (Registration	deed, part	ition deed	l, settlem	ent deed	etc)? If y	es please	give
		List of evidence documents	Comments							
		a Registered Sale Deed								
		b Registered Lease Deed for more than 30 years								
		c Partition deed								
		Settlement deed								
		Hibba Nama (only for Muslims)								
k.	What is the frequency of apaate of prop	erty records? When was it done last?								
	what is the frequency of aparace of prop	erty records? When was it done last?								
TIMEI	LINE FOR ACTION ON REFORMS									
TIMEI Please	LINE FOR ACTION ON REFORMS indicate the mission year by which the fol									
TIMEI Please i a.	LINE FOR ACTION ON REFORMS			Year1	Year2	Year3	Year4	Year5	Year6	Year7
Please i	LINE FOR ACTION ON REFORMS indicate the mission year by which the fol	lowing targets would be met-		Year1 Year1	Year2 Year2	Year3 Year3	Year4 Year4	Year5	Year6 Year6	Year7 Year7
Please i	LINE FOR ACTION ON REFORMS indicate the mission year by which the fol Listing of all the properties in the city  Finalisation of decisions on the new reg	lowing targets would be met- istration system, state guarantee								

e.	Inventory of all recorded properties (after enquiry of titles and existing evidences)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
f.	Update of all the records to reflect current owner and preparation of a 'Register of Titles'	Year1 Year2 Year3 Year4 Year5 Year6 Year7
g.	Computerisation of all the property records against ownership	Year1 Year2 Year3 Year4 Year5 Year6 Year7
h.	Initiation of issue of Property Tax Certificate (on request) to the existing owners, accompanied by cancellation of all previous certificates	Year1 Year2 Year3 Year4 Year5 Year6 Year7
i.	Setting up a system for regular upgradation of records (eg. MIS with links to all offices having bearing on land encumbrances)	Year1 Year2 Year3 Year4 Year5 Year6 Year7
j.	Setting up a system for online provision of information receipt (relating to transactions), dissemination and requests for certificates	Year1 Year2 Year3 Year4 Year5 Year6 Year7
k.	Timeline for achieving 100% registration of properties	
	Year 1 Year 2 Year 3 Year 4 Year 1 Year 2 Year 3 Year 4 Year 4 Year 2 Year 3 Year 4 Ye	ear 5 Year 6 Year 7
1.	Any other reforms being undertaken (give details in the space provided)	Year1 Year2 Year3 Year4 Year5 Year6 Year7

#### O2- REVISION OF BUILDING BYELAWS TO STREAMLINE THE APPROVAL PROCESS

### (For construction of buildings, development of sites etc.)

DESIRED OBJECTIVE/S

JNNURM requires certain reforms to be undertaken by states/ cities towards streamlining of the building approval process, with the broad objective of establishing a simple, transparent and lesser time-consuming process that encourages development.

#### **CURRENT STATUS**

a. Which agency is responsible for preparing Building Byelaws?

Varanasi Development Authority

b. Which legislation governs the formulation of Building Byelaws and implementation of the regulation?

#### U.P. Urban Planning and development at 1973)

c. Explain the role of various agencies involved with building permission and sanction.

Agency	Role
a Development Authority	In Development area submission and approval is done by concerned Development
	Authority and not objection certificate is taken from ULB
b Housing Board	The area developed by Housing Board submission and approval is done by Housing
	Board
c Regulated Area	In Regulated Area's submission and approval is done by Prescribed Authority and NOC
	is taken from ULB
d ULB	Except above areas submission and approval is done by ULB

d. Explain in detail the existing process of building approval.

After submission of Building plan to concerned authorities no objection certificate is taken from concerned Local Bodies, Fire department, Air port (if required). PWD, Revenue Department, Town Planning Department (if required). Time Limit for Approval is 30 days for Housing Plan and 90 days for Commercial plan. Appeal against disapproval can be made to competent authorities.

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e.	Are the Building Byelaws uniform throughout the city? (If not, give details)	Yes	No

e. How many regulation parameters does a building permission consider? List those.

List of Parameters	Comments
a Land Use	
b Ground Coverage	
c Set Back	
D Parking	

f. When was the Building Byelaws last revised?
Indicate the level of modification by ticking agaisnt the following-

Year 2000

4	Level of Modification	Revision date	Detail of modification
i.	Radical changes (FSI, ground coverage etc)	Year 2000	
ii.	Minor Modifications	Year 2000	
iii.	Changes in approval process (If yes, specify)	Year 2000	

Under revised Building Bye-Laws in 2000, Government has made changes in the parameters i.e.; coverage. set back. building height, parking.

g. Detail out the extent of use of technology and computers in the process of building approvals as well as upkeep of records.

Integrated application software package has been developed for all the development authorities by Awas Bandhu.

h. Indicate the status of Building Approvals in the financial year 2004-2005-

1	Number of Applications received (before 30th Feb'2005)	7272
2	Number of Sanctions made within 1 month from date of receipt of the application	267
3	Number of Sanctions made within 2 months from date of receipt of the application.	
		571
4	Number of Applications that took more than 2 months for approval	Nil
5	Average time taken for approval of a building	12 days

i. Please indicate the possible reasons for delay in the approval process

#### **TIMELINE FOR REFORMS**

Please indicate the mission year by which the following targets would be met-

Consultation with stakeholders on modifications required to Building Byelaws Year3 Year4 Year5 Year6 a. b. Identification and finalisation of modifications in the existing Building Byelaws in order to Year2 Year3 Year1 Year4 Year5 Year6 Year7 streamline the process of approval. (eg. outsourcing of certain activities etc) Defining mitigation measures for risks from natural disasters as part of Building Byelaws, Year2 Year5 c. Year3 Year4 (including structural safety issues on basis of seismic zones) Amendment of the existing legislation to introduce the new Building Byelaws and notification d. Year1 Year4 Year5 Year6 Year7 Dissemination of the new set of Building Byelaws through a website Year4 Year3 e. Year1 Year5 Year6 Year7 City level Workshops to address to the queries of general public f. Year1 Year2 Year3 Year4 Year5 Year6 Year7

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g. h.	Setting up of an Mi	•		s having bear	ing on buildir	ng permission	Year1 Year1	Year2 Year2 Year2	Year3 Year3	Year4 Year4	Year5 Year5	Year6 Year6	Year7 Year7
i.	Establishment of in building plan appro Interactive Voice R	ovals, through meth	ods such as -	=		r	Year1	Year2	Year3	Year4	Year5	Year6	Year7
j.	Timeline for reduct	tion of average tim	e taken for bu	ilding sanctio	on								
		Category of	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	7			
		buildings			Tiı	me taken in da	ays						
		Residential	30 days	20	10	7	7	7	7				
		Commercial	60 days	20	15	10	10	10	10				

Any other reforms being undertaken (give details in the space provided)	Year1	Year2	Year3	Year4	Year5	Year6	Year7

### O3 - REVISION OF BUILDING BYELAWS TO MAKE RAINWATER HARVESTING MANDATORY IN ALL BUILDINGS TO COME UP IN FUTURE AND FOR ADOPTION OF WATER CONSERVATION **MEASURES**

#### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities to take sufficient steps towards promoting the use of rain water harvesting systems in cities by making it mandatory for building permission, with a long term objective of promoting conservation of water and ensuring sustainability of water resources.

#### **CURRENT STATUS**

a.	Is there any legislation for making Rainwater Harvesting mandatory in build	ings? Yes	] No						
b.	If yes, please provide following details of the regulation-								
	i. Since when has it been adopted?	Year 2003							
	ii. Is it a part of the building byelaws and mandatory for building sanctions	? Yes		No					
	iii. Is it for all buildings?	Yes		No					
	iv. If no, what are the criteria adopted for selected plots or buildings?								
	Rain water harvesting is mandatory for plot sizes that are great residential building.	er than 500 squa	re meter	101 103	Identiai	oundin	igs and	an non-	
	LINE FOR ACTION ON REFORMS indicate the mission year by which the following targets would be met-								
a.	Final design of Rainwater Harvesting System and decision on end use		Year1	Year2	Year3	Year4	Year5	Year6	Year7
b.	Preparation of draft building byelaws to reflect the mandatory clauses of Rain (Done)	nwater Harvesting.	Year1	Year2	Year3	Year4	Year5	Year6	Year7

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c.	Amendment of the existing legislation to introduce the new Building byelaws and notification	Year1	Year2	Year3	Year4	Year5	Year6	Year7
d.	Dissemination of the new set of Building Byelaws through a website	Year1	Year2	Year3	Year4	Year5	Year6	Year7
e.	City level Workshops to address to the queries of general public	Year1	Year2	Year3	Year4	Year5	Year6	Year 7
f.	Start of Approval as per the new building byelaws	Year1	Year2	Year3	Year4	Year5	Year6	Year 7
g.	Any other reforms being undertaken (give details in the space provided)	Year1	Year2	Year3	Year4	Year5	Year6	Year7

# O4 - EARMARKING AT LEAST 20-25 PER CENT OF DEVELOPED LAND IN ALL HOUSING PROJECTS (BOTH PUBLIC AND PRIVATE AGENCIES) FOR EWS/LIG CATEGORY WITH A SYSTEM OF CROSS SUBSIDISATION

#### **DESIRED OBJECTIVE/S**

JNNURM requires certain reforms to be undertaken by states/ cities towards earmarking at least 20-25 % of developed land in all housing projects (both public and private) for low income families in order to meet the housing needs of both EWS and LIG categories of population.

#### **CURRENT STATUS**

a. List the government / quasi-government institutions responsible for provision of housing in the city (eg. Development Authority, Housing Board, Housing Corporation etc).

S.No	Institution	Approx. no. of dwelling units created in previous financial year
1	Varanasi Development Authority	200
2	UP Housing and Development	100
	Board	

b. Please provide details on extent to which the private sector plays a role in housing development in the city

Information parameters	Estimates
Number of private developers in the city	150
Approximate number of housing projects by private developers	28
for whom plans were sanctioned in last year	
Approximate number of dwelling units created by private	1225
developers in above projects	

c.	Is there any legislation regarding mandatory reservation of certain percentage of land for EWS/LIG in housing projects? Yes	No
d.	If yes, please provide the following details –	

i.	Percentage of developed land required to be reserved for EWS/LIG		

#### **TIMELINE FOR ACTION ON REFORMS**

Please indicate the mission year by which the following targets would be met-

a. Decision on the extent of reservation (20-25%)

Year1 Year2 Year3 Year4 Year5 Year6 Year

b. Amendment of the existing legislation and notification

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c. Timeline to improve the percentage of reservation for EWS/LIG in housing projects

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Percentage of			15%	20%	25%		
reservation (%)							

d. Any other reforms being undertaken (give details in the space provided)

Year1	Year2	Year3	Year4	Year5	Year6	Year7

In Housing Policy Statement for integrated townships and high tech townships, 10% plots are reserved for EWS and 10% for LIG.

## O5 - SIMPLIFICATION OF LEGAL AND PROCEDURAL FRAMEWORKS FOR CONVERSION OF AGRICULTURAL LAND FOR NON-AGRICULTURAL PURPOSES.

#### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities to take sufficient steps towards streamlining the process of conversion of agricultural land to non-agricultural purposes with the broad objective of establishing a simple, transparent and lesser time-consuming process that encourages development.

#### **CURRENT STATUS**

a. Explain in detail the current system for conversion of agricultural land for non-agricultural purposes (for areas coming under Development Authority as well as outside)

Osners of land gives an application for land use change to concerned development authority or regulated are Development authority invites objection from public after due consideration of objections then board recommends to housing secretary for change of land use. Government decides the change of land use.

b. List out the number of agencies involved and their roles.

Agency	Role
A Development Authority	Recommendation
B CTCP	Technical advice
C Government	Approval

c. Which Legislation/s is/are being followed for conversion of agricultural land for non-agricultural purposes?

U.P. Urban Planning and Development Act. 1973

d. Has there been any attempt at simplification of the procedure of such conversions in the past? State 'yes' or 'no' and give details.

e.	e. What is the average time taken for conversion	of land from agricultural to				
	i. Residential use-	Time is not specified in Act.				
	ii. Other use (Industrial, commercial etc)-	Time is not specified in Act.				
f.	Please indicate the possible reasons for delay in	the process for conversion of agricultural land	l for non-agricultural pu	ırposes		
	Since there is not time frame at every s	stage, therefore delay occurs.				
<u>TIMI</u>	ELINE FOR ACTION ON REFORMS  Not Applicable					
a.	Finalise on modifications in the existing procedurand standardise the process of conversion.	are in order to streamline	Year1 Year2	Year3 Year4	Year5	Year6 Year7
b.	Amendment of the existing legislation and notif	cation	Year1 Year2	Year3 Year4	Year5	Year6 Year7
c.	Dissemination of the new process through a web	site	Year1 Year2	Year3 Year4	Year5	Year6 Year 7
d.	City level Workshops to address to the queries of	f general public	Year1 Year2	Year3 Year4	Year5	Year6 Year 7
e.	Setting up an MIS system with links to all office	s having bearing on conversion of land-use	Year1 Year2	Year3 Year4	Year5	Year6 Year7
f.	Establishment of interactive citizen enquiry syst conversion of land use through methods such as Interactive Voice Recording System (IVRS). W.	_	Year1 Year2	Year3 Year4	Year5	Year6 Year7

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g.	Start of conversions as per the new legisl	ation				Year1	Year2 Year	3 Year4	Year5	Year6	Year7
h.	Average average time taken for conversion					1		I =	_		
	Time taken in months	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7			
i	Any other reforms being undertaken (give det	ails in the sna	ce provided)		Year	1 Year2	Year3 Year	4 Year5	 Year6	Year7	
1.	Any other reforms being undertaken (give det	ans in the spa	ec provided)		NA		Tears Tear				

# O6 - INTRODUCTION OF COMPUTERIZED PROCESS OF REGISTRATION OF LAND AND PROPERTY<sup>37</sup>

#### **DESIRED OBJECTIVE/S**

JNNURM requires the states/ cities undertake steps to computerise the process of registration of land and property, so as to deliver efficient, reliable, speedy and transparent services to citizens.

#### **CURRENT STATUS**

a. Explain in detail the prevailing process of getting a property or land registered?

Registration of property is done ion 347 Sub-Registrar's office. In 241 offices, it is performed manually. However, in 106 district level Sub-Registrar's offices record of registration documents is being created on PRERNA software developed by NIC from 01.08.2006. Necessary amendments have been made in Indian Stamp Act, 1899 and Registration Act, 1908 and rules

- b. To what extent is the present system computerized
  - i. Is there a computerized record of registered properties? Yes
  - ii. Can the property holder register through internet?

### No

No ■

#### TIMELINE FOR REFORM

a. Indicate the target year for conversion to an electronic process of registration

Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
				$\checkmark$		

A project for conversion of photocopy process of registration of documents to electronic process of registration of documents has been submitted to Ministry of Rural Development Government of India. The process of conversion shall be started in a phased manner.

<sup>&</sup>lt;sup>37</sup> Related process improvements and reforms measures are expected to be covered under the Reforms for Property Title Certification.

#### **O7- BYELAWS ON REUSE OF RECYCLED WATER**

#### **DESIRED OBJECTIVE/S**

JNNURM requires the cities frame byelaws related to reuse and recycling of waster water, so as to conserve water resources.

#### **CURRENT STATUS**

a.	Is there any byelaw pertaining to reuse of recycled water? Yes No
b.	If yes, please provide following details –
	i. Since when has it been adopted?
	ii. Is it a part of the building byelaws? Yes No
	iii. Which legislation stipulates it?
c.	Mention its coverage and specifications in brief

#### TIMELINE FOR ACTION ON REFORMS

a. Final design and decision on end use of a Waste Water Recycling System

Year1 Year2 Year3 Year4 Year5 Year6 Year 7

b. Preparation of draft building byelaws to reflect the mandatory clauses of such a system

Year1 Year2 Year3 Year4 Year5 Year6 Year 7

C. Amendment of the existing legislation to introduce the new Building Byelaws and procedures

Year1 Year2 Year3 Year4 Year5 Year6 Year 7

Year 7

Year 9

Year

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d.	Dissemination of the new Building Byelaws through a website	Year1	Year2	Year3	Year4	Year5	Year6	Year 7
e.	City level Workshops to address to the queries of general public	Year1	Year2	Year3	Year4	Year5	Year6	Year 7
f.	Start of Approval as per the new Byelaws	Year1	Year2	Year3	Year4	Year5	Year6	Year7
g.	Any other reforms being undertaken (give details in the space provided)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
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#### **O8-ADMINISTRATIVE REFORMS**

#### **DESIRED OBJECTIVE/S**

JNNURM requires the administrative reforms are undertaken in ULBs and other institutions engaged in urban sector management. Such administrative reforms should include – instituting better human resource management sytems, reduction in establishment expenditure by introducing voluntary retirement schemes, non-filling up of posts falling vacant due to retirement, extensive use of outsourcing, performance review and management mechanisms, etc., and achieving specified milestones in this regard.

#### **CURRENT STATUS**

#### STAFF DETAILS AND HUMAN RESOURCE MANAGEMENT

Please give the following details-

Item	Class 1 staff	Class II Staff	Class III staff	Class IV staff	Remarks, if any
Total staff in the Corporation/ ULB	11	30	470	3419	
Permanent/Regular posts	11	30	470	3419	
Occupied posts	8	12	345	2823	
Temporary staff	ı	-	48	582	
Technical staff	3	11	29	12	
Non technical staff	5	1	441	3407	
Vacant posts	3	17`	125	596	
Number of new posts created in the past five years	-	-	-	-	
Number of recruitments done against the above posts	-	-	-	-	
Number of posts fallen vacant due to retirement during the past five years	-	-	82	596	
Number of recruitments done against the above posts	-	-	-	-	
Number of retirements expected in the next five years.	-	-	66	81	

Detail out the Initiatives taken for HR management and performance management under taken in the past two financial years

Initiative	Date	Details	Achievements

Initiative	Date	Details	Achievements

#### **STAFF- TRAINING**

b. List down the Initiatives taken for staff training in the past No training initiative was taken by corporation.

Initiative	Date	Details	Achievements
Training on computers	Done	Computer training	Capacity building

#### ESTABLISHMENT EXPENDITURE

c. Total Establishment expenditure over the past five years

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	CAGR
Particulars	(Rs.)	(Rs.)	(Rs.)	(Rs.)	(Rs.)	
Salaries, Wages and Bonus	221952843	186098986	233372657	223084673	228762098	
Benefits and Allowances	23748000	2205600055	22556150	22434300	21859200	
Pension	30073000	29900014	47045992	34100027	44955467	
Other Terminal & Retirement	3700157	2510000				
Benefits			3335201	3599920	3625235	
Total establishment expenses	27,94,74000	24,05,65000	30,63,10000	28,32,19000	29,92,02000	
<b>Total Establishment expenses</b>	69.53%	58.60%	68.79%	67.30%	74.43%	
as % of Total Revenue Income						

d. List down the initiatives taken for reduction in Establishment Expenditure (if any) in the past

Initiative	Date	Details	Achievements
Ban on appointment	Done	Ban on recruitment	Establishment expenses
			gradually reducing

#### TIMELINE FOR ACTION ON REFORMS

a. Please identify the steps you wish to take in order to bring about the following. A few steps are being suggested here.

Area of Reform	Proposed steps	Targeted Ye the mission p	
<ul> <li>a. Rationalisation in staff &amp; Human Resource Management Suggested steps: <ul> <li>Identification of loopholes in the existing staffing</li> <li>Draft Proposal for changes in staffing policy</li> <li>Draft Proposal for reforms in performance evaluation system</li> <li>Employee Consultation</li> <li>Discussion with various ULB Departments</li> <li>Cabinet Approval</li> <li>Preparation of Enabling Legislation</li> </ul> </li> </ul>	To assess the loopholes in the existing staff Change in staffing policy Efficiency development programmes	Year 4	
b. Staff Training Suggested steps:  Assessment of training needs Finalisation of training curriculum Selection of Agencies to provide training Conduct of training Training programs identified	Training to technical and non-technical staff Identification of training Instts. Providing Training	Year 4	
<ul> <li>c. Reduction in Establishment Expenditure</li> <li>Suggested steps:</li> <li>Outsourcing certain functions</li> <li>Higher capacity utilisation</li> <li>Energy saving</li> <li>Cost control targets</li> </ul>	Privatisation of Solid Waste Management, street light, parking areas	Year 3	Reforms
<ul> <li>d. Continuity of tenure of key decision makers</li> <li>Suggested steps:</li> <li>Minimum average tenure of Municipal Commissioner</li> </ul>			Ref
e. Management review systems Suggested steps: Periodic review by Mayor & Municipal Commissioner	Formulation of the review programme by Chairman & Executive Officers	Year 3	onal

Area of Reform	Proposed steps	Targeted Ye the mission p	
■ Generation of Daily / Weekly / Monthly and Quarterly Performance reports on – Financial, Service delivery and Capital Projects			

b. Please give the identified milestones with respect to rationalisation / redeployment in number of staff against the mission year

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Number of staff							

c. Please state by when the ULB shall evolve a detailed Training Plan for its staff. At what frequency such plan shall be reviewed.

A detailed training plan will be ready by year 3. It will be reviewed after every five years.

d. Please give the identified milestones for reduction in establishment expenditure against the mission year

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Targeted reduction in Establishment Expenditure		74%	65%	60%	55%	53%	50%
(as % of Total Revenue Income)							

e. Ensuring stability of tenure( minimum 2 years) for Municipal Commissioner/executive Officer and other municipal functionaries/staff( commitment to be given by state)

Not Possible

Year1	Year2	Year3	Year4	Year5	Year6	Year 7

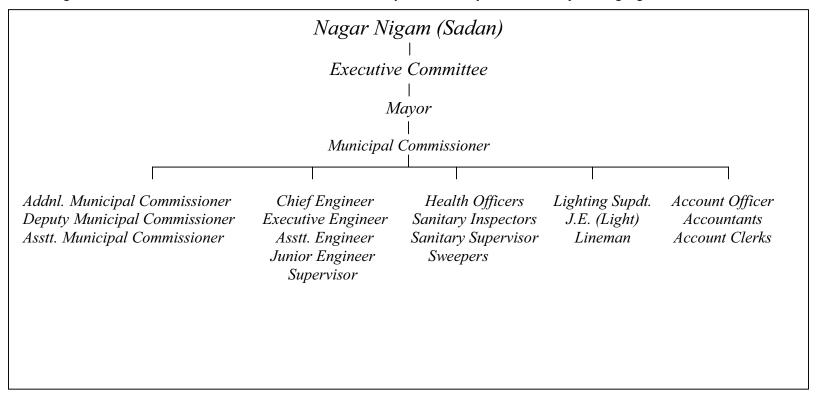
#### **O9- STRUCTURAL REFORMS**

#### **DESIRED OBJECTIVE/S**

JNNURM requires the structural reforms are undertaken in ULBs and other institutions engaged in urban sector management. Such structural reforms should include – reviewing and revamping the organisation structure of the ULBs to align it to current requirements, decentralisation within the ULB where necessary, creation of trained cadres of municipal staff in specific technical disciplines, improved coordination mechanisms amongst city level agencies, etc. and achieving specified milestones in this regard.

#### **CURRENT STATUS**

a. Has the organisation structure of the ULB been reviewed in the last one year? Please key issues with the prevailing organisation structure of the ULB.



Optional Reforms

- b. Does the ULB operate through Zonal Offices? If yes, give the following details
  - i. How many such offices exist in the city?
  - ii. What functions do they perform and what powers do they yield?

05 Zonal Offices

 $Assessement,\,Mutation,\,Recovery,\,Sanitation,\,Redressal\,of\,public\,grievances\,\,etc.$ 

c. Please state the specific cadres of staff that are employed in the ULB.

Cadre of staff	Functional area they are employed in the ULB	Method of selection	Average tenure in one ULB
Provincial Civil Services-	Executive head of the Municipal	Through Public Service	06 Month
Municipal Commissioner	Corporation/Head of the office	Commission	
U.P. Palika centralised administrative	Delegated works and	Through Public Service	3 - 5 Years
Services-	responsibilities by Municipal	Commission/ Adhoc appointment	
Addnl/Deputy/Asstt. Municipal Commissioner	Commissioner and working as	by state govt.	
	Zonal officer		
U.P. Palika centralised Revenue Services-	Assessment of property tax,	Through Public Service	5-7 year
Tax Superintendent,	Mutation in assessment list,	Commission/ Adhoc appointment	
Asstt. Superintendent,	Recovery of Taxes and Rent	by state govt.	
Tax/Revenue Inspector	fees/licenses.		
U.P. Palika centralised Engineering	To look after civil works carried	Through Public Service	3 - 5 year
Services-	out by Municipal corporation	Commission/ Adhoc appointment	
Chief /Executive/ Asstt./Junior Engineer		by state govt.	
U.P. Palika centralised Medical Services-	To treat the patients who come to	Through Public Service	Usually not
Medical officer (Homeo/Allopathic/Maternity)	Nagar Nigam Clinics for treatment	Commission/ Adhoc appointment	transferable
		by state govt.	
U.P. Palika centralised Vet nary Services-	To treat the Animals and to look	Through Public Service	7-10 years
Vet nary surgeon	after quality of animals who	Commission/ Adhoc appointment	
	slaughters in slaughter house	by state govt.	
U.P. Palika centralised Account Services-	To prepare budget, maintain cash	Through Public Service	7-10 years
Account Officer/Accountant gr-1	book, income and expenditure to	Commission/ Adhoc appointment	

	make payment etc.	by state govt.	
U.P. Palika centralised Audit Services-	Internal Audit of accounts (pre-	Through Public Service	7-10 years
Chief Audit Officer/Auditor gr-1	audit)	Commission/ Adhoc appointment	
		by state govt.	
U.P. Palika centralised Clerical Services-	Sectional Head of establishment	Through Public Service	7-10 years
Office Superintendent	section	Commission/ Adhoc appointment	
		by state govt.	

d. List role of ULB in other city level parastatal agencies. (for e.g. representation on board, membership in coordination committees, etc.)

Jal Sansthan – Mayor is the chairman and Municipal commissioner is the member of Jal Sansthan Board **Development Authority-** Municipal commissioner and 4 councillors are the member of Development Authority Board **DUDA-** Municipal commissioner is the member of DUDA governing body.

#### **TIMELINE FOR REFORMS**

a. List sets of initiatives planned within the ULB organisation (for e.g. reallocation of functions within the ULB departments, alignment of sub-ULB level geographic jurisdictions of various departments with ward boundaries, decentralisation of functions, etc.)

Initiative for Organisational structural improvements	Target Date

b. List sets of initiatives planned for inter-agency coordination and accountability amongst city level agencies

Initiatives for inter-institutional structural reforms	Target Date
Coordination Committee	Year 3

c. List State level structural reforms to be undertaken for creation of cadre of municipal staff for different technical disciplines.

Initiatives for creation of cadres of municipal staff within the State	Target Date
	June, 2007
Cadre restructuring	

#### O10 - ENCOURAGING PUBLIC PRIVATE PARTNERSHIP

#### **DESIRED OBJECTIVE/S**

JNNURM requires the cities widely deploy public-private partnership models for more efficient delivery of civic services. Cities should explore wide array of options available for such partnerships and deploy those that optimal in meeting the needs and priorities of its citizens.

#### **CURRENT STATUS**

a. List down the key initiatives in PPP, including outsourcing of services undertaken in the ULB during the past five years.

Initiative	Date	Details	Achievements
Sanitation (Sweeping & Garbage lifting) in one zone	August, 2006		

#### **TIMELINE FOR REFORMS**

b. List down the State level regulatory and policy initiatives planned for encouraging and deepening PPP in urban services

Regulatory / Policy changes	Target Date	Intended impact
Solid waste Management through PPP		Improved service delivery.
Maintenance of Parking Places through PPP		Improved service delivery
Maintenance of Parks through PPP		Improved service delivery

c. List down the city level project initiatives planned through PPP in the next three years.

Project	Target Date	Mode of PPP
Solid Waste Management for pelletization	December, 2008	Project cost and land will be borne by J.P. Associates & Solid Waste/Garbage will be provided by Municipal corporation at free of cost.