

Memorandum of Agreement (MoA)

Between


**The Government of India through
The Ministry of Urban Development**

And

**The State Government of Uttarakhand
through the Directorate of Urban Development**

And

Nagar Palika Parishad, Nainital


अधिसाली अधिकारी
नगरपालिका परिषद
नैनीताल.

THIS AGREEMENT is made on this 5th... day of June, 2007 between the government of India, through the Ministry of Urban Development, of the Part I

AND

The State Government of Uttarakhand through the Director of Urban Development, of the Part II

AND

Nagar Palika Parishad, Nainital of the Part III


WHEREAS Part-II seeks financial assistance from Part-I under the Jawaharlal Nehru National Urban Renewal Mission (JNNURM); for Part-III;

WHEREAS Part-II and Part-III have agreed to abide by the Guidelines under JNNURM for the purpose of said assistance.

AND WHEREAS the Part II and Part III will implement the reforms as per the guidelines of JNNURM and as per the timelines indicated in details in Annexure-A (State Level Mandatory Reforms), B (ULB Level Mandatory Reforms) and C (State/ULB Level Optional Reforms);

AND WHEREAS the Part I has considered the documents mentioned in Annexure-A, B and C and found them consistent with the goals and objectives of the JNNURM;


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नैनीताल.

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AND WHEREAS the Part I agrees to release the first installment of admissible grants approved by Central Sanctioning & Monitoring Committee (CSMC) constituted under JNNURM during the financial year 2007-08 to Part-II in accordance with the terms and conditions specified here-in-after in this agreement.

NOW THE PARTIES WITNESSED as follows:

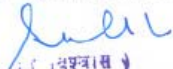
1. That the Part -I shall release the first installment of grant to the Part –II, being 25% of the total Central Assistance admissible for the projects sanctioned under JNNURM by Central Sanctioning & Monitoring Committee (CSMC) during the financial year 2007-08 upon signing of this Memorandum of Agreement (MoA) and submission of the above mentioned documents which are annexed with the agreement as Annexure A, B and C;
2. Further Central Assistance under Jawaharlal Nehru National Urban Renewal Mission (JNNURM) shall be released as far as possible in three installments only if the timelines indicated in detail in Annexure A, B and C to this MoA to implement the reforms agenda as per the guidelines of JNNURM are adhered to and utilization certificates (UCs) for previous releases of grant under JNNURM are furnished by Part-III to Part-I;
3. That the Part I or an agency nominated by it, may undertake site visits to ascertain the progress of the ongoing projects and also the reforms agenda through designated representatives periodically;
4. Part III shall submit a Quarterly Report through the SLNA of the spending of the grant, corresponding matching state and ULB/Parastatal share to the



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नेतीताल.

Part-I. In case ULBs fail to submit such a report, further installment of grant may be withheld until such submission;

5. Part-III shall submit audited accounts in respect of each project funded under JNNURM within six months of close financial year;
6. In the event of requirement of additional funds due to unforeseen circumstances or cost over-run, Part-II through Part-III will ensure that these projects are completed within stipulated period without raising any additional demand for funding to Part-I;
7. Part-II and Part-III shall institute mechanism to ensure timely completion of projects undertaken under JNNURM.
8. Part-II and Part-III shall submit a half yearly report of the progress in respect of the implementation of the reform agenda as per the guidelines of JNNURM and as per the timeline indicated in detail in Annexure A, B and C respectively;
9. That Part-II and Part-III shall submit a complete report regarding the outcome of the JNNURM on the completion of the project;
10. That the Parties to the agreement further covenant that in case of a dispute between the parties the matter will be resolved through mutual discussion;
11. That in case there is any delay in the implementation of the reforms agenda or submission of any periodic reports, etc. by the Part-II and/or by the


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Part-III, due to the circumstances beyond the control of Part-II and/or Part-III i.e., Force Majeure or any other reason, the decision on the matter of extension of time for the implementation of the goals and objectives of the JNNURM shall be at the discretion of Part-I.

12. That in case of any breach regarding the terms and conditions of the JNNURM, the Part-I shall be entitled to withhold subsequent installments of the grant.

IN WITNESS HEREOF all the parties have put their hands on these presents of Memorandum of Agreement in the presence of witnesses.

SIGNATORIES:

1. For Government of India through
the Ministry of Urban Development (Part-I)
2. For Government of Uttarakhand (Part-II)
Director, Urban Development
3. For Nagar Palika Parishad, Nainital
Executive Officer, Nagar Palika Parishad, Nainital

एम० राजमणि
M. Rajamani
संयुक्त सचिव, भारत सरकार
Joint Secy, Govt. of India
शहरी विकास मंत्रालय
M/o Urban Development
नई दिल्ली / New Delhi

(सुब्रत विरवास)
निदेशक
शहरी विकास
उत्तराखण्ड

अधिसूची अधिकारी
नगरपालिका परिषद
नैनीताल.

WITNESS:

1.
मुख्य निर्देश अधिकारी
नगर निगम, देहरादून
2.
mehar Singh
576(10)

मेहर सिंह MS HAR SINGH
उप सचिव/Deputy Secretary
शहरी विकास मंत्रालय
M/o Urban Development

JNNURM

**Checklist for the ‘Urban Reforms
Agenda’ under JNNURM**

Nagar Palika Parishad - Nainital

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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

<i>S.No</i>	<i>Stakeholders Consulted (Name position and agency / institution)</i>
1.	Department of Housing, Drinking Water, Urban development
2.	Department of Finance, Revenue
3.	Department of PWD, Tourism, Social Welfare
4.	Dehradun Nagar Nigam, Nagar Palika Haridwar and Nainital
5.	State Level Stearing Committee
6.	NGOs, CBOs from the towns

Please specify consultations held and dates of such meetings / workshops

- 1. Given in Page 2 in the CDP of Dehradun*
- 2. Given in Page 2 in the CDP of Haridwar*
- 3. Given in Page 2 in the CDP of Nainital*

MANDATORY **R**EFORMS AT THE LEVEL OF THE **S**TATE **G**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 74th 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

63 Municipalities Constituted, Election held in 2003 for 60 Municipalities, for 3 - Badrinath, Kedarnath, Gangotri No Provision of Elections..

ii. Composition of municipal councils, and last when

Yes No

As Above

iii. Reservation of seats for women, SCs and STs

Yes No

SC – 21 % (08 seats), Women – 30% (21 seats), Out of total 60.

iv. Constitution of District Planning Committees (DPCs)

Yes No

Will be as per New Municipal Act

v. Constitution of Metropolitan Planning Committee (MPCs)

Yes No

Will be as per New Municipal Act

vi. Incorporation of Schedule 12 into the State Municipal Act Partially

Yes No

Some of the functions of Schedule 12th are with ULBs, detail as per ' b'.

- 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 th Schedule	Incorporated in the Act ¹	Transferred to ULBs ²
a	b	c	d
1	Urban Planning including town planning	✓*	
2	Regulation of land-use and construction of buildings	✓*	
3	Planning for economic and social development	✓*	
4	Roads and bridges		Partly
5	Water supply- domestic, industrial and commercial	✓*	
6	Public health, sanitation, conservancy and SWM		✓
7	Fire services	✓*	
8	Urban forestry, protection of environment and ecology	✓*	
9	Safeguarding the interests of weaker sections society including the handicapped and mentally retarded	✓*	
10	Slum improvement and upgradation		✓
11	Urban poverty alleviation		✓
12	Provision of urban amenities and facilities- parks, gardens and playgrounds		✓
13	Promotion of cultural, educational, and aesthetic aspects	✓*	
14	Burials and burial grounds, cremations, cremation grounds and electric crematoriums		✓
15	Cattle pounds, prevention of cruelty to animals		✓
16	Vital statistics including registration of births and deaths		✓
17	Public amenities including street lighting, parking lots, bus stops and public conveniences		✓
18	Regulation of slaughter houses and tanneries		✓

- 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.

Urban Planning including Town Planning, Regulation of Land Use and construction of buildings
 – Mussorie Dehradun Development Authority for Dehraedun
 - Haridwar Development Authority for Haridwar
 - Lake Development Authority for Nainital
Planning for economic and social development – Social Development Department
Drinking Water, Sewrage and Sanitation - Uttarakhand Peyjal Nigam and Jal Sansthan
Fire Services - Fire Department

¹ Indicate as either : Completely, No, or Partly

² Indicate as either : Completely, No, or Partly

* New Municipal Act under preparation

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

Centralised Services Staff is recruited through State Public Service Commission, the non-centralised staff is recruited at the ULB level as per the provisions incorporated in the Act.

- e. If the DPC/MPC has been constituted, please attach a copy of the Act. Not constituted

- f. If the DPC/MPC has not been constituted, has the legislative process for their constitution been initiated? Yes No
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?
Yes, last SFC constituted in year 2006.

- h. Please indicate whether SFCs submitted their recommendations. Yes No
If yes, what is the status of implementation?

State has started implementing the different recommendations of the Second SFC.

TIMELINE FOR REFORMS

MUNICIPAL ELECTIONS

- a. If elections to the municipalities have not been held, Year1 Year2 Year3 Year4 Year5 Year6 Year7
Please indicate when this will be held.
Election Held in 2003

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)

Year1	Year2	Year3	Year4	Year5	Year6	Year7
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

Provision for DPC incorporated in the New Municipal Act (Proposed)

Please specify the reasons for delay, if any.

The new State of Uttarakhand came into existence in the year 2000. Election to the ULBs were held in year 2003. The new Municipal Act as per the provisions of 74th CAA is under finalisation.

STATE FINANCE COMMISSION

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

I SFC (2001 - 2006) – Recommendations implemented
II SFC (2006 - 2011) – Recommendations submitted

CONVERGENCE OF URBAN MANAGEMENT FUNCTIONS

- d. Resolution³ by Government expressing commitment to implement the 74th Amendment Act⁴ 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.)

³ 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

⁴ 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 74th Constitutional Amendment Act)

e. Please provide timeline in years of when the State plans to complete the transfer of the following functions⁵

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

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.

New Municipal Act is under finalisation, all the infrastructure services/ functions of Schedule 12th will be transferred to the ULBs as per the New Act during the Mission Period.

⁵ 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.

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.⁶

CURRENT STATUS

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

<i>Sector</i>	<i>Agency undertaking planning</i>	<i>Agency/ agencies undertaking delivery of services</i>	<i>Prevailing role of ULB/s in planning vis-à-vis respective sectors</i>
<i>For e.g. Land-use management</i>	<i>Town and Country Planning Department</i>	<i>Development Authorities</i>	<i>Limited</i>
<i>Town planning</i>	<i>Town and Country Planning Department</i>	<i>Development Authorities</i>	<i>Limited</i>
<i>Traffic and Transport services</i>	<i>Transport Department, Development Authority</i>	<i>Transport Department</i>	<i>Limited</i>
<i>Water supply and sewerage</i>	<i>Uttarakhand Pey Jal Nigam</i>	<i>Uttarakhand Pey Jal Nigam and Jal Sansthan</i>	<i>Limited</i>
<i>Solid Waste Management</i>	<i>ULB</i>	<i>ULBs</i>	<i>Limited</i>
.....			

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

Uttarakhand Urban Development Project, Department of Urban Development

- c. Please indicate whether the Master Plan and / or CDP has been approved by the ULB/s vide a specific resolution.

Yes No

⁶ 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 Planning Committee (DPC).

Not Applicable

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

- e. Please indicate agency, if any, responsible for planning and coordination of Heritage conservation.
GoI Archaeological Department, Department of Culture, Government of Uttarakhand

TIMELINE FOR REFORMS

- a. Resolution by Government expressing commitment to assign or associate ULBs with the city planning function. Please indicate timeline. Within 3 to 4 years
- 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
- c. Please indicate sequence of steps to integrate ULB/s with the city planning function.

Year1	Year2	Year3	Year4	Year5	Year6	Year7
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<i>Areas of planning⁷</i>	<i>Steps to integrate ULB/s with the planning function</i>	<i>Targeted year of the Mission period</i>
Land-use and spatial planning	Preparation of Land Use Plans for the cities	2009
Development of new areas	Preparation of Land Use Plans	2009
Basic infrastructure services, such as <ul style="list-style-type: none"> • water supply, • sewerage • sanitation 	Constituting Town Level Committee for improvement	2009 2009 2009
Traffic and transport services	Do	2009
Renewal of inner city areas	Do	2009
Heritage conservation	Do	2009

⁷ The areas of planning should cover all aspects of urban development and management

Building regulation	Do	
Socio-Economic planning	Do	
Solid Waste Management	ULBs function	ULBs function

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

<i>Areas of service delivery⁸</i>	<i>Steps to integrate ULB/s with the service delivery function</i>	<i>Targeted year of the Mission period</i>
Urban Planning including town planning	Preparation of Master Plan by the ULBs	2009
Regulation of land-use and construction of buildings	Preparation of Building Bye - laws	2009
Planning for economic and social development	Preparation of Economic and Social development plan	2009
Roads and bridges	Preparation of Transport Master Plan	Partially already with ULBs
Water supply- domestic, industrial and commercial	Restructuring of Urban utilities	2009
Public health, sanitation, conservancy and SWM	SWM, Master Plan and capacity building	SWM, ULBs function
Fire services	Preparation of Fire Mitigation Plan	2009
Urban forestry, protection of environment and ecology	Preparation of Master Plan	2009
Safeguarding the interests of weaker sections society including the handicapped and mentally retarded	Preparation of Action Plan	2009
Slum improvement and upgradation	ULBs function	
Urban poverty alleviation	ULBs function	
Provision of urban amenities and facilities- parks, gardens and playgrounds	ULBs function	
Promotion of cultural, educational, and aesthetic aspects		2009
Burials and burial grounds, cremations, cremation grounds and electric crematoriums	ULBs function	
Cattle pounds, prevention of cruelty to animals	ULBs function	
Vital statistics including registration of births and	ULBs function	

⁸ The areas of service delivery should correspond to all areas listed under Schedule 12 of the 74th Constitutional Amendment Act

deaths		
Public amenities including street lighting, parking lots, bus stops and public conveniences	ULBs function	
Regulation of slaughter houses and tanneries	ULBs function	

- e. Any other related reform steps being undertaken to achieve institutional convergence (please use additional space to specify the details and corresponding timelines targeted)

New Municipal Act is under the process of finalisation and ULBs will be integrated with the service delivery functions during the Mission Period.

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

- (1) The landlord can get the house evacuated under section 16 of the act if the house is vacant.
- (2) Under the existing act tenants staying in a house prior to 1976 with the permission of the landlord have been accepted as recognised tenants and have been permitted to stay in the house as per provisions of the act.
- (3) The tenant shall pay the rent on a regular basis and will not damage the house in any way. He will also not make any alteration in the house without the consent of the landlord. The tenant will also strictly adhere to the terms and condition of the agreement.
- (4) If the rent is being paid by the tenant is less than the prevailing market value, the district magistrate after listening to the request of tenant re-fix the rent as per the present valuation.
- (5) Provision under sections 4, 5, 6, 7, 8 and 9 have been incorporated in the act under which the district magistrate can resolve the disputes after listening to both the parties.

b. Please indicate whether you have adopted the Model Rent Control Legislation circulated by GOI:

i. Adopted as is

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

ii. Adopted with modifications. If so, please specify

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

iii. Please specify year of adoption (UP 6th Specification)

1995

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- c. Please indicate the number of properties under Rent Control Act
- d. Please indicate whether Rent Control Act applies to new construction & new tenancies Yes No
- e. Please indicate whether there are any special provisions for weaker sections of society Yes No
- f. Please indicate the number of rent control cases pending in various courts related to JNNURM cities
- g. Please indicate the annual trend in new cases being filed related to rent control (Increasing year by year)

2002-03	2003-04	2004-05	2005-06
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
- h. Is there any mechanism for providing guidelines to fix rents on the basis of market rates for existing tenancies (if yes, please provide a brief description below)

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

1/12th part of 10% of the total valuation of the land and building

- i. Please indicate prevailing dispute resolution mechanisms, if such exist.

At the level of district magistrate and civil courts

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.							
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	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	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							
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
 (The last revision of rent was made in the year 1995. the same was due in the year 2000 which has not be done)

Periodicity: 5 Years	Next due:
----------------------	-----------

e. Setting up mechanism for periodic review of rents/ rental value guidance

Year1	Year2	Year3	Year4	Year5	Year6	Year7
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

f. Institute Dispute resolution mechanisms (e.g. Special Tribunals/ Courts etc)

Year1	Year2	Year3	Year4	Year5	Year6	Year7
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Indicate what mechanism is being envisaged... A mechanism where objections/suggestions from public and private to be sought for making the dispute resolution mechanism transparent, effective in the prospective of the state.

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

Year1	Year2	Year3	Year4	Year5	Year6	Year7
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please indicate how such rent control reforms shall be communicated to the citizens,

Through gazette notification and other means of the press

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 percent (+2 percent additional stamp duty in urban areas which is passed on to Urban Local Bodies)

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

97-98 (from 12.5 percent to 8 percent)

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

<i>Type of Concession</i>	<i>Qualifying Institution/Individual</i>
50 percent Stamp Duty	On sale deeds in favour of women

(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 lakhs

<i>2000-2001</i>	<i>2001-2002</i>	<i>2002-2003</i>	<i>2003-2004</i>	<i>2004-2005</i>	<i>2005-06</i>	<i>2006-07</i>
			11.46	=	3.48	79.19

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

i. ULB's share in % 4 percent of the net revenue collection of the State from own resources is given to ULBs' as per recommendations of the Ind SFC

ii. Quantum shared with JNNURM cities in last three years (in Rs. Crores) Not Applicable

Name of City	2003-2004	2004-2005	2005-2006
Dehradun			
Haridwar			
Nainital			

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

Computerisation of records is under progress

ii. Maintenance of guidance values

TIMELINE FOR REFORMS

a. Resolution by Government expressing commitment to reduce Stamp Duty⁹ 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.) Please indicate timeline.
Resolution not yet passed.

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

Every Two years

c. Indicate the time-table for reducing the stamp duty rate to 5%
(Indicate % of Stamp Duty in the box)
Not Applicable

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Stamp duty (%)			8.5	6.5	6	6	5

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

Year1 Year2 Year3 Year4 Year5 Year6 Year7

Efforts underway to rationalise stamp duty

⁹ 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 direction

TIMELINE FOR ACTION ON REFORMS

a. The State must pass a resolution for the repeal of ULCRA within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD. Please indicate timeline.

b. The State legislature to pass a resolution in compliance with the repeal of ULCRA Act passed by the Parliament in 1999 Year1 Year2 Year3 Year4 Year5 Year6 Year7

c. Notification of the above by the State government 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 3rd or 4th 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 Committees				
	Other (specify) - Municipal Corporation				
Ward-level	Ward(s) Committee ¹⁰	Number of Wards	Dehradun M Corp	Haridwar M Council	Nainital M Council
			45	25	11
		Number of Ward(s) Committees			
		Average population/ Wards Committee			
		Number of Ward(s) Committee members/ Ward(s) Committee			
		Method of selection of Ward(s) Committee members			
Any other provision for Ward Committee (specify)					
Below the Ward Level	Any other Committee below the Ward Level (specify)				
Additional Specific Committees / associations	(this could be at any level; please specify those that the ULBs formally recognise and integrate into their working, for e.g. Resident Welfare Associations, Community Development Societies, etc)		RWA		

¹⁰ As per the 74th 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 annexures wherever applicable):

Annual Budgeting Exercise is carried out in consultation with the members representing each ward. Every year the budget and the taxation policy for next financial year (April - March) has to be passed by the respective ULBs.

- c. Please indicate if there is any formal process for community participation in city planning activities Yes No
 If the answer to 1 (c) is Yes, please describe the process below (use annexures wherever applicable):

Community Participation is ensured by stakeholders' (State Government Departments, ULBs, Development Authorities, Para-statals, Citizens, NGOs, CBOs etc) consultation in finalising the CDP of the respective town.

- d. Please indicate levels of Community Participation that took place in CDP/DPR documents submitted to JNNURM so far
 i. Please indicate whether the City Development Plan (CDP) been prepared with community participation Yes No

If yes, please indicate the alignment of this community participation process to the proposed Community Participation Law¹¹

<i>Complete Alignment</i>	Community participation process done through Area Sabha and Ward Committee structures envisaged in Community Participation Law	Detail as per 'c'
<i>Partial alignment</i>	Community participation process done through ward-level processes	Detail as per 'c'
<i>Minimal alignment</i>	Community participation process done through city-wide process	Yes

¹¹ 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.)

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.

3

1st Tier – Municipal Council
 2nd Tier – Municipal Wards Committee
 3rd Tier – Booth Level Committee (Mohalla Samities)

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

No	Name	Description	Composition
1	Municipality	Municipal Council	Members elected from the Wards
2	(Intermediary regional platform, e.g. Wards/Borough/Zonal Committee)		
3	Ward Committee	Ward Committee	Elected and Nominated
4	Area Sabha	Mohalla Samiti	Elected and Nominated

c. Proposed Activity-mapping of functions in Community Participation Law (for each of the functions of the Municipality) – Not Applicable

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				
2	Regulation of land-use and construction of buildings.				
3	Planning for economic and social development.				
4	Roads and bridges.				
5	Water supply for domestic, industrial and commercial purposes.				
6	Public health, sanitation conservancy and SWM				
7	Fire services				
8	Urban forestry, protection of the environment and promotion of ecological aspects				
9	Safeguarding the interests of weaker sections of society, including the handicapped and mentally retarded				
10	Slum improvement and upgradation.				
11	Urban poverty alleviation				
12	Provision of urban amenities and facilities such as parks, gardens playgrounds				
13	Promotion of cultural, educational and aesthetic aspects				
14	Burials and burial grounds; cremations, cremation grounds and electrical crematoriums				
15	Cattle pounds; prevention of cruelty to animals.				
16	Vital statistics including registration of births and deaths.				
17	Public amenities including street lighting, parking lots, bus stops and public conveniences				
18	Regulation of slaughter houses and tanneries				

Note: the above functions are taken from Schedule XII of the 74th 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
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- 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 disbursement 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	Related to Solid Waste Management on every Sunday in one of the ward of the municipality a public meeting is organised, participants are public, ward members, Sanitary Inspectors and MOH
Minimal Community Participation Structures being established	Community participation process being undertaken marginally, or not in any organised manner	

S7. PUBLIC DISCLOSURE LAW

DESIRED OBJECTIVE/S

¹² Edit the text in the table as appropriate

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 its 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

<i>Agency:</i>	<i>2003-04</i>	<i>2004-05</i>	<i>2005-06</i>
Municipal Council ¹³			
Dehradun	March 2004	March 2005	March 2006
Haridwar	March 2004	May 2005	March 2006
Nainital	March 2004	March 2005	March 2006
Other parastatal agencies (list each below):			
1. Development Authorities	March 2004	March 2005	March 2006
2. Uttaranchal Pey Jal Evam Nirman Nigam and Jal Sansthan	March 2004	March 2005	March 2006
3. Public Works Department	March 2004	March 2005	March 2006
4. Transport Department	March 2004	March 2005	March 2006

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

<i>Agency</i>	<i>Accounts complete upto year</i>	<i>Accounts audit complete upto year</i>
Municipal Council ¹⁴		
Dehradun	2005-06	2005-06
Haridwar	2005-06	2005-06
Nainital	2005-06	2005-06
Other parastatal agencies (list each below):		
1. Development Authorities	2005-06	2005-06
2. Uttaranchal Pey Jal Evam Nirman Nigam and Jal Sansthan	2005-06	2005-06
3. Public Works Department	2005-06	2005-06

¹³ And - For cities with multiple ULBs within the urban agglomeration, please provide details of all ULBs.

¹⁴ And - For cities with multiple ULBs within the urban agglomeration, please provide details of all ULBs.

4. Transport Department	2005-06	2005-06
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- 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

For Disclosure of Accounts and Audit Statements, every year the proposed budget is presented before the Municipal Board and the copy of the same is given to every ward member.

- 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	For dissemination of information, every financial and urban issue is kept before the board/ ward members (peoples representatives)
2.	City Development Plans and other plans	City Development Plan has been approved by the ULB
3.	Municipal finance and accounts	All municipal finance and accounts related information and proposals are kept before the board.
4.	Procedures for various approvals / permits	Buildings approvals given by Development Authority after taking the NOCs from Jal Sansthan, ULBs, Fire fighting, PWD etc. as the case may be.
5.	Schemes managed by the municipal body, especially those related to poverty alleviation, women, children and weaker sections of society	Malin Basti Sudhar Yojna, Swarna Jayanti Shahri Rojgar Yojna, different poverty alleviation schemes of SUDA, proposed and executed as per the CDS meetings.
6.	Procedures to access various services provided by the ULB / parastatal agency	Presently no scientific method is there to access the different levels of services of ULBs and para-statals.
7.	Liability for tax / user charges / fees - Basis for liability - Quantum for consumer / tax assessee	Property as a built up area Services for water supply and sewerage disposal.
8.	Service levels of various services	Presently no scientific method is there to access the different levels of services of ULBs and para-statals.
9.	Receipt, processing and status of redressal of complaints by	Every complaint receipt at ULB level is registered and after redressal

	citizens	the compliance is reported to concerned person.
10.	Ongoing major projects	
11.	Any other	
12.		

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.
- 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
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Year1	Year2	Year3	Year4
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Start from Year -
 - ii. Conduct of Annual Statutory Audit

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>
 - iii. Disclosure of Audited Financial Statements and Audit Report

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

Year1	Year2	Year3	Year4
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Start from Year -
 - iv. Time period for publication of annual audited financial statements, (pl. indicate in months after end of financial year)
 - v. Disclosure of Quarterly Audited Financial Statements

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

- vi. Time period for publication of Quarterly Audited Financial Statements (in months after end of each quarter)
- vii. Publication of CDP on municipal website - Not Applicable Yes No
- viii. MOAs entered into with GoI and State Governments to be placed before Municipal Council within 60 days Yes No
- ix. Disclosure of MoA in public domain vide a published document, easily accessible to citizens / other stakeholders Please indicate target date 2009. Yes No
- c. List information 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	Through proposed website
2	Procedures for various approvals / permits	Plan sanctioned already computerised, file number is given to every individual
3	Schemes managed by the municipal body, especially those related to poverty alleviation, women, children and weaker sections of society	Malin Basti Sudhar Yojna, Swarna Jayanti Shahri Rojgar Yojna
4	Procedures to access various services provided by the ULB / parastatal agency	Through conventional system
5	Liability for tax / user charges / fees - Basis for liability - Quantum for consumer / tax assessee	Through conventional system
6	Service levels of various services	No scientific method is adopted.
7	Receipt, processing and status of redressal of complaints by citizens	
8	Ongoing major projects	All new project's tenders are provided on web site, having link with state government.
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	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)	2-3 hrs twice in a day	Not Applicable
2	Sewerage / Sanitation / Underground drainage	30% of HHs covered with house level connections	Do
3	Solid Waste Management	Every day Frequency of street sweeping	Do
4	Storm water drainage systems	15 days of flooding during monsoons	Do
5	Building Plan approvals	7 of days required for sanction	Do
6	Road networks within the city	Average .5 of hours of transit time from point A to B	Do
7	Street Lighting	40 no. of working street lights per km length	Do
8	Birth & Death Registration	48 hours for providing certificates	Do
9	Public parks and playgrounds	In 400 Sq. m per Sq. Km	Do

(please use additional rows as necessary)

e. Year from when Service Levels information will regularly disclosed

Year1	Year2	Year3	Year4	Year5	Year6	Year7
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

f. Time schedule for enactment of Public Disclosure Law as described above:

Year1	Year2	Year3	Year4
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

g. Time schedule for notification of the rules pertaining to the Public Disclosure Law:

Year1	Year2	Year3	Year4
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

h. Any other reform steps being undertaken and proposed timeline for the same (please use additional space as necessary)

ITDA is preparing soft wares and UDD has supplied hard wares for the execution of above.

MANDATORY **REFORMS AT THE LEVEL OF THE URBAN LOCAL **BODY¹⁵****

¹⁵ 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		Name agency responsible	Details of deployment of IT (explain functional features of IT application deployed)			
	Yes	No		Database of records, MIS & reporting	Online work flow	Citizen interface	Any other functional feature
Property tax	Y		DUD	Y	No	Y	
Accounting	Y		DUD	Y	No	No	
Water Supply and Other Utilities	NA		Jal Sansthan	NA	NA	NA	
Birth & Death Registration	Y		DUD	Y	No	Y	
Citizens' Grievance Monitoring	Y		DUD	Y	No	Y	Access through telephone lines
Personnel Management System	Y		DUD	Y	No	Only for Govt. Employee	
Procurement and Monitoring of Projects	Y		DUD	Y	No	Y (Only participating vendors)	
o E-procurement	Y		DUD	Y	No	Y	
o Project/ward works	Y		DUD	Y	No	Y	
Building Plan Approval	NA		HDA	NA	NA	NA	
Public Health Management	No		-	-			
o Licenses	No		DUD	Y	No	Y	
o Solid Waste Management	No		-	-	-		
Others (specify)	-		-				

- b. Have there been attempts towards training the staff towards e-governance practices? Yes No
If yes, give details.

*Double Entry System for accounting and internet users training given to EO's and Chairman of NP & NPP
Accounts Staff – 02 persons*

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

Area of Improvement¹⁶	Initiatives taken	Achievement
Citizen information	Information related to property tax & other services have been computersied	Quick redressal
Service delivery	Urban Complaint Management System (in progress)	Would provide centralised system for quick redressal of complaints related to ULB's
Citizen participation	Strengthening of delivery system	Transparency
Municipal Resource planning (financial controls, operational management and reporting etc)	Various sectors of revenue generation viz. property tax, rents, advertisement tax, vendors license fees etc have been identified	Revenue generation and efficiency of monitoring would increase

INFORMATION TECHNOLOGY

- d. Does the municipality have a website of its own? Yes No

Give the following details about the website.

Module	Information available	Interactive facilities (eg. Payment, certificates, registration, download of forms etc)
Citizen	NA	NA
Tourist	NA	NA

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

NA

¹⁶ List should correspond with areas identified in a. above

- 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
- h. Are other parastatals/government agencies electronically connected through WAN (Wide Area Network)? Yes No

MAPPING

- i. 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.

What all information is mapped on to GIS? Indicate, with details, in the table below. **Not Applicable**
Project is being initiated for deployment & development of GIS applications for all the towns of Uttarakhand. Vendors are short listed & following GIS information layer will be developed by them.

Information layer available	Available at				Not available	Agencies involved for updation	Other relevant details
	City level	Ward level	Property / Household	Any other level			
ULB and ward boundaries							
Road and street layer							
Property layer							
Household & demographic							
Water supply network							
Sewerage network							
Street lighting							
SWM							
Storm water drains							
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)

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
-------	-------	-------	-------	-------	-------	-------
- 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. 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 modules

Module	Steps to be undertaken	Targeted Year in the Mission Period for completion¹⁷ (Year 1 to Year 7)
Property tax	Updation of property tax data base	4 th Year

¹⁷ 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 ¹⁷ (Year 1 to Year 7)
Accounting	Preparation of State Accounting Manual & Software	4 th Year
Water Supply and Other Utilities	Customization of Software	4 th Year
Birth & Death Registration	Customization of Software	4 th Year
Citizens' Grievance Monitoring	Customization of Software	4 th Year
Personnel Management System	Customization of Software	4 th Year
Procurement and Monitoring of Projects	Implementation of ERP	5 ^h Year
o E-procurement	Implementation of ERP	5 ^h Year
o Project/ward works	Implementation of ERP	5 ^h Year
Building Plan Approval	Prototype Software	5 ^h Year
Health Programs	Preperation of TOR	5 ^h Year
o Licenses	Customization	4 ^h Year
o Solid Waste Management	Customization	4 ^h Year
Any other module..		

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

Year1 Year2 Year3 Year4 Year5 Year6 Year7

Plan is yet to be drawn

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 system & cash basis)

Accounts are complete upto 2006-07, fix assets register are maintained department wise. All subsidiary register are also maintained.

- 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)

<i>Year</i>	<i>Adopted</i>	<i>Audited</i>	<i>Published</i>
2002-2003	Y	Y	N
2003-2004	Y	Y	N
2004-2005	Y	Y	N
2005-2006	Y	Y	N

- c. Please state whether State/city has drawn up its own accounting manual

Yes No

- d. Please state whether State/city has adopted NMAM¹⁸

i. without modifications (Yet to be adapted)

¹⁸ 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: Not Applicable

Please state significant deviations in accounting policies, and other accounting standards...

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
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="text"/>

g. If applicable, please provide current status of implementation of double-entry accrual system.

Yet to be implemented

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.)

By December 2007

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

e.	Training of personnel	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f.	Appointment of field-level consultant for implementation at the city-level	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g.	Notification of cut-off date for migrating to the double-entry accounting system	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i.	Completion of registers and Valuation of assets and liabilities	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j.	Drawing up of opening balance sheet (OBS):	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	i. Provisional OBS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	ii. Adoption of provisional OBS	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	iii. Finalisation of OBS	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k.	Full migration to double-entry accounting system	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l.	Production of financial statements (income-expenditure accounts and balance sheet) as per the new system	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>IMPROVED FINANCIAL MANAGEMENT</u>								
m.	State year from which external audit of financial statements will commence	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
n.	Frequency of such external audit cycle	Yearly						

- o. State year from which ULB will commence preparation of outcome budgets

Year1	Year2	Year3	Year4	Year5	Year6	Year7
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- p. State year from which ULB will institute internal audit / control mechanisms

Year1	Year2	Year3	Year4	Year5	Year6	Year7
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- q. State year in which ULB will undertake Credit rating

Year1	Year2	Year3	Year4	Year5	Year6	Year7
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
- 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 completion and integration with Financial Accounting System¹⁹
Procurement systems	Year 6
Works contracts management	Year 6
Payroll and wage payments	Year 6
Stores and inventory management	Year 6
User charges billing systems	Year 6
Tax collection systems	Year 6
Any other	Year 6

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

NONE

¹⁹ Should link with milestones committed in the reform agenda for e-governance.

L3-PROPERTY TAX²⁰

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
- iii. Industrial
- iv. Any other category

b. Please provide the Method of Property Tax Assessment being followed

- i. Self-assessment NO
- ii.
- iii. Demand-based ARV

c. Please provide the Basis of determination of property tax

- i. Capital value
- ii. Rateable value
- iii. Unit Area
- iv. Other (please specify) ARV

²⁰ 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 implemented

ii. Electronic database of property records

Under Progress

iii. Computerised generation of Property Tax demand notices

Under Progress

iv. Computerised recording of receipts of tax collection

Under Progress

v. Any other functionality of Property Tax system

Manually

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

<i>Year</i>	<i>2003-04</i>	<i>2004-05</i>	<i>2005-06</i>
PT as % of Own Sources of Revenue Income	14.33	24.84	19.74 (approx.)
PT as % of Total Revenue Income	5.02	9.03	7.04 (approx.)

f. Please provide the below information on Current coverage

<i>No.</i>	<i>Type of Property</i>	<i>Estimated no. of properties</i>	<i>No. of properties in the records of the municipality</i>	<i>No. of properties paying property tax</i>	<i>Coverage ratio</i>
	<i>(1)</i>	<i>(2)</i>	<i>(3)</i>	<i>(4)</i>	<i>(4) / (2)</i>
		<i>(2)</i>	<i>(3)</i>	<i>(4)</i>	<i>(5)</i>
1	Residential				
2	Commercial				
3	Industrial & others				
4	Total	5631	4067	2936	0.52

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

(Rs. In Millions)

<i>Financial Year</i>	<i>Category</i>	<i>Current Demand Raised in Rs.</i>	<i>Arrear Demand in Rs.</i>	<i>Total demand</i>	<i>Current demand Collection in Rs. (collection efficiency in % in brackets)</i>	<i>Arrear Demand collection in Rs. (collection efficiency in % in brackets)</i>	<i>Total collection in Rs. (collection efficiency in % in brackets)</i>
<i>(1)</i>	<i>(2)</i>	<i>(3)</i>	<i>(4)</i>		<i>(5)</i>	<i>(6)</i>	<i>(7)</i>
FY 05-06	Residential	3.601	2.109	5.710			
	Commercial	1.011		1.011			
	Industrial & others						
	Total	4.612	2.109	6.721	3.687 (79.95%)	1.712 (81.18%)	5.399 (80.3%)
FY 04-05	Residential						
	Commercial						
	Industrial & others						
	Total	4.613	1.729	6.342	3.051 (66.2%)	1.178 (68.15%)	4.229 (91.67%)
FY 03-04	Residential						
	Commercial						
	Industrial & others						
	Total	3.70	2.557	6.257	3.198 (86.44 %)	1.339 (51.99 %)	4.527 (72.35 %)

g. Please list the Exemptions given to property owners

<i>No.</i>	<i>Type of Exemption</i>	<i>Qualifying institution/ individual</i>	<i>Revenue implication of exemption for a year (Rs.)</i>
1	Exempted by assigning zero value to use of property below Rs. 360/- ARV	Non-Residential religious places and central government institutions.	NA

(please use additional rows if necessary)

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

Executive Committee constituted for reviewing assessment and tax in positions. The committee as per discretion may reduce the assessed tax upto the 25 percent annual rental value.

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

01-04-2002

ii. Date when last revision of guidance values²¹ was done

1997

iii. Frequency of revision of guidance values

After five 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

.....

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

.....

²¹ 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

Reform	Steps proposed in order to achieve the reform	Target year for completion						
		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						✓		
b) Elimination of exemptions	<u>Not Applicable</u>							
c) Migration to Self-Assessment System of Property Taxation	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						✓	
d) Setting up a non-discretionary method for determination of property tax (e.g. unit area, etc) <i>(Sub-Steps (i) to (viii) given in (c) above may be repeated for this step as relevant)</i>	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					✓		

Reform	Steps proposed in order to achieve the reform	Target year for completion						
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
	g. Preparation and notification of appropriate subordinate legislation					✓		
	h. Implementation by municipality						✓	
e) Use of GIS-based property tax system	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					✓		
f) Next scheduled / anticipated revision of guidance values						✓		
g) Periodicity for revision of guidance values	a. Periodicity to be adopted (<i>specify frequency</i>)	5 years						
	b. Deadline for adoption					✓		
h) Establish Taxpayer education programme	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					✓		
i) Establish Dispute resolution mechanism				✓				
j) Rewarding and acknowledging honest and prompt taxpayers					✓			
k) Achievement of 85% Coverage Ratio (see item e in Current Status) (<i>Specify target Coverage for each year of mission</i>)	-			60%	70%	75%	80%	85%
l) Achievement of 90% Collection Ratio for	-			60%	75%	80%	85%	90%

<u>Reform</u>	<u>Steps proposed in order to achieve the reform</u>	<u>Target year for completion</u>						
		<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Year 6</u>	<u>Year 7</u>
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 reach Total Outstanding Arrears less than or equal to 10 % of Current demand for previous year <i>(exclude tax assessments under litigation, but include Property Tax / service charge levied on Government properties)</i>	<i>Specify targeted Total Arrears for each year as % of Total Current Demand for previous year, taking into account current position</i>			41%	46%	53%	61%	70%
n) Any other reform steps being undertaken (please specify)	<i>Not Applicable</i>							

L4-USER CHARGES²²**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

<i>Type of Service²⁴</i>	<i>User charge levied (Yes/No)</i>	<i>Service Provider</i>	<i>Tariff Structure</i>	<i>Last Revision of Tariff</i>
Water Supply	Yes	Uttarakhand Jal Sansthan	Minimum flat rates 12.5 % annual rental value of property	01.10.2006 By Jal Sansthan
Sewerage	Yes	Uttarakhand Pey Jal Nigam (Ganga Pollution Control Unit)	Per KL rates 3% annual rental value of the property	
Solid Waste Management	No	Nagar Palika Parishad Nainital	NA	NA
Public Transport				
Street lighting				
Primary health				
Hiring of municipal assets (please specify)				
Others (please specify)				

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

²² 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.

²³ Please attach details in separate annex where necessary.

²⁴ List should include all services rendered by the ULB.

Service	O&M Cost ²⁵ (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)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
Water Supply and Sewerage	373.26	-	-	314.12	-	-	59.14	-
Solid Waste Management								
Public Transport Services								
Others (please specify)								

** 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 & Sewerage	45.63 %	49.29 %	51.44 %	56.11 %	64.60 %
Solid Waste Management					
Public Transport Services					
Others (please specify)					

d. Please provide performance parameters and current service levels²⁶

Service	Indicator	Status in 2004-2005
Water Supply		
1	Total water supplied per day (MLD)	14.25 MLD
2	Hours of water supply per day	6 Hrs

²⁵ To include all related direct costs, including salaries and wages of personnel directly deployed in the service

²⁶ Please add additional indicators as appropriate

<i>Service</i>	<i>Indicator</i>	<i>Status in 2004-2005</i>
3	Percentage (%) of population covered by Piped water supply	
5	Per capita supply (in litres) (per day)	140.67 LPCD
6	Total no. of household connections (Cumulative figure)	6113
7	No. of connections metered (Cumulative figure)	6063
8.	Total Non-Revenue Water in MLD (% in brackets)	
9.	Un-accounted for Water in MLD (% in brackets), including system losses	30 %
Sewerage and Sanitation		
1	Quantum of Sewage generated per day (MLD)	9 MLD
2	Quantum of Sewage treated per day (MLD)	
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	90 %
7	No. of households with individual toilets / low cost sanitation unit (Cumulative figure)	
8	No. of public toilets (Cumulative figure in terms of seats)	33-55 seats
Solid Waste Management		
1	Quantum of solid waste generated per day (TPD)	12
2	Quantum of solid waste collected per day (TPD)	10
3	Collection efficiency	83 percent
4	Per capita waste generation	350 gm per capita per day
5	Quantum of waste treated in scientific manner (composting, etc.)	Nil
6	Staff per 1,000 persons	1.14
7	Total capacity of all collection vehicles per day	10 MT
8	Does a sanitary landfill exist (Y/N)	Y
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.)

December 2007

- b. The State should set up a body for recommending a user charge structure.
- | | | | | | | |
|--------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Year1 | Year2 | Year3 | Year4 | Year5 | Year6 | Year7 |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

- c. Establishment of proper accounting system for each service so as to determine 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
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii.	Solid Waste Management	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iii.	Public Transport Services	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iv.	Other (please specify)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- d. Please indicate the targeted service standards and timelines for achieving the same with regard to each of the above mentioned services²⁷

Service	Service Standard identified (in units)	Service Standard targeted (in quantity)	Targeted year for achieving the standard*
Water Supply		-	Year 5
Sewerage	90 percent of the area is covered by sewerage system	Rest 10 percent area is envisaged to be covered	Year 5
SWM	83 percent collection	100 percent collection 100 percent scientific disposal	Year 5

* with reference to year if JNNURM period (Year 1, Year 2....)

²⁷ 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

<i>Service</i>	<i>Proposed User charge Structure (give details of rates, category and units)</i>	<i>Targeted year for achieving the standard*</i>
Water Supply		Year 3
Sewerage	On Annual Assessment Rs. 360 – Rs 10 per household per month Rs. 361-2000 – Rs 15 per household per month Rs. 2001 and above – Rs 20 per household per month Commercial connection – Rs 20 per seat per month	Year 5
SWM	NA	NA

* 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.
- | | | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|
| Year1 | Year2 | Year3 | Year4 | Year5 | Year6 | Year7 |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
- 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 |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
- Un-accounted for Water (UfW)
- | | | | | | | |
|--------------------------|--------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|
| Year1 | Year2 | Year3 | Year4 | Year5 | Year6 | Year7 |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
- 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 |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
- 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 |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
- g. Indicate periodicity in which such analysis shall be done regularly, and placed Before the Municipal Council
- | |
|---------------|
| <i>Annual</i> |
|---------------|

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
		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
ii.	Sewerage	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
iii.	Solid Waste Management	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
iv.	Public Transport Services	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
v.	Others, such as hiring of municipal assets, e.g. community halls, public parks etc. (please specify)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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



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 (Yet to be initiated)

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

There is no mandatory earmarking of funds for the Urban Poor. Funds received from Central and State government for specific programmes related to Urban Poor are accounted separately.

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

The existing system is archaic and based on single entry accounting system.

EXPENDITURE INCURRED ON DELIVERY OF SERVICES TO THE POOR

- c. Please indicate if there is any internal earmarking²⁸ 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.

NO

<i>Year</i>		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 Accounts)	Own sources			
	Other Sources			
	Total			
% of the total budget (both Revenue and Capital Accounts)	Own sources			
	Other Sources			
	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.

Year1 Year2 Year3 Year4 Year5 Year6 Year7

²⁸ 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
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ALLOCATION AND EXPENDITURE²⁹ 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 %	NIL	NIL	3%	3%	5%		

- 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 %	NIL	NIL	10%	25%	35%		

- 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 %	NIL	NIL	10%	25%	35%		

²⁹ 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.

There is no database pertaining to household survey.

- 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, refer to CDP.

- 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	6-20 hrs	80%
1.2	Public taps / standposts	No. of hours of supply at reasonable pressure	6-20 hrs	90%
1.3	Handpumps / Tubewells (untreated ground water source)	Avg. distance from HH in metres	450 mtr	80%
1.4	Water Tanker supply	Response time on request in hrs.	3 hrs	As and when required
2.	Sanitation			
2.1	Household level individual toilets	Type of toilet	Flush toilet	80 %
		Type of conveyance / disposal system	Sewerage / Septic Tank	
2.2	Community toilets	Seats per population using them	1/50	40 %
		Type of conveyance / disposal system	Sewerage	
3.	Housing			
3.1	Housing	Pucca housing for each household	Pucca	90 %
3.2	Night shelters / community shelters	Avg. distance to be traversed by homeless in m	NA	Not applicable

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	65 %
4.2	Waste Collection	80 %
5.	Roads and Drains	
5.1	Provision of pucca (all weather) roads	85 %
5.2	Provision of storm water drains	45 %
6.	Street Lighting	
6.1	Provision of street lights	80 %
7	Community Facilities	
7.1	Aanganwadi / crèche	25 %
7.2	Community halls	90 %
8.	Primary healthcare	
8.1	Preventive health care – inputs and advise	60 %
8.2	Curative healthcare	60 %
9.	Primary Education	
9.1	Primary education	60 %
10.	Support for livelihoods	
10.1	Skill development training	25 %

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	30 %

e. Please provide details on prevailing levels of secure tenure amongst urban poor. **Not Applicable**

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			
2.	Secure tenure for place of work for micro-enterprises, in terms of authorisation of the locations of the enterprise			

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) Year1 Year2 Year3 Year4 Year5 Year6 Year7
- c. HH level survey to cover infrastructure deficiency indicators and socio-economic deficiency indicators Yes No Partly
- 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 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.

f. HOUSEHOLD LEVEL BASIC SERVICES

No.	Area of service delivery ³⁰	Quality Parameter	Target Quality Benchmark ³¹	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	20-24			80 %	87 %	90 %	92 %	95 %
1.2	Public taps / standposts	No. of hours of supply at reasonable pressure	20-24			90 %	92 %	93 %	94 %	95 %
		Avg. distance from HH in metres	350 mtr							
1.3	Handpumps / Tubewells (untreated ground water source)	Avg. distance from HH in metres	350 mtr			80 %	87 %	90 %	92 %	95 %
1.4	Water Tanker supply	Response time on request in hrs.	1 hr							
2.	Sanitation									
2.1	Household level individual toilets	Type of toilet	Flush			40 %	50 %	60 %	70 %	80 %
		Type of conveyance / disposal system	Sewerage system							
2.2	Community toilets	Seats per population using them	1/50			40 %	50 %	60 %	65 %	70 %
		Avg. distance from HHs in m	350 mtr							

³⁰ 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.

³¹ To be defined by the ULB at the time of signing the MoA

No.	Area of service delivery ³⁰	Quality Parameter	Target Quality Benchmark ³¹	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
		Type of conveyance / disposal system	Sewerage System							
		Facilities for aged, women, children, disabled	Separate							
3.	Housing									
3.1	Housing	Pucca housing for each household	Pucca			90 %	92 %	94 %	95 %	96 %
3.2	Night shelters / community shelters	Avg. distance to be traversed by homeless in m	Not Applicable							

h. OTHER INFRASTRUCTURE SERVICES

No.	Area of service delivery ³²	Quality Parameter	Target Quality Benchmark ³³	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	Twice a day	Year 5
4.2	Waste Collection	Avg. distance of HHs from bin in m	Door to Door collection	Year 5
		Frequency of lifting of waste from community bin	Once in a day	Year 5
5.	Roads and Drains			
5.1	Provision of pucca (all weather) roads	HH level access (roads in front of houses)	Total covered	Year 5
		Access of slum cluster to main roads	Total covered	Year 5
5.2	Provision of storm water drains	HH level access to covered drains	Total covered	Year 5
6.	Street Lighting			
6.1	Provision of street lights	Street illumination through out the year	30 m c/c poles with street lights	Year 5
7	Community Facilities			
7.1	Aanganwadi / creche	Avg. distance of HHs from the facility in m	1500 m.	Year 6

³² 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.

³³ To be defined by the ULB at the time of signing the MoA

No.	Area of service delivery ³²	Quality Parameter	Target Quality Benchmark ³³	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	1000 mtr	Year 7
8. Primary healthcare				
8.1	Preventive health care – inputs and advise	Frequency of visits by health worker / other modes of communication reaching the urban poor	Once in a week	Year 7
8.2	Curative healthcare	Reliability of the service	Establishment of PHC	Year 7
		Avg. distance of HHs from facility in m	1000 mtr	Year 7
9. Primary Education				
9.1	Primary education	Enrollment rate	100 %	Year 7
		Drop out rate	5 %	Year 7
		Avg. distance of HHs from facility in m	1000 mtr	Year 7
10. Support for livelihoods				
10.1	Skill development training	Persons trained who pursue related occupation	Micro scale industries	60% in year 6
10.2	Micro-credit	Access to participate in micro-credit group in the community	50 %	50 % in year 5

--

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	Community Development Societies	Year 3	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 Slum association	Year 3	Atleast 50% of all such contract through community contracting
3.					
4.					

SECURITY OF TENURE

j.	Please state targeted percentage of urban poor households that would have secure tenure of their place of dwelling. <i>(state target % for each year of Mission Period)</i>	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="text"/>	<input type="text"/>	10%	15 %	20 %	25 %	30 %
k.	Please state targeted percentage of urban poor micro-entrepreneurs that would have secure tenure of their place of work <i>(state target % for each year of Mission Period)</i>	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="text"/>	<input type="text"/>	10%	20 %	30 %	40 %	50 %

OPTIONAL REFORMS³⁴

³⁴ 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 Registration³⁵
 - ii. Transfer of Property³⁵

There is no scientific system in place. Those who apply for mutation, that too of building structure only, get the municipal property register updated as per procedure prescribed in the municipal manual.

- 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?)

No

³⁵ Explain in detail the role of various institutions and the processes involved

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

Status	Yes	No	Remarks
i. Lien		✓	
ii. Court orders		✓	
iii. Easements		✓	
iv. Restrictions		✓	
v. Encumbrances		✓	
vi. Lease		✓	
vii. Third party claims		✓	

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

None

- 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 ³⁶ (a)	No. of properties on records in the Municipality ² (b)	No. of disputed properties	Coverage Ratio(b/a*100)
Dehradun	80000	50000	NA	62.7%
Haridwar	33000	23169	NA	70%
Nainital	6000	4000	NA	67%

³⁶ Please mention the method used for identifying these property figures

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

Title Deed

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

i. Comment on the guarantee status of ownership in the current system

No Guarantee

j. Is there a list of documents identified to serve as evidence of change of ownership (Registration deed, partition deed, settlement deed etc)? If yes please give the details.

<i>List of evidence documents</i>	<i>Comments</i>
<i>a. Registration Deed</i>	For Lands and Buildings
<i>b. Partition Deed</i>	After division of Buildings, mutation in the municipal records for proposed division
<i>c</i>	

k. What is the frequency of update of property records? When was it done last?

For built up properties update is at every two years, or whenever the ownership changes.

TIMELINE FOR ACTION ON REFORMS

Please indicate the mission year by which the following 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 registration system, state guarantee and legislative amendments

Year1 Year2 Year3 Year4 Year5 Year6 Year7

- c. Amendment of legislation and notification

Year1	Year2	Year3	Year4	Year5	Year6	Year7
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- d. Detailed design of system

Year1	Year2	Year3	Year4	Year5	Year6	Year7
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
- e. Inventory of all recorded properties (after enquiry of titles and existing evidences)

Year1	Year2	Year3	Year4	Year5	Year6	Year7
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
- f. Update of all the records to reflect current owner and preparation of a 'Register of Titles'

Year1	Year2	Year3	Year4	Year5	Year6	Year7
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
- g. Computerisation of all the property records against ownership

Year1	Year2	Year3	Year4	Year5	Year6	Year7
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
- 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
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
- 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
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
- 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
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
- k. Timeline for achieving 100% registration of properties

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
% properties registered					25 percent	35 percent	40 percent

- l. Any other reforms being undertaken (give details in the space provided) Not Applicable

Year1	Year2	Year3	Year4	Year5	Year6	Year7
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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?

Development Authorities

- b. Which legislation governs the formulation of Building Byelaws and implementation of the regulation?

Urban Planning and Development Act 1973, adopted by Uttarakhand Government in 2000

- c. Explain the role of various agencies involved with building permission and sanction.

<i>Agency</i>	<i>Role</i>
<i>a. Jal Sansthan</i>	<i>For Water Supply</i>
<i>b. Power Corporation</i>	<i>For Power Supply</i>
<i>c. Nagar Palika Parishad</i>	<i>Related to encroachment, if any</i>
<i>d. Revenue</i>	<i>Related to encroachment on government land, if any</i>
<i>e. Fire Department</i>	<i>Related to fire safety</i>
<i>f. PWD</i>	<i>If the property is adjacent to any PWD road</i>

- d. Explain in detail the existing process of building approval. Not Applicable

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. Ownership of Land	Verification of the document
b. Land Use	Verification of Land Use
c. Building Byelaws	Whether the plan is prepared as per the bylaws
d. Other incidental parameters	As per the position of the site

f. When was the Building Byelaws last revised?

NA

Indicate the level of modification by ticking against the following-

Level of Modification	Revision date	Detail of modification
i. Radical changes (FSI, ground coverage etc)		
ii. Minor Modifications		
iii. Changes in approval process (If yes, specify)		

g. Detail out the extent of use of technology and computers in the process of building approvals as well as upkeep of records. Not Applicable

Not Applicable

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

1	Number of Applications received (before 30th Feb '2005)	2544
2	Number of Sanctions made within 1 month from date of receipt of the application	1593

3	Number of Sanctions made within 2 months from date of receipt of the application	
4	Number of Applications that took more than 2 months for approval	
5	Average time taken for approval of a building	

i. Please indicate the possible reasons for delay in the approval process. Not Applicable

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	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.	Amendment of the existing legislation to introduce the new Building Byelaws and notification	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e.	Dissemination of the new set of Building Byelaws through a website	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f.	City level Workshops to address to the queries of general public	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

g. Setting up of an MIS system with links to all offices having bearing on building permission Year1 Year2 Year3 Year4 Year5 Year6 Year7

h. Start of Approval as per the new building byelaws Year1 Year2 Year3 Year4 Year5 Year6 Year7

i. Establishment of interactive citizen enquiry system on status of application for building plan approvals, through methods such as – Interactive Voice Recording System (IVRS), Website, telephone, etc. Year1 Year2 Year3 Year4 Year5 Year6 Year7

j. Timeline for reduction of average time taken for building sanction

Category of buildings	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
	Time taken in days						
Residential				30	15	7	
Commercial				90	45	20	
.....							

j. 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 buildings? Yes No

b. If yes, please provide following details of the regulation-

i. Since when has it been adopted?

2000

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?

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
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.	Preparation of draft building byelaws to reflect the mandatory clauses of Rainwater Harvesting.	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

c.	Amendment of the existing legislation to introduce the new Building byelaws and notification	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.	Dissemination of the new set of Building Byelaws through a website	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e.	City level Workshops to address to the queries of general public	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f.	Start of Approval as per the new building byelaws	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g.	Any other reforms being undertaken (give details in the space provided)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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	Mussoorie Dehradun Development Authority	50
2	Haridwar Development Authority	0
3	Lake Development Authority	0
4	State Urban Development Authority	190
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	Dehradun	50
	Haridwar	50
	Nainital LDA	5
Approximate number of housing projects by private developers for whom plans were sanctioned in last year	Dehradun	15
	Haridwar	10
	Nainital LDA	01
Approximate number of dwelling units created by private developers in above projects	2600	

- 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 5 percent
- 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
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- b. Amendment of the existing legislation and notification

Year1	Year2	Year3	Year4	Year5	Year6	Year7
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

c. Timeline to improve the percentage of reservation for EWS/LIG in housing projects. **Not Applicable**

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
<i>Percentage of reservation (%)</i>							

d. Any other reforms being undertaken (give details in the space provided) **Not Applicable**

Year1	Year2	Year3	Year4	Year5	Year6	Year7
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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)

Applicant has to apply to the Development Authority for change of land use. After submitting process fees, authority by approval of board sends the proposal to the government after notification, changes the land use.

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

<i>Agency</i>	<i>Role</i>
<i>a. Development Authority</i>	<i>Processing</i>
<i>b. Town and Country Planning</i>	<i>Checking</i>
<i>c. State Government</i>	<i>Approval</i>
<i>d</i>	

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

Under section 13 of UP Urban Planning ACT 1973, modification 2002 by Uttarakhand Government.

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

- e. *Process was simplified by making performas and method of submission and method of movement of file from one department to the other.*

i. Residential use-

ii. Other use (Industrial, commercial etc)-

f. Please indicate the possible reasons for delay in the process for conversion of agricultural land for non-agricultural purposes

Not Applicable

TIMELINE FOR ACTION ON REFORMS

	Year1	Year2	Year3	Year4	Year5	Year6	Year7
a. Finalise on modifications in the existing procedure in order to streamline and standardise the process of conversion.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Amendment of the existing legislation and notification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Dissemination of the new process through a website	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. City level Workshops to address to the queries of general public	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Setting up an MIS system with links to all offices having bearing on conversion of land-use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Establishment of interactive citizen enquiry system on status of application for conversion of land use through methods such as – Interactive Voice Recording System (IVRS), Website, telephone, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Start of conversions as per the new legislation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Average average time taken for conversion of land-use, to reduce over the Mission Period							

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Time taken in months			6	2	2	2	2

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

Year1 Year2 Year3 Year4 Year5 Year6 Year7

O6 - INTRODUCTION OF COMPUTERIZED PROCESS OF REGISTRATION OF LAND AND PROPERTY³⁷

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?

There is no scientific system in place. Those who apply for mutation, that too of building structure only, get the municipal property register updated as per procedure prescribed in the municipal manual.

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
		✓				

³⁷ 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	Year7
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Preparation of draft building byelaws to reflect the mandatory clauses of such a system	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Amendment of the existing legislation to introduce the new Building Byelaws and procedures	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Dissemination of the new Building Byelaws through a website	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

e.	City level Workshops to address to the queries of general public	Year1	Year2	Year3	Year4	Year5	Year6	Year 7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f.	Start of Approval as per the new Byelaws	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g.	Any other reforms being undertaken (give details in the space provided)	Year1	Year2	Year3	Year4	Year5	Year6	Year7
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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-

<i>Item</i>	<i>Class I staff</i>	<i>Class II Staff</i>	<i>Class III staff</i>	<i>Class IV staff</i>	<i>Remarks, if any</i>
<i>Total staff in the Corporation / ULB</i>	-	2	54	451	
<i>Permanent/Regular posts</i>	-	2	54	451	
<i>Occupied posts</i>	-	1	31	384	
<i>Temporary staff</i>	-	-	-	2	
<i>Technical staff</i>	-	1	3	7	
<i>Non technical staff</i>	-	-	28	377	
<i>Vacant posts</i>	-	1	23	74	
<i>Number of new posts created in the past five years</i>	-	-	-	-	
<i>Number of recruitments done against the above posts</i>	-	-	-	-	
<i>Number of posts fallen vacant due to retirement during the past five years</i>	-	-	23	74	
<i>Number of recruitments done against the above posts</i>	-	-	-	-	
<i>Number of retirements expected in the next five years.</i>	-	1	23	64	

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

<i>Initiative</i>	<i>Date</i>	<i>Details</i>	<i>Achievements</i>

<i>Initiative</i>	<i>Date</i>	<i>Details</i>	<i>Achievements</i>

STAFF- TRAINING

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

<i>Initiative</i>	<i>Date</i>	<i>Details</i>	<i>Achievements</i>

ESTABLISHMENT EXPENDITURE

c. Total Establishment expenditure over the past five years

	FY 02-03 (Rs. In Lacs)	FY 03-04 (Rs. In Lacs)	FY 04-05 (Rs. In Lacs)	FY 05-06 (Rs. in Lacs)	FY 06-07 (Rs. In Lacs)	CAGR
Particulars						
Salaries, Wages and Bonus, Benefits and Allowances	254.45	304.53	338.58	322.93	421.69	
Pension, Other Terminal & Retirement Benefits	16.39	14.46	25.44	24.50	41.98	
Total establishment expenses	270.74	318.99	364.02	347.43	463.67	
Total Establishment expenses as % of Total Revenue Income	156.41 %	174.88 %	148.56 %	167.23 %	178.34 %	

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

<i>Initiative</i>	<i>Date</i>	<i>Details</i>	<i>Achievements</i>

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.

<i>Area of Reform</i>	<i>Proposed steps</i>	<i>Targeted Year in the mission period</i>

Area of Reform	Proposed steps	Targeted Year in the mission period
a. Rationalisation in staff & Human Resource Management <i>Suggested steps:</i> <ul style="list-style-type: none"> ▪ 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 <i>Suggested steps:</i> <ul style="list-style-type: none"> ▪ Assessment of training needs ▪ Finalisation of training curriculum ▪ Selection of Agencies to provide training ▪ Conduct of training ▪ Training programs identified 		
c. Reduction in Establishment Expenditure <i>Suggested steps:</i> <ul style="list-style-type: none"> ▪ Outsourcing certain functions ▪ Higher capacity utilisation ▪ Energy saving ▪ Cost control targets 		
d. Continuity of tenure of key decision makers <i>Suggested steps:</i> <ul style="list-style-type: none"> ▪ Minimum average tenure of Municipal Commissioner 		
e. Management review systems <i>Suggested steps:</i> <ul style="list-style-type: none"> ▪ 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.

Training Plan to fixed for the staff as required.

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 (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)

Year1	Year2	Year3	Year4	Year5	Year6	Year7
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Yes

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.

No

- b. Does the ULB operate through Zonal Offices? If yes, give the following details- No

- i. How many such offices exist in the city?

- 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
Administrative Services	General Administrative	State Public Service Commission	3 to 5 years
Technical Services	Engineer Works	State Public Service Commission	3 to 5 years
Accounts Services	Account Details	State Public Service Commission	3 to 5 years
Health and Sanitation	Sanitation and SWM	State Public Service Commission	3 to 5 years

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

Only in the Board of Development Authority Municipal Councillor is the member of board.

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.)

<i>Initiative for Organisational structural improvements</i>	<i>Target Date</i>
	5 year

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

<i>Initiatives for inter-institutional structural reforms</i>	<i>Target Date</i>
	5 year

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

<i>Initiatives for creation of cadres of municipal staff within the State</i>	<i>Target Date</i>

Centralised staff of Administration	4 year
Centralised staff of Accounts	4 year
Centralised staff of Engineering	4 year



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.

Bus Shelters and Hoarding on PPP.

Going to explore Community Toilets on PPP.

CURRENT STATUS

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

<i>Initiative</i>	<i>Date</i>	<i>Details</i>	<i>Achievements</i>
Parking Facilities		User Charges levied by the contractor given every year by auction.	Maintenance under LDA Nainital
Community Toilet		Construction with 30 years maintenance, user charges levied.	Maintenance under LDA Nainital

TIMELINE FOR REFORMS

b. List down the State level regulatory and policy initiatives planned for encouraging and deepening PPP in urban services. **Not Applicable**

<i>Regulatory / Policy changes</i>	<i>Target Date</i>	<i>Intended impact</i>

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c. List down the city level project initiatives planned through PPP in the next three years. **Not Applicable**

<i>Project</i>	<i>Target Date</i>	<i>Mode of PPP</i>