

# **Jawaharlal Nehru National Urban Renewal Mission**

**JnNURM**

**Vadodara Municipal Corporation**



**Memorandum of Agreement (MoA)**

**GUJARAT**

**Vadodara Municipal Corporation**

**Contents**

- **Memorandum of Agreement ( MoA) between Govt. of India, Govt. of Gujarat and Municipal Corporation of Vadodara**
  
- **Reform Agenda & Timeline for Mandatory Reforms at State level**
  - o *Govt. of Gujarat*
  
- **Reform Agenda & Timeline for Optional Reforms at State Level**
  - o *Govt. of Gujarat*
  
- **Reform Agenda & Timeline for Mandatory & Optional Reforms at ULB Level**
  - o *Vadodara Municipal Corporation*
  
- **Check list of Reforms – Sub mission “Basic Services to the Urban Poor”**
  - o *Vadodara Municipal Corporation*
  
- **Summary of Reforms for Mandatory & Optional Reforms at ULB level**
  - o *Vadodara Municipal Corporation*

This agreement is made on this 4<sup>th</sup> day of April 2006 between the Government of India, through the Ministry of Urban Development, of the Part I

AND

The State Government of Gujarat through its Governor, of the Part II

AND

The Municipal Corporation of Vadodara through its authorized person, of the Part III

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

AND WHEREAS the Part III, in pursuance of the requirements for assistance has developed a City Development Plan (CDP).

AND WHEREAS the Part II and Part III have undertaken to implement the reform agenda, as per the guidelines of JNNURM and as per the timelines indicated in detail in Annexure A, B and C, respectively.

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 JNNURM;

AND WHEREAS the Part I agrees to release the first installment of a grant to Part III through State Level Nodal Agency (SLNA) under JNNURM, being 25% of the total Central Assistance admissible for the projects sanctioned under JNNURM by Central

Sanctioning and Monitoring Committee (CSMC) during the financial year 2005 -06 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 Part III through State Level Nodal Agency (SLNA) under JNNURM being 25% of the total Central Assistance admissible for the project sanctioned under JNNURM by Central Sanctioning and Monitoring Committee (CSMC) during the financial year 2005 – 06 upon signing of this Memorandum of Agreement (MoA) and submission of the above mentioned document which are annexed with the agreement as Annexure A, B and C;
2. Any further central assistance under JNNURM shall be considered only if the timelines indicated in detail in Annexure A, B and C to this MoA to implement the reform Agenda as per the guidelines of JNNURM are adhered to and utilization certificates (UCs) for previous releases of grant under JNNURM are furnished by SLNA to Part III
3. That the Part I or and agency nominated by it, may undertake site visits ascertain the progress of the ongoing projects and also the reforms agenda through designated representatives periodically.
4. That the Part III shall submit a quarterly report through SLNA of spending of the grant, corresponding matching state and ULB / Parastatal share to the Part I. In case Part III fails to submit such a report further installment of grant may be withheld until such submission
5. Similarly, the Part II through SLNA 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.
6. That Part II and Part III shall submit a complete report regarding the outcome of the JNNURM on the completion of the project;

7. 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.
8. 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 Part III, due to 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
9. That in case of any breach regarding the terms and conditions of the JNNRUM, the Part I shall be entitled to withhold subsequent installment 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 Gujarat (Part – II)
3. For the Municipal Corporation of Vadodara ( Part –III)

WITNESES:

1. \_\_\_\_\_

2. \_\_\_\_\_

**CHECKLIST OF REFORMS  
IMPLEMENTATION OF THE CONSTITUTION 74<sup>TH</sup> AMENDMENT ACT**

**DESIRED OBJECTIVES:**

Note: JNNURM requires certain reforms to be undertaken by states/ cities in implementing the 74<sup>th</sup> Amendment of the Constitution, with the objective of implementing decentralisation measures. The State should ensure meaningful association and engagement of Urban Local Bodies in planning the function of parastatal agencies as well as the delivery of services to the citizens.

**1. CURRENT STATUS**

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

- |   |     |    |                                     |                                     |
|---|-----|----|-------------------------------------|-------------------------------------|
| i. Constitution of municipalities                             | Yes | No | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| ii. Composition of municipal councils                         | Yes | No | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| iii. Reservation of seats for women, SCs and STs              | Yes | No | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| iv. Constitution of District Planning Committees (DPCs)       | Yes | No | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| v. Constitution of Metropolitan Planning Committee (MPCs)     | Yes | No | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| vi. Incorporation of Schedule 12 into the State Municipal Act | Yes | No | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |

b. Please indicate which of the functions of Schedule 12 have been incorporated into the State Municipal Act and transferred to ULBs:

No.	Functions listed in 12 <sup>th</sup> Schedule	Yes	No
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- 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	✓	

d. Please indicate whether the transfer of functions has been accompanied by transfer of staff.  
*Local authority can recruit their staff as per their requirement. However, only advisory role is perform by the State Govt. which suggest minimum staff level and overall establishment expenditure*
Yes  No

e. If the DPC/MPC has been constituted, please attach a copy of the Act.

i. If the DPC/MPC has not been constituted, has the legislative process for their constitution been initiated?
Yes  No

f. Please indicate the status of SFC- have they been constituted? When was the last SFC constituted?  
**Yes, IInd SFC has been constituted on 19<sup>th</sup> November 2003., with tenure period of 2 years but extended further. Yet to submit the recommendations**

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

***1<sup>st</sup> SFC Report submitted to GOG. Out of total 73 recommendations, 46 has been accepted as such and 12 were accepted partially while 15 were not accepted by the State Govt.***

**2. TIMELINE FOR REFORMS**

a. Resolution by Government expressing commitment to implement the 74<sup>th</sup> Amendment Act (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)

**The question does not arise**

- b. . If elections to the municipality have not been held, please indicate when this will be held.

**Already Election are over**

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"/>

- c. Please provide a time schedule for transferring the Schedule 12 functions to ULB

**The question does not arise**

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. If the answer to 1(e) (i) is no, then please provide a time schedule for constituting the **MPC**

March -06- Draft MPC Act-

Jun 06- Cabinet Approval

September – 06 Assembly Approval

Dec- 06- Promulgation of Act.,

**DPC**

Dec -06- Draft DPC Act-

Mar- 07- Cabinet Approval

Jul – 07 Assembly Approval

Dec- 07- Promulgation of Act.,

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

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

- e. Please provide timetable for constitution of SFC and implementation its recommendation

**Yes, IInd SFC has been constituted on 19<sup>th</sup> November 2003., with tenure period of 2 years but extended further. Yet to submit the recommendations . The Urban Development Department is in the process of getting and the details of information from SFC and within two months it will be submitted**



No.	Functions listed in 12 <sup>th</sup> Schedule	Gov. Resolution	Cabinet Approval	Amendment of State/Municipality Act	Implementation
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- domestic, industrial and commercial				
6	Public health, sanitation, conservancy and SWM				
7	Fire services				
8	Urban forestry, protection of environment and ecology		<b><i>Already Completed hence</i></b>		
9	Safeguarding the interests of weaker sections society including the handicapped and mentally retarded		<b><i>not required</i></b>		
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				

**CHECKLIST OF REFORMS  
CITY PLANNING FUNCTIONS**

**DESIRED OBJECTIVES:**

Note: JNNURM requires certain reforms to be undertaken by states/ cities in the area of city planning, with an objective to assign or associate elected ULBs with “city planning functions”. Over a period of seven years, the Mission aims to ensure that all special agencies that deliver civil services in urban areas to ULBs are transferred and accountability platforms are created for all urban civic service providers in transition.

1. **CURRENT STATUS**

c. Please indicate whether the ULB has been associated with city planning functions

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

d. If a parastatal has been involved with city planning, please indicate whether it has been involved with the formulation of the City Development Plan (CDP) Yes    No

**Although No parastatal Agencies are directly involved in city planning but the institutions play some role in city planning through outsourcing. These institutions were involved while formulating the CDP**

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

e. Please indicate whether the master plan/CDP has been approved by the municipality/ULB

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

f. Please indicate whether the city planning has been in accordance with the Metropolitan Planning Committee (MPC)/ District Planning Committee (DPC) Yes    No

**The State Govt. is in the process of forming MPC and DPC. However the city planning has been Carried out in accordance with 74<sup>th</sup> constitutional amendment Act.,**

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

**MPC**

March -06- Draft MPC Act-  
Jun 06- Cabinet Approval  
September – 06 Assembly Approval  
Dec- 06- Promulgation of Act.,

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

**DPC**

Dec -06- Draft DPC Act-  
Mar- 07- Cabinet Approval  
Jul – 07 Assembly Approval  
Dec- 07- Promulgation of Act.,

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

g. Please state which agency is responsible for the provision of water supply and sewerage services :

- i. Urban local body (ULB)
- ii. City-based special-purpose agency
- iii. State-level special-purpose agency
- iv. Any other (If so, please specify)

h. Please state which agency is responsible for the provision of public transport services :

- i. Urban local body (ULB)  
**Only in case of Ahmedabad**
- ii. City-based special-purpose agency
- iii. State-level special-purpose agency  
**S MC, VMC, RMC where Gujarat State Regional Transport Corporation runs the transport system**
- iv. Any other (If so, please specify)

i. Please state which agency is responsible for the provision of Solid Waste Management (SWM) services:

- i. Urban local body (ULB)
- ii. City-based special-purpose agency
- iii. State-level special-purpose agency
- iv. Any other (If so, please specify)

2. TIMELINE FOR REFORMS

a. Resolution by Government expressing commitment to transferring **responsibility** of the delivery of municipal services to the ULBs. (Note: This can be done by way of unbundling of services. E.g. parastatals or others may operate, maintain, even own and collect user charges for the production and distribution facilities for these municipal services, so long as they are accountable to ULBs. Service levels should be fixed by ULBs. The ULBs shall ensure the delivery of services at the defined level by the service provider/s through the mechanism of contractual arrangement. This is consistent with the reform being required in the 74<sup>th</sup> Amendment)

**Act is already amended**

b. Note: Master Plan/ CDP can be prepared by professional body but in consultation Year1 Year2 Year3 Year4 Year5 Year6 Year7

and requires final approval of ULB. If the answer to (d) is no, please indicate a timeline of when the city planning will be in accordance with the MPC/DPC

**As mention in the column 1 D the city planning is as per 74<sup>th</sup> constitutional amendment Act., the legal procedure would be over by end of 2007.**

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

c. Please indicate timeline for transfer of the following functions in months/years:

**As indicated in 1 D**

Function	Gov. Resolution	Cabinet Approval	Amendment of State/Municipalities Act	Implementation
City Planning				
Water Supply & Sewerage		<i>Already completed hence not required (Except for public transport)</i>		
Public Transport				
Solid Waste Management				
Other (Please specify)				

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

## STATE REFORM CHECKLIST COMMUNITY PARTICIPATION LAW

### DESIRED OBJECTIVES:

Note: JNNURM requires certain reforms to be undertaken by states/ cities in Community Participation, with the objective of institutionalizing citizen participation as well as introducing the concept of the Area Sabha in urban areas. The larger objective is to involve citizens in municipal functions, e.g. setting priorities, budgeting provisions, etc. The Community Participation Law refers to the appropriate provisions that need to be made in the state-level municipal statute(s) for the establishment of such a 3- or 4-tiered structure 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.

### **1 CURRENT STATUS**

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

**There is a informal system of taking decision at different level. The annual plans are discuss with fellow corporators and public by and large and their suggestions are incorporated in the plan before putting it to Standing Committee and General Board. A proposal for giving a legal back up and statutory status to the above process has been initiated. Formation of ward committee is in the process.**

Municipality-level	Municipal Council	✓	
	Other (specify)		
Ward-level	Ward(s) Committee	Number of Wards Committees	Formation of ward committee is in the process
		Number of Wards	
		Average population/ Wards Committee	
		Number of Wards Committee members/ Wards Committee	
		Method of selection of Wards Committee members	
		Any other provision for Ward Committee (specify)	
Below the Ward Level	Any other Committee below the Ward Level (specify)		
Additional Specific Advisory Committees	(this could be at any level; please specify)		

f. Please indicate whether there is any formal process for community participation in municipal budgeting  
If the answer to question 1 (b) is Yes, please describe the process below (use annexure wherever applicable):

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

Suggestions are taken from councilors about works & program to be taken up in wards. Standing committee meets every week.

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

As per the provision of the Gujarat Town Planning Act 1976, the preparation of Development Plan & Town Planning schemes provides for community participation at various stages of the plan. All town-planning schemes are prepared and developed with the consultation of all stakeholders. It is mandatory to call owners meeting for finalizing preliminary & Draft T.P schemes. All stake holders are informed well in advance, they are provided with necessary writes – up. They are invited for their objections & suggestion of concerned T.P.Scheme.

2 **TIMELINE FOR REFORMS**

a. Resolution by Government expressing commitment to establish a new Community Participation Law (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 and the timeline for these changes:

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

It is proposed to have three tiers systems at municipal level government in the form of Municipal Councils ==> Ward Committee ==> Area Sabha., There is no specific law as such but different guideline issued by the State Government from time to time takes care of reasonable level of community participation. Gujarat Town Planning & Urban Development Act 1976 ensure the community participation in spatial urban planning . In case of Municipal Corporations stakeholder analysis and their participation in developing the “City Vision” and development plan is regular feature but it is not so common in smaller ULBs. **The State Govt. is waiting for the guidelines regarding community participation law from GOI and based on that appropriate law would be formulated and State Govt. is committed to incorporating these in the Act.**

i. Number of tiers being established in the municipality

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

No	Name	Description	Composition
1	Municipality		
2	(Intermediary regional platform, e.g. Wards/Borough/Zonal Committee)	<b>At present not relevant</b>	
3	Ward Committee		
4	Area Sabha		

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

No	Municipal Function	Specific activities to be taken at each level below:			
		Municipality	Intermediary Level (specify)	Ward Committee	Area Sabha
1	Urban planning including town planning	✓	✓	✓	Watch dog
2	Regulation of land-use and construction of buildings.	✓	✓	✓	identification of enforcement & unauthorised construction
3	Planning for economic and social development	✓	✓	✓	need identification
4	Roads and bridges.	✓	✓	✓	- Do -
5	Water supply for domestic, industrial and commercial purposes.	✓	✓	✓	Leakage detection
6	Public health, sanitation conservancy and solid waste management	✓	✓	✓	Awareness
7	Fire services	✓	✓	✓	Volunteers Mobilisation
8	Urban forestry, protection of the environment and promotion of ecological aspects	✓	✓	✓	Public Participation
9	Safeguarding the interests of weaker sections of society, including the handicapped and mentally retarded	✓	✓	✓	BPL Verification
10	Slum improvement and upgradation.	✓	✓	✓	Community participation
11	Urban poverty alleviation	✓	✓	✓	Beneficiary identification
12	Provision of urban amenities and facilities such as parks, gardens playgrounds	✓	✓	✓	Maintenance
13	Promotion of cultural, educational and aesthetic aspects	✓	✓	✓	Participation
14	Burials and burial grounds; cremations, cremation grounds and electrical crematoriums	✓	✓	✓	Community Participation
15	Cattle pounds; prevention of cruelty to animals.	✓	✓	✓	Monitoring
16	Vital statistics including registration of births and deaths.	✓	✓	✓	Prompt Registration
17	Public amenities including street lighting, parking lots, bus stops and public conveniences	✓	✓	✓	Suggestive Role
18	Regulation of slaughter houses and tanneries	✓	✓	✓	Monitoring

Note: the above functions are taken from Schedule XII of the 74<sup>th</sup> CAA. If the municipality performs additional functions, these should also be included in the list above. See the Model Activity Mapping of functions in Section 4 of this toolkit for reference

d. Time schedule for enactment of Community Participation Law or Amendment of existing Municipality Laws: Year1 Year2 Year3 Year4 Year5 Year6 Year7

e. Time schedule for notification of the rules pertaining to the Community Participation Law, or mending Legislation: Year1 Year2 Year3 Year4 Year5 Year6 Year7

Note: States will be required to submit documents related to the above to NURM 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.

**As mentioned in the column 2.b**

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

g. Please indicate if Community Participation in CDP/DPR documents being submitted to JNNURM Year1 Year2 Year3 Year4 Year5 Year6 Year7  
        
 (please use additional material to describe the process being followed)

**Yes. Only for CDP. The consultative approach has been followed for developing CDP**

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 Law

Complete Alignment	Community participation process done through Area Sabha and Ward Committee structures envisaged in Community Participation Law	
Partial alignment	Community participation process done through ward-level processes	
Minimal alignment	Community participation process done through city-wide process	



**CHECKLIST OF REFORMS  
PUBLIC DISCLOSURE LAW**

**DESIRED OBJECTIVES:**

Note: JNNURM requires certain reforms to be undertaken by states/ cities in Public Disclosure, with the objective that municipalities and parastatal agencies will have to publish various information about the municipality 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.

**1.CURRENT STATUS**

B. Please provide a list of the parastatal agencies and the month in which their budget was formally passed for each financial year **In case of State of Gujarat all the utility services and functions laid out in 74<sup>th</sup> Constitutional amendment Act as scheduled 12 is implemented by ULBs. Hence the question of giving details of parastatal agencies does not arise. As far as the budget of municipal corporations are concerned they are passed during the month of February of previous financial year.**

Agency:	2003-04	2004-05	2005-06
Municipal Council			
Other parastatal agencies (list each below):			
1.			
2.			
3.			

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

Agency	Year	
	Accounts	Audit
Municipal Council		
Other parastatal agencies (list each below):		
1.		
2.		
3.		

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

Yes      No

*Since the existing provision in the both the Act BPMC ACT,, Gujarat Municipality Act, & Right Information Act adequately ensure the disclosure to the public. Wide publicity is given to the agenda items of Standing Committee and General Board. Citizen Charter regarding civic services are already put in place. All corporation have website were all these details are given. Press is open to General Board proceeding and Standing Committee meetings. State Govt, is committed to incorporate the provision in respective Act, once the model provision of public discloser law is received from GOI*

**B. 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.)

**As stated in column no.1 C however the state government is committed to adopt a policy on public disclosure.**

- b. Establishment of the Public Disclosure Law which outlines the which financial statements are to be available for public review, how often the audit of financial statements is going to take place, and the services for which Service Levels information are going to be disclosed. Please indicate which of the following reforms are going to be implemented and the timeline:

- i. Financial statements, i.e. Balance Sheet, Receipts and expenditures and cash flow

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

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

- ii. Audit of Financial Statements

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"/>

- iii. Quarterly Audit of Financial Statements

***it is proposed to disclose and make it public the quarterly financial statement of respective municipal corporation***

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

- iv. Time period for publication of Quarterly Audited Financial Statements

(in months after end of each quarter)

**It is proposed to published the quarterly financial statement after two months ending to each quarter**

<b>2 month</b>
----------------

- v. Annual Statutory Audit

**The BPMC Act is proposed to be amended suitably to make a Statutory Audit as mandatory. It Will take at least 2 year to enforce this Act.**

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

- vi. Time period for publication of Annual Statutory Audit (please indicate the number of months)

<b>2 year</b>
---------------

- vii. Publication of CDP on municipal website

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

***The State Govt. is amending the BPMC- Act and making a provision of statutory Auditing as a mandatory provision It will take Two years to adopt this Act***

c. List below the services for which Service Levels information is being disclosed

**The information regarding service level delivery would be completed once public disclosure law is enacted**

No.	Service	Type of Service Level information being disclosed
1	Water Supply	Quantity (LPCD), Coverage Quality
2	Sewerage	Coverage
3	Solid Waste	Coverage, Quantity, Frequency (Mode)
4		
5		
6		
7		
8		
9		
10		

(please use additional rows as necessary)

i. Time Period for publication of Service Levels information

Year1 Year2 Year3 Year4 Year5 Year6 Year7

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

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

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

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

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

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

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

There is provision for disclosure of budget provisions, annual financial statement including details of all schemes and works undertaken by ULB as per the guidelines issued by the State Govt. from time to time. Citizen Charter made compulsory for all ULB. All ULB have prepared its own citizen charter and displayed it publicly. Both Act have been amended to make it peoples friendly, efficient, responsive & transparent

**CHECKLIST OF REFORMS  
RENT CONTROL**

**DESIRED OBJECTIVES:**

Note: JNNURM requires certain reforms to be undertaken by states/ cities in Rent Control, 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.

**1 .CURRENT STATUS**

E. Please provide a short note on the present Rent Control Legislation, which provides the following details:

- i. rights of landlord to get possession back  
As provided in section 13 of the Act , if a tenant has committed an act which is contrary to the provisions of the Rent control Act. The possession can be vacated.
- ii. rights of tenants to continue their tenancy  
As provided in section 14 of the Act, tenant can continue from the commencement of the said Act. Tenant cannot discontinue their tenancy until special permission of the Government as specified under section 15 of the said Act.
- iii. obligations of tenants with regard to regular rental payments/ maintenance of tenanted property/ adherence to lease agreements, if present  
As provided in section 27 of the Act, rent can be recovered according to the Calendar year. For maintenance of tenant property as specified in section 13 of the Act in which tenant have to give notice to the landlord for maintenance of the property. The Amendment in the Act by Gujarat Act No.26 of 2001 in section 4 of the Act in new tenancy after commencement of this Act can be done by lease agreement for a period of ten years.
- iv. provision for periodic review of rentals, in accordance with market conditions
- v. fixing of Standard Rents, periodicity of review, and dispute resolution mechanisms  
As provided in section 7 of the Act, standard rent can be fixed by the Small Cause Court as per the definition (10) and section 11 of the said Act.

***Bombay Rents, Hotel and Lodging House rent control Act 1947 was amended wide Act no.27 of 2001 and it is amended for properties being let during the period of ten years commencing from the date of its publishing in the gazette i.e 30<sup>th</sup> October 2001***

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

- vi. Adopted or not  
The MRCL of GOI was taken into consideration by state law commission  
While amending the State Act. 

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>
- vii. Adopted with modifications. If so, please specify 

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

702535 \*

c. Please indicate the number of properties under Rent Control Act

**Actual data regarding total number of properties under rent Act is not readily available and had to be collected through survey which is time consuming process, hence a survey may take two to three years to be conducted. However, census data provide an estimated number of rental properties which is around 7 lakhs**

\* No.of Rented property as per census 2001

d. Please indicate whether Rent Control Act applies to new construction & new tenancies

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

e. Please indicate whether there are any special provisions for weaker sections of society

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

f. Please indicate the number of rent control cases pending in various courts related to NURM cities

**The Urban Development Department is in the process of getting the information from Legal**

**Department of the State. As the cases of rent control involves several lower courts so it may take time.**

**Initially the information would be collected only from NURM cities**

2002-03    2003-04    2004-05    2005-06

g. Please indicate the annual trend in new cases being filed related to rent control

**The SLNA is the process of getting information from NURM cities of the State within three months it will be submitted to GOI**

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

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

## 2. 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.)

**The State Govt. will submit the resolution expressing its commitment to  
Adopt Model Rent Control Act within 6 months**

b. Defining the Rights and Obligations of landlords and tenants

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

- 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

**AS per Column 1. A**

c. Establishing a new Rent Control legislation

v. Setting up a Committee/Team to draft/amend legislation	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**For further amendment the state law commission is Examining the Model Rent Control Act.**

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

vii. Preparation of Draft legislation	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"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

viii. Approval of the Cabinet/ Government	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"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ix. Final enactment of the legislation by Legislature	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"/>

x. Notification	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"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

xi. Preparation and notification of appropriate subordinate legislation	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"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Not Required**

xii. Implementation by municipality (ies)	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"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Not Required**

d. Next revision 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"/>



**CHECKLIST OF REFORMS  
RATIONALISATION OF STAMP DUTY**

**DESIRED OBJECTIVES:**

Note: 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.

**h. CURRENT STATUS**

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

**Basic rate 6%, Additional Duty 2.4% , Registration Fee 1.5%, Total 9.9%**

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

**Previously the Stamp duty was revised on 11 – 6- 2004 from 11.20% to 8.4%. It was reduced by 25%.  
Registration fee remained the same**

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

<u>Type of Concession</u>	<u>Qualifying Institution/Individual</u>
AS per the provision Section 9 of Bombay Stamp Act 1958. State Govt. has waived off the registration fee for all the registry document with the women ownership, Hence the overall property transfer charges in case of women remained 8.4% _ State Govt. has also given concession to the developer of the Industrial Park in the area of Special Economic Zone by reducing the Stamp Duty by 50% with effect from 9 May 2005	

*(Please add additional rows if necessary)*

- d. Please provide the total collection from Stamp Duty over the last 5 years

<u>2000-2001</u>	<u>2001-2002</u>	<u>2002-2003</u>	<u>2003-2004</u>	<u>Rs.in Crores</u> <u>2004-2005</u>
<b>538.00</b>	<b>539.00</b>	<b>650.00</b>	<b>823.00</b>	<b>964.00</b>



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

i. Declared Value

ii. Standard **Guidance Value**

iii. Any other method (please specify)

The Stamp duty is calculated based on Jantri (Valuation Zone Plan) published by Superintendent of Stamp duties. The Jantri is prepared based on prevailing market value.

f. Please indicate the use of technology in the following:

i. Maintenance of records

**Computerisation of property registration is completed in all the 7 municipal corporation of the State but not linked with parallel Department.**

ii. Maintenance of guidance values

Process of finalisation

- The State Govt has taken various steps to check the sale of fraudulent stamps by introducing Franking Machine. A policy decision is being taken in this regard on dated 1<sup>st</sup> May 2005 and Nationalised & Scheduled bank were authorised to collect the stamp duty through Franking Machine. **E stamping is being considered and stock Holding Corporation Ltd. will be entrusted the work. Govt. of India & Accountant General Office has already given permission for E-Stamping System.**

**2. TIMELINE FOR REFORMS**

a Resolution by Government expressing commitment to reduce Stamp Duty 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.)

**The Resolution will be submitted within six month.**

b. Fix the periodicity for revising the guidance value for levy of Stamp Duty Year1 Year2 Year3 Year4 Year5 Year6 Year7  
*At present the periodicity for revising guidance value is five yea. Urban Development Department has proposed to put periodicity for revising guidance value on annual Basis*

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



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

The ULC was repealed in 199 (30-3-99) in Gujarat State. AS on 30.3.1999, the status of land are as follows:

1	Land declared surplus	1,38,16,776 Sq.mtrs.
2	Land under litigation	23,23,520 Sq.mtrs.
3	Land under encroachment	47,95,911 Sq.mtrs.
4	Open land	66,97,346 Sq.mtrs.
5	Land disposed off	40,54,942 Sq.mtrs.
6	Land pending disposal	26,42,413 Sq.mtrs.

Land pending disposal amount to 26.5lac Sq.mtrs. is being examined to be given to the municipal corporation for their activities at a subsidize nominal price. Government is also considering of giving possession of 48 lakh Sq.mtrs. where encroachment has taken place to municipal corporations so that they can appropriately make use of the land. A separate formula is being worked our to 1033 cased which involves 23 laks Sq.mtrs. of land. So far 3,56,130 Sq.mtrs. have been allotted to housing board and municipal corporations for constructing houses for urban poor

## Optional Reform Agenda

### **Revision of bye-Laws to streamline the approval process for construction of buildings. development of sites etc**

After the earthquake which happened in January 2001 , building byelaws and Development Control Regulation has been revised and it is operational throughout the State.

### Time-schedule

Question does not arise

***Simplification' of legal procedural frame works for, conversion, of  
agricultural land for non agricultural purposes***

Simplification of legal and procedure framework for conversion of agriculture land for non agriculture purpose are under going necessary approval process. The approved bye laws are expected to be operational within two year time.

Time Schedule

END OF 2006	DRAFT PROCEDURAL DOCUMENT
END OF 2007	FINAL DOCUMENT

### **Introduction of property title certification system in ULBs**

Efforts have been made by the State Government in the direction of introducing property title certification system in ULBs but it is a very complicated process. It requires record certification at various level. Experience shows that in-depth analysis of available procedure and records are warranted which may consume quite a long time . The State Government is of the opinion that the property title certification system may not be implemented during the prescribed time limit given by GOI . However the State Government will ensure to take up the work and try to implement partially during the plan period.

Time Schedule

**End of the year 2011**

**Earmarking at least 20 to 25% of developed land in all housing projects (public and private agencies ) for EWS/LIG category with a system of, cross subsidization**

As per the provision of the Gujarat Town Planning and Urban development act 1976 which provides for the reservation to the extent of 10 % of the total scheme area for the purpose of EWS housing accommodation to the members of socially and economically weaker classes. If this percentage reservation is compared with the exclusively housing projects of public and private agencies the effective percentages may go up to 25% . The State Government is exploring the possibilities of cross subsidization in case of slum rehabilitation projects.

Time Schedule

By the end of 2008

### *Introduction of computerized process of registration of land and property*

The Revenue Department has already taken up the initiative of computerization of the registration of land; and housing property. The registration of landed property has been fully computerized in the State of Gujarat while the registration process housing properties is under implementation. It is expected that by end of 2008 entire process would be fully computerized.

Time Schedule

End of 2008



**Revision of byelaws to make rainwater harvesting mandatory in all buildings to come up in future and for adoption of water conservation measures**

The Rules has been amended appropriately in the Development Control Regulations and rain water harvesting has been made compulsory element for buildings to come up in future having plot area more than 500 square mts. The State Government is also studying the different models of rain water harvesting available in the country to implement in old buildings.

Time Schedule

By the End of 2008.

### **Byelaws on reuse of reclaimed water**

The reuse of reclaimed water can be taken up by the municipal corporations while it is difficult for smaller ULBs. State Government will make an effort to amend the regulation rules suitably to enable larger municipalities to reclaim the sewerage water after treatment and utilized it for parks and garden purposes. It is further stated that the reuse of reclaim water has been compulsory for all industrial units. The State is planning to introduce “Integrated Township Policy” where recycling of waste- water will be made compulsory.

#### Time Schedule

Appropriate changes in the regulations will be made by the end of 2010

***Administrative reforms i.e. reduction in establishment by introducing voluntary retirement scheme, non filling up of posts falling vacant due to retirement etc, and achieving specified milestones in this regard***

The State Government periodically review manpower strategy at the ULB level taking into consideration the technological advancement, e-governance, GIS as well as participatory mechanism with the citizens. As per the guideline of the State Govt. Voluntary Retirement Scheme has been implemented in Gujarat Housing Board and Slum Clearance board working under Ministry of Urban Development. An effort has also been made to send technical and Administrative staff on the deputation to line departments in order to reduce overall administrative costs. No fresh recruitment has taken place in last five years and there is overall reduction of the staff by 20%. For this purpose an expert committee is going to be set up to study the manpower and organizational issues after which a view can be taken by the State Government on the above matter. The State Government is however committed to protect the interests of the existing employees.

Time Schedule

COMMITTEE SET UP	2006
SUBMISSION OF RECOMMENDATION	2007
IMPLEMENTATION OF RECOMMENDATIONS	2008 to 2010

## Vadodara Municipal Corporation

### **Structural reforms.**

#### **1. . Institutional strengthening of ULBs and Support agencies ( DOM,GMFB &GUDM)**

A traditional weakness in large reform programs has been the capacity of institutions involved in Implementation of the programs. The failure to address such reform programs has resulted in the low levels of sustainability of the reforms initiated. The State Government however seeks to overcome this by addressing the capacity building of the ULBs as well as Support Agencies through augmenting technical capacity in the ULBs (e.g. upgradation of municipal administration by establishing commissionerate system appointment of Chief Officer in ULB and creation of new cadre of Accounts /Finance /engineers /Health services /Urban Planners etc.). It is contemplated to conduct regular technical training programs and arranging study tours for the municipal leadership and key staff and also for Support Agencies. This will ensure that critical reform initiatives in the ULBs will be sustainable in the long run and will not fallout once the mission support is over . It will also go a long way in "changing the mindset" of the municipal staff.

2. Citizens' Charter: The State Government has observed that often the citizens do not have access of proper source of information regarding municipal affairs, and are not being able to follow the proper procedure or approach the proper authority for getting their works done in the Urban Local Bodies. Delay in different sectors is the obvious fall out of this lack of information. To remove this difficulty the State Government has taken steps so that the Urban Local Bodies publish their Citizens' Charter in order to provide adequate information to the citizens regarding these matters. All the ULBs in the State is observing the Citizen Charter and a periodical review is being taken at Government Level.

#### ***3. E- Governance and introduction of best practices award to ULBS***

All the municipalities have been provided fund for hardware and software and 7 activities ( Modules ) have been identified to be taken up under e – governance. Gujarat State Wide Area Network facilities which provides broadband connectivity is to be extended to all municipalities. Website for all ULBs has been developed by State Govt ., It will help citizens and ULBs in accessing different type of Govt. Schemes, best practices world around and it will also help in implementing accounting reforms, area based property tax, monitoring and reporting of progress made by ULBs. Best practices and performance award has been instituted to encourage ULBs and to create healthy competition amongst all ULBS.

## Vadodara Municipal Corporation

### *4.. Preparation of Development Plans and Town Planning Schemes*

Town Planning activities in the State have profound legal backing. In the year 1914 during the pre-independence period first legal framework to support the Town Planning activities was enacted as “ The Bombay Town Planning Act 1914”. The Act was solely meant for Development / improvement of urban areas by making detailed provision to prepare The Town Planning Schemes as per the provision under the Act. The Act of 1914, was replaced by the Act of 1954, which provided for mandatory preparation of Development Plan for the whole area within the respective jurisdictions of Local Authorities in the State. This Act was then repealed and replaced by the Act of 1976, which is named as the Gujarat Town Planning and Urban Development Act – 1976, which provided for mandatory preparation of Development Plans for the area beyond the respective jurisdiction of Local Authorities in the State. Thus the concept of city region was adopted so as to have planned and orderly development in and around respective jurisdictions of Local Authorities in the State. Further this Act provides for early finalization of Land readjustment schemes, which are legally termed as Town Planning Schemes. In the prevailing Act physical planning and fiscal aspects of the scheme are separated with a view to quicken the procedure of finalization of Town Planning Schemes slum up gradation schemes as well as redevelopment schemes of Towns and Cities are also prepared under this Act. With aim of planned and orderly development of the urban centers, development plans and town planning schemes are prepared as per the provision of Gujarat Town Planning and Urban Development Act -1976

### **5. Urban Forestry and Greenery**

The State Government has given the responsibility of greening the urban areas to Forest Department. The Forest Department in consultation with urban local bodies and public by and large has prepared specific urban forestry projects for each ULBs. The concepts like establishment of “Panchvati Van”, Smriti Van” “Nakshatra Van”, and “Navgrah Van” has been started to involve people in “Green Movement”. The Green Guard has also been identified to help in this cause. The overall effort is bring the

## Vadodara Municipal Corporation

structural changes in built line by improving the green concept to create a better living condition.

### **6. Encouraging public Private Partnershi**

The State Government has already formulated a first policy document on Public-Private Partnership in urban infrastructure project. (Gujarat Infrastructure Act 1999) to bring in a transparent process in the selection of the partners and to ensure a common methodology regarding selection of private partners. Various models are available for PPP that can be used by ULBs. Process is already initiated and 50 crores worth of work has been completed in ULBs through Public Private Partnership during the current year.

**Vadodara Municipal Corporation**

**Jawaharlal Nehru National Urban Renewal Mission**

**Vadodara Municipal Corporation, Vadodara**



**Checklist of Reforms at ULB Level**

**March - 2006**

**CHECKLIST OF REFORMS AT ULB LEVEL**

**TABLE OF CONTENTS**

- 1. Property Tax**
- 2. e-governance**
- 3. Municipal Accounting**
- 4. User Charges**
- 5. Internal earmarking for Basic Services for Poor**



# Vadodara Municipal Corporation

## CHECKLIST OF REFORMS PROPERTY TAX

### DESIRED OBJECTIVES:

Note: JNNURM requires certain reforms to be undertaken by states/ cities in 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

### g. CURRENT STATUS

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

- |                 |                                     |
|-----------------|-------------------------------------|
| i. Residential  | <input checked="" type="checkbox"/> |
| ii. Commercial  | <input checked="" type="checkbox"/> |
| iii. Industrial | <input checked="" type="checkbox"/> |

b. Please indicate the Amount of property tax being collected for year-ending 2004-05

- |                 |                                       |
|-----------------|---------------------------------------|
| i. Residential  | <input type="text" value="31.58cr."/> |
| ii. Commercial  | <input type="text" value="10.52cr"/>  |
| iii. Industrial | <input type="text" value="8.11cr."/>  |

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

(Give short note, if necessary)

- |                    |                                     |
|--------------------|-------------------------------------|
| i. Self-assessment | <input type="checkbox"/>            |
| ii. Demand-based   | <input checked="" type="checkbox"/> |

## Vadodara Municipal Corporation

d. Please provide the below information on Current coverage

No.	Type of Property	Estimated no. of properties	No. of properties in the records of the municipality	No. of properties paying property tax	Coverage ratio (4) / (2)	Demand raised	Demand collected	Collection Ratio
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	Residential	355890	335140	268112	0.75	Rs.48.73 Cr	Rs.31.58cr.	0.65
2	Commercial	82532	78123	62426	0.75	Rs 16.23 Cr	Rs.10.52cr	0.65
3	Industrial	8305	8175	6540	0.78	Rs.15.08 Cr.	Rs 8.11cr.	0.54

e. Please list the Exemptions given to property owners

No.	Type of Exemption	Qualifying institution/ individual	Revenue implication of exemption
1	Concessional exemption in Property Tax Only	All the religious places, Grave yards, crematorium, public utility service places like pay & use toilets, water works., Social institution run by charitable trust	Insignificant
2	Part exemption in Property Tax Only (20 to 25 %)	A) Buildings used for educational purposes. and B) Buildings used for hospital and medical purposes. Properties used for above to a public charitable purpose by public charitable trusts and not rented. The part exemption is allowed. For this exemption the trust has to apply to Muni. Commi. with relevant supporting documents.	Insignificant

*(please use additional rows if necessary)*

f. Please provide the Basis of determination of property tax

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

Carpet area base method of assessment in which carpet area and use, location, occupation, Age of property are the factors taken in to consideration for the assessment of property.

g. Please provide the Use of technology in property tax management

- i. GIS of property records
- ii. Electronic database of property records
- iii. Any software for compliance

h. Please describe the Level of discretionary power available with assessing authority

Computer software control system built in with guide lines. No discretionary power available with assessing authority.

i. Please provide the last updation of property records and guidance values

- i. Last updation of property records
- ii. Last revision of guidance values
- iii. Frequency of revision of guidance values

Government of Gujarat

iv. Please indicate whether information from appropriate authorities on new building construction, or additions to existing buildings is being captured; if so, how (e.g. development authority etc) Yes No

Captured from ward office and Town Development Office who give permission for construction. Also from survey at certain intervals.

v. Please indicate whether information from appropriate authorities on change of ownership and land valuation is being captured; if so, how (e.g. Dept of Stamps and Registration) Yes

No

Through survey in wards as well as upon receiving notices / application from the tax payers.

**h. TIMELINE FOR ACTION ON REFORMS**

*Please provide timelines for the following action items:*

Year 1    Year 2    Year 3    Year 4    Year 5    Year 6    Year 7

a. Extension of property tax regime to all prop

Not applicable as all property are included.

b. Elimination of exemptions

Exemption is insignificant, limited to charitable, educational as well as medical institution.

c. Migration to Self-Assessment System of Property Taxation

## Government of Gujarat

Area base method has been introduced recently and once tax payment get fully acquainted with this system, corporation will be in a position to introduce self assessment.

The ULB (Corporation) will adopt the guidelines issued by the State Government

i. Setting up a Committee/Team to draft/amend legislation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii. Stakeholder consultations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iii. Preparation of Draft legislation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iv. Approval of the Cabinet/ Government	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
v. Final enactment of the legislation by Legislature	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
vi. Notification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
vii. Preparation and notification of appropriate subordinate legislation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
viii. Implementation by municipality (ies)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Government of Gujarat

- ii. Setting up a website for property tax issues / FAQs etc
  
  - i. Establish Dispute resolution mechanism  
Already available in the form of quasi judicial nature of Organisation level and lok Adalat are also held
  
  - j. Rewarding and acknowledging honest and prompt taxpayers
  
  - k. Achievement of 85% Coverage Ratio  
(see item 1d above)  
(Specify target for each year of mission)  
**2<sup>st</sup> year – 75, 3<sup>nd</sup> year – 85, 4<sup>rd</sup> year – 95, 5<sup>th</sup> year - 100**
  
  - l. Achievement of 90% Collection Ratio  
(see item 1d above)  
(Specify target for each year of mission)  
**2<sup>st</sup> year – 80, 3<sup>nd</sup> year – 85, 4<sup>rd</sup> year – 90, 5<sup>th</sup> Year - 95**
  
  - m. 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 type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**Commissioner**  
**Vadodara Municipal Corporation**

**CHECKLIST OF REFORMS  
E-GOVERNANCE**

**DESIRED OBJECTIVES:**

Note: JNNURM requires certain reforms to be undertaken by states / cities in E-Governance, with the objective of having a transparent administration, quick service delivery, effective MIS, and general improvement in the service delivery link

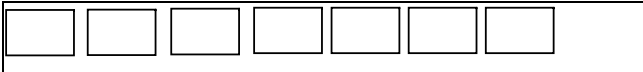
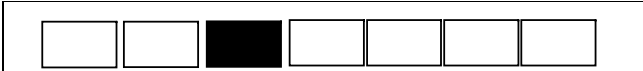



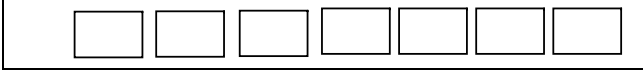
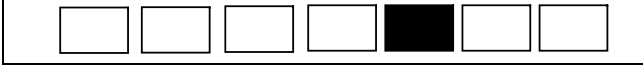



**1. CURRENT STATUS**

a. Please provide a list of services covered by E-Governance applications

Type of Service	ULBs / Parastatals involved	Remarks
Registration of Births and Deaths	V.M.C. ✓	On the spot
Public Grievance Redressal	V.M.C. ✓	Single window
Property Tax Management, including records mgmt	V.M.C. ✓	Windows base software
Municipal Accounting System	V.M.C. ✓	Windows base software
Works Management System		-
E-procurement		-
Personnel Management, i.e. personal information system	V.M.C. ✓	Pay Roll, Attendance
Payment of Property Tax, Utility Bills and Management of Utilities that come under the ULBs.	V.M.C. ✓	Windows base software
Building plan approval	V.M.C. ✓	
<u>Others:</u>	12 software operational in department	Public Health & Sanitation Octroi Business Registration & Licenses Legal Department Stores Inventory Monitoring Solid Waste Management Central Workshop and Vehicle Pool Activities Municipal Secretary Office System Audit Office System



**2. TIMELINE FOR ACTION ON REFORMS**

- a. Appointment of State-level Technology Consultant as State Technology Advisor 
- Development work for the project has been assigned to ECIL (A GOI Undertaking Company in the year 2005)
- b. Preparation of Municipal E-Governance Design Document (MEDDD) on the basis of National Design Document as per NMMP 
- c. Assessment of MEED against National E-Governance Standards (e.g. Scalability, intra-operability & security standards etc.) 
- d. Agreement on Municipal E-Governance Action Agenda 
- e. BPR for migration to e-governance 
- f. Appointment of Software consultant(s) 
- Yes, ECIL (A GOI undertaking company)
- g. Exploring PPP option for different E-Governance services 
- h. Defining monitorable time-table for implementation of each E-governance initiative that is being taken up 
- i. Ongoing implementation of E-governance initiatives, against monitorable time-table 
- j. Any other reform steps being undertaken (please use additional space to specify) 

**Commissioner  
Vadodara Municipal Corporation**

CHECKLIST OF REFORMS  
MUNICIPAL ACCOUNTING

**DESIRED OBJECTIVES:**

Note: 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 accrual principles, leading to better financial management, transparency and self-reliance.

i. CURRENT STATUS

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

**In Vadodara Municipal Corporation Accrual Type of Double Entry Accounting System is in operation since 1996**

b. Please provide the status of completion and adoption of accounts, and if they have been audited and published in the last 3 years

Year	Adopted	Audited	Published
2002-2003	Yes	Yes	Yes
2003-2004	Yes	Yes	Yes
2004-2005	Yes	Yes	Yes

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

Yes  No

d. Please state whether State/city has adopted NMAM

i. without modifications

ii. with modifications.

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

Valuation and depreciation is not being incorporated but rest is adopted

e. 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

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

Cash based type Double entry account system since operating since 1996

Government of Gujarat

3. TIMELINE FOR ACTION ON REFORMS

- 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.)

**Not applicable since it is already in existence**

b. GO/Legislation/Modification of rules for migrating to double-entry accounting system	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- c. Appointment of consultants for development of State manual (either based on NMAM or independently)

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

- d. Completion and adoption of 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"/>

**Adopted with modification**

- e. Commence training of personnel

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

**Adopted**

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

**Not applicable since it is already in existence**

- h. Buisness Process Re-engineering (if required)

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

- i. Valuation of assets and liabilities

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"/>

- j. Drawing up of opening balance sheet (OBS):

Government of Gujarat

i. Provisional OBS	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l. Production of financial statements (income-expenditure accounts and balance sheet) <b>Already Existing</b>	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"/>
m. Audit of financial statements – <b>Already Existing</b>	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"/>
n. Adoption of accounts - <b>Already done</b>	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"/>
o. Preparation of outcome budget <b>Already done</b>	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
p. Complete re-vamp of the Public Financial Management (PFM) cycle, which includes internal controls -	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"/>
q. Credit rating of ULB/parastatal (if required)	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"/>
r. 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**CHECKLIST OF REFORMS  
USER CHARGES**

**DESIRED OBJECTIVES:**

Note: 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.

4. **CURRENT STATUS**

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

Type of Service	Service Provider	Tariff Structure	Last Revision of Tariff
Water Supply & Sewerage	VMC	2003 -04 (Statement A)	2006-07 (Statement B)
Solid Waste Management	VMC	No Tarrif	
Public Transport Agencies	State Govt. Agency		
Others (please specify) <b>GAS</b>	VMC	(Statement c )	(Statement C)

As per attached sheet –A, B,C

- b. Please furnish the costs for providing the following services (total cost as well as per unit cost) and the total and per unit user charges collected in 2004-05

Service	Total O&M Cost (Please specify the unit)		Total user charges collected (Please specify the unit)		Revenue Loss due to	
	Per Unit Cost	Total Cost Rs.in lacs	Per Unit Recovery	Total Recovery	leakage/ theft	free supply
Water Supply	Rs. 4 /1000,ltr.	4413.17	1.95 / 1000ltrs.	1948.26	Subsidize rate	
Solid Waste Management	Rs.53 / yr/unit	2012.99		-		✓
Public Transport Services						
Others (please specify) <b>GAS</b>	2462.45 per number	1724.42	2531.42 / number	1772.30		
Sewerage	Rs.2590 /yr/MLD	1702.14	Rs.407 /yr/MLD	268.65	Subsidize rate	

(Please provide figures for 04-05)

c. Please provide metrics and current service levels

Services	Current Level	
	Areawise	Populationwise
Water Supply	75%	85% → Quantity of water supply 180 lpcd, duration of supply 90min
Sewerage	65%	75%
SWM	95%	96%

5. 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.)
- b. 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	<b>All- ready Exists</b>	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"/>
ii. Solid Waste Management	<b>All- ready Exists</b>	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"/>
iii. Public Transport Services		Year1	Year2	Year3	Year4	Year5	Year6	Year7
<b>Not Applicable (GSRTC)</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iv. Other (please specify)		Year1	Year2	Year3	Year4	Year5	Year6	Year7
<b>GAS – Already Exist</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- c. The State/ULB should define service standards and timelines for achieving these
 

95%	Year1	Year2	Year3	Year4	Year5	Year6	Year7
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- d. The State/ULB should define user charge structure and timelines for achieving these
 

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"/>
- e. 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"/>

Government of Gujarat

f. The State should quantify/study the impact of subsidies for each service on a periodic basis.

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"/>

g. Time table to achieve full recovery of O&M costs from user charges.  
(Please indicate proposed recovery level for each year)

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

**Water supply**

**60      70      80      90      100**

**Sewerage**

**16      30      45      60      80      100**

**Solid Waste Management**

**-      20      40      60      80      100**

h. Any other reform steps being undertaken (please use additional space to 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"/>

**Commissioner  
Vadodara Municipal Corporation**





**Annexure - B**  
**Year 1999-2000 Structure has been changed**  
**Vadodara Municipal Corporation – Revision of Water Rates – 2006-07**

Non- Meterised Connections

Water Charges (Annual Flat Rate)

Sr.No.	Connection Size	Domestic	Non Resident	Institution	Industrial	Beyond City Unit
<b>1</b>	<b>Non- Meterised</b>					
	½"	540	2160	1656	4320	1656
	¾"	1215	4860	3726	9720	3726
	1"	2160	8640	6624	17280	6624
	1 ½"	4860	19440	14904	38880	14904

2	Meterised		BEYOND CITY LIMIT DOMESTIC								
	Water charges (Rs) 10000 litres Consumption	Annual Minimum Charge	Water Charges (Rs) 10000 Litres Consumption	Annual Minimum Charge	Water Charges (Rs) 10000 Litres Consumption	Annual Minimum Charge	Water Charges (Rs) 10000 Litres Consumption	Annual Minimum Charge	Water Charges (Rs) 10000 Litres Consumption	Annual Minimum Charge	
	2"	15	8640	54	34560	36	26496	108	69120	72	26496
	3"	"	19440	"	77760	"	59616	"	15520	"	59616
	4"	"	34560	"	138240	"	105984	"	276480	"	105984
	5"	"	54000	"	216000	"	"	"	432000	"	165600
	6"	"	77760	"	311040	"	238464	"	622080	"	238464
	7"	"	"	"	"	"	"	"	"	"	"
	8"	"	138240	"	552960	"	423936	"	"	"	423936
	9"	"	174960	"	699840	"	"	"	1399680	"	536544
	10"	"	216000	"	864000	"	662400	"	1728000	"	662400
	12"	"	311040	"	1E + 06	"	"	"	2488200	"	953856

**Commissioner**  
**Vadodara Municipal Corporation**

**Statement-C****Vadodara Municipal Corporation  
Gas Sale Rate**

Sr. No.	Type of Connection	As on 1 <sup>st</sup> April 2003		As on 1 <sup>st</sup> April 2006	
		Rs.	Rs.	Rs.	Rs.
1	Domestic connection	5.15	122.00	7.00	161.00
2	Commercial (Profit Making)	10.50	410.00	15.00	585.00
3	Institutional (Non Profit Making)	7.90	350.00	10.00	448.00
4	University Halls, Hostel Connection	5.90	137.00	8.00	185.00
5	Air-Conditioning Plant	10.50		15.00	
6	Industrial Connection	10.50		15.00	

CHECKLIST OF REFORMS  
Internal earmarking for basic services for poor

**DESIRED OBJECTIVES:**

Note: JNNURM requires certain reforms to be undertaken by states/ cities in the provision of basic services to the Urban Poor, with an objective of providing security of tenure at affordable prices, improved housing, water supply and sanitation. In addition, delivery of other existing universal services of the government for education, health and social security is to be ensured.

1. CURRENT STATUS

- i. Please indicate whether the State has identified all Urban Below-Poverty-Line (BPL) families/beneficiaries Yes  No

- j. If the answer to 1(a) is yes, then please indicate what criteria have been adopted in this identification. **(For example Kerala model)**

As per the Govt. of Gujarat instruction. Survey was carried out in year 2002.,  
Guidelines given by GOI under SJSRY Schemes have been adopted

- k. Please indicate the number of individuals/families that have been identified as BPL

- l. Please indicate how many BPL lists of the Urban Poor are being maintained by ULB/different departments of the State? What is the overlap of BPL families among these lists?

There is a common list state department and ULB

- m. Please indicate the percentage of households living in squatter settlements/ temporary structures

- n. Please indicate the percentage of households living in squatter settlements/ temporary structures without access to:

- i. Municipal water supply   
**Community based**

- ii. Sanitation

Government of Gujarat

- A) Sewer
- B) Drainage
- C) Community toilets
- D) Solid Waste Management

**Detailed survey is under process. Within one year break up of these mention services will be available**

- iii. Primary education 10%
- iv. Primary Health 10%

o. Please indicate if there is any internal earmarking within the municipal budget. Please provide the total amount earmarked and the percentage of the total budget in the last 3 years.

Year	Amount Budgeted	Actual Amount Spent	% of the total budget
2002-2003	2828.48	2500.47	10%
2003-2004	3559.34	2844.90	12%
2004-2005	3327.17	2879.84	12%

6. TIMELINE FOR ACTION ON REFORMS

a. The State/ULB must formulate and adopt an overarching, comprehensive policy on providing basic services for the Urban Poor which should include security of tenure at affordable prices, improved housing, water supply and sanitation. Delivery of other existing universal services of the government for education, health and social security should be ensured. This policy document must include the minimum budgetary earmarking in municipal budgets for the provision of these budgets (Note: This policy document should involve stakeholder participation and be released within 6-9 months of signing of MOA under JNNURM and a copy submitted to MOUD/UEPA.)

b. Defining criteria for identification of the Urban Poor

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"/>

**Already defined as per guideline GOI**

c. Fresh enumeration based on the above

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

Government of Gujarat

- d. Define threshold service levels for the Urban Poor across various services
- | Year1                    | Year2                               | Year3                    | Year4                    | Year5                    | Year6                    | Year7                    |
|--------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
- e. Strategic document which outlines the requirements both physical and financial, timeframes, sources of funding and implementation strategies including community participation, monitorable output indicators for each of the services, including outlining convergences, if any
- | 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"/> |
- f. Periodic impact evaluation by independent agencies appointed by the state government
- | 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"/> |
- 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 type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**Commissioner**  
**Vadodara Municipal Corporation**

**Checklist of reforms**

Provision of basic services to the poor including security of tenure at affordable prices, improved housing, water supply, sanitation and ensuring delivery of other existing universal services of the Government for education, health and social security.

**Housing (please refer box on page 7 for phasing and implementation of reforms)**

I	At the beginning of the Mission period, has the city development plan made a total inventory of housing stock available for urban poor?	✓ Yes	No
II	Is there any formal housing available for urban poor such as EWS/ LIG/ resettlement housing NOT classified as a 'slum'?	✓ Yes	No
III	If yes, what percentage of the total housing stock does it comprise?	8%	
IV	What percentage of the total housing stock is classified as 'slum' by the urban local body?	20%	
V	What percentage of the total housing stock is classified as squatters, i.e. not recognizable as slums or legal tenements/ settlements?	5%	
VI	What has been the growth rate of housing stock classified as slum and squatters (in percentage) in the overall growth of total housing stock (a) annually over the last decade, and (b) decennially	(a)3.1% (b) 31%	
VII	Of this, has the city development plan identified all unacceptable housing stock, i.e. that which requires replacement?	✓ Yes	No
A	Does the unacceptable stock include all structures in squatters? If yes, indicate percentage in total unacceptable stock	✓ Yes	No 25%
B	Does the unacceptable stock include dilapidated/ unsafe structures inside slums? If yes, indicate percentage in total unacceptable stock?	✓ Yes	No 25%
C	Does the unacceptable stock include temporary (kutcha) structures inside slums? If yes, indicate percentage in total unacceptable stock?	✓ Yes	No 50%
VIII	At the beginning of the Mission period, has the city development plan made a total estimate of required housing stock for the urban poor within the CDP perspective period, including new stock as well as replacement stock?	✓ Yes	No
IX	What is the required housing stock production capacity required to meet the housing need for urban poor? Indicate in units/ annum	3500 / annum	
X	Assuming that a multitude of agencies are capable of providing housing stock for urban poor, list the required capacities of each:		
A	Own capacity (if ULB is engaged in creation/ replacement of housing stock)	Yes	
B	Development Authority	-	
C	Housing Board	-	
D	Slum Clearance Board	-	
E	Other public agency (including institutional/ industrial housing)	-	
F	Cooperative model (plotted/ flatted)	-	
G	Private sector (plotted/ flatted)	-	
H	Other JV sector model	-	

How the provision of housing stock for the urban poor has been phased over Mission period keeping the need rate constant

Year	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12
Housing stock required		3000	3000	3500	3500	3500	3500

*Shaded section indicates period when such data shall be complied into the GIS-enabled MIS infrastructure*

**Land and building tenure (please refer box on page 7 for phasing and implementation of reforms)**

Does the ULB employ any method of assembling land for housing the urban poor, which can be used to subsidize capital costs of tenement for the urban poor (such as land bank, pooling, TDR or plot reconstitution)? If so, please state below:

**Yes, ULC surplus land and reserve plots under Town Planning Schemes**

Does the ULB have any taxable/ tax saving bonds or capital market instrument which it can use/ has used to provide housing for urban poor, amongst other assets? If so, please state below:

**NO**

How is the requirement of land for meeting new/ replacement housing stock requirement for urban poor proposed to be met?

Year	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12
Land requirement (hectares)	9.0	9.0	10.5	10.5	10.5	10.5	10.5
Average subsidy in pricing of housing (%)	50	50	50	50	50	50	50

*Shaded section indicates period when such data shall be complied into the GIS-enabled MIS infrastructure*

Government of Gujarat

I	Is the ULB responsible for defining tenure of an occupant over a tenement?	✓ Yes No
II	What kinds of tenures are ratified by the ULB as regards housing in slums/ resettlement areas/ housing for urban poor?	
	Ownership through sale	✓ Yes No
	Ownership through hereditary title transfer	✓ Yes No
	Leasehold agreement from housing vendor	✓ Yes No
	Tenancy under Rent Control/ Rent Act	Yes ✓ No
	Transfer under Power of Attorney	Yes ✓ No
III	Is registration of title necessary on (a) hereditary transfer/ natural succession (b) Power of Attorney	Yes ✓ No ✓ Yes No
IV	Does the ULB employ an apartment ownership act for buildings with more than one tenement?	Yes ✓ No
V	Does the State offer any concession on stamp duty for property acquired by an urban poor household?	Yes ✓ No
VI	Does the ULB provide preference to women in being the primary title holder of a land/ tenement awarded under a State/ Central housing scheme?	✓ Yes No
VII	Is prior clearance of the ULB required for selling/ transferring a tenement acquired under a slum improvement scheme, if the tenure has been awarded directly by the ULB (first allottee)	✓ Yes No

**Water (please refer box on page 7 for phasing and implementation of reforms)**

I	What percentage of the households, living within slums receives less than the stipulated supply?	40%
II	What percentage of the households, living within slums is dependent on piped water supply...	60%
	For over 80% of their needs?	50%
	For between 60% to 80% of their needs?	10%
	For between 40% to 60% of their needs?	10%
	For less than 40% of their needs?	20%
	Are not connected at all?	-%
III	What percentage of the households, living within slums is dependent on private tankers?	-%
IV	What percentage of the households, living within slums is dependent on private bore wells?	-%
V	Of the total estimated water demand from the entire slum area of the city, what percentage is provisioned through Municipal supply?	100%
VI	What is the estimated T&D loss (in percentage)?	30%
VII	What is the expected per capita capital cost for providing water supply to the entire projected urban poor population?	2100/-
VIII	What is the O&M cost per kiloliter that is proposed to be recovered from the urban poor?	2.0

Keeping in mind the design and supply thresholds, please indicate the targets earmarked for the Mission period

Year	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	Total
Population	2,70,000	2,73,300	2,76,408	2,79,706	2,81,906	2,83,780	2,86,100	
Design threshold 1 (LPCD)	135	135	135	135	135	135	135	
Design threshold 2 (LPCD)	150	150	150	150	150	150	150	

*Shaded section indicates period when such data shall be compiled into the GIS-enabled MIS infrastructure*



**Sanitation (please refer box on page 7 for phasing and implementation of reforms)**

I	What percentage of the households, living within slums is connected to sewerage?	35%
II	What percentage of the households, living within slums has individual/ septic tanks?	15%
III	What percentage of the households, living within slums discharge sewage into open drains?	65%
IV	What percentage of the households, living within slums has individual toilets?	15%
V	What percentage of the households, living within slums has shared toilets?	80%
VI	What percentage of the households, living within slums does not have toilets at all?	5%
VII	What is the expected per capita capital cost for providing a sewer link to the entire projected urban poor population?	1110Rs.
VIII	Is any O&M cost proposed to be recovered from the urban poor?	Yes %
IX	Is any EDC (external development charge) proposed to be levied for uplink to trunk sewage systems? If so, how much? Indicate in Rupees/ WC/ month or flate rate/ household/ month	Yes <input checked="" type="checkbox"/> No Rs. _____
X	For households without access to a owned toilet, does the ULB propose to sensitize the people about good hygiene practices?	<input checked="" type="checkbox"/> Yes No

What kind of provisioning is proposed in the next seven years in terms of coverage of the entire urban poor population by a sewerage network with standard disposal?

Year	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	Total
Population	2,70,000	2,73,300	2,76,408	2,79,706	2,81,906	2,83,780	2,86,100	

What kind of provisioning would be required in the next seven years in terms of seats to accommodate the population without access to individual toilets?

Year	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	Total
Population								
No. of seats (men)		3500	7000	10500	8750	-	-	29750
No. of seats (women)		3500	7000	10500	8750	-	-	29750
Total		7000	14000	21000	17500			59500

*Shaded section indicates period when such data shall be complied into the GIS-enabled MIS infrastructure*

## Solid waste management (please refer box on page 7 for phasing and implementation of reforms)

I	What is the expected output in MT from the areas of the city housing urban poor	15%
II	What percentage of the total solid waste generated by the city originates from slum areas?	17%
III	What is the waste profile in terms of	
	Organic kitchen waste	53%
	Sharps	10%
	Inert matter	32%
	Inorganics/ plastics	05%
	Hazardous waste including medical/ chemical	02%
IV	What percentage of waste generated from the areas housing the urban poor require disposal through landfill?	17%
V	Is this over or less than 50% of the total waste generated from urban poor households?	More than ✓ Less than
VI	Are there adequate landfill sites to accommodate this waste over a period of 20 years?	✓ Yes No
	Are the landfill sites planned and designed accordingly (with liner, leachate removal and LFG extraction)?	Yes ✓ No
	What is the average projected life of one hectare of landfill site as per (a) present estimates (b) estimates after implementing waste management techniques	0.75 years 1.25 years
VII	Is the ULB considering any alternative to disposal through landfill sites	✓ Yes No
VIII	Does the ULB employ any method of segregation at source	✓ Yes No
IX	Does the ULB have any proposed/ existing mechanism of involving community to segregate waste (including rehabilitation of rag pickers)? Does this include occupational security (use of gloves, masks, routine immunization and health check ups) for the workers?	✓ Yes No ✓ Yes No
X	What is the per capita cost of managing (collection, transport and disposal) solid waste in the city (refer CDP)	Rs. 14.16/-
	Of this, how much is distributed into: (Say, if per capita cost is Rs. 10/- per month, how is this divided into the following sectors)	100%
	Collection (including manpower)	80%
	Segregation at source (including manpower)	-%
	Transport (including manpower)	15%
	Disposal (including manpower, proportional cost of landfill site or disposal mechanism)	05%
XI	Does the ULB have any predefined/ proposed sites for vermi composting	
	At ward level	✓ Yes No
	At colony level	Yes ✓ No
	At city level	✓ Yes No
XII	Does the ULB have any resources for	
	Waste incinerators (also include any privately owned units that may be used by the ULB)	✓ Yes No
	Rendering units for visceral waste (also include any privately owned units that may be used by the ULB)	Yes ✓ No
	Medical waste sterilization units (also include any privately owned units that may be used by the ULB)	Yes ✓ No

Government of Gujarat

Does the ULB have any legislative measures (existing or proposed) in order to minimize waste generation over the perspective period of the CDP (such as restricting use of plastics, clustering use of waste generating units or imposing volume penalty on waste generation)? Please state as below:

- Use of plastic below 20 micron thickness being restricted, public notice is given in news paper to stop use of plastic bags below 20 microns.
- Factories engaged in plastic production has been sealed for producing plastic has than 20 micron thickness

Does the ULB commit to adhering the CPHEEO norm that not more than 50% solid waste generated will be disposed through landfill sites? ✓ Yes No

If YES, state the measures that the ULB proposes to take to adhere to this norm

- Processing of Waste
- Waster Segregation
- only inert & Compost Plant reject waster will disposed on landfill site
- Separate Bio – medical waste

**Convergence (please refer box on page 7 for phasing and implementation of reforms)**

Does the ULB commit to converge all the schemes pertaining to provision of housing, water supply, sanitation and solid waste management, undertaken under the sub-Mission ‘Basic Services to the Urban Poor’ by the end of the Mission period?

✓ Yes No

Does the ULB commit to converge (make concurrent or co-terminus) all the schemes pertaining provision of primary education, healthcare and social security along with the above mentioned projects pertaining to housing, water supply, sanitation and solid waste management by the end of the Mission period?

✓ Yes No

Assuming 100% coverage of urban poor population in the city by the end of the Mission period, please state relative coverage plan for the sectors defined below:

Government of Gujarat

Year	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	Total
Housing	-	15	15	17.5	17.5	17.5	17.5	100%
Water supply	60%	5%	5%	5%	5%	5%	10%	100%
Sanitation	40%	5%	15%	15%	15%	10%	-	100%
Solid waste management	30%	<b>10%</b>	<b>10%</b>	<b>10%</b>	<b>10%</b>	<b>15%</b>	<b>15%</b>	100%
Primary education	90	2	2	2	2	2	-	100%
Healthcare	90	2	2	2	2	2	-	100%
Social security (Insurance)	-	-	-	-	-	-	-	100%

*Shaded section indicates period when such data shall be compiled into the GIS-enabled MIS infrastructure*

**PHASING AND IMPLEMENTATION OF REFORMS UNDER BASIC SERVICES TO THE URBAN POOR**

1. Data requested above shall be compiled and presented as part of the GIS-enabled MIS infrastructure by March 31, 2008 and the yearly targets to be set for achieving 100% coverage by the end of the Mission period, i.e. 2001-12.
2. The above targets are desired to be adhered to, but ULBs shall have the flexibility to fix annual delivery targets in a phased manner. However, 100% coverage is desirable by end of the Mission period, i.e. March 31, 2012.