

# Major Initiatives & Achievement of the Local Govt. Department in Last 3 years

<b>1</b>	<b>Rent Act</b>	<ul style="list-style-type: none"> <li>➤ To keep the cordial relations between Landlords and tenants, new Punjab Rent Act was passed by the Punjab Vidhan Sabha in the year 1995 and notified in the year 2012.</li> <li>➤ The Act has come into force w.e.f. 30.11.2013</li> </ul>
<b>2</b>	<b>Pension Fund</b>	<ul style="list-style-type: none"> <li>• Most of the ULBs were / are unable to pay the pensionary benefits to the employees due to weak financial position.</li> <li>• Lot of litigation. About 200 cases were pending in the Hon'ble High Court.</li> <li>• A Pension Fund has been created under which a part of the actual income earned by the ULBs is being deducted from VAT transferred to the ULBs in lieu of Octroi and the same is deposited in the Central Pension Fund.</li> <li>• By creating this Fund, the litigation has come to the end.</li> <li>• Employees get pension in time.</li> </ul>
<b>3</b>	<b>Delegation of Powers</b>	<ul style="list-style-type: none"> <li>• Earlier the Resolution of Municipal Corporations and Improvement Trusts were dealt at the Secretary Local Govt. level.</li> <li>• The secretariat staff was not very experienced in dealing these matters, therefore delay</li> <li>• Now, the power has been delegated to Director Local Govt. in his capacity as Special Secretary Local Govt. Punjab.</li> <li>• Time for approval of resolution has come down for 45 days to 15 days.</li> </ul> <p>The pendency of PUC in the secretariat has also come down from 5000 PUCs to mere 300-400 PUCs.</p>

4	<p><b>Reforms in sale/ purchase of Improvement Trust property.</b></p>	<p><b>A) <u>(Relief of Non Construction Fees)</u></b></p> <ul style="list-style-type: none"> <li>• A scheme was announced in the year 2011, wherein one time concession was given in respect to non construction fees to the allottees.</li> <li>• However, in above scheme, a illegal provision was added that if anybody does not avail the relief in the given time frame, he will have to pay double the fee.</li> <li>• Since the provision was illegal, there was a lot of hue and cry.</li> <li>• By notification dated 23.09.2013, it was clarified that allottees who have not taken the benefits of the scheme, have to deposit the fees at normal rate and not the double fee.</li> </ul> <p><b>B) <u>(Relief for depositing of the installments)</u></b></p> <ul style="list-style-type: none"> <li>• Earlier if the allottees have failed to pay the installments in time, he was to take permission from the Govt.</li> <li>• A notification was issued on 23.09.2013 that if a allottees have failed to deposit the installment in time and if there is a still time available in the agreement, then the Improvement Trust can accept the installment and there is no need to refer the case to Govt.</li> </ul> <p><b>C) <u>(Rationalization of the rates of Property at the time of Auction)</u></b></p> <ul style="list-style-type: none"> <li>• Earlier there was no uniformity in the Improvement Trusts regarding depositing of the earnest money, security, percentage of installments etc for auctioning of plots/ properties.</li> <li>• Now, vide notification dated 20.02.2014, the rate of the earnest money, percentage of installments to be deposited in a given time frame etc has been fixed.</li> </ul>
5	<p><b>Engineering Reforms</b></p>	<p>To bring uniformity of various tender documents, transparency and to improve the quality of work, the following Standard Operating Procedures (SOPs), Policy Documents and Model Bid Documents have been issued by the Department of Local Govt.</p>

**(i) Standard Operating Procedures (SOPs)**

**a. Design, execution and maintenance of Concrete paver tiles.**

- ✓ Earlier there was no quality check for laying of the concrete paver tile.
- ✓ Now SOP has been issued wherein all roads should be constructed as per the guidelines of MORT&H and the relevant IS Codes.
- ✓ The road specifications should be based on design mix M-15 to M-70 for concrete roads.

**b. Three-tier Quality Control & Quality Monitoring mechanism of all works.**

- ✓ Earlier the quality of the works being executed by various ULBs was checked by the officials posted in the ULB i.e. J.E, SDE & XEN.
- ✓ Now, SOP has been issued and converted into three-tier quality control and quality monitoring mechanism
- ✓ First tier quality control shall be carried out by officials i.e. JE/SDE/XEN posted in the ULB.
- ✓ Second tier shall consist of Chief Engineers of ULB's who have been allotted regions.
- ✓ Third tier Quality Control inspection shall be carried out by Gen. V.K. Bhatt, TA to Hon'ble Chief Minister.

**c. Water quality Improvements**

- ✓ Earlier there was no standard practice prevailing in the ULBs for improving the water quality.
- ✓ Now Local Govt. Department has prepared uniform protocol for water quality improvement and the same has been approved by the government in which all details regarding capacity building and water sampling etc. has been given and the procedure to be followed for ensuring the water quality has been mentioned.

- ✓ The water sampling tests have been outsourced and periodic time has been fixed for checking water quality during all the seasons.

**d. *Rehabilitation and Maintenance of Sewers.***

- ✓ Not much attention was being made for rehabilitating the old sewer pipe lines which have been laid 50 years old resulting in creation of lot of problems for the residents.
- ✓ To rectify the same, rehabilitation of these sewer lines through trenchless technology is being adopted in major towns like Amritsar and Ludhiana etc.
- ✓ The operation and maintenance Cell has been created in the major Municipal Corporation towns for proper maintenance of the sewerage system.

**e. *Maintenance of sewers using super sucker's machines.***

- ✓ Most of the main sewers laid in various towns are quite old and with passage of time most of them have silted up resulting in frequent chocking of sewerage system.
- ✓ For rectifying the same, latest technique for cleaning the main sewers through super suckers machines are being adopted in all the major towns of Punjab.
- ✓ All the Chief Engineers of Punjab Water Supply and Sewerage Board have been directed to carry out desalting of the main sewers in the urban towns through super sucker machines so that the problems of sewer chocking may be reduced and to ensure proper functioning of the sewerage system.

**Policy Documents**

**a. *Registration and enlistment of the contractors.***

- ✓ A standard procedure for registration and enlistment of the contractors was circulated.
- ✓ Competent authority has been defined and documents to be submitted for enlistment of the contractor has been prescribed.

**b. *Improvement and implementation of E-tendering.***

- ✓ Many Municipal Corporations/Municipal Committees/Improvement Trusts for carrying out development works through E-tendering but without uploading the estimates of the work.
- ✓ As a result the basic purpose of E-tendering was not being achieved.
- ✓ Now instructions have been given that development works more than Rs.5 lacs are to be carried out through E-tendering and all details of NIT including specifications should be up loaded on the website so that all Contractors know the exact scope of work before quoting any rate and to make it competitive transparent.
- ✓ Further development work shall be carried out only after approval of the estimate by the competent authority.

**c. *Ban of Shallow Tube wells up to 400 feet depth.***

- ✓ Earlier, especially in Ludhiana city, Shallow bore Tube wells, less than 400 feet depth, were being bored, which resulted in supply of contaminated water to the residents since ground water, especially in the industrial area sector, has become polluted.
- ✓ To overcome this problem a policy decision has been taken and instructions have been issued to all the ULBs that no Tube well less than 400 feet depth should be bored and only potable water after duly periodic testing should be supplied.

**d. *Rationalization of the powers to accord technical sanction vetting the comparative statements and checking of final bill by superior officers.***

- ✓ To streamlining the working accountability and transparency in the Municipal Corporations/Committees/Improvement Trusts, the work and duties of the Engineers

		<p>have been defined as under: -</p> <ul style="list-style-type: none"> <li>• All development works shall be periodically inspected and supervised by the higher Competent Engineering Authority i.e. by Corporation Engineer, Superintending Engineer and Chief Engineer at regular intervals.</li> <li>• The Chief Engineer shall conduct monthly review meetings of all SEs to monitor the progress of works and also convey important instructions and directions of the Local Government Department.</li> </ul> <p>e. <b><i>Scrutiny of all tenders above Rs 5 crore by combined team of Chief Engineers.</i></b></p> <p>➤ <b>Model Bid Documents for following services are circulated</b></p> <ul style="list-style-type: none"> <li>✓ Earlier there is no uniformity for the terms and conditions of tendered document.</li> <li>✓ To bring uniformity in all ULBs, Model bid documents for the following services has been issued.</li> </ul> <p>a. Paid parking</p> <p>b. Street lightening Construction of Tube wells.</p>
6	<p><b>Addressing the Grievance of the public and creation of the removal mechanism</b></p>	<ul style="list-style-type: none"> <li>• Department of Local Govt. vide its decision dated 16.06.2014 had directed all Commissioners of Municipal Corporation, Deputy Directors of Urban Local Bodies and Executive Officer of Municipal Council / Municipal Corporation to sit every Tuesday from 10 am to 1 pm in their office to hear and remove the grievance of public.</li> <li>• It was also directed that 1 room in the office will be fixed as grievance room and wherein a notice board will be displayed.</li> <li>• A Notice Board will also be displayed at the prominent places in the cities wherein informing the public day and time for readdressing their grievance.</li> <li>- Senior Officer from head office will be checked regularly regarding implementation of the above decision.</li> </ul>

<p style="text-align: center;"><b>7</b></p>	<p style="text-align: center;"><b>Implementatio n of the Right to Service Act.</b></p>	<ul style="list-style-type: none"> <li>• The Department of local Govt. has implemented the Right to Service Act to enable citizens to get their work in time bound manner.</li> <li>• Some of the Major Services covered under the Right to Services Act are: <ul style="list-style-type: none"> <li>i. Birth and Death Certificate</li> <li>ii. Water and Sewerage</li> <li>iii. Property Tax</li> <li>iv. Complaints and Grievances</li> <li>v. Licensing</li> <li>vi. Advertisement and Hoardings</li> <li>vii. Plantation and Parks</li> <li>viii. Rent, Lease and Tahebazari</li> <li>ix. Fire Services</li> <li>x. Health and Sanitation</li> <li>xi. Building Regulations and many more...</li> </ul> </li> </ul>
<p style="text-align: center;"><b>8</b></p>	<p style="text-align: center;"><b>Inspection of ULBs</b></p>	<ul style="list-style-type: none"> <li>- All the 10 Municipal Corporations and 43 Municipal Councils / NP were inspected thoroughly in the month of July and Aug 2014, by the senior officials of the Department and inspection report in prescribed Performa submitted by them were sent to the concerned ULB for taking necessary action regarding deficiency/ regularities pointed out in inspection reports in time bound manner. These will again be checked in the month of Oct so that to see the corrective measure have been taken or not.</li> </ul>