



## 10. INSTITUTIONAL FRAMEWORK, GOVERNANCE AND REFORMS

### 1. Profile Of City Of Nashik And Nashik Minicipal Corporation

Nashik Municipal Corporation was formed on November 7, 1982 as a body corporate under the Bombay Provisional Municipal Corporation (BPMC) Act, 1949. NMC serves and area approximately 259 sq. KMS. Including the city and its peripheral areas and provides a range of civic services to around 10 lac citizens of the city of Nashik. Nashik is one of the oldest cities in India. The city is situated 185 Kms. From Mumbai and has developed on both the banks of River Godavari. It is one of the four cities in India where Kumbhamela is held every twelve years.

In recent times Nashik has developed into a thriving manufacturing centre. Leading companies like ABB, Ceat Tyres, Gestetener, Crompton Greaves, Kirloskar Oil, Mahindra & Mahindra, MICO, Siemens, VIP Industries, Garware, etc have established facilities in Nashik.

### 2. Constitution Of The NMC

The BPMC Act entrusts the authority and responsibility for administering the duties of the corporation to statutory authorities. The constitutions of the corporation and administrative machinery which administers these services are as under:

#### 2.1. The Corporation

The Corporation consists of:

1. 108 Councilors who are elected representatives of the city
2. 5 persons nominated by the councilors.

<i>Reserve Wards</i>	<i>Scheduled Cast</i>	<i>Scheduled Tribe</i>	<i>Other Backward Cast</i>	<i>General</i>
Female	5	3	10	18
Male	8	5	19	40
<b>Total</b>	<b>13</b>	<b>8</b>	<b>29</b>	<b>58</b>

The councilors are elected every 5 years and the meeting of the councilors is held once in a month. Mayor, the first citizen of the city, is elected by the councilors and holds office for a period of two & half years. The Mayor presides over the General Body Meeting of the councilors.

#### 2.2. The Standing Committee

This committee specified under The BPMC Act is the most important committee of the corporation. The councilors at their first meeting elect the Standing Committee, Consisting of 16 councilors, after the general election. The Standing Committee/General Board Essentially governs the functioning of the Corporation on behalf of the 113 councilors. It is the policy making body of the Corporation and makes all decisions with respect to the establishment and finances of the Corporation.

#### 2.3. The Ward Committee

The ward committee consists of councilors representing the electoral wards within the territorial area of the ward committee. There are 6 wards committee's namely Nashik (E), Nashik (W), Nashik Road, Panchavati, CIDCO, and Satpur. The main function of the committees is to approve the cost of works for the ward, incorporate the expenses in the budget etc. The ward committees can section



project up to Rs.5 lacs and projects above Rs.5 lacs are approved by the general board which meets once in a month.

#### **2.4. The Municipal Commissioner**

The Commissioner is appointed by the State Government and holds office for a period not exceeding 3 years unless extended by the State Government. He manages the day to day affairs of the Corporation and subject to approvals and sections, from the Standing committee and the Corporation, wherever required the entire executive powers to carry out the provisions of the BPMC Act are vested with of the Commissioner.

The NMC has 11 departments which are responsible for its various duties and functions. These departments are:

#### **2.5. Municipal Secretary Department**

Municipal Secretary is the secretary of the Corporation Standing committee and ward Committee. The main function of this department is to perform such duties with regard to the Corporation and the standing committee as is mentioned under The BPMC Act. i.e. maintaining correspondence, documents sanctions awarded to projects etc.

#### **2.6 General Administrative Department**

The main functions of the general administration department are:

- Appointment of municipal Staff
- Looking after welfare of Municipal Employees.
- To conduct Municipal elections.
- To organize Municipal cultural functions.
- To supervise and control nursery, school& high schools.
- To manage publicity, media relation image building and imparting of information as desired by the corporation and the citizens.

#### **2.7. Encroachment (Removal) Department**

The main functions of the department are:

- To control unauthorized construction.
- To prevent unauthorized development of stalls on public roads and at public stalls.
- To demolish unauthorized construction.

#### **2.8. Tax Collection Department**

The main functions of the tax collection department are:

- Assessment of properties and collection of property tax.
- Registering khatas in the name of tax payer.
- Transfers and bifurcation of khatas.
- Collection of other taxes and charges as per Act rules
- Collection of building rent, license fees, development charges etc.
- Collection of other Non tax recovery.



### **2.9 Accounts Department**

- Payment of expenditure i.e. bills relating to general administration, salary pension and works done by other departments.
- Compilation of Receipts and Expenditure accounts for all department.
- Repayment of loans availed of.
- Preparation of the Annual Budget.

### **2.10 Audit Department**

The main function of the Audit Department is to verify the correctness of the annual accounts and registers production to it by the Commissioner of the Corporation.

### **2.11 Public Health Department**

The Public Health Department is responsible for family planning, health services sanitation garbage collection and disposal and cleaning of roads. It is also responsible for various health programmes like mosquito control. Immunization etc. This department also dispenses health and medical services through it dispensaries, maternity homes family welfare centres and primary health CRISIL centres.

### **2.12 Public Works Department**

The main functions of the Public Works Department are:

- Construction and maintenance of roads bridges culverts storm water drains etc.
- Construction of buildings. Shopping complexes community halls schools markets and maternity homes

### **2.13 Water Supply & Sewerage Department**

The department dales with the supply of drinking water to the entire city. It supplies water to around 90 % of the population. The slum areas are provided water stand posts free of cost. The department is also responsible for implementation of projects involving supply of drinking water to the population in and around the city of Nashik. At present there are 73 service reservoirs which distribute water to all areas in the NMC including Nashik Road area. The department is also responsible for providing and maintaining efficient sewerage system to the city of Nashik. The department manages projects involving construction of sewers, treatment of sewage etc.

### **2.14 Town Planning Department**

The main functions of the department are:

- Preparation implementation & development of plan for the Nashik City.
- Sanctioning the layout plan.
- Grant permission for construction of new building.
- Grant No Objection Certificates for occupation of new flats by purchasers and other activities
- To acquire land buying properties for municipal purpose.

### **2.15 Garden Department & Tree Authority**

The main functions of the department

- Maintenance of the parks and gardens within corporation limits.
- Planting trees in parks, gardens etc.
- Permissions for cutting trees, & other responsibilities as per Act.



### 3. Duties Of The Corporation

The BMC Act defines the scope and extent of responsibilities of the Corporation. The Act has entrusted NMC the responsibility for the maintenance, operation and development of certain public utilities in the city. The services presently being provided by the NMC are classified as obligatory and discretionary services.

#### 3.1. Obligatory Services

The BMC Act has identified a list of mandatory functions/services for which the NMC has to make reasonable and adequate provision. These obligatory functions/services are listed as under:

1. Erection of substantial boundary marks of such description and in such positions as shall be approved by the State Government defining the limits or any alteration in the limits of the City.
  - Planning for social and economic development;
  - Urban forestry protraction of the environment and promotion of ecological aspects.
2. The watering scavenging and cleansing of all public streets and places in the City and the removal of all sweepings there from.
3. The collection removal treatment and disposal of sewage offensive matter and rubbish and if so required by the State Government the preparation of compost manure from such sewage offensive matter and rubbish.
4. The construction maintenance and cleansing of drains and drainage works and of public latrines water closets urinals and similar conveniences.
5. The Entertainment of a fire brigade equipped with suitable appliances for extinction of fires and the protection of life and property against fire.
6. The construction or acquisition and maintenance of public hospital and dispensaries including hospitals for the isolation and treatment of persons suffering or suspected to be infected with a contagious or infectious disease and carrying out other measure necessary for public medical relief.
7. The lighting of public streets municipal markets and public building vested in the Corporation.
8. The maintenance of a municipal office and of all public monuments and open spaces and other property vesting in the Corporation.
9. The naming or numbering of streets and of public places vesting in the Corporation and the numbering of premises.
10. The regulation and abatement of offensive and dangerous trades or practices.
11. The maintenance change and regulation of places for the disposal of the dead and the provision of new places for the said purpose and disposing of unclaimed dead bodies.
12. The construction or acquisition and maintenance of public markets and slaughterhouse and the regulation of all markets and slaughterhouses.
13. The construction or acquisition and maintenance of cattle pounds.
14. Public vaccination in accordance with the provisions of the Bombay District Vaccination Act, 1892.
15. Maintaining, aiding and suitably accommodating stocks for primary education.
16. The reclamation of unhealthy localities the removal of noxious vegetation and generally the abatement of all nuisances.



17. The registration of births and deaths.
18. The construction maintenance alteration and improvement of public streets bridges sub-ways culverts, cause-ways and the like.
19. The removal of obstructions and projection in or upon streets bridges and other public places.
20. The Management and maintenance of all municipal water works and the construction or acquisitions of new works necessary for a sufficient supply of water for public and private purposes
21. Preventing and checking the spread of dangerous diseases.
22. The securing or removal dangerous building and places.
23. The Construction and maintenance of residential quarters for the municipal conservancy staff.
24. Fulfillment of any obligation imposed by or under this Act or any other law for the time being in force.
25. Subject to adequate provision being made for the matters specified above the provisions of relief to destitute persons in the city in times of famine and scarcity and the establishment and maintenance of relief works in such times.

### 3.2. Discretionary Services

The organization maintenance or management (under section 66 of the BMC Act. 1949) are:

1. The organization maintenance or management of institutions within or without the City for the care of persons who are infirm sick or incurable or for the Care and training of blind deaf mute of otherwise disabled person persons or of handicapped children.
  - slum improvement and up gradation
  - urban poverty alleviation
  - cattle pounds and prevention of cruelty to animals
  - regulation of tanneries
2. The organization maintenance or managements of maternity and infant welfare homes or centres.
3. The provision of milk to expectant or nursing mothers or infants or school children.
4. The organization maintenance or managements of chemical or bacteriological for the examination or analysis of water food or drugs for the detection of diseases or for researches connected with public health.
5. Swimming pools, public wash house, bathing places, and other institutions designed for the improvement of public health.
6. Dairies or farms within or without the city for the supply distribution and processing of milk or milk products for the benefit of the residents of the city
7. The construction and maintenance in public streets or place of drinking fountains for human beings and water troughs for animals
8. The planning and maintenance of trees on road-sides and elsewhere.
  - Providing for parking or halting places or lots for vehicles on any part of any public street or public which vests in the Corporations.
9. The provision of music for the people.
10. The provision of public parks gardens playgrounds and recreation ground.
11. The holding of exhibitions athletic or games



12. The regulation of lodging houses camping ground and rest houses in the city
13. The maintenance of an ambulance service.
14. The construction establishment and maintenance of theatres rest houses and other public buildings
15. The organization or maintenance in times of scarcity of shops or stalls for the sale of necessaries of life.
16. The building or purchase and maintenance of dwellings for municipal officers and servants.
17. The grant of loans for building purposes to municipal servants on such terms and subject to such conditions as may be prescribed by the Corporation.
18. Any other measures for the welfare of municipal servant or any class of them.
19. The purchase of any undertaking for the supply of electric energy or gas the starting or subsidizing of any such undertaking which any be in the general interest o public.
20. The construction purchase organization maintenance or management of light railways tramways trackless trams or motor transport facilities for the conveyance of the public or goods within or without the city.
21. the furtherance of educational objects other than those mentioned in clause (15) of section 63 and making grants to educational institutions within or without the City.
22. The establishment or maintenance or the aiding of libraries museums and art galleries botanical or zoological collections and the purchase of construction on buildings therefore
23. The construction or maintenance of infirmaries or hospital for animals
24. The destruction of bird or animals causing a nuisance or of vermin and the confinement or destruction stray or ownerless dogs.
25. Contribution towards any public fund raised for the relief of human suffering within the city or for the public welfare.
26. The preparation or presentation of address to persons of distinction.
27. The registration of marriages
28. The granting of rewards for information which may tend to secure the correct registration of vital statistics.
29. Paying the salaries and allowances rent and other charges incidental to the maintenance of the Court of any stipendiary magistrate or any portion of such charges.
30. the acquisition and maintenance of grazing ground and the establishment and maintenance of a breeding stud.
31. Establishing and maintaining a farm or factory for the disposal sewage.
32. Supplying constructing and maintaining in accordance with the general system approved by the Corporation receptacles fittings pipes and other appliances whatsoever on or for the use of premises for receiving and conducting the sewage thereof drains under the control of the Corporation.
33. Granting rewards for information regarding the infringement of any provision of this Act, or of the rules bys-laws regulations or standing or standing orders.
34. Laying out whether in areas previously built upon or not new public streets and acquiring land for the purpose and land required for the construction of buildings or cartilage thereof to abut a such street or streets.
35. The building or purchase and maintenance of suitable dwellings for the poor and working classes or the grant of loans or other facilities to any person society or institution interested in the provision of such dwellings.



36. The provision of shelter to destitute or homeless persons and any form of poor relief.
37. The building or purchase and maintenance of sanitary stables or byres for horses ponies or cattle used in hackney carriages of carts or for milch-kine
38. Survey of buildings or lands
39. Measures to meet any calamity affecting the public in the city.
40. Making Contribution to the funds of the local- self Government Institute Bombay
41. Making any contribution towards any public reception ceremony or entertainment.
42. Provided that the total expenditure on account of such contribution during any official year shall not exceed rupees twenty-five thousand or such higher amount as the State Government may from time to time by notification published in the Official Gazette, specify in this behalf.
  - With the previous sanction of the State Government and subject t such terms and conditions as the State Governments may impose subscribing to the share capital of any company or co-operative society. With a limited liability established or to be established for maintaining or settings up a slaughter house or for providing any other services in the City, useful to the Corporation in carrying out any of the duties imposed upon it by or under this Act or any other law for the time being in force.
43. Any measure not here in before specifically named, likely to promote public safety, health, convenience or instruction.

**A) Planning aspect : -**

Nashik Municipal Corporation (NMC)	Corporation area general planning and development including the civic services.
Maharashtra Industrial Development Corporation (MIDC )	Planning within notified Industrial area. Water supply with MIDC. However Development of sewerage system in residential area within MIDC is with NMC. Internal Road Development is with MIDC but subsequent M&R is with NMC. For property tax coverage it is with NMC.
City & Industrial Development Corporation (CIDCO)	CIDCO has developed Housing Complexes in NMC area. They have handed over the area for further M&R to NMC for property tax coverage it is with NMC.
Maharashtra Housing & Area Development Authority (MHADA)	MHADA has also developed sites for Housing for low and middle income group after area Developed internally the have being it covered by NMC. MHADA has also Nodal agency for activity in slum areas.
Cantonment Boards	NMC includes some cantonment area and planning and development is with them civil amenities are planned by them and maintained by them.

**B) Other Govt. and Parastatal agencies**

National Highways / National Highways Authority of India (NHAI)	NH-3 and NH-50 are passing through NMC area. Their planning and O&M is looked after by Respective Division of National Highway. For NH-3 they are planning. A flyover from vilholi to Adgaon Naka, The work is expected to be taken up as Boot Project. Thus the junction development for the crossing of these two National Highways is much dependent on their planning and implementation by national highways city traffic in this area very much needs a flyover junction at this point.
Maharashtra Jeevan Pradhikaran	It is a state Govt. undertaking appraisal of all projects related to water supply sewerage sanitation solid waste management storm MJP. In case of any difficulty Environment related project, Regional chief Engineers Of MJP is supposed to be consulted.
India security Press, Currency Note Press, Govt. Press	These are central Govt. under takings and they have substantial area in their possession the planning Development and Maintenance in these areas is related to these undertaking Any external Co-ordination required is with NMC.
Forest Depart	In the Corporation area there is some forest area. The premises are totally looked after them. All decisions regarding Development & planning are taken by the Forest Depart.



Revenues Depart	Commissionerate, Collectorate office premises and quarters and bungalows are under Revenue Depart. Planning and Development rests with that Depart. And any implementation is required it is with PWD External services are with NMC.
Dist. Court	Court Building office premises and residential quarters are under Revenue Department. Planning and Development rests with PWD Department. And any implementation is required it is with PWD External services are with NMC.
Dist. Court	Court Building office premises and Bunglers are with PWD for Development planning and implementation External services are with NMC.
Railways	Nashik Road Railway station is a Central Railway Station and possesses larger premises for station proper, quarters Training centers and other related activities. They look after all planning and development activity and also implement them. External services are looked after by NMC.
MSRTC	It is Govt. of Maharashtra undertaking and is mainly involved in intercity transport However, along with their major activity they are looking after city Bus service. It is normally related to urban local body MSRTC is having about 190 buses and 4 to 5 bus terminals and no of bus sheds Bus Stops all over the city. All planning development and implementation aspects as for an city Bus Transport is concerned is looked after by them. NMC Co-operation in case of festivals etc.
Police Depart	Traffic control in the city area is mainly related to Police Depart. NMC Co-operates for any specific reservations for police stations and other purposes. Police Depart. Has cognizable land in their possession Planning Development & implementation rests with Police authorities and P.W. Depart. In festival period and Kumbhamela NMC have to Co-ordinate with Police authorities.
State PWD	State highways passing through city area are being looked after by state PWD. Further Govt. Buildings Circuit House rest houses and primacies occupied for Govt. purposes are maintained by state PWD. All internal amenities are looked after by them. NMC acts as co-ordinator illumination of state highways within NMC areas is with NMC.
Irrigation Department	Godavari,Darna, Nasardi River and its tributaries are notified rivers flowing through city area. The concerned area is with Irrigation Depart. And also the right of flowing water for Drinking water supply NMC has to depend on Irrigation Depart. As the relevant reservations in the storages is controlled by Irrigation Depart. It is co-ordinated by the Collector. Irrigation Depart. Is concerned with the effluent inflow in the Natural drains Regarding quality control of water Maharashtra pollution control of wear Maharashtra pollution control Board co-ordinates with NMC.
Maharashtra State Electricity Distribution Company (MSEDC)	Supply and O&M of the electrical energy required for various purposes rests with MSEDC. NMC Co-ordinates with selection of location of the sub stations and Transformer location within the city area. Eklahara Thermal power station is also near to the city. For water supply to Thermal Power station both MSEB and NMC are dependent on Irrigation Department. NMC is interested in coordinating treated effluent recycling with the requirement of Eklahara Thermal power station.





## 5. Reforms – Computerisation & E-Governance

NMC has decided to carry out detailed survey of all properties in the Corporation area. It will include detailed dimensions of the property and putting aluminum number plates. After survey the information will be computerized on GIS and hence the information will be available and easily accessible. This activity will increase the revenue from the property tax.



NMC has started the 6 no. of sector offices. These sector offices are expected to work more efficiently from 2006-07. Residents nearby will get practically all the information and service needed at these sector offices. These offices will be connected to the central office by networking. Property tax payment, other payments against bills can be received in these offices and immediately accounted for.

NMC has decided to encourage the use of the solar water heater in the properties. It will reduce the electric consumption. NMC will be giving a rebate of 5% in the property tax.

NMC has declared the scheme for the defaulters in the property tax and whose cases are not pending in the court will be given a chance again. This is named as ABHAY YOJANA.

NMC intends to insure maximum citizen in the Corporation area against accidents. Maximum Rs. 25000/- will be eligible to the concerned. There are about 250000 properties in the Corporation area. Owner and other selected three persons will be included in this Group insurance scheme.

NMC has modified the Octroi rules. These will be made applicable from 1-4-2006. Mega industries and sick industries are exempted from Octroi. Procedure of Octroi has been made simpler. Instead of quantity base it has been based on the value of the goods. All Octroi posts are computerized and inter-connected by net working. In the head office also current account is computerized.

NMC is well set to completely computerize the water billing system in computers. It will start functioning from 2006-07.

NMC has the main income source as the OCTROI. It contributes 70 % of the overall income. Income from octroi has been seen to be increasing at the average rate of 20% every year. With the reforms introduced the trend will continue in future.

NMC has dispensed with loans. They have repaid Rs. 100 Crores OMB loan over a period of 6 years. NMC has tested their credibility in the market. They were given a rating of AA(so) by CRYASIL.

NMC received very good response to Call for tax free bonds. While raising bonds for Rs. 50 Crores Nashik Municipal Corporation became only the second corporation in the country next to Ahmedabad Municipal Corporation. These bonds will be used for Development works. First installment of Rs. 15.5 Crores has been paid back.

NMC has uptill now recorded maximum Revenue expenditure of Rs. 171 Crores. It could be easily met with from the revenue receipts.

Maintenance of water supply systems is not in profit. Deficit is taken care of from the revenue from other sources.

NMC is one of the very few Corporations in India who is successfully maintaining a plant for converting solid waste into manure. There are no dust bins in the city.

Nashik Municipal Corporation has undertaken comprehensive Computerization Programme for achieving end-to-end Computerization of all activities carried out in the office. For which the Phase-wise Computerization is adopted from the year 1999-2000.



**5.1. At present following activities are computerized**

- Octroi Department
- Birth & Death Registration
- Complaint Monitoring System
- Geographical Information System (GIS)
- Property Tax Department
- Accounts Department
- Employee Attendance at Rajiv Gandhi Bhavan.
- Web Site - Nashik Municipal Corporation has its own Web-site with address **www.nashikcorporation.com**
- Current Status of Hardware – Currently Nashik Municipal Corporation has approx. 200 PCs, 13 Servers, 190 Printers which are deployed at Octroi Nakas, Divisional Offices, and various departments of Head office.



**5.2. It is proposed to achieve computerization in following activities in near future**

- GIS Integration
- Networking
- Double Entry Accounting System
- Comprehensive Property Tax, Water Tax computerization based on GIS and Satellite data.
- Citizens Facilities Centre (CFC)
- File Tracking and File Management System.
- Comprehensive Employee Attendance System.
- Other Miscellaneous Taxes.
- GPS for Vehicle tracking.
- Relevant Hardware Purchase and its maintenance.

The works will be completed in period of 5 years.

**6. Metropolitan Planning Committee**

74<sup>th</sup> constitutional amendment makes it obligatory for the state government to constitute metropolitan planning committee for all metropolitan regions having population more than 10 lakhs. It is therefore necessary to constitute MPC for Nashik Metropolitan region for planning and coordination of all agencies concerned with development of this region. An act to this effect has already been passed by the state government and it is recommended that MPC may be constituted by the state as early as possible.

**7. Status Of Reforms**

The NMC has already initiated action for various mandatory reforms and optional reforms.

**Proposal for implementing these reforms is as enclosed in Annexure- 2**