

DIRECTORATE OF URBAN LOCAL BODIES JAMMU

Citizens' Charter

Structure of the Department

The Directorate of Urban Local Bodies Jammu is administering 36 Urban Local Bodies spread across Jammu Province. The population in these ULBs as per 2011 census is 3,97,587. The issues of the inhabitants in these ULBs are taken care of through a structure of administration comprising an elected body and supported by administrative staff. There are 9 Municipal Councils and 27 Municipal Committees. All the ULBs have elected bodies in place. The ULB-wise population, number of wards and number of households as per 2011 census are as under:-

S.No	Name of District	Name of MC	No. of wards	Population census 2011	No. of house holds
1	Jammu	Akhnoor	13	10225	1966
2		Jourian	7	3926	755
3		Khaur	13	6936	1334
4		Ghoumanhasan	7	3944	758
5		R.S. Pura	13	14420	2773
6		Bishnah	13	10715	2061
7		Arnia	13	8940	1719
8	Kathua	Kathua	21	51995	10399
9		Billawar	7	5441	1088
10		Basholi	13	5441	1088
11		Lakhanpur	7	1759	352
12		Parole	13	7669	1534
13		Hiranagar	13	7950	1590
14	Reasi	Katra	13	8152	1482
15		Reasi	13	7806	1419
16	Doda	Doda	17	25407	4705
17		Bhaderwah	13	11081	2052
18		Thathri	7	1486	275
19	Poonch	Poonch	17	22516	4170
20		Surankote	13	6692	1239
21	Samba	Samba	13	11001	1964
22		Vijaypur	13	8044	1436
23		Bari-Brhamana	13	10650	1902
24		Ramgarh	13	5475	978
25	Udhampur	Udhampur	21	50106	7479
26		Ramnagar	13	6291	939
27		Chenani	7	2476	370
28	Kishtwar	Kishtwar	13	13484	2325
29	Ramban	Ramban	7	3585	588
30		Banihal	7	2985	489
31		Batote	7	3811	625

32	Rajouri	Rajouri	17	37554	5868
33		Sunderbani	13	5531	864
34		Nowhsera	13	5122	800
35		Thannamandi	13	5204	813
36		Kalakote	7	3767	589

Responsibilities of Urban Local Bodies

The ULBs are responsible for :-

1. Preparation of plans for economic development and social justice.
2. Urban planning including mobility plans and organized development of cities and towns.
3. Regulation of land use and building constructions.
4. Sanitation measures as per the requirement of the ULBs.
5. Solid Waste Management and implementation of all provisions of Solid Waste Management bye-laws, 2019 and Plastic Waste Management bye-laws, 2020.
6. Implementation of schemes for poverty alleviation.
7. Provision of Urban amenities such as parks, play grounds and gardens.
8. Establishment of cattle ponds and prevention of cruelty against animals.
9. Registration of Births and Deaths.
10. Maintenance and making available burial grounds, cremation grounds etc.
11. Establishment of slaughter houses on modern lines to prevent any kind of pollution from such activities.
12. Provision of amenities such as street lights, parking lots, bus stops, community halls and organized shopping complexes.

Operational Structure of ULBs

Preparation of Plans

The annual plans in all ULBs are prepared by the elected representatives in consultation with the local populace and as per their aspirations and needs. The plans are discussed in the meetings of the Councils/Committees for their finalization and funds for the same are accordingly released by the Government for implementation of the plans which have been approved by the Councils/Committees. Since, the plans are prepared on the basis of the feedback from the grass root level, therefore the activities which are undertaken meet the needs of the areas falling within the jurisdiction of the Urban Local Bodies.

The implementation of these development activities takes place through professionals of PW (R&B) Department.

With the implementation of 74th Constitutional Amendment, the endeavor is to bring all the major activities within the jurisdiction of Council/Committee under the domain of the concerned ULB for coordinated development and targeted service delivery approach.

The role of the Directorate of Urban Local Bodies Jammu is to coordinate between the Government and the Urban Local Bodies for arranging of finances for implementation of the plan and to make sure that the implementation process is completed expeditious so that issues concerning people are addressed in a time bound manner.

In order to strengthen the elected bodies, the financial powers of the ULBs have been enhanced and now the ULBs are empowered to grant administrative approvals of various works upto Rs. 5.00 crores.

Regulatory Mechanisms

In order to streamline the organized development of small cities and towns, the ULBs under Jammu and Kashmir Municipal Act, 2000 have been empowered to enforce the regulations regarding the following:-

- a) Building permissions as per the laid down norms in the Master Plans and other Building Permission laws.
- b) Decongestion of small cities and towns by providing infrastructure like bus addas, organized shopping areas etc.
- c) Imposing fines on various activities which lead to various kinds of pollutions.
- d) Removing illegal encroachments.
- e) Collection of professional fee from commercial establishments and using those resources for carrying out various activities in the ULBs.

Sanitation

One of the primary roles of the ULBs is to ensure proper sanitation in the areas of their jurisdiction. In order to achieve this, the ULBs have a proper setup for door to door collection of garbage from households and commercial establishments and carrying the garbage to the identified sites for its scientific disposal.

The proper sanitation in the ULBs ensure that the living conditions in the ULBs improve and which ultimately would lead to better health of local populace and also give impetus to different economic activities thus helping the inhabitants in the respective Councils/Committees.

For scientific disposal of the municipal waste, the ULBs are upgrading its capacities in terms of implementing new garbage disposal measures and with the introduction of modern equipments. An action plan in this regard is already in the process of being implemented in all the 36 ULBs of Jammu Province.

Similarly, the ULBs where large number of animals are slaughtered, the construction of modern slaughter houses is being taken up during 2021-22 in order

to provide hygienic source of protein and to contain the pollution from slaughtering activities.

Welfare Schemes for marginalized population

The marginalized population living in urban areas are covered under various welfare programmes like PMAY, IHHL and PM SVANidhi for providing affordable housing, addressing the issue of open defecation and financial support to street vendors respectively. The beneficiaries for these welfare schemes are identified by the concerned ULBs so that the living condition of these marginalized section of population is improved.

Urban Amenities

In order to provide healthy living conditions in the Local Bodies, the Municipal Councils/Committees while preparing annual plans consider creating amenities like Children Parks, Gymnasiums, Walking tracks and development of other places for various kinds of physical activities. The Urban Local Bodies also ensure that for the inhabitants of the local bodies proper bus stops, passenger sheds, cremation/burial grounds, street lights, shopping complexes, vehicle parking places are available. These activities are adequately funded by the Government for the welfare of the people living in the urban areas.

Time bound services provided by the Urban Local Bodies

Under Public Service Guarantee Act, the timelines for various services being provided by the ULBs is given hereunder:-

Urban Local Bodies Jammu					
S. NO	Name of the Service	Designated Officer	Stipulated time frame for providing service	First Appellate Authority	Second Appellate Authority
1	Building permission for construction of house from Municipal Council/Committee.	Executive Concerned officer	30 days	Additional Deputy Commissioner Concerned	Deputy Commissioner Concerned
2	Plinth Level inspection of permitted house /industrial/ other admissible Units after the date of intimation in Municipal Council/Committees.	Khilafwarzi inspector concerned	7 days	Executive Officer concerned	Additional Deputy Commissioner concerned.
3	Final completion inspection/occupancy Certificate of permitted house/industrial/other admissible Units after the date of intimation in Municipal Council/ Committees	Khilafwarzi Inspector concerned	8 days (7 days for inspection and 1 day for issuance of certificate)	Executive Officer concerned	Additional Deputy Commissioner concerned.

4	Issuance of License/NOC for running rades/Units within the limit of Municipal Committee/Council as the case may be.	Executive Officer concerned	30 days (from the date of clearances/ NOCs from department)	Additional Deputy Commissioner concerned	Deputy Commissioner concerned
5	Issuance of license for Rehri to be operated within the limits of Municipal Committees/Councils as the case may be.	Executive Officer concerned	30 days	Additional Deputy Commissioner concerned	Deputy Commissioner concerned