

Minutes of the One day conference on preparation of City/State Capacity Building (CB) plans as per the revised CB Toolkit under JnNURM held at NIUA at 10.30 AM on 04.06.2013

1. A conference was held under the chairmanship of the Joint Secretary & Mission Director (JS&MD) to discuss the preparation of City/State level CB plans as per the revised Toolkit (April 2013). The list of participants is annexed. (Annexure I)
2. Director, NIUA welcomed the participants and JS&MD made the opening remarks and highlighted the need for Capacity Building (CB) at ULB level and requested the States representatives to make use of the funds available for CB purposes under JnNURM in an effective manner. Following this, Director (N-III) made a presentation on the revised CB toolkit regarding the steps to be taken up by States as well as ULBs to prepare City/State CB plans.
3. **Points that emerged during the meeting and clarified accordingly**
 - i. On selection of cities for establishment of RPMCs, it was clarified that selection to be made as per the revised toolkit (15 or 10 cities per state), effort need to be taken to identify one city from one district.
 - ii. Suggestion for exploring other possible roles of RPMCs (*besides the indicative list of roles and responsibilities of State as well as city level RPMCs given in the CB toolkit*) in order to function as a think tank on urban management and planning for States and ULBs came up during the meeting. In this regard, the States have asked for handholding conference and a guiding toolkit. Accordingly, it was requested to Director, NIUA to hold workshops in coordination with the Ministry and to develop a scenario building toolkit. **[Action: NIUA]**
 - iii. On the request of State representatives regarding the provision for financial support to a maximum of six professionals for 325 RPMC and five professionals for 50 ULBs in the revised CB toolkit, **it was clarified that the States may recruit professionals accordingly. [Action: States]**
 - iv. JS&MD directed to develop a page in the JnNURM website for the submission of online CB proposals at the earliest. **[Action: PMU & Director (N-III)].**
 - v. Regarding the provision for preparation of Integrated City Plan for the City and the appurtenant peri-urban area (limited to 375 cities selected for establishing RPMCs) and the CB plan, **it was suggested that the City/State should prepare a comprehensive plan covering CSP, ToD, CMP, CDP and CB holistically.** To this suggestion, the States representatives requested for a guideline to help them in the development of the comprehensive plan. **Hence, a decision on the preparation of the guideline was taken. [Action: NIUA/Director (N-III)]**
 - vi. It was requested that in order to facilitate regular follow up with the States, the States have to **identify a nodal agency and nodal officer for the overall management of CB activities** and the same has to be communicated to the Mission Directorate.
 - vii. JS&MD directed the inclusion of the contact details of the specialist in the Technical cell in the Ministry's contact list. **[Action: Anjana Madhavan, Technical Cell, MoUD]**

- viii. The state representative from Himachal Pradesh informed that the Shimla Municipal Corporation did not receive the first instalment for their earlier CB proposal, the JS&MD directed Director N-III to follow up with the MoF for release of the instalment at the earliest. [Action: Director-III]

Apart from the above clarifications, the participants were also asked general questions which are put it in Frequently Asked Questions(FAQ) mode and attached as **Annexure II.**

The meeting ended with vote of thanks to the Chair.

Annexure I: List of Participants

Sl.no	Name	Designation and address	Phone No./Mobile	Email-id
1.	Ms. Nisha Singh	Joint Secretary & Mission Director MoUD, GoI	011 23062309	Nisha.singh@nic.in
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5.	Ms. Anjana Madhvan	Capacity building Specialist, JnNURM Technical Cell MoUD, GoI	+91 9873114094	
6.	Shri Him Shikhar Gupta	Addl. Chief Executive officer State Urban Development Agency(SUDA) Govt .of Chhattisgarh	+91 771 2222401	himshikhargupta@gmail.com
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Annexure II

4. Frequently Asked Questions(FAQs)

- i. **Can the funds allocated for each activities at ULB and State level be changed?**

No, the budget allocated for a particular activity cannot be interchanged.

- ii. **Would 1% A & OE be given separately or be part of the State Action Plan?**

The 1% A & OE given in the toolkit would be part of the State Action Plan and not over and above the Action Plan

- iii. **What would be the criteria for picking up the urban local body for the establishment of RPMCs**

Urban Local Bodies as notified under the relevant State law are eligible to establish RPMCs.

- iv. **Can the cities selected to establish RPMMC be changed midway?**

No change of cities during midway can be made as the support is for four years to same cities.

- v. **What is the last date for submission of State CB proposal?**

The last date for submission of CB proposals is 30th September, 2013.

- vi. **Is there a GO for the constitution of Steering Committee at State level by MoUD?**

No. MoUD would provide a suggestive list. However, the State can decide on the composition of the committee as per the State specific requirement.

- vii. **Whether RPMC can be established in the ULB which comprises of the Cantonment area?**

If the ULB is notified as per Rules, then the same can be done.

- viii. **Whether the other ULBs (apart from the 375 selected for establishing(RPMC) can access CB support?**

Yes, other ULBs can access all the activities under the human resource development component such as training programmes, exposure visits and research activities as mentioned in the CB toolkit after appropriate approvals.

- ix. **As per the provision in the toolkit for strengthening of ATIs through the establishment of Urban Management Cell (UMC), can SUDA be taken up if the main research work with respect to urban development is being done by any other agency?**

The State is free to make that the Nodal research and handholding agency and incorporate it in the Action Plan accordingly.