

Creation of Urban Development Sahayak Cell (Shehari Vikas Sahyak)

With a view to facilitate urban development by timely processing of permissions and to actively carryout improvements in procedure based upon feedback from developers and public in general following structure namely **Shehari Vikas Sahayak** cell will be put in place at two levels;

1. Urban Development Authority level
2. Chief Secretary, Government of Punjab.

Development Authority level

1. Shehari Vikas Sahayak Cell shall be established in each development authority headed by Chief Administrator. This cell shall have dedicated branch with staff that are familiar and equipped with details of all the urban development Acts, notifications and sufficient knowledge of all the procedures required for the permission of colony, Mega/super Mega projects etc. The cell shall facilitate the establishment of new urban development projects and provide all the required guidance about documents and procedure to the promoter/ developer.
2. The cell shall regularly monitor the progress of all the ongoing and approved projects and coordinate with all the concerned local level departments/organizations for the time bound clearances and resolving the pending issues.
3. All the departments/agencies associated with the clearance of urban development projects shall notify a Nodal Officer for their department/organization who will not only represent his department but should be empowered to take decisions in the meetings convened by Shehari Vkas Sahayak. Officer thus identified shall not be below the ranks of Dy.Director/XEN/DFO/DTP.
4. Shehari Vikas Sahayak may call a meeting of concerned departments every fortnight where it will be ensured that all the concerned departments should participate and clear the pending cases / issues.
5. Issues raised in the meetings or conveyed in writing by the Shehari Vikas Sahayak shall be resolved within a week by every department failing which it will be deemed to be approved.
6. The cell shall keep the Web site of Authority updated in respect of new policy decisions, regulations and any change in procedure.
7. The cell shall be responsible to submit the list of all such issues which need to be resolved at the level of government to the secretary housing and urban development by the end of every month.

Shehari Vikas Sahyak at Chief Secretary level

All Administrative Secretaries will be member of this cell. Secretary Housing and Urban Development as Member Secretary will review reports of Shehari Vikas Sahyak at Authority level every month and convene meetings of the cell at the level of Chief Secretary whenever there is any issue related the State Level Policy /concerned with other departments and issues that remain unresolved at SHUD level.

However, if any decision does not reach at any conclusion the matter shall be taken at Chief Minister's level.