# Kushalnagar Planning Authority
# Kushalnagar.

## Information published under section 4(1)(B) of

## Right to Information Act 2005.

## 2022–23

# Kushalnagar Planning Authority, Kushalnagar

## 01. Authority Constitution, Functions and Responsibilities:

Kushalnagar Planning Authority constituted by Government through vide Notification No: NA Ah E/483/My Ah Pra Dated 18-02-2008 and started functioning from 18-02-2008. Planning authority includes Mullusoge and Baichanahalli village of Kushalnagr Town Panchayath and other 3 part village of Kudlur, Madapatna, Gummankolli.

Planning Authority consists following Non officials/official Members

1) Chairmen
2) Member Secretary
3) Chief officer/Administrative officer
4) Nominated member of Kushalnagar Town Panchayath (Member)
5) Other 3 non official member nominated by the Government

Functions and Responsibilities ;

1) Preparation of Master Plan for the Local Planning area under KTCP Act, 1961.
2) To regulate the development/growth with in the LPA.
3) Preparing suitable space for general and recreational activities and their by ensuring equilibrium growth of ground.
4) Preparing Plan and Regulations by considering future developments with in local planning area to have a healthy, safe authentic environment.
5) Preparation of layout plan based on the request from Government agency/local authority, private land owners/developers.
6) Providing technical opinion to the Revenue department for Conversion of Land for nonagricultural purpose.
7) Developing a safe, efficient and efficient traffic management plan and advising on their implementation.

## 02. Powers and Duties of officer and staff:

### Member Secretary:

He is the chief executive and administrative officer. He is responsible for the implementation of authorities resolutions, Decides on key issues of the planning authority, including managing administrative affairs implementation of Government proposals and projects, Managing the accounts of planning authority, exercising the super vision and control of all officers and employees of the authority, Providing any report and information which may be asked by the Government from time to time.

**Assistant Town Planner**:–

He manages urban planning and other technical matters. In addition he is instrumental in shaping the master plan, authority's Town Planning scheme and private Layout. He verifies building license technical opinion file received from local Authority and other files and he will submit the file to the member secretary of the planning authority.

**Other staff: -**

For Kushalnagar Planning Authority other than Member Secretary Government did not created other technical / administrative post. Hence the service of office assistants, computer operators and D group employees was outsourced to perform the day to day functions of the office.

**03. Procedure for the decision making process, supervision and responsibility**

The proposals received from the Public and various other offices will be scrutinized by the Assistant town planner and he put up the same and submits the file for necessary orders to Member Secretary. Member Secretary as delegated by the Authority will dispose of the case with such appropriate decision as it seems for following the provision of the act, Rules and regulations. Wherever the subject requires to be placed before the authority, then the subject will be placed for the authority meeting for decision. Member Secretary will further, gives effect to such decision and takes necessary action as per the law.

**04. Regulations for the operation of the Authority:**

The activities of the Planning Authority are carried out as per the provisions of various Acts, Government Orders, Circulars and the directions given by the Government from time to time.

**05. The rules, orders, brochures, and paperwork adopted by the staff to carry out the functions of the Authority:**

1. Karnataka Town and Country Planning Act, 1961
2. Karnataka Planning Authorities Rules,1965
3. Land Acquisition Act, 1897
4. Karnataka Cinema (Regulation) Act, 1964
5. Karnataka Civil Service Code, 1957
6. The Zoning Regulations incorporated in the Master Plan and Report.
7. Frequently issued orders / circulars from the Government.

**06. A list of documents that the authority owns or controls:**

1. Provisional approved Master Plan for the Local Planning Area of Kushalnagar
2. A Report of Master Plan including Zoning Regulations
3. Register maintaining approval of Building Plans
4. Register maintaining approval of layouts.
5. Register maintaining technical opinion for Land Conversion.
6. Common Inward Register
7. Dispatch Register
8. Service Stamp Register
9. Local and Government letter Dispatch Register
10. Pay and Acquaintance Register
11. L.P.C. Register
12. Caseworkers Inward and Outward Register
13. T.A. Bill Register
14. Stationary and furniture Stock Register
15. Bank Deposit Register
16. Cash Book
17. Bank Pass Book
18. Cheque Book
19. Receipt File
20. Income & Expenditure Statement
21. Attendance Register
22. Authority meeting proceeding book.
23. Audit File

**07. Systems for consultation or representation with the public regarding a policy or an establishment:**

1. While preparing Master Plan, public comments and suggestion are invited as per Sec. 5, Sec.6, Sec.7 and Sec.10 of KTCP Act 1961.

2. After getting provisional approval for Master Plan, draft plans and report alongwith Zoning Regulations are to be displayed and comments and suggestions are invited from public regarding draft plans and reports, as per section 13(1) as KTCP Act 1961.

3. After getting final approval for Master Plan for any changes intended to in the Master Plan under section 14 A of the KTCP Act 1961 comments and suggestions are to be invited from general public.

4. During implementing of Town Planner Schemes, authority shall publish and invites comments and suggestions in various stages as per the act

**08. Details of subcommittee and availability of its meeting proceedings to general public**

Authority has not constituted any sub committees so far

**09. Details of Officers / Staff working in the Authority**

| Sl. No. | Name and Designation | Period | Contact Number |
|---|---|---|---|
| 1 | **Mr. A.N. Praveena** (Assistant Director / Member Secretary ) | From 08-01-2021 To 07-10-2022 | 08276-274040 |
| 2 | **Mr. J. Kumar** (Assistant Director / Member Secretary ) | From 07-10-2022 To 16-01-2023 | |
| 3 | **Ms. Swathi N Swamy** (Assistant Director / Member Secretary ) | From 16-01-2023 | |

**10. Details of monthly salary of officers / staff:**

| Sl. No. | Name and Designation | Salary |
|---|---|---|
| 1 | **Mr. A.N. Praveena** (Assistant Director / Member Secretary ) | 55,350/- |
| 2 | **Mr. J. Kumar** (Assistant Director / Member Secretary ) | 52,650/- |
| 3 | **Ms. Swathi N Swamy** (Assistant Director / Member Secretary ) | ____ |

**11. Details of grant expenditure set out in various sections of the Authority's budget:**

The Kushalanagar Planning Authority does not have any grants from the government. It has to consolidate its resources and operate on the theory without profit or loss. The details of the 2022-23 budget are as follows

| | |
|---|---|
| Opening Balance | 58,61,218 |
| Income | 47,24,843 |
| Total | 1,05,86,061 |
| Expenditure | 73,49,910 |
| Closing balance as on 31-03-2023 | 32,36,151 |

**12. Implementation of subsidy programs, including allocated funds, Method and Beneficiary Profile:**

None

**13. Details of concession, permit or authorization letter:**

None.

**14. Information available in electronic form :**

The master plan and report are Final approved by the government are available in the Kushalanagar Planning Authority Website and Town Panchayath, Kushalanagar.

**15. The library, reader's room and archives for the public in authority:**

The Master plan and Report are final approved by the Government, all notifications and information regarding the important matters of the Planning Authority are being displayed in the notice boards for the public viewing and also in the official website.

**16. Name and designation of Public Information Officers:**

1) Ms. **Swathi N Swamy** - Public Information Officer
Member Secretary

2) Assistant Commissioner – First Appellate Authority
Revenue Sub division, Madikeri
Kodagu District

**17. Other Information:**

Frequent notice / notifications issued by the Government from time to time will be published.

Sd/-
Member Secretary,
Kushalnagar Planning Authority,
Kushalnagar.