

**GOVERNMENT OF WEST BENGAL**  
**DEPARTMENT OF MUNICIPAL AFFAIRS**  
**WRITERS' BUILDINGS : KOLKATA**

**ORDER**

No. 94/MA/O/C-4/3R-1/2016

Dated, Kolkata, the 23<sup>rd</sup> February, 2016

WHEREAS Atal Mission for Rejuvenation and Urban Transformation (hereinafter referred as AMRUT) has been launched by the Ministry of Urban Development (MoUD), Government of India in June 2015; and the Department of Municipal Affairs has been notified as the Nodal Department, for implementation of the AMRUT in this State ;

AND, WHEREAS as per the Mission Statements & Guidelines on AMRUT circulated by the Ministry of Urban Development, Government of India, inter alia, making action plan for development of green space and parks and to progressively increase Green cover in cities to 15% in 5 years is a reforms milestones (hereinafter referred to as the said reforms milestone) which are required to be achieved ;

NOW THEREFORE, the Governor is pleased hereby to direct that the Municipalities of this State shall ensure compliance of the following guidelines to achieve the said reforms milestone within their respective jurisdiction, and shall upload the same in municipal website accordingly :

**Guidelines for preparation of Action Plan for development of green space and parks and to progressively increase Green cover in cities to 15% in 5 years by Urban Local Bodies**

1. The Urban Local Bodies shall prepare an Action Plan for Development of Green Space and Parks and to progressively increase Green cover in cities to 15% in 5 years within their respective jurisdictions. The ULB for the purpose of preparation of Action Plan may consult the experts on urban greens, horticulture and foresters.
2. All Action Plans should include a realistic schedule for the implementation. The implementation schedule should identify measures that will be taken within the upcoming calendar as well any measures that will be taken further in the future. Minimum long-term follow up measures should include water audit, further reducing water loss and on-going meter evaluations.

3. For the purpose of preparation of Action Plan as well as for conservation and management of existing trees / greens and development of new greens in urban areas following issues to be considered:

- 3.1 In order to achieve the goal of 15% green cover within the ULB areas, it is desirable to have appropriate proportions of urban green spaces in city planning and designing of new habitations with the minimum provision of 15% tree cover in new housing, industrial and other related projects. This provision to be considered at the time of according sanction to the building plan by the Urban Local Bodies. The participation of citizens, communities and private sector in creation and management of urban greens should be encouraged.
- 3.2 In new projects, efforts to be given so that all the existing trees be accommodated. Provision for dedicated strip of sufficient width for supportingg plantation of trees along the roadside should be made mandatory. Where it is not possible to spare such dedicated strip of land, a minimum soft space of 2M X 2M should be provided for trees plantation and at the time of sanction of building plan this provision need to be considered at the ULBs level.
- 3.3 To enhance urban green and tree covers, emphasis should be given to create appropriate green areas in old settlements as well as in the new and proposed settlements of the urban area. Creation of Parks / gardens in old residential areas including planting in avenues, central verges, roundabouts, drain sides, colony parks, households, around water bodies, institutional lands, schools / colleges etc, business / industrial, residential colonies should be explored.
- 3.4 Protection of existing greens / trees should be given high priority. It is necessary to carry out tree census periodically. Participation of civil society, schools, NGOs and suitable institutions may be encouraged to carry out tree census in consultation with Forest Department under the supervision of the ULB. The data base collected from such census may be preserved properly by the ULB.
- 3.5 To ensure sustained availability of irrigation water without disturbing the water supply to the citizens, necessary arrangements for treatment of waste water may be made for use of urban greens maintenance. Industries, Hotels, Group Housing Societies, etc. may be made responsible for treatment of waste water and use it for greening.
- 3.6 Obligatory role of citizens for supporting tree preservation and incentive for plantation may be introduced through some incentives may be considered. Efforts of private



companies, PSUs in greening under their Corporate Social Responsibility to be encouraged.

- 3.7 To achieve the target of average 15% green cover in a short time to get necessary time span to locate necessary land space within the municipal area, surplus lands available with various institutions / agencies, industries, PSUs, companies, University or other educational institutions etc., if not required by them in immediate future, can be used for green use or tree plantations. Which will be returned whenever the necessity for the original purpose arises, or the Municipality has arranged the necessary quantum of land for the purpose, whichever is earlier.
- 3.8 To ensure support to greenery, creation of sufficient nurseries, to provide good quality planting stock, should be encouraged.
- 3.9 Safety and conducive growth environment for the trees, to be provided at the time of beautification work.
- 3.10 In case trees are compelled to be uprooted for road widening or for any other public infrastructure project, appropriate provision of land for compensatory plantation should be made in the project design. Compensatory plantation should be made near the vicinity of the land where the trees were felled, as far as practicable.
- 3.11 While designing urban greens and planning of tree plantation, species selection should be done with great care, preferably in consultation with Forest Department so as to meet the objectives of tree plantation optimizing benefits and causing minimum inconveniences to the citizens / users.
- 3.12 It is necessary to maintain uniform spacing between two trees, and the quantum of spacing shall be determined depending upon their species in consultation with Forest Department.
- 3.13 Residents / corporate may be encouraged to contribute in innovative designing including vertical / terrace gardening for enhancing green cover including quality, biodiversity conservation and aesthetics of greens.
- 3.14 Existing patches of natural and man-made urban forest should be preserved and enriched, and they should be managed as important recreational and educational centres.
- 3.15 Every city should have dotted patches of tree groves or forest. Large blocks of lands should be identified in periphery of the urban areas or in peripheral villages

for developing urban or recreational forest or tree garden to provide recreational space to the people and also for improving quality of urban life.

- 3.16 Open space in the city-institutional areas, society and parks and along streets should be planted by suitable species. Small to medium sized tree species should be planted along roads and streets.
- 3.17 River bank plantation should be raised along river or stream passing through the urban area. The river bank should be transformed into recreation site by improving greenery. Thick green belt should be raised along the canal, aiming to create patches of recreational area using canal water.
- 3.18 Lakes and ponds in and around the urban areas should be preserved and developed. Trees like Ficus sp. Amlaki, Mango, Jamun, Neem and Deshi-babool should be planted to attract urban people and also birds.
- 3.19 Reclamation sites be covered by raising tree plantation blocks.
- 3.20 Terrace gardening be permitted to improve green space.
- 3.21 Tall seedlings of suitable species should be planted in large pits with adequate care. Frequent watering and application of fertilizer should be done in such a manner that plants gain tree shape in two years.
- 3.22 Attempt should be made to cover every building by tree line around it.
- 3.23 Dense tree cover in the peripheral Panchayat areas under Development Authorities should be created to serve as green shield or tree shelter belt around the city to moderate the environment.

4. On the basis of availability of green space, the Urban Local Bodies have been classified in following four categories :

- (a) **Category-1**, wherein Green Space is required to be increased by more than 10% of the existing green space.
- (b) **Category-2**, wherein Green Space is required to be increased by 5% to 10% of the existing green space.
- (c) **Category-3**, wherein Green Space is required to be increased by 0.1 to 5% of the existing green space.
- (d) **Category-4**, wherein Green Space is already more than 15% & where steps to be taken to preserve the existing green.



5. The ULBs categorized under Category 1 to Category 3 are required to include in their Action Plan, a clear roadmap to achieve increase of total Green Cover for 15% in next five years w.e.f. 2015-16.

By order of the Governor,


*Sd/- Goutam De*  
Deputy Secretary to the  
Govt. of West Bengal

No.94/1(14)/MA/O/C-4/3R-1/2016

Dated, Kolkata, the 23<sup>rd</sup> February, 2016

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1. Mayor, ..... Municipal Corporation.
2. Chairman / Chairperson, ..... Municipality / Notified Area Authority.
3. Municipal Commissioner, Kolkata Municipal Corporation.
4. Commissioner, ..... Municipal Corporation.
5. Director, State Urban Development Agency.
6. Chief Engineer, Municipal Engineering Directorate.
7. State Mission Director, AMRUT.
8. Project Director, Change Management Unit.
9. Department of Forest, Aranya Bhavan, Salt Lake.
10. Director of Local Bodies, West Bengal.
11. Pr. S. to Addl. Chief Secretary, Urban Development Department.
12. Pr. S. to Principal Secretary, Municipal Affairs Department.
13. Chief Executive Officer, ..... Development Authorities.
14. Additional Director, ILGUS

  
Deputy Secretary to the  
Govt. of West Bengal