

**MINUTES OF FOURTH FINANCE COMMITTEE
MEETING HELD ON 09TH FEBRUARY, 2018**

AND

**DULY CONFIRMED IN
SIXTH FINANCE COMMITTEE MEETING
HELD ON 08TH MAY, 2018**



SCHOOL OF PLANNING AND ARCHITECTURE

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SCHOOL OF PLANNING AND ARCHITECTURE

Ref.No.CCC/04FC/SPA/18

28th March, 2018

TO ALL MEMBERS OF FINANCE COMMITTEE OF
SCHOOL OF PLANNING AND ARCHITECTURE, NEW DELHI

SUBJECT: MINUTES OF 04th FINANCE COMMITTEE (EMERGENT) MEETING
UNDER SPA ACT, 2014 HELD ON FRIDAY, 09th FEBRUARY, 2018 AT
12.00 NOON.

Sir,

I am directed to forward herewith the Minutes of the 04th Finance
Committee (Emergent) Meeting of School of Planning and Architecture,
New Delhi, held on Friday, 09th February, 2018 at 12.00 noon in the Director's
Room of SPA.

With Kind Regards,

Yours faithfully,

(Prof. Dr. Sanjay Gupta)

Registrar In-charge, Secretary

1.	Ar. Amogh Kumar Gupta Chairperson-FC 15, Amaltas Phase-I, Chuna Bhatti, Bhopal-462016	4.	Ms. Darshana M. Dabral, JS & FA Govt. of India, MHRD, Dept. of Higher Education Technical Section - VI, Shastri Bhawan, New Delhi-110001.
2.	Prof. Dr. P. S. N. Rao Director School of Planning and Architecture, New Delhi - 110002	5.	Dr. D. S. Meshram (Nominee of BOG) President, Institute of Town Planners, 4-A, Ring Road, I.P. Extn. New Delhi-110002
3.	Shri R. Subrahmanyam, IAS, Special Secretary (TE), Ministry of Human Resource Development, Department of Higher Education, Shastri Bhawan, New Delhi-110001	6.	Prof. Dr. Sanjay Gupta Registrar (In-Charge) - Secretary School of Planning and Architecture, New Delhi-110002

MINUTES OF 04th FINANCE COMMITTEE (EMERGENT) MEETING OF SCHOOL OF PLANNING AND ARCHITECTURE, NEW DELHI, HELD ON FRIDAY, 9th FEBRUARY, 2018 AT 12.00 NOON IN THE DIRECTOR'S ROOM, SPA, NEW DELHI, DULY CONFIRMED IN THE 06th MEETING OF FINANCE COMMITTEE HELD ON 08th MAY, 2018

Present:

- | | |
|---|--------------------------------|
| 1. Ar. Amogh Kumar Gupta | Chairperson, FC |
| 2. Prof. Dr. N. Sridharan
Director (Additional Charge) | Member |
| 3. Shri Anil Kumar
Director (Fin.), MHRD
(on behalf of JS & FA, MHRD) | Member |
| 4. Prof. Dr. V.K. Paul
Dean (P&D) | Special Invitee |
| 5. Prof. Dr. Sanjay Gupta | Registrar In-charge, Secretary |

Special Secretary (T), MHRD and Dr. D. S. Meshram, ITPI could not attend the Meeting.

04 FC ITEM NO. 1: TO CONFIRM THE MINUTES OF 03rd MEETING OF THE FINANCE COMMITTEE OF THE SCHOOL HELD ON 14th DECEMBER, 2017

The Minutes of 03 Finance Committee Meeting held on 14th December, 2017 were circulated among the members on 11th January, 2018. It was apprised that no comments were received from members.

With the above observations, the Minutes of 03rd Meeting of Finance Committee were approved.

04 FC ITEM NO. 2: TO REPORT ACTIONS TAKEN ON THE MINUTES OF THE 03rd MEETING OF THE FINANCE COMMITTEE OF THE SCHOOL HELD ON 14th DECEMBER, 2017.

Actions taken on the minutes of the 03rd Meeting of FC held on 14th December, 2017 were presented before the Committee.

With regard to 02 FC Item No.3 viz., "To consider the letter No..F.3020/2017-TS.VI dated 28th September, 2017 received from MHRD regarding petition of Shri Ravina Singhal, the Committee suggested that the Ministry may be informed about various actions taken by the School in this regard.

Sanjay Gupta

With regard to 02 FC Item No.4 viz., "To consider the letter NO.F.9-40/2016-TS.VI dated 11th September, 2016" received from MHRD regarding establishing Higher Education Financing Agency (HEFA), it was suggested that School my start gearing up for HEFA. In this context the Committee further advised that the School should explore possibilities of generating funds through increasing institutional consultancy assignments, institutional tuition fees, conducting training progrmmes etc.

With regard to 03 FC Item No.3 viz., "Emergency works undertaken due to student strike reporting of event" In context of emergency works in order to get a 3rd party audit before release of payment where CPWD is not involved, the Committee was apprised that School had sent a letter to CPWD requesting to inspect the work done by the School. However, no reply has yet been received from CPWD in this regard. Keeping in view the delay from CPWD side, it was suggested that an electric consultant/ engineer working for Government institution/ organization could be engaged to carry out the requisite 3rd party audit.

04 FC ITEM NO. 3: TO CONSIDER PROPOSAL FOR NEW MEMBER NOMINATION IN THE FINANCE COMMITTEE

The Committee was apprised that as per SPA Statute, two experts (who were members of BOG) were nominated by the Board of Governors on the Finance Committee of SPA, Delhi. Ar. Balbir Verma, a member of BOG was one of the members nominated by BOG on the Finance Committee. However, there were some legal issues on his appointment on BOG and the High Court of Delhi quashed his appointment on BOG.

It was suggested by the Committee that as Ar. Verma is not a member of BOG anymore, a new member (who is a member of BOG) could be appointed in his place in the Finance Committee by placing the matter in the next meeting of Board of Governors for its consideration.

04 FC ITEM NO. 4: TO CONSIDER PROPOSAL FOR RELEASE OF PART PAYMENT TO CPWD FOR CONSTRUCTION OF NEW SPA CAMPUS AT VASANT KUNJ

The Committee was apprised that CPWD vide its letter dated 24th January, 2018, had requested for release of first installment amounting to Rs. 38 crores in favour of Executive Engineer, CPWD.

In view of the above, the Director of SPA, Delhi had written a letter dated 29th January, 2018 to MHRD requesting for release 38 crores to CPWD.



It was further apprised that the drawings for various buildings have been approved and the same have been duly signed by SPA, Delhi.

The Committee was also apprised that construction equipment has moved to the site and geo-technical investigation are in process by CPWD.

The Committee approved the proposal for release of part payment to CPWD.

04 FC ITEM NO. 5: TO CONSIDER PROPOSAL FOR SEEKING LEGAL ADVICE ON TERMS OF REFERENCE FOR COMPENSATION TO GIRLS HOSTEL INMATES OWING TO FIRE INCIDENT

The Committee was apprised that the three students were paid a compensation of Rs.60,000/- each owing to the fire incident. Since the students were demanding more compensation, as suggested in 03 BOG Meeting a Compensation Committee was set up which proposed to seek legal advice of School's Legal Counsel on Terms of Reference.

The FC suggested that the Committee of the School constituted for deciding compensation is competent enough to take appropriate decision in this regard and there is no need to take legal advice in this matter at this juncture.

04 FC ITEM NO. 6: TO CONSIDER PROPOSAL FOR EXTENSION OF MANPOWER SERVICE CONTRACT ON OUT-SOURCING BASIS

The Committee was apprised that as the permanent employees have been retiring and the vacant positions are not being filled up, the School had to resort to outsourcing manpower for meeting clerical services needs across various administrative units of the School. A proposal for extension of existing manpower outsourcing contract with M/s. M.S. Enterprises for three months w.e.f. 1st March, 2018 at an estimated expenditure of Rs.10.97 lakhs p.m. excluding taxes was placed for approval.

The Committee suggested that extending of tender contract to same agency in past for several years needs to be discouraged and fresh tender should be framed at the earliest.

It further suggested that a time bound action needs to be set up in the School to recruit permanent staff against vacant staff positions on priority basis.

Keeping in view the fact that functioning of the institute is not disrupted, the FC approved the extension of existing service contract of M/s M.S. Enterprises for another three months w.e.f 1st March, 2018 or finalisation of revised tender whichever is earlier.



04 FC ITEM NO. 7: TO CONSIDER PROPOSAL FOR EXTENSION OF ESSENTIAL SERVICES CONTRACT

The Committee was apprised that ex-post facto extension of essential services contract needs to be approved for M/s Ronsan for three months at estimated budget of Rs.5.17 lakhs/ month excluding taxes as per past practice w.e.f. 1st February, 2018. The Committee suggested that all essential services including manpower and housekeeping could be under one contract in future. Further it suggested that extension of same contract to same agency needs to be avoided in future.

Keeping in view the fact that Institute's functioning is not hampered the Committee approved extension of existing service contract ex-post facto to M/s, Ronsan for three months w.e.f. 1st February, 2018 or finalization of fresh service contract whichever is earlier.

04 FC ITEM NO. 8: TO CONSIDER PROPOSAL FOR EXTENSION OF SECURITY SERVICES CONTRACT

The Committee was apprised that an extension of Security Services contract for three months needs to be approved for M/s Aloka Mohan Verma at an estimated cost of Rs.17.54 lakhs per month inclusive of all taxes w.e.f. 1st March, 2018.

The Committee suggested that extension of contract must be done through DGR.

Keeping in view the fact that institute's functioning is not hampered the Committee approved the extension of contract with M/s Aloka Mohan Verma for a period of three months w.e.f. 1st March, 2018.

04 FC ITEM NO. 9: TO CONSIDER PROPOSAL FOR EXTENSION OF FMS IT SERVICES CONTRACT

The Committee was apprised of the need to extend FMS IT services contract to M/s A.V. Communication for ITO Complex at estimated cost of Rs.0.80 lakhs per month and M/s UNEECOPS for website related materials at estimated cost of Rs.0.65 lakhs per month excluding taxes respectively w.e.f. 1st March, 2018.

Keeping in view the fact that Institute's functioning is not hampered the FC approved the extension of service contract to M/s A.V. Communication and M/s UNEECOPS for a period of three months w.e.f. 1st March, 2018 or finalization of new service contract whichever is earlier.

Sanjay

ANY OTHER ITEM(S)

04 FC ITEM NO. 10: TO CONSIDER PROPOSAL FOR REFIXING OF STRUCTURE GLASS GLAZING IN PLANNING BLDG

The Committee considered the item and suggested that the item may be routed through Building & Works Committee before placing it at FC for approval. If necessary, keeping in view the emergent nature of job the approval could be taken from members of both the Committees by circulation.

04 FC ITEM NO. 11: TO CONSIDER PAYMENT OF ARREARS ARISING OUT OF ANOMALIES IN PAY FIXATION OF FACULTY DUE TO PH.D. INCENTIVES/ INCREMENTS

The Committee was apprised of the approval for payment of arrears arising out of anomalies in pay fixation of nine faculty members due to Ph.D. increments.

In this regard it was reported that a Committee under Prof. Dr. P.S.N. Rao was set up with Dr. C. Giri, former Registrar, IIPA as an outside expert to make necessary recommendations in the matter. The Committee submitted its report which was placed before the Finance Committee for its consideration.

The FC noted that it is an important matter which should have been resolved earlier.

It further suggested that the proposed Committee looking into this matter needs to incorporate various rulings and notices of the Ministry in the past in their report recommendations before placing it at the next Finance Committee meeting for necessary decision.

The Meeting ended with Thanks to the Chair.