



**Capital Development Authority
(Secretary CDA Board Office)**

CONFIDENTIAL

No. CDA-1300/BM-SCB/2016/

Islamabad June 08, 2016

Subject: **Minutes of 6TH CDA Board Meeting for the Year 2016.**

6th CDA Board meeting for the year 2016 was held on **June 08, 2016 (Wednesday) at 12:15 P.M**, in the Conference Room of CDA Headquarter, Executive Block No. V, Khayaban-e-Suhrawardy, Sector G-7/4, Islamabad.

2. Following attended the meeting:

- 1) Mr. Shahrukh Nusrat, (In Chair)
Chairman, CDA
(Also work of FA/Member is directly-supervised by Chairman, CDA)
- 2) Mr. Waseem Ahmed Khan,
Member (P & D).
Also look after charge of Member Estate
- 3) Mr. Sana Ullah Aman
Member (Environment)
(Look after charge)
- 4) Mr. Amer Ali Ahmed
Member (Admin.)
- 5) Mr. Shahid Sohail,
Member (Engineering)
- 6) Mr. Asif J Shahjahan (T.I.),
Secretary CDA Board.

3. Chief Commissioner ICT and Commissioner Rawalpindi as members of the Board could not attend the meeting. In addition to the Chairman/ Members, DDG(L&E) (for item No.1,3) and DDG(Env.-II) (for item No.4) also attended. Meeting commenced with the recitation of "Holy Quran" by Mr. Shahrukh Nusrat, Chairman, CDA. Thereafter agenda items were taken up for discussion and the following decisions were made:-

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6.1 AUCTION OF RESIDENTIAL PLOTS I-15. (SUMMARY FOR VACANT RESIDENTIAL PLOT OF SECTOR I-15)

DECISION:

The summary was presented by DDG (L & E). After due deliberation, the Board approved the summary with the following conditions:

- a. All available remaining plots shall be offered for balloting and no plot shall be kept in reserve for any purpose.
- b. Balloting shall be carried out through NADRA to maintain the process transparent.
- c. The evaluation of cost price of new vacant plots measuring 138 sq. yards may be calculated by Finance wing inclusive of extra development charges.
- d. A comprehensive proposal with terms and conditions, schedule of balloting and advertisement plan be prepared for perusal of the Board.

Action By: DDG(L&E)

6.2 ISLAMABAD BUS SERVICE (IBS) PROJECT ISLAMABAD.

DECISION

Summary could not be discussed due to non availability of the presenter Mr. Qazi Muhammad Omar, Project Director (BRT) and therefore it was deferred.

Action By:

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6.3 FRAMING OF SOP FOR ACCEPTANCE OF PAYMENTS OF CDA (SOP FOR ACCEPTANCE OF OUTSTANDING/ PART PAYMENTS/ CDA DUES)

DISCUSSION:

The Board while deliberating upon the proposal, appreciated the efforts being made for the formulation of operational procedures for acceptance of outstanding /part payments/CDA dues. The Board is of the view that adoption of such SOPs will generate huge revenue and will minimize massive loss to the Authority.

Discussion was also made on the following points:

- i, *Para 3 of the summary, the Board suggested that the word "acceptance" be replaced with "processing".*
- ii, *Para 4 of the summary, the Board decided that SOPs shall be applicable to all financial instruments regardless of the amount.*

- iii, *Para 7 needs further deliberation and clarification. It is however proposed that compound delayed payment charges may not be levied instead it may be levied installment wise.*
- iv. *Focal office may be created for the acceptance of financial instruments.*
- v. *A committee be constituted to ascertain the number and amount of financial instruments still pending in different formations with their validity status.*
- vi. *Revenue receipts be drafted with clear terms and conditions duly vetted by law wing.*

DECISION

The Board deferred the case with the following direction:

DDG (L&E) may further deliberate on the matter in consultation with DDG (law), Accounts and Deputy Financial Advisor and seek their opinion for legal cover and prepare a comprehensive proposal in the light of discussion made in the Board meeting and opinion from Law wing, Accounts and DFA and present in next Board meeting.

Action By: DDG(L&E)

6.4 UPLIFT PLAN, PARADE GROUND (CARPETING/ GRAFTING OF GRASS AT LAWN LOCATED BACK SIDE SPECTATOR STAND OF PARADE GROUND & OTHER FOCAL POINT SHAKARPARIAN PHASE-II)

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DECISION

The Board after due deliberation concluded with direction to seek opinion from Finance & Law Wing on the matter before taking appropriate decision.

Action By: Member Environment

The meeting concluded with a word of thanks to and from the Chair.



6TH BOARD MEETING FOR THE YEAR-2016 HELD ON 08-06-2016

AGENDA ITEMS

S.No	Items	Presenter
1.	Auction of residential plots I-15. (Summary for vacant residential plot of Sector I-15)	Member Estate/ DDG(L&E)
2.	Islamabad Bus Service (IBS) Project Islamabad.	PD BRT
3.	Framing of SOP for Acceptance of Payments of CDA (SOP for Acceptance of Outstanding/ Part Payments/ CDA Dues)	DDG(Fin)/ DDG(L&E)
4.	Uplift Plan, Parade ground (carpeting/ grafting of grass at lawn located back side spectator stand of Parade Ground & other Focal point Shakarparian Phase-II)	Member Envt./ DDG Envt.-II