



Independent Communications Authority of South Africa

MINUTES OF THE COUNCIL MEETING HELD ON 15 JULY 2025		
Time:	09:43 am	
Venue:	Virtual, MS Teams	
Present		Chairperson
		Councillor
		Councillor
		Councillor
		Councillor
		Councillor
		Councillor
By Invitation		CEO
		Executive: LRCCC
		Executive: Licensing and Compliance
		Manager: Internal Audit (in the capacity of Acting CAE)
		Financial Specialist (on behalf of the CFO)
		Corporate Secretary
		Secretariat Officer
Partial Attendees		Executive: Policy Research & Analysis
		Provincial Head: Gauteng (in the capacity of Acting Executive: Regions and Consumer Affairs)
		Senior Manager: Spectrum Licensing
		SM: Talent and Performance Management, HR
		Senior Manager: Market Researcher, PRA
		Manager: Communications
		Competition Law Specialist
		Manager: Service Broadcasting
		Manager: Broadcasting Compliance
		Manager: ECS/ECNS Compliance
		Manager: Service ECS\ECNS\Post
		Regulatory Economic Specialist, PRA
Apologies		Councillor
		Councillor
		CAE
		CFO

No.	Action Item	Person Responsible
1.	<p>Opening and apologies</p> <p>1.1 The Chairperson welcomed all attendees and declared the meeting open.</p> <p>1.2 Council noted the below apologies:</p> <p>1.2.1 Standing apologies from Cllr [REDACTED] and the CAE;</p> <p>1.2.2 Cllr [REDACTED] was on leave;</p> <p>1.2.3 The CFO was outside the country on official business. The Financial Specialist attended the Council meeting on his behalf; and</p> <p>1.2.4 Cllr [REDACTED] was in-transit from Namibia, where she attended a benchmarking exercise with the CRAN, and would join the virtual Council meeting upon landing.</p> <p>The opening and apologies were noted.</p>	Chairperson
2.	<p>Ratification of agenda</p> <p>2.1 An item was included under General, wherein Council would be apprised of the draft presentation in relation to the proposed Funding Model, scheduled to be made in a joint meeting between the PPCCDT and the Standing Parliamentary Committee on Appropriations on 16 July 2025.</p> <p>2.2 Council resolved that the Council minutes of the meeting held on 10 June 2025 be circulated for approval [REDACTED]</p> <p>2.3 The Matters Arising of the meeting held on 10 June 2025 to be circulated [REDACTED]</p> <p>2.4 Item B1 (Dissolution of the [REDACTED] Committee) was moved down the agenda to allow the presenter, Cllr [REDACTED], to join the meeting.</p> <p>The agenda was adopted with the above amendments.</p>	Council
3.	<p>Declaration of conflict of interest</p> <p>No conflict of interest was noted.</p>	Council

No.	Action Item	Person Responsible
4.	<p>Adoption of Council Minutes – 10 June 2025</p> <p>To be circulated for approval by means of a round robin, as per paragraph 2.2 above.</p>	Council
5.	<p>Matters Arising – 10 June 2025</p> <p>The matters arising document to be circulated by email for noting.</p>	Corporate Secretary
6.	<p>CEO Monthly Report</p> <p>The item was presented by the CEO.</p> <p><u>Council comments:</u></p> <p>6.1 Council proposed a separate session to review the financial health of the Authority, emphasising the importance of monthly updates in this regard.</p> <p>6.2 [REDACTED]</p> <p>6.3 [REDACTED]</p> <p>6.4 Council iterated the importance of ICASA branding pursuant to the ICASA 25-year milestone celebration, [REDACTED]</p> <p>Council resolved to note the report as presented.</p>	CEO
7.	<p>Notification of Change of Ownership – [REDACTED]</p> <p>The item was presented by the Executive: Licensing and Compliance.</p> <p>Council resolved to note the submission as presented.</p>	CEO / Executive: Licensing and Compliance
8.	<p>Surrender of Licences – [REDACTED]</p> <p>The item was presented by the Executive: Licensing and Compliance, supported by the Manager: Service</p>	CEO / Executive: Licensing and Compliance

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	<p>ECSIECNS\Post.</p> <p><u>Council comments</u></p> <p>8.1 Council noted that the letter from [REDACTED] was received over a year ago and raised concerns over the delay before the matter was dealt with.</p> <p>8.2 Council noted the potential for illegal usage of the spectrum and sought confirmation of whether the spectrum licence in question exists in another party's name.</p> <p>8.3 The Licensing and Compliance Division ("LCD") advised that a task team has been established to conduct an in-depth investigation. Council advised that drive tests and other validation methods should be used to determine if the spectrum is currently being utilised.</p> <p>8.4 Council resolved that the submission be deferred to allow the LCD to collaborate with the Engineering and Technology Division, in order to urgently to address the concerns raised by Council.</p> <p>Council resolved to defer the submission.</p>	
9.	<p>Application for the Transfer of Licenses from [REDACTED]</p> <p>The item was presented by the Executive: Licensing and Compliance, assisted by the Competition Law Specialist.</p> <p><u>Council comments:</u></p> <p>Council noted that members of the public may not always have access to information regarding gazettes and that it is often difficult to find information on the Authority's website and advised that in addition to the publication of gazettes, notices should also be published on the website.</p> <p>Council proposed that the Communications Unit should set up a mailing list to ensure that the media, licensees and all other interested stakeholders receive timely notice of all gazetted notices. The CEO was requested to track this as part of the areas of improvement to be addressed in Q2 2025/26FY.</p> <p>Council resolved to approve the submission as presented.</p>	<p>CEO / Executive: Licensing and Compliance</p>
10.	<p>[REDACTED] Application for the Surrender of Radio Frequency Spectrum Licenses in various Satellite Bands</p>	<p>CEO / Executive: Licensing and Compliance</p>

No.	Action Item	Person Responsible
	<p>The item was presented by the Executive: Licensing and Compliance, assisted by the Senior Manager: Spectrum Licensing.</p> <p><u>Council comments</u></p> <p>10.1 Council requested confirmation [REDACTED]</p> <p>10.2 It was confirmed that all required information was submitted by [REDACTED] e-waste question, which [REDACTED] subsequently provided.</p> <p>10.3 The LCD confirmed that the Communications Unit has been alerted to ensure that correct forms are published on the website to prevent potential inconsistencies with the usage of forms.</p> <p>10.4 Council noted the importance of including in all future licence-surrender applications an analysis of the financial implications for the Authority, including potential revenue loss from renewal fees and possible benefits of reallocating spectrum to new applicants.</p> <p>Council resolved to approve the submission as presented.</p>	
11.	<p>[REDACTED] Non-Compliance with a CCC Ruling</p> <p>The item was presented by the Executive: Licensing and Compliance, assisted by the Manager: Broadcasting Compliance.</p> <p><u>Council comments</u></p> <p>11.1 Council noted that, despite a workshop arranged by the LCD to assist the licensee to familiarise themselves with the Authority's processes, the licensee remained unresponsive unless specifically prompted.</p> <p>11.2 Council sought clarity on the allegation that the licensee's on-air apology was insincere. The LCD advised that a determination of sincerity necessarily entails a subjective test. The CCC ruling prescribed the wording for the apology, which the licensee read as required, thus making it impossible to prove the allegation of insincerity.</p> <p>11.3 Council sought clarity on how the two-week suspension and R10,000 fine were determined, noting the non-compliance dates, and questioned if the penalty was too harsh for a community radio station. Council also inquired whether the</p>	<p>CEO / Executive: Licensing and Compliance</p>

No.	Action Item	Person Responsible
	<p>LCD had reviewed the licensee's financial statements to determine if non-payment was due to financial struggles or deliberate non-compliance.</p> <p>11.4 It was noted that the computation of the quantum of a penalty / fine falls within the CCC's ambit, and that it considers financial statements and mitigating factors, amongst other aspects. The LCD advised that, while some community radio stations struggle financially, once a determination / recommendation regarding the quantum of a fine has been made by the CCC and approved by Council, it may not be rescinded. It was further advised that, while recognising possible financial challenges of the licensee, the recommended penalty is lenient relative to the fine of up to R1,000,000 or imprisonment, prescribed by the ICASA Act.</p> <p>11.5 Council conceded that, notwithstanding the rehabilitative nature of imposing a fine / penalty, a message needs to be sent out that the Authority will not condone a blatant disregard of regulations and non-compliance, especially where there are no valid reasons established for the non-compliance.</p> <p>Council resolved to approve the recommendation as presented.</p>	
12.	<p>Change and Update of Licensee Information – [REDACTED]</p> <p>The item was presented by the Executive: Licensing and Compliance.</p> <p><u>Council comments</u></p> <p>Council advised that future shareholding tables should clearly show the HDG % shareholding split to avoid misrepresentation and to ensure the total shareholding adds up to 100%.</p> <p>Council resolved to approve the submission as presented.</p>	<p>CEO / Executive: Licensing and Compliance</p>

13.	<p>Evaluation of [REDACTED] Revised Operator's Manual for the 2024/25FY</p> <p>The item was presented by the Executive: PRA, assisted by the Senior Manager: Market Researcher, PRA.</p> <p>Council resolved to approve the submission as presented.</p>	CEO / Executive: PRA
14.	<p>ICASA Analysis Document on the WTO Regulatory Framework for Basic Telecommunication Service</p> <p>The item was presented by the Executive: PRA, assisted by the Regulatory Economic Specialist.</p> <p><u>Council comments</u></p> <p>14.1 Council noted that the document under review is a 1996 WTO GATS document, signed by South Africa in 1998, and questioned the need for its review.</p> <p>14.2 Council also noted that the non-discriminatory requirement in clause six primarily relates to foreign versus local suppliers.</p> <p>14.3 It was clarified that, despite the founding document (the 1996 WTO GATS document) having been previously acceded to by the state back in 1998, the review process seeks elucidation in respect of its insertion in an e-commerce agreement.</p> <p>14.4 Council noted that the annexure provides assurance of alignment between South Africa's regulatory framework and WTO requirements, highlighting the independence of telecoms regulators.</p> <p>Council resolved to approve the submission as presented.</p>	CEO / Executive: PRA
15.	<p>Regions Revised Naming Convention</p> <p>The item was presented by the Acting Executive: Regions and Consumer Affairs.</p> <p><u>Council comments</u></p> <p>15.1 [REDACTED]</p> <p>15.2 [REDACTED]</p>	CEO / Acting Executive: Regions and Consumer Affairs

	<p>[REDACTED]</p> <p>15.3 [REDACTED]</p> <p>Council resolved to approve only paragraph 7.1 and 7.2 of the recommendations.</p>	
16.	<p>Human Resources Policies</p> <p>The item was presented by the Senior Manager: Talent and Performance Management.</p> <p><u>Council comments</u></p> <p><u>Performance Management Policy</u></p> <p>16.1 [REDACTED]</p> <p>16.2 [REDACTED]</p> <p>16.3 [REDACTED]</p> <p>16.4 [REDACTED]</p>	<p>CEO / Executive: HR</p>

	<p><u>Leave Policy</u></p> <p>16.5 [REDACTED]</p> <p>16.6 [REDACTED]</p> <p>Council resolved to approve the submission with the above comments.</p>	
17.	<p>Request for a Payment Plan – [REDACTED]</p> <p>The item was presented by the Financial Specialist.</p> <p><u>Council comments</u></p> <p>[REDACTED]</p> <p>Council resolved to approve the submission as presented.</p>	CEO / CFO
18.	<p>Disclosure in terms of s7(7)(c) of the ICASA Act – Appointment to the [REDACTED] Advisory Committee</p> <p>The item was presented by the Chairperson.</p> <p><u>Council comments</u></p> <p>18.1 [REDACTED]</p>	Chairperson

	Council resolved to note the submission as presented.	
19.	<p>Invitation to Speak at the Dynamic Spectrum Alliance 2025 Global Summit – Dubai, UAE</p> <p>The item was presented by Cllr [REDACTED].</p> <p><u>Council comments</u></p> <p>[REDACTED]</p> <p>Council resolved to defer the item for consideration at the upcoming special session.</p>	Cllr [REDACTED]
20.	<p>Dissolution of Council Committee on [REDACTED] Transfer Application</p> <p>The item was presented by Cllr [REDACTED]</p> <p>Council resolved to approve the submission as presented.</p>	Cllr [REDACTED]
21.	<p>Draft Presentation on the Funding Model: Regulating for Impact</p> <p>The item was presented by Cllr [REDACTED]</p> <p><u>Council comments</u></p> <p>Council recommended that the team incorporate the following:</p> <p>21.1 [REDACTED]</p> <p>21.2 [REDACTED]</p> <p>21.3 [REDACTED]</p>	Cllr [REDACTED]

	<p>21.4 [REDACTED]</p> <p>21.5 [REDACTED]</p> <p>Council resolved to note the presentation to be made in the joint meeting between the PPCCDT and the Parliamentary Standing Committee on Appropriations to be held on 16 July 2025.</p>	
22.	<p>Closure</p> <p>The Chairperson thanked all the attendees and declared the meeting adjourned at 16h04.</p>	Chairperson

Signed: 
[REDACTED]
(ICASA Chairperson)

Date: 20/08/2025