



Independent Communications Authority of South Africa

MINUTES OF AN ORDINARY COUNCIL MEETING		
Date	31 January 2017	
Time:	09h30	
Venue:	Block B, Council Boardroom	
Present		Acting Chairperson
		Member
		Member
		Member
		Member
By invitation		CAE
		CFO & ACEO
		COO
		Acting SM: Office of the Chairperson
		Secretariat Officer
Partial Attendees		GM: Licensing
		GM Policy Research & Analysis: PRA
		GM: Engineering & Technology
		GM: CCA
		Monitoring and Evaluation Specialist
Apologies		CEO
		Member
		Member

NAB

	Action Item	Person Responsible
1.	<p>Opening and apologies</p> <p>The Acting Chairperson, Cllr [REDACTED] opened the meeting at 10h00 and welcomed all present.</p> <p>There following apologies were noted:</p> <p>Cllr [REDACTED] and the CEO ([REDACTED]) are attending a briefing on the monitoring and implementation of the CCC ruling on SABC's ban of violent protests at Parliament in Cape Town and Cllr [REDACTED] attending the Senior Executive Fellows at Harvard Kennedy School.</p>	Chairperson
2.	<p>Ratification of the Agenda</p> <p>The following item was added to the agenda:</p> <ul style="list-style-type: none"> • Annual Performance Plan <p>The following items were deferred to the next Council meeting :</p> <ul style="list-style-type: none"> • Change and update of ICASA Licensee information Telkom SA SOC Limited • Cell C request for confidentiality • 2016 Municipal elections coverage report • HDI Committee • Hosting arrangements of the 8th CRASA AGM <p>The agenda was approved with the amendments noted above.</p>	Council
3.	<p>Declaration of interest</p> <p>There was no declaration of interest noted.</p>	All
4.	<p>Adoption of previous minutes</p>	Council

	Action Item	Person Responsible
4.1	Minutes of the 17 January 2017 The minutes of 17 January 2017 were deferred 7 February 2017 Council meeting.	
5.	Matters arising The item was deferred to 7 February 2017 Council meeting.	
6.	Annual Performance Plan Monitoring & Evaluation Specialist presented the item. The item was under discussion. The following corrections and inputs were noted: Administration <ul style="list-style-type: none"> • Page 49 – Organisational Performance at 70%, the word in “increase was removed Corporate Affairs <ul style="list-style-type: none"> • Point 5.1.1 – was rephrased to, percentage of stakeholder satisfaction • Point 5.1, first column was rephrased and the word “survey “was removed • Point 5.1.2, first column – was rephrased to International for a, the telecommunications was removed throughout 5.1 Finance <ul style="list-style-type: none"> • Page 52, point 5.2.3 – Clean audit should be indicated on the indicator • Page 52, point 5.2.3 – all the targets were changed to unqualified audit taking into account the new audit methodology HR Division <ul style="list-style-type: none"> • Page 54, row 3 and 4 were removed Internal Audit	CEO

N.A.B
3

	Action Item	Person Responsible
	<ul style="list-style-type: none"> Table 5.2 add rows and align the table <p>Legal, Risk & CCC</p> <ul style="list-style-type: none"> Point 5.2.1 was removed from the performance plan <p>Licensing</p> <ul style="list-style-type: none"> A description must be provided for all the percentages and numbers <p>PRA</p> <ul style="list-style-type: none"> Point 2.1 – indicate the reports Point 2.1.1, first column- was rephrased to “Number of findings document on subscription broadcasting Point 2.1.2 – was removed The target on Postal services should be clarified All PRA targets the reporting should be annually Page 96 – source was corrected to public consultation <p>Engineering & Technology</p> <ul style="list-style-type: none"> Page 106, Indicator 1.1.1, under the reporting cycle- it was indicated that quarter 1 has no deliverable Page 106, indicator 1.1.2 – method of calculation was changed to “amount of revision done divided by the total document multiplied by 100” Page 108, indicator 1.2.1 – reporting cycle is annually Page 110, Indicator 2.1.1 – reporting is annually <p>Regions</p> <ul style="list-style-type: none"> An additional SOOG was added -Organisational performance 4.1.1 Should be linked to the additional SOOG (Organisational performance) An additional technical descriptor will be added <p>CCA</p> <ul style="list-style-type: none"> The column on “year plan target” was moved to column two Specify consumer protection strategy development The order of the tables should be aligned 	

N₄-A.B

	Action Item	Person Responsible
	<ul style="list-style-type: none"> Indicator responsibility – GM: CCA Page 20, indicator 4.2.6-reporting cycle was recorded as annually <p><i>Monitoring & Evaluation Specialist joined the meeting at 10h00 – 17h30.</i></p> <p><i>GM: Licensing joined the meeting at 11h45 – 12h20.</i></p> <p><i>GM: PRA joined the meeting at 12h40 – 13h00.</i></p> <p><i>GM Engineering & Technology joined the meeting at 13h30 -13H45.</i></p> <p><i>GM CCA joined the meeting at 13h 50 -14h30.</i></p>	
7.	General	CEO
8.	Date of Next Meeting: 7 February 2017	
9.	<p>Closure</p> <p>Meeting was adjourned at 18h00.</p>	Chairperson

Signed: 
(Chairperson)

Date: 13 / 02 / 2017