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No.	Action Item	Person Responsible
1.	<p><b>Opening and apologies</b></p> <p>1.1 The Chairperson welcomed all attendees and declared the meeting open.</p> <p>1.2 Council noted the standing apologies [REDACTED]</p> <p><b>The opening and apologies were noted.</b></p>	<b>Chairperson</b>
2.	<p><b>Ratification of the agenda</b></p> <p><b>The agenda was adopted with no amendments.</b></p>	<b>Council</b>
3.	<p><b>Declaration of conflict of interest</b></p> <p>No conflict of interest was noted.</p>	<b>Council</b>
4.	<p><b>Adoption of Minutes: Q4 2024/25FY Council Meeting</b></p> <p><b>The minutes of the meeting held on 29 April 2025 were approved as presented.</b></p>	<b>Council</b>
5.	<p><b>Matters Arising – 29 April 2025 (Q4 2024/25FY Council Meeting)</b></p> <p><b>The item was presented by the Corporate Secretary.</b></p> <p>5.1 It was confirmed that in the absence of a legislative provision for the appointment of an alternate or deputy CCC Chairperson, there are no avenues that may be explored to ensure continuity of CCC meetings in instances where the current CCC Chairperson is not available to attend a CCC meeting. [REDACTED]</p> <p>5.2 Council reflected on the practical implications of the current legislative gap [REDACTED]</p> <p><b>Council resolved to note the matters arising as presented, with the above-mentioned comments.</b></p>	<b>Corporate Secretary</b>
6.	<p><b>Q1 Comprehensive Report and PIR</b></p> <p><b>The item was presented by the CEO assisted by the Senior Manager: SPM.</b></p> <p><u>Council comments</u></p> <p>6.1 Council emphasised the need to seek clarification from DPME, on the definitions used in procurement-related reporting, following concerns about</p>	<b>CEO / Senior Manager: SPM</b>

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	<p>inconsistencies in interpreting terminologies within the reporting template. Council requested the relevant teams to meet internally to reconcile their interpretations and standardise reporting parameters.</p> <p>6.2 The team reported that past inconsistencies likely arose from reporting on the number of companies awarded contracts rather than on the actual value of procurement spend directed to enterprises owned by women, youth, and persons-with-disabilities. It was reaffirmed that this reporting obligation derives from a Cabinet directive requiring that 40% of procurement spend should target enterprises owned by women, 30% on enterprises owned by youth, and 15% on enterprises owned by people with disabilities.</p> <p>6.3 Council raised concern that focusing solely on achieving the procurement spend target may not accurately reflect genuine empowerment, as the same companies could repeatedly benefit from contracts. Council emphasised that procurement adverts should be deliberate in promoting the participation of enterprises owned by women, youth, and persons-with-disabilities. It was noted that the Technical Description Indicator (TID) is incorrectly stated and that this cannot be fixed at this stage other than to re-table the Annual Performance Plan (APP) for 2025/26FY in parliament.</p> <p>6.4 Council emphasised the need for Internal Audit to provide guidance to prevent past reporting errors, noting that previous reports may have incorrectly used the number of companies instead of actual procurement spend. Council further recommended that the upcoming Finance workshop should address the supply chain strategy to strengthen oversight, highlighting the Authority's historical reluctance to engage with supply chain matters, and stressed the importance of maintaining effective oversight while implementing corrective measures.</p> <p>6.5 Council welcomed the inclusion of revenue data related to the Universal Service and Access Fund and the National Treasury, suggesting that these figures also be reflected in the preceding slide for completeness. Council further recommended providing a breakdown of contributions between the broadcasting and telecommunications sectors for transparency.</p> <p>6.6 Council raised a concern regarding deviations in expenditure allocations, particularly the overspending under the PRA, and sought assurance that the variances were within acceptable limits or appropriately explained within the quarter's context.</p> <p>6.7 Council recommended that future reports provide greater detail on risks that have materialised, particularly those linked to ineffective controls, to enable clearer assessment of mitigation effectiveness and lessons learned.</p> <p>6.8 Council further recommended that the report should include an updated summary of ongoing litigation.</p> <p>6.9 Council emphasised the need for a risk register that reflects both internal and sectoral risks affecting the Authority. Council noted that visibility of these risks is critical for effective oversight and informed resource-allocation and reiterated that this information has been requested on several occasions.</p> <p>6.10 It was further noted that reasons for variance must be factual, reflect accountability, and clearly explain missed targets.</p> <p>6.11 Council also directed that quarterly reports include brief narrative updates on activities marked as "no target achieved," to reflect progress and avoid misinterpretation.</p> <p>6.12 On composite indicators, it was explained that the indicators aggregate multiple interventions to provide an overall measure. Using the example of consumer protection, Council was guided through the multi-level structure</p>	

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	<p>(Levels 1–5), where each level reflects the extent of completed interventions. This methodology allows for a nuanced assessment of performance, showing progress across specific interventions before deriving an aggregated score.</p> <p>6.13 Council noted that non-essential activities may need to be suspended to allow prioritisation of critical tasks.</p> <p>6.14 Council further highlighted that HR has not addressed prolonged resource gaps and that reliance on system constraints should not delay key functions, urging practical solutions to ensure appointments and resource allocation are not stalled.</p> <p><b>Council resolved to approve the report, with the above-mentioned comments.</b></p>	
7.	<p><b>Quality Assurance – Q1 Comprehensive Report and PIR</b></p> <p><b>The item was presented by the Acting CAE supported by the ARC Chairperson.</b></p> <p><u>Council comments</u></p> <p>7.1 Council requested the ARC Chairperson to opine on the challenges in the Finance division, noting that such information would be particularly helpful for new Council members.</p> <p>7.2 The ARC Chairperson highlighted persistent issues such as the late payment of invoices, SCM and accounts payable bottlenecks, gaps in communication between business units, and risks of process or document mismanagement. The ARC Chairperson emphasised that, once processes are clarified, the DOA and approval lines properly applied, and resource gaps addressed, finance performance and achievement of targets will improve.</p> <p>7.3 Council emphasised the need for proper project tracking and resource allocation and further stressed the importance of maintaining proof of evidence (POE) for all actions, including appointments, to demonstrate quarter-to-quarter progression and ensure accountability to Parliament.</p> <p><b>Council resolved to note the assurance as presented.</b></p>	ARC Chairperson and Acting CAE
8.	<p><b>CCC Q1 Report</b></p> <p><b>The item was presented by CCC Chairperson.</b></p> <p><u>Council comments</u></p> <p>8.1 Council enquired whether there is a separate register for matters still pending, noting that previous issues may not have been referenced.</p> <p>8.2 It was noted that the report presented reflects only the matters currently active; there may be other issues of which the CCC Chairperson has not yet been briefed and is therefore unaware of.</p>	CCC Chairperson

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	<p>8.3 Council highlighted the need to improve licensee behaviour ahead of next year's municipal elections and suggested reviewing current regulations to address areas of weakness, while using lessons from outreach initiatives to guide improvements.</p> <p>8.4 It was recommended that quarterly reports should include an analysis of the root causes of contraventions, particularly election-related cases, review previous election cases to distinguish between regulatory gaps and licensee behaviour, and conduct a thorough review of root causes.</p> <p>8.5 The CCC Chairperson confirmed she would refer the matter to CCC members for discussion, and ensure formal recommendations are submitted to Council in terms of the ICASA Act.</p> <p>8.6 Council suggested that reports clearly indicate the substance of contraventions and related arguments to enhance Councillors' understanding and further proposed that the CCC should publicise its rulings and sanctions imposed on licensees (ie. through press releases), to promote compliance and awareness.</p> <p><b>Council resolved to note the report as presented.</b></p>	
9.	<p><b>CAP Q1 Report</b></p> <p><b>The item was presented by the CAP Chairperson.</b></p> <p><u>Council comments</u></p> <p>9.1 Council observed that certain interventions, such as the recommendation on the support for the resuscitation of the Post Office, fall outside its purview and requested that CAP reconsider or clarify the feasibility of such recommendations.</p> <p>9.2 Council further expressed concern regarding the digital broadcasting licence application process, emphasising the need to ensure that rural and underserved communities without access to digital services are not excluded.</p> <p>9.3 Council noted that no funds had been spent in Q1 on advertising and suggested that the publicity budget be utilised to address practical challenges experienced by mobile operators, such as difficulties in accessing traditional authorities and incidents of vandalism.</p> <p>9.4 Council also proposed that CAP support the Authority's stakeholder engagement efforts through education and awareness initiatives involving community leaders.</p> <p>9.5 Council sought clarity on the research topics undertaken by CAP in collaboration with PRA, particularly the study on redefining the postal business model, noting that a similar process is currently in progress at CRASA level.</p> <p>9.6 Clarity was requested on the budget for CAP members' virtual meeting attendance.</p> <p>9.7 Council highlighted CAP's role in correcting community misconceptions</p>	CAP Chairperson

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	<p>about ICASA's mandate and ensuring matters outside ICASA's jurisdiction are referred to the correct channels.</p> <p>9.8 Council noted that CAP's recommendations are useful but must be processed through the correct structures.</p> <p>9.9 It was noted that CAP members receive remuneration, not salaries, and that claims must follow approved channels. Accessibility for members with disabilities is essential, but costs should be optimised. Targets should accommodate special needs and functions, with funds managed prudently within the current budget. Terms of Reference should align with projected activities, and a supplementary budget is not required at this stage. CAP must work within the existing budget.</p> <p>9.10 Council noted previous spending challenges within CAP and the need to track progress against approved allocations, including supplementary budget requests.</p> <p>9.11 Council cautioned against duplicating the National Disability Forum and recommended that CAP strengthen engagement with persons with disabilities through targeted public participation.</p> <p>9.12 In response, the Chairperson noted that applicants for broadcasting licenses, particularly in rural areas, may require hard-copy submissions, and emphasized that CAP will support communities in need of licenses.</p> <p>9.13 The CAP Chairperson advised as follows:</p> <p>9.13.1 CAP observed that clients often misunderstand their role, assuming CAP is focused on compliance, whereas their mandate is consumer oriented.</p> <p>9.13.2 Unspent advertising funds were proposed for educational awareness initiatives, subject to approval from the relevant authority, in line with CAP's mandate.</p> <p>9.13.3 Regarding the three research studies, the CAP Chairperson explained that initial targets were based on a budget that was not approved. To ensure feasibility, the studies have been rescheduled to Quarter 4, allowing adequate time for training, data collection, analysis, and reporting.</p> <p>9.13.4 On CAP's effectiveness, the CAP Chairperson highlighted that an induction for all CAP members is planned to clarify expectations and ensure CAP's work aligns with Council's requirements.</p> <p>9.13.5 On budget monitoring, the CAP Chairperson confirmed monthly expenditure reviews with Finance and explained that increased allocation to panel members' tasks is used to optimise spend. He further clarified that funds allocated for the virtual meeting was calculated based on expenditure for all CAP members and represents the meeting fee as per their appointment.</p> <p>9.13.6 Regarding the National Disability Forum, the Chairperson noted that its functions will be reviewed to avoid duplication, with tasks to be integrated into CAP's work.</p>	

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	<p>9.13.7 The CAP Chairperson explained that previously circulated draft ToRs were forwarded to all new CAP members, inputs were consolidated, and the final terms submitted to the CAP Secretariat for processing. CAP members noted that the ToRs require substantial review and should not form the basis for a supplementary budget, particularly concerning members with special needs.</p> <p>9.13.8 CAP Members noted the importance of ICASA exploring an MOU with Ofcom for information sharing and benchmarking.</p> <p>9.14 Council highlighted procedural transgressions stemming from the fact that in terms of the CAP Regulations, the CAP Chairperson (not other CAP members), should present the quarterly report to Council and that introducing additional members into the Council meeting was not in line with Council's invitation to the CAP Chairperson.</p> <p>9.15 The portfolio Councillors acknowledged that missed CAP meetings were due to scheduling conflicts with pre-planned commitments, not deliberate absence.</p> <p>9.16 Council commended CAP's engagement with international bodies and emphasised the importance of exploring consumer advisory structures in other developing countries similar to South Africa, while recognising that local challenges differ significantly from those faced by UK regulators.</p> <p>9.17 The CEO undertook to ensure that new CAP members are properly inducted.</p> <p>9.18 Council resolved to note the CAP Q1 Report and indicated that the second part of the submission (Business Plan and Budget) would be discussed in a subsequent meeting.</p> <p><b>Council resolved to note the report as presented, with the above-mentioned comments.</b></p>	
10.	<p><b>HR &amp; REMCO Q1 Report</b></p> <p><b>The item was presented by the HR &amp; REMCO Chairperson.</b></p> <p><u>Council comments</u></p> <p>10.1 [REDACTED]</p> <p>10.2 Council raised concern over the prolonged delay in finalising the pay</p>	HR & REMCO Chairperson



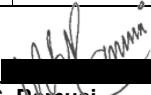




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	<p>distraction, it informs what ICASA needs to achieve as a regulator of the future.</p> <p>12.5 Council emphasised the need to ensure that the current funding model is future-proof, noting that any expansion of regulatory functions, such as online content monitoring, could affect income streams and that the model must remain adequate and sustainable for the regulator of the future.</p> <p>12.6 Council noted the forthcoming ministerial colloquium on policy reform, which could guide the regulator of the future studies, and emphasised that future funding requirements should be aligned with the anticipated mandate.</p> <p><b>Council resolved to approve the submission as presented.</b></p>	
13.	<p><b>Dissolution of Electricity Crises Council Committee</b></p> <p>The item was presented by Cllr [REDACTED] assisted by the Senior Manager: Spectrum Monitoring &amp; Research.</p> <p><b>Council resolved to approve the submission as presented.</b></p>	Cllr [REDACTED]
14.	<p><b>Council International Travel Schedule</b></p> <p>The item was presented by the Executive: Corporate Services.</p> <p><u>Council comments</u></p> <p>14.1 [REDACTED] [REDACTED] [REDACTED] [REDACTED]</p> <p>[REDACTED] [REDACTED] [REDACTED]</p> <p>[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]</p> <p>[REDACTED] [REDACTED] [REDACTED]</p> <p>[REDACTED] [REDACTED]</p> <p>[REDACTED] [REDACTED] [REDACTED]</p>	CEO / Executive: Corporate Services

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	<b>Council resolved to approve the submission as presented.</b>	
15.	<p><b>Compliance Progress Report – IMT Spectrum Licences Rollout of Obligations at Public Service Institutions</b></p> <p><b>The item was presented by the Executive: Licensing and Compliance.</b></p> <p><u>Council comments</u></p> <p>15.1 Council noted the need for clarity on project responsibilities, specifically the respective roles of the Authority and the DCDT in managing obligations. Council further emphasised the importance of establishing and maintaining direct contact with relevant departments to ensure accurate, up-to-date information for program implementation, noting that aggregated databases, particularly in rural areas, may be significantly inaccurate.</p> <p>15.2 Council emphasised that licensees must fulfil their social obligations and will only endorse compliance if 65% of these are met by March 2026. Council noted that prior guidance and support had been provided and did not accept licensees' claims of additional challenges.</p> <p>15.3 Council noted that licensees' social obligations were poorly planned, with beneficiary departments not consulted and lacking resources to support rollout.</p> <p>15.4 Council noted that licensees without a national footprint face challenges in meeting obligations and emphasised that connectivity outcomes, rather than specific technologies, should be prioritised.</p> <p>15.5 Council emphasised that independent verification is needed to avoid a tick-box approach, ensuring meaningful progress toward universal access and service.</p> <p>15.6 Council was advised that the requests do not exempt licensees from the next target, which requires 65% compliance by March 2026, and noted that further engagement with licensees will take place by October. The Licensing team also confirmed that achievement of both the 50% and 65% targets remains mandatory, regardless of any new obligation lists.</p> <p>15.7 The Licensing team further advised that independent checks of connectivity projects are conducted via sampling due to resource constraints, with teams from the Authority and relevant departments verifying connectivity without prior notice. The same approach will apply to the IMT project once sufficient progress is made.</p> <p>15.8 It was clarified that the recommendation provides an extension for licensees to achieve 65% of the PSI target by 31 March 2026. This extension accounts for delays and does not affect targets for subsequent years.</p> <p>15.9 Council noted concerns regarding the effectiveness of the Project Management Office established within the DCDT, highlighting that</p>	<b>CEO / Executive: Licensing and Compliance</b>

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	<p>governance complexities impede implementation. It was emphasised that licensees face challenges when beneficiaries do not accept connectivity solutions, and that this model requires review.</p> <p>15.10 Council observed that current obligations include unresolved commitments dating back to 2014 and stressed the importance of understanding actual departmental needs.</p> <p>15.11 It was recommended that challenges reported by licensees and relevant departments (Department of Basic Education, Department of Home Affairs, and the South African Police Service (SAPS) should be consolidated and discussed with DCDT to identify practical solutions.</p> <p>15.12 Council highlighted that where legislated licensee obligations cannot be met, legal amendments may be considered, with public communication carefully managed to avoid misperceptions of mismanagement, as unmet obligations could damage credibility of the Authority.</p> <p>15.13 Council resolved to approve the extension for licensees to achieve 65% of their social obligations by March 2026.</p> <p><b>Council resolved to approve the submission as presented.</b></p>	
16.	<p><b>Closure</b></p> <p>The Chairperson thanked all who were present in the meeting and declared the meeting adjourned at 17h04 pm.</p>	Chairperson

Signed:   
Mothibi G. Ramusi  
(ICASA Chairperson)

Date: 