

Independent Communications Authority of South Africa

		ARY COUNCIL MEETING		
Date	ate 10 February 2021			
Time:	08:00			
Venue:	Microsoft Teams			
Present		Chairperson		
		Member		
By Invitation		CEO		
		CFO		
		Corporate Secretary		
		Secretariat Officer		
		Secretariat Officer		
		Secretariat Officer		
Partial Attendees		SM: Regulatory Support o.b.o		
		Executive: LRCCC SM: ICT Services		
		Manager: Broadcasting Frequency Co- ordination		
		SM: Spectrum Licensing		
		Specialist: Risk and Compliance Management		
		Executive: Corporate Services		
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No.	Action Item	Person Responsible
1.	Opening and apologies	Chairperson
	The Chairperson opened the meeting at 08:00 and welcomed all present.	
	The following apologies were noted:	
	1.1 Cllr was on sick leave; and 1.2 Cllr was on sick leave; and connecting and he was to join the meeting once the connectivity issue was sorted.	
	The opening and apologies were noted.	
2.	Declaration of interest No conflict of interest was noted	Council
3.	Ratification of the Agenda	All
	The following amendments were made to the agenda:	
	3.1 Agenda Item 7 was retracted, and Item D.1 was tabled under Item 7.	
	Item D3 was submitted by and not Cllr the item was deferred to the next meeting as Cll was off-sick.	
	The Audit Action Plan under E3.2 was removed as the CFO indicated that it was dealt with in the previous meeting.	
	3.4 The minutes of the previous meeting and Matters Arising would be discussed in the next meeting.	
4.	Introduction of the new Executives and Secretariat Officers	CEO/CS
	4.1 The CEO introduced Ms. as the newly appointed Executive Corporate Services.	
	The Corporate secretary introduced the newly appointed Secretariat Officers namely Ms. and to Council.	
	The introductions were noted.	KM



No.	Action	ltem	Person Responsible
5.	PART E	B: STANDING ITEMS	Council
5.1	Internat	tional Engagements ("Standing item")	CEO/CS
		rpose of the submission was to provide Council with an on the International Relations programmes.	
	Executiv	ve: Corporate Services presented the item:	
		This submission summarises the activities facilitated by Corporate Services on behalf of the organisation. The ubmission details Bilateral engagements.	
	5.1.2	The Federal Communications Commission (FCC), United States of America requested bilateral engagements with ICASA and the request will be discussed with the relevant divisions and be referred to the Legal, Risk & CCC prior to submission to Council for consideration.	
	5.1.3	In addition to the above, the FCC sent a proposed memorandum of understanding (MoU) that would serve to formalise the relations between the two Regulators.	
	5.1.4	In January 2018, ICASA officials embarked on a benchmark study visit to India's Telecom Regulatory Authority (TRAI). At the back of the meeting, TRAI expressed its intention to establish bilaterals with ICASA on areas of mutual cooperation. It was recommended that Council approve for Corporate Services to schedule the introductory meetings with the FCC and TRAI.	
	5.1.5	The Angolan Institute of Communications (INACOM) has requested to engage the Authority on a knowledge exchange basis in the regulatory and ICT space. It was recommended to Council that the engagements between the two Regulators will be approved.	
	5.1.6	INACOM was seeking more knowledge in the following areas:	
=		5.1.6.1 Operators that have Significant Market Power (SMP);	km



No.	Action Item			Person
				Responsible
		5.1.6.3 Inf	umber Portability; frastructure Sharing; and tional Roaming.	,
	5.1.7	two-fold, the second was received a form part of	ch was hosting the Connecting Africa series in the first was a Digital Symposium, and the as East Africa Com 2021. The Authority has an invitation requesting Cllr to f the panel discussion at East Africa Com 2021 Regulatory counterparts.	
	programi	mes.	to approve the International Relations	
6.	Licensing	g of IMT (St	anding Item)	
		ose of the su committee.	bmission was to update Council on the work of	
	Manager: item:	Broadcasti	ng Frequency Co-ordination presented the	
	6.1	it was batt	ittee indicated the need for extra resources as ling with the workload and members had to itical timelines.	
	6.2	Committee of the p	were raised that members spend a le amount of time on the work of the IMT which only translates into a small percentage performance assessment for other Key se Area's (KPA's). Moreover, the members prious occasions advised to prioritise the work Committee.	
	6.3		ittee indicated the immediate deadlines as per project plan as follows:	
		6.3.1.	The clarity seeking questions to the applicants were due by 2 February 2021; and	
			The Publication of the list of pre-qualified bidders was due on 22 February 2021 in order to be able to proceed to the auction phase of the IMT Licensing process.	KM



No.	Action It	em	Person Responsible
	6.4	The IMT project has tight deadlines and key deliverables to achieve towards the auction, which was projected to take place no later than end of March 2021.	
	6.5	The Committee indicated that based on the advice from the legal team, the Committee can proceed with the consideration of the applications in respect of prequalification phase, without an auctioneer having been appointed.	
	6.6	The Committee indicated that the IMT Licensing project was at a critical stage and considering the mandatory deadlines as per the ITA, missing any one of these milestones will have a major impact to the success of the auction.	
	6.7	In addition to risks identified in the risk register, the committee has identified the following emerging risks that relate to human capital:	
		6.7.1 Members are overstretched and hardly manage to focus on a specific project due to the day-to-day workload and Committee work; and	
		6.7.2 Members had difficulty balancing family and work-life and consequently members are reportedly exhausted due to other commitments over and above the work of the committee.	
		6.7.3 Due to some of the divisions being understaffed (e.g. Legal: Regulatory business unit), it became impractical to request the line managers to reduce the workload of the affected committee members.	
	6.8	The Committee provided a project update highlighted as follows:	
		6.8.1 The Status from the previous meeting was updated and it was noted that the confidentiality analysis was completed, one application was not considered because it was late.	km



No.	Action Item			Person Responsible
	6.8.2	Qualificati projects t complete,	ect was at the stage of Pre- on, there were two enabling hat the Authority would need to firstly the procurement of the r and then the procurement of the	
	6.8.3	reported t committee would be	f the Pre-Qualification stage it was hat the current status was that the has completed the template that used to do the analysis on the on criteria as set out in the ITA.	
	6.8.4	delayed a the project second op facilities fo	urement of the facilities was a bit nd it has resulted in an impact to at plan. There was a proposal of a stion of using the ICASA head Office or the Auction. The committee would final recommendations.	
	6.8.5	the project compared date. The	f the project plan it was stated that it was behind by four (4) weeks, with the previously communicated project plan would need to be by Council to have it updated.	
	6.8.6	project pla	vas presented with the updated on which requested the approval to with the plan and the updates are	
		6.8.6.1	Procurement of the Auctioneer, which would be completed once the contract has been signed by both parties, which are ICASA and the service provider.	
		6.8.6.2	Procurement of the Facilities which would trigger the activity in relation to the seminar or the mock auction.	
		6.8.6.3	The procurement of the external auditors, which was being led by the Internal Audit team and they have indicated that as the	km



No.	Action	Item		Person Responsible
			project moves to the mock auction the external Auditors would be available to assist with auditing the process.	
		6.8.6.4	A projected auction date has been proposed for the 19 April 2021, but the date can be changed as the Authority was still awaiting the final updates.	
	6.1.6		of the risks that were identified and ke note of the project plan and project plan.	
	6.9	Capital. Another risk r ICASA headquarters	ks raised with regards to Human noted was the fact that, should the be utilised for the auction, and d-19 case, the office would need to	
	Counci	l resolved as follows:		a
	6.10	raised by the IMT Co that they should be responsibilities, whe Committee Members	the Human Capital Concerns ommittee members to the extent released from divisional work re possible, in order to enable to concentrate on the nature of pplications, until the finalisation a stage.	
	6.11	Members whose divi	r exempting IMT Committee sions/business units are under- ng allocated further work and ngs of other Council committees mbers; and	
	6.12	soon as possible, as the analysis of tl Qualification Stage.	the auctioneer be concluded as its Terms of Reference include he application for the Pre-There committee has in the gun engaging in this exercise.	km
7.	APPLIC OWNER	ATION FOR	THE TRANSFER OF AN INDIVIDUAL COMMERCIAL	CEO /Licensing



No.	Action It	tem	Person Responsible
	SOUND		
	The purp analysis Commer Frequence Africa (P sharehole the trans		
	The SM:	ICT Services presented the item:	
	7.1	The Applicant holds both I-CSBS and RFS licences to provide a commercial sound broadcasting service in Johannesburg in the Gauteng Province. The I-CSBS licence was issued on 17 December 2008 and was amended on 11 May 2016, whilst the RFS Licence was issued on 12 December 2008. Both licences expired on 16 December 2018.	
	7.2	The renewal applications for both licences were submitted by the Applicant on 13 June 2018. The Applicant has not been informed of the Authority's decision on its renewal application as there was a Complaints and Compliance Committee (CCC) matter raised by the Individual Licence Renewal Committee.	
	7.3	The applications for transfer of control were submitted subsequent to the Applicant having completed the business rescue process wherein the new shareholders bought the existing shares in the Applicant.	
	7.4	In terms of the Application it was found that the Applicant was compliant with its General Licence fees. There Applicant requested confidentiality on sections of its application in terms of 4(d) of the ICASA Act and it was granted subject to the legal vetting.	
	7.5	There are three (3) new shareholders, and, after verifications of the information submitted, it has been confirmed that the Applicant has the minimum 30% HDG stake compliance as provided for in the Act, since the HDG stake will be 32,6% post approval.	t .
	7.6	Council requested a separate submission for the	KM



No.	Action It	tem	Person Responsible
		amendment to the programming format in respect of Classic FM be tabled in the next Council meeting.	1.00 0.10 0.10
	ownersh would b amendm	approved the application pertaining to the change of nip, with an understanding that another submission be brought before Council dealing with the aspects of nents to the licence format.	
8.	COMME	VAL OF INVITATION TO APPLY (ITA) FOR INDIVIDUAL RCIAL SOUND BROADCASTING SERVICE LICENCE IN RTHERN CAPE PROVINCE	CEO /Licensing
	The SM:	ICT Services presented the item:	
	8.1	The purpose of the submission was for Council to approve the vetted Invitation to Apply (ITA) for an individual Commercial Sound Broadcasting Service Licence in the Northern Cape.	
	8.2	The Authority resolved to re-issue the ITA in the 2020/21 Financial Year and included this as a deliverable in the Strategic Plan for the 2020/21 – 2024/25 Medium Term Strategic Framework (MTSF).	
	8.3	Pursuant to the publication of the Position Paper, the Authority licensed three commercial sound broadcasting services in secondary markets of Mpumalanga, North West and Limpopo provinces in 2007.	
	8.4	Council inquired on the rationale to re-advertise the ITA, since the process had previously failed due to lack of qualifying responses, and Council also inquired as to the root causes for non-responsive bids.	
	8.5	Council also indicated that some broadcasting entities were licensed, but have, however, failed to take-off in terms of operations.	
	8.6	Council also suggested that there should be a study that must be conducted to look into why such processes failed in the past, as the Authority might be approaching the matter, based on outdated data.	
	6.1	It was indicated that the Northern Cape was the only Province that did not have a commercial radio station, hence the need to re-advertise the ITA and determine if	km



No.	Action It	tem	Person Responsible
	6.2	there would be responses. Management indicated that in the previous process, there were applications that were received, albeit defective, hence the need to undertake the licensing process again. mission was approved as tabled.	
9.	Applicat Commun Commun Internet OFM and	ion for the transfer of Individual Electronic nications Services(I-ECS) and Individual Electronic nications Network Services(I-ECNS) Licences from Max Technologies CC to Central Media Group(Pty) Ltd T/Ad accompanying vetted reasons document. ICT Services presented the item:	CEO
	approves Internet	cose of the submission was to recommend that Council is the transfer of I-ECS and I-ECNS licences from Max Technologies cc (the Applicant) to Central Media Group dd (the Transferee) and the attached vetted Reasons at.	
	9.1	The applications were received in terms of form G of the Process and Procedure Regulations.	
	9.2	The Transfer Applications were accompanied by a request for confidentiality in terms of section 4D of the ICASA Act to which the Authority granted confidentiality in line with the provisions of section 4D.	
	9.3	On 21 June 2019, the Authority published General Notice 333 in Government Gazette No. 42536 indicating that it has received the Transfer Applications and invited interested persons to make written representations to the Authority in relation to the Transfer Applications within fourteen (14) working days of the date of the publication of the notice in the Government Gazette.	
	9.4	By the closing date of 10 July 2019, the Authority had not received any written representations in relation to the Transfer Applications.	
	9.5	The Authority elected not to hold public hearings as it was of the view that the applications were clear, and it did not receive any written representations from the public with respect to the applications.	KM



No.	Action	Item	Person Responsible
	9.6	On 02 October 2019, the Applicant indicated that there had been changes to its shareholding and the contact details. The Authority requested the Applicant to submit the amendment in accordance with the Processes and Procedure regulations. The Applicant was further requested to indicate when the amendment occurred.	Responsible
	9.7	On 14 February 2020, the Applicant indicated that the amendment of its shareholding occurred on 12 March 2019. The amendment applications were accordingly considered by the Authority.	
		commendation was that Council approves the transfer ions and the reasons document.	
		commendation was approved.	
10.	Voice C	Quality of Service Report – Mpumalanga Province	CEO /E&T
	publicat	rpose of the submission was for Council to approve the ion of the monitoring report for measurements conducted in langa province during Quarter three (3).	
	SM: Spe	ectrum Licensing presented the item:	
	10.1	The revised Annual Performance Plan of Engineering & Technology (E&T) division sets out a target to conduct QoS monitoring by quarterly drive tests in four provinces; Gauteng, Free State, Mpumalanga and North West.	
	10.2	The Authority conducted measurements in the Mpumalanga Province in the period 19 to 30 October 2020, covering a total distance of over 1700 kilometres, targeting areas in Boschfontein, Mbombela, Acornhoek, Bushbuckridge and Hazyview. Bushbuckridge together with Acornhoek had been monitored in the financial year 2014/2015. Mbombela was previously monitored in the financial year 2017/18.	
	10.3	The purpose of the report was to assess the quality of service provided by MNO's to subscribers as well as the quality of service perceived by subscribers.	Y m



No.	Action It	Person Responsible	
	10.4	The networks targeted were Cell C, Vodacom, MTN and Telkom. The main Key Performance indicators which were measured for compliance with the 2016 End User and Subscriber Service Charter are:	
		10.4.1 Dropped Call Ratio, which should be less than 3%; 10.4.2 Call Setup Access Ratio, which should be less than 98%; and 10.4.3 Call Setup time.	
	10.5	In terms of the measurement results, all the operators achieved more than 98% of call accessibility. MTN and Vodacom achieved call retainability target of less than 3%, Cell C and Telkom did not achieve call retainability target. All the operators achieved the call setup target of less than 20 seconds.	
	10.6	Based on the measurement results there was an improvement in the services offered to subscribers, which can be attributed to high investment in infrastructure development.	
	10.7	The Executive indicated that there has been a request for funding from National Treasury to procure various systems, amongst them the Quality of Service Monitoring System, to better assist with the quality of service monitoring.	
	10.8	E&T has commenced a procurement process, as the monitoring of the Quality of Service is an APP target.	
	10.9	The Executive also indicated that non-compliance would be dealt with in terms of the applicable Regulations.	
	10.10	Council submitted that the Executive consider preparing an infographic on the work done by the Authority to be circulated on social media platforms. The proposal would be considered in the new financial year once the new monitoring system is procured.	
	It was r Province	Yna	
·-	The subn	nission was approved.	7,1



No.	Action It	em	Person Responsible
11.	1	AND UPDATE OF ICASA LICENSEE INFORMATION - (PTY) LTD	CEO/CCA
	The Seni		
	The purp from Cor changes		
	11.1	On the 16 January 2009, the Authority granted and issued Comsol with an Individual Electronic Communications Network (I-ECNS) and an Individual Electronic Communications Network Service (I-ECNS) Licences with licence numbers 0198/IECN/JAN/2009 and 0198/IECS/JAN/2009.	
	11.2	On 06 December 2019, the Authority received a notice from Comsol advising the Authority of changes with respect to its shareholding.	
	11.3	Comsol indicated that the majority shareholder, Convergence Partners (which previously held 41%), comprises of two shareholders (Convergence Partners, viz: Communications Infrastructure Fund (Mauritius) Ltd and Convergence Partners Investment (Pty) Ltd). The result is that the majority shareholding still remains with those two shareholders and therefore, control does not shift or change at all.	
	11.4	COMSOL has a 51.7% ownership held by historically disadvantaged groups (HDGs).	
	11.5	ICASA's Compliance division certifies that there was no change of the control and there was no objection to the approval of the changing of shareholding in Comsol Pty Ltd, and the HDG ownership percentage stands at 51.7%.	
		recommended that Council approves the changes in ling in Comsol.	
12.		mmendation was approved.	Clle
12.	BETWEE	MENDATION BY CCC TO COUNCIL IN THE MATTER IN TSHEPO THAFENG AND SOWETO COMMUNITY ION (SOWETO TV)	ZIII ZIM



No.	Action It	tem	Person Responsible
		oose of the submission was to table the recommendation of in the matter between Tshepo Thafeng and Soweto TV.	
	12.1	On 29 November 2019, a complaint was lodged by Mr T Thafeng for the investigation by the CCC in terms of Section 17(b)(a) of the ICASA Act.	
	12.2	The complaint emanated from the resignation of the Board members, except for one, Mr Thuis Nkutha, who remained as an Executive of the Licensee.	
	12.3	Mr T Nkutha then approached ICASA seeking clarity on how to deal with the matter. ICASA's CCA division proposed that the remaining board member ensures that there was a general election to elect members of the board.	
	12.4	The remaining Board member was to appoint an interim task team to assist with the preparation for the AGM and election process, for the board to be fully constituted in terms of Article 4 of the TV Stations Memorandum of Incorporation (MOI)	
	12.5	The Complainant alleged that the board of Soweto TV is not properly constituted in terms of clause 5.1.1 of Soweto TV's MOI which states that, "the board of directors of the company comprises of a minimum of three directors and alternate directors"	
	12.6	The Complainant further alleged that the community of Soweto and stakeholders were not involved in the election of the current board of directors of Soweto TV.	
	12.7	The Complainant substantiated his allegation by pointing out the following irregularities:	
		12.7.1 There was no AGM held, or properly advertised, inviting the community of Soweto.	
		12.7.2 Their failure to hold an AGM, was a contravention of clause 4.2.3 of its licence terms and conditions.	
	12.8	That the remaining Board Executive acted as sole director and elected Board Members, this being a contravention in terms Clause 5.3.6 of the Stations MOI.	km



No.	Action It	em	Person Responsible
	12.9	That the audited financial statements were not presented at the AGM held on 29 of March 2019, which was in contravention with Clause 1.4.2 of the Stations MOI.	
	The CCC	made the following recommendations to Council:	
	12.10	That, within 60 working days from when the COVID restrictions are lifted, the CEO, as instructed by the Board, between the hours of 07:00-08:00 and 18:00-20:00, for twenty-one (21) calendar days, advertises, on television and on its website that persons of 18 years and older who live within the broadcasting range (as per its licence) of Soweto Television may apply for membership of the company so that they may elect a Board of Directors at a Special meeting of the company.	
	12.11	That the advertisement must include that an application form must be filled in, as set out on the Station's website, or as obtained from the office of the radio station (with the station's street address) or per email (with the station's email address).	
	12.12	That the CEO of the radio station must, if the applicant lives at a place as aforementioned, issue the said membership by notifying the applicant per email or postal service and stating that he or she must attend the meeting, as set out hereunder, and be in possession of the said proof of membership to enter the meeting place and vote.	
	12.13	That the Board within 40 working days thereafter on a Saturday or a Sunday between the hours of 14:00 and 19:00, at a specified readily accessible place within the broadcasting range, hold a Special Members' meeting which is daily advertised for 21 days on television between the hours of 07:00-08:00 and 18:00 - 20:00.	
	12.14	That, as the main item, a Board of Directors, comprising of a Chairperson and Deputy Chairperson, and 6 directors be elected from the members by majority vote at such a meeting for a term of three years.	
	12.15	That the election be chaired by a Senior Counsel (SC) appointed by the Board through an Attorney; with the CEO or his or her nominated employee acting as	km



No.	Action I	tem	Person Responsible
		Secretary.	
	12.16	Council indicated that the CCC recommendation should provide clarity on the Covid-19 restrictions in the sense that it refers to the number of people that are allowed to gather at a certain place.	
	12.17	Council also indicated that the recommendation to appoint a Senior Counsel (SC) might put the station out of pocket.	^
	12.18	Council further indicated that there should be consistency when it came to the use the number of days in our submissions to the extent that we make reference to working days as defined in the ICASA Act.	
	subject appointed	resolved to approve the recommendations of the CCC to the AGM being chaired by an Advocate or Attorney ed by the board and with the CEO's nominated se acting as secretariat for the AGM.	
13.	APPROV	ST FOR COUNCIL TO GRANT CONCURRENCE FOR VAL OF WRITE-OFF OF THE LONG OUTSTANDING OWED BY SOUTH AFRICAN NATIONAL DEFENCE (SANDF)	CFO
	concurre licensing National with the	pose of the submission was to request Council to grant ence for approval for write-off of the long outstanding fees of R232,343,166.03 owed by the South African Defence Force (SANDF). The request was submitted in line approved Delegation of Authority Framework Policy and ered Revenue Management Policy of ICASA.	
	The CFC	presented the item:	
	13.1	The total amount which management requests to write- off was two hundred and thirty-two million, three hundred and forty-three thousand and hundred and sixty-six rands three cents Rands (R 232 343 166,03). The amount would not have impact on the finances or the revenue of the Authority as it is meant to be transferred to National Treasury if paid.	
	13.2	In terms of consultation from National Treasury and the SANDF, Treasury stated that it had given the SANDF the	KM



No.	Action It	em	Person Responsible
		money to pay its Licence Fees. However, the response received from the SANDF was that it had never budgeted for the fees as they were not aware that they had to pay the licence fees.	
	13.3	After consultations with the Security Services, the SANDF were given an 80% discount on the fees as they are not using the spectrum for commercial use.	
	13.4	All debt incurred after the 80% discount would be collected and their billing would be collected. Currently the SANDF have paid the current financial year's fees in full.	
	13.5	The status of the Historical Debt reflects badly on the part of ICASA and the Auditor General has queried the debt.	
	13.6	The request to write of the Historical Debt was in line with S71 (a) (i) of the Public Financial Management Act (PFMA) read with S41 of the PFMA and paragraph 9 of the Administered Revenue Management Policy, which empowers on the position to write-off the debt.	e.
	13.7	It was recommended the Council concur with the approval of the write-off of the long outstanding debt owed by SANDF in line with the approved Delegation of Authority Framework Policy and the Authority's Administered Revenue Management Policy.	
	Council a	approved the submission.	
14.	South A 2019/2020	frican Post Office (SAPO) Request to waive the 0 fees	CFO
	request b	ose of the memo was to request Council to decline the by South African Post Office SOC Limited 'SAPO' for a waiver for Reserved Postal Service Licence Fees for the financial year and request the Chairperson to sign the	
	The CFO	presented the item:	
	Aut 201	PO submitted a letter dated 28 October 2020 to the thority requesting to make payment arrangements for the 19/20 financial year. The reasons advanced by SAPO for request were that:	KM



No.	Action Item	Person Responsible
	14.1.1 The Covid-19 pandemic and subsequent lockdown has resulted in a slowdown in their business activities with extremely low revenue levels for the six months ending 30 September 2020.	
	14.1.2 Consequently, it continues to experience revenue constraints, cost pressure and financial stress.	
	14.2 It was requested that Council refuse the request from the South African Post Office SOC Limited 'SAPO' for a payment waiver for Reserved Postal Service Licence Fees for 2019/20, based to the following reasons:	
	14.2.1 In terms of Section 19(2) of the Postal Services Act, every licence holder must at a prescribed time, pay to the Regulator the licence fee.	
	14.2.2 A licence holder who fails to pay the licence fee contemplated in subsection (2) on the due date is liable to pay a penalty in the prescribed amount in addition to the licence fee.	
	14.3 Council indicated that ICASA was usually lenient towards SAPO. However, a waiver should be declined, but the Authority should assist by suggesting a payment plan.	
	14.4 Council requested Secretariat to work towards arranging a meeting between itself/the Authority and the board of SAPO.	
	14.5 Council cautioned that the Authority was the Regulator of the industry, but the entities being regulated never try to appear before the Authority when in need of help.	
	The submission was approved.	
15.	Closure of the Premises	CMC
	The purpose of the submission was to present to Council an update on the closure of the ICASA offices in response to the easing of the restrictions in relation to the adjusted lockdown alert level 3.	
	The CEO presented the item:	Km



No.	Action	Person Responsible	
	15.1	The Authority was following a risk-adjusted strategy. Based on the assessment by the crisis management team, even though the country has seen a reduction in infections and the number of deaths, the Authority should remain closed until 15 of February 2021.	
	15.2	The National Coronavirus Command Team and the Authority's Crisis Management Team would then reassess the situation and advise Council.	
	The Sul	bmission was noted.	
16.	Policy F	Register Update	CEO/LRCCC
	The pur Register	pose of the submission was to update Council on the Policy	
	The Exe	ecutive: Legal, Risk & CCC presented the item:	
	16.1	It was submitted that in relation to policies, the Authority needs to review policies every three (3) years.	
	16.2	Policy owners were responsible for conducting the policy review process which might result in the following outcomes:	
		 16.2.1 No changes made upon review; 16.2.2 Minor amendments might be effected; 16.2.3 Major amendments would be effected; and 16.2.4 Rescission of a policy if it is no longer required. 	
	16.3	Twenty-six (26) policies were currently undergoing vetting, and some are to be tabled at EXCO. It is expected that these policies will be tabled before 31 of March 2021.	
	16.4	During the year nine (9) policies were rescinded, and eleven (11) policies were reviewed. ICASA has fifty-three (53) policies which are still active.	
	Framew	orks and Procedure Manuals	
	16.5	Frameworks and Procedure Manuals have now been included for monitoring purposes. The divisions with frameworks and Procedure Manual include: Corporate Services, Finance, Human Resource and LRCCC.	KM



No.	Action Item	Person
	16.6 Five procedure Manuals and Frameworks were still undergoing internal processes, and a follow-up with the division was currently taking place as these were introduced in quarter three (3).	Responsible
	16.7 Three (3) Procedure Manuals and Frameworks were reviewed during the year. Therefore ICASA has twelve (12) active Framework and Procedure Manuals. The total number of TORs are fourteen (14). Those not requiring review are seven (7); those which would be tabled at EXCO are seven (7); and none were rescinded.	
	The update was noted.	
17.	Proposed written representation to the white paper on the audio- and audio-visual content Policy Framework that has been published by the Minister calling for written representation by 15 of February 2021	-
	The Executive: Legal, Risk & CCC presented the item:	
	The team that worked on the written representation that was put before Council comprised of Legal, ENT, and the PRA. It was submitted that the draft White Paper has an objective of creating an enabling environment for the provision of an inclusive audio- and audio-visual content for South Africans.	
	17.2 Radio broadcasting FM/AM would be called audio and Television Video would be named audio visual.	
	17.3 In terms of the previous ICT White-Paper Policy, ICASA would remain as a content regulator, and another regulator would be established to deal with the economic issues relating to Spectrum and Telecommunications.	
	17.4 There was a proposal that there must be an alignment between the findings of the Competition Commission and ICASA. However, ICASA is not permitted to defer its competition assessment to the Competition Commission.	
	17.5 Council requested to make inputs on the document.	
	Council resolved that the document be circulated to Council for inputs, and the final document will be circulated by Round Robin	Km



No.	Action Item	Person Responsible
	Resolution.	
18.	Closure	Chairperson
	The Chairperson thanked all present at the meeting and closed the meeting at 13:11.	
19.	Date of next meeting: TBA	Secretariat

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Signed:		Date: _	10	03	2021
(Chairperson)					