

[illegible]

No.	Action Item	Person Responsible
1.	<p>Opening and apologies</p> <p>1.1 The Chairperson welcomed the attendees and declared the meeting opened.</p> <p>1.2 Apologies from the CAE were noted.</p> <p>The opening and apologies were noted.</p>	Chairperson
2.	<p>Ratification of agenda</p> <p>2.1 Item D1.1 (Strategic Plan and APP) was removed from the agenda pending finalisation of the relevant submission by the office of the CEO.</p> <p>2.2 Item 6 (CEO's Report) was removed from the agenda. The CEO advised that the report would be tabled in the last Council meeting for the month of March.</p> <p>2.3 The CEO requested to provide Council with a progress update in relation to the Audit Action Plan, pursuant to a presentation to the made to the Parliamentary Portfolio Committee on Communications and Digital Technologies (PPCCDT) on Tuesday, 25 March 2025. The matter was included on the agenda as item D1.1.</p> <p>The agenda was adopted with the above-mentioned changes.</p>	Council
3.	<p>Declaration of interest</p> <p>No conflict of interest was noted.</p>	Council
4.	<p>Council Minutes for the meeting held on 13 March 2025</p> <p>Council resolved to adopt the minutes as presented.</p>	Corporate Secretary
5.	<p>Matters Arising – 13 March 2025</p> <p><u><i>Review of Finance Policies</i></u></p> <p>2.1 It was confirmed that the target dates with regard to the finalisation of the review of Finance policies remain unchanged.</p> <p>2.2 It was further confirmed that the ICASA Subsistence and Travel Policy, 2019 ("the Policy") is amongst the Finance policies to be reviewed. The CEO advised that she would bring a Council Submission as an interim measure, vetted by the LRCCC, to address the pressing concerns raised by Council regarding certain stipulations of the Policy.</p>	

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	<p>2.3 Council also raised concern regarding non-adherence to the Policy prescripts relating to the timeous processing and payment of per diem.</p> <p><u>ASMS Update / Report</u></p> <p>2.4 The CEO advised that a Report regarding the ASMS would be appended as an annexure to the CEO's Report. The target date for this matter was changed to correspond to the date for the tabling of the CEO Report.</p> <p>Council resolved to note the Matters Arising.</p>	
6.	<p>Draft Regulations on Dynamic Spectrum and Opportunistic Spectrum Management in the Innovation Spectrum</p> <p>The item was presented by Cllr [REDACTED], assisted by the Research Specialist: Radio Communication and the Research Specialist: Network Systems.</p> <p>Council resolved to approve the submission as presented.</p>	Cllr [REDACTED]
7.	<p>Regulations and Reasons Document – Mail Conveyance</p> <p>The item was presented by Cllr [REDACTED] assisted by the Manager: Access to ICT Services.</p> <p><u>Council Comments:</u></p> <p>7.1 It was re-iterated that the amendments are consumer-focused, primarily aiming to improve quality of service in the postal sector with, amongst others, added measures to protect consumers.</p> <p>7.2 It was clarified that the regulations make it mandatory for all conveyance of mail to either offer in-house insurance or to avail options for an insurance risk-carrier for consumers.</p> <p>7.3 It was agreed that the word "person" be replaced with "conveyer" to avoid ambiguity.</p> <p>7.4 Council was assured that the regulations have a stipulation which provides for people with disabilities.</p> <p>Council resolved to approve the recommendations, subject to the Council inputs resolved.</p>	Cllr [REDACTED]
8.	<p>Digital Migration Findings Document</p> <p>The item was presented by Cllr [REDACTED] assisted by the Manager: Cyber, PRA and the Analyst: Researcher, PRA.</p>	Cllr [REDACTED]

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	<p><u>Council comments:</u></p> <p>Council commended the document and urged that, in general, outcomes from public hearings should address the “So What” question. It was further iterated that there is a need for clarity on sector changes, their impact on consumers, migration benefits, quality improvement goals, and new industry opportunities, including effects on indirect consumers in the broadcasting sector.</p> <p>Council resolved to approve the recommendation as presented.</p>	
9.	<p>Draft Regulations - Rapid Deployment of Electronic Communications Networks and Facilities</p> <p>The item was presented by Cllr [REDACTED] assisted by the Executive: Engineering and Technology and the Senior Manager: Spectrum Monitoring and Research.</p> <p><u>Council Comments:</u></p> <p>9.1 Council sought clarity on the distinction between s3(a) of the draft Regulations, which provide for a 21-day written notice, versus s3(3)(j) which provide for a 14 calendar days’ written notice.</p> <p>9.2 Council considered the Technical Indicator Description for the APP target and confirmed that the Q4 target is for Council to have “considered” the draft Regulations.</p> <p>9.3 It was acknowledged that the regulations will be amplified and improved with further revisions pending the results of the ongoing study/benchmarking visits.</p> <p>Council resolved to confirm that it has <u>considered</u> the draft Rapid Deployment Regulations.</p>	Cllr [REDACTED]
10.	<p>Notice regarding IMT RoadMap 2025</p> <p>The item was presented by Cllr [REDACTED] assisted by the Research Specialist: Radio Communication.</p> <p><u>Council comments:</u></p> <p>Council emphasised the importance of clearly communicating the desired outcomes of the IMT RoadMap 2025 interventions to society. It was stressed that basic English should be used to ensure both consumers and industry can easily understand the authority's objectives. It was also highlighted that the authority must transparently and effectively demonstrate its intended achievements within the document.</p>	Cllr [REDACTED]

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	<p>Council resolved to confirm that it has <u>considered</u> the draft IMT RoadMap 2025.</p>	
11.	<p>IA Q3 2024/25FY Progress Report</p> <p>The item was presented by the Acting CAE.</p> <p><u>Council Comments:</u></p> <p>11.1It was highlighted that some of the findings in the report are not new, with instances of systematic issues identified.</p> <p>11.2Council will track these issues in Q4 to ensure progress.</p> <p>Council resolved to note the report.</p>	ACAE
12.	<p>Action Audit Plan</p> <p>The item was presented by the CEO and the Chairperson: Audit Steering Committee.</p> <p><u>Council comments:</u></p> <p>12.1 [REDACTED]</p> <p>12.2 [REDACTED]</p> <p>12.3 [REDACTED]</p> <p>12.4 [REDACTED]</p> <p>12.5 [REDACTED]</p>	CEO / CIO

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	<p>12.6 [REDACTED]</p> <p>12.7 [REDACTED]</p> <p>12.8 [REDACTED]</p> <p>12.9 [REDACTED]</p> <p>12.10 [REDACTED]</p> <p>12.11 [REDACTED]</p> <p>[REDACTED]</p>	
13.	<p>Closure</p> <p>The Chairperson thanked all who were present at the meeting and declared the meeting adjourned at 13:34.</p>	Chairperson

Signed: _____
 [REDACTED]
 (Chairperson)

Date: _____