



Independent Communications Authority of South Africa

MINUTES OF AN ORDINARY COUNCIL MEETING		
Date	19 January 2017	
Time:	09h30	
Venue:	Block B, Council Boardroom	
Present		
	[REDACTED]	Acting Chairperson
	[REDACTED]	Member
	[REDACTED]	Member
	[REDACTED]	Member
By invitation		
	[REDACTED]	CEO
	[REDACTED]	CAE
	[REDACTED]	CFO
	[REDACTED]	COO
	[REDACTED]	Acting Senior Manager : Office of the Chairperson
	[REDACTED]	Secretariat Officer
Partial Attendees		
	[REDACTED]	GM: Engineering & Technology
	[REDACTED]	Acting: Executive, Risk & CCC
	[REDACTED]	Monitoring & Evaluation Specialist
	[REDACTED]	Manager: Administration: Facilities
	[REDACTED]	GM: Licensing
	[REDACTED]	Manager: Talent Sourcing: HR
	[REDACTED]	GM: Policy Research & Analysis: PRA
	[REDACTED]	General Manager: CCA
	[REDACTED]	General Manager: Regions
Apologies		
	[REDACTED]	Member
	[REDACTED]	Member
	[REDACTED]	Member

NAB



	Action Item	Person Responsible
1.	<p>Opening and apologies</p> <p>The Acting Chairperson, Cllr [REDACTED] opened the meeting at 09h30 and welcomed all present.</p> <p>There following apologies were noted:</p> <p>Cllr [REDACTED] and Cllr [REDACTED] attending the 41st International training program on utility regulatory and strategy in Gainesville, Florida and Cllr [REDACTED] attending the Senior Executive Fellows at Harvard Kennedy School.</p> <p>The COO will be joining the meeting later.</p> <p><i>The COO joined the meeting at 11h15.</i></p>	Chairperson
2.	<p>Ratification of the Agenda</p> <p>The following agenda item was deferred to the next meeting.</p> <ul style="list-style-type: none"> • Strike update <p>The agenda was approved with the amendments noted above.</p>	Council
3.	<p>Declaration of interest</p> <p>A conflict of interest was noted from Cllr [REDACTED] on the Neotel/ Liquid Telecoms matter due to his previous engagements with Neotel.</p>	All
4.	<p>Adoption of previous minutes</p>	Council
4.1	<p>Minutes of the 29 November 2016</p> <p>Minutes of the 29 November were adopted.</p>	Council



	Action Item	Person Responsible
5.	<p>Matters arising</p> <p>Item was not tabled.</p>	Council
6.	<p>South African Post Office SOC Ltd.'s (SAPO) annual tariff application for 2017/18 price control period</p> <p>GM: Policy Research and Analysis presented the item.</p> <p>The purpose of this memo is to recommend that Council approve SAPO's request for the average increase of 4.19% in reserved postal products and services revenue for the 2017/18 price control period.</p> <p>It was resolved that the South African Post Office SOC Ltd.'s (SAPO) annual tariff application for 2017/18 price control period be approved.</p> <p>Reason: Approval of the report is part of the Authority's obligation to ensure that postal tariffs are affordable in accordance with the Postal Services Act, 124 of 1998. The regulation of tariffs for reserved postal products and services is mainly intended to minimise SAPO's monopoly power in setting tariffs for reserved postal services.</p>	CEO
7.	<p>Feedback on RemCo 's resolution on the proposal to revise the 2015/2016 bonus payment methodology</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>The following points were noted:</p> <ul style="list-style-type: none"> • [REDACTED] • [REDACTED] • [REDACTED] 	CEO

N.A.B



	Action Item	Person Responsible
	<ul style="list-style-type: none"> • [REDACTED] <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED] Manager: Talent Sourcing: HR joined the meeting@ 12h30.</p>	
8.	<p>Strike update</p> <p>The item will be tabled at a special Council meeting to be scheduled.</p>	CEO
9.	<p>Delegation of Authority</p> <p>Acting: Executive Legal, Risk and CCC presented the item.</p> <p>The following were noted:</p> <ul style="list-style-type: none"> • Point 2.2 – OPCO was corrected to OPCOM • Page 36- delete first column • Page 34 – SKA should be replaced with Council committee • Page 43 – under appointment of experts, the word Senior should be removed and retain “Manager” SCM • Page 38 – Remove the title Chief • All legislative sections quoted should be on the second row • Page 40-Row 1 under cancellation of contracts, reference must be made to the PFMA • Page 42 –under “changing the nature of appointment from contract to permanent”, report on quarterly basis was added • Page 46 column 2, remove section (4) (1) (a) • Under definition – indicate the definition of a division • Executive title should be replaced with Head of division • Page 49 –under “use of ICASA assets”, should be linked to relevant policies • Page 52 – Appointments of Senior Manager should indicate salary band “D3-D5” and not titles • Page 67 – The condition under cancellation of Bids, should be 	CEO

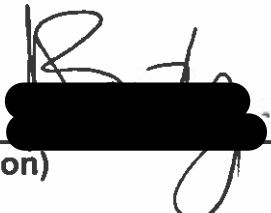
N-AB



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	<p>indicated subject to SCM policies</p> <ul style="list-style-type: none"> • Page 179- Budget virement – include PFMA under directives • Approval of salary increases should read– “Approval of salary increases should lie with Council” <p>It was resolved that the Delegation of Authority should be approved subject to changes.</p> <p>██████████ Acting: Executive, Risk & CCC joined the meeting at 14h00 -18h00.</p>	
9.	<p>ICASA strategic plan</p> <p>Monitoring and Evaluation Specialist presented the item.</p> <p>The following corrections were made:</p> <ul style="list-style-type: none"> • Page 4 – under official sign off, add Council • Page 16 – last paragph, the word “further” should be removed and the sentence should start with “section 19” • Page 16- SABS should be mentioned in the paragraph • Page 16 AGA – was corrected to Astronomy Geographic Advantage • Page 20 – Merge sentence 1& 2 of the first paragraph • Page 27 – Prescribed Annual Contribution of licensees, contribution was substituted with a fee • Page 27 & 28 – the new text incorporated should be rephrased. • Page 29 – Approval of the APP was corrected to Parliament and not the Minister. • Page 29 – Economic and sector policy was removed and replaced with Regulatory uncertainty leading to low investment • Page 29 – under mitigate column add “continue the engagement with policy makers • Page 39- should not state the figures • Under CCA – Non-compliance by licensees should be incorporated as a risk. • Page 82 – The method of calculation should be corrected. It must indicate that there will be a survey which will result in a figure. • Council suggested that Corporate Services should have a one 	CEO



	Action Item	Person Responsible
	<p>on one with the Monitoring and Evaluation Specialist to discuss their targets</p> <ul style="list-style-type: none"> • The meeting decided to change (SOOG 5.2 under HR) "Organisational efficiency", Council indicated that Organisational efficiency has not been defined and does not have a baseline • Organisational efficiency was changed to Organisational performance • Page 93 – The target on litigation was deferred to the next meeting <p><i>Monitoring and Evaluation Specialist, GM: Engineering & Technology, Manager: Administration: Facilities, Manager: Talent Sourcing: HR, General Manager: CCA, GM: Licensing, General Manager: Regions joined the meeting at 14h00 – 18h10.</i></p>	
10.	General	CEO
11.	Date of Next Meeting: 31 January 2017	
12.	<p>Closure</p> <p>Meeting was adjourned at 18h10.</p>	Chairperson

Signed: 
(Chairperson)

Date: 13/02/2017