



Independent Communications Authority of South Africa

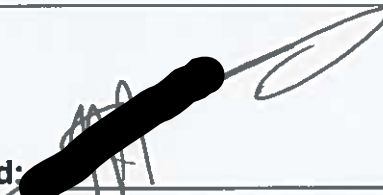
MINUTES OF AN ORDINARY COUNCIL MEETING

Date	26 January 2018	
Time:	09h30	
Venue:	Block B, Council Boardroom	
Present		
	████████████████████	Chairperson
	████████████████████	Member
	████████████████████	Member
	████████████████████	Member
		Member
		Member
	████████████████████	Member
By Invitation		
	████████████████████	CEO
	████████████████████	CFO
	████████████████████	CAE
	████████████████████	Acting SM: Office of Chairperson
	████████████████████	Secretariat Officer
Partial Attendees		
	████████████████████	Specialist: Monitoring and Evaluation
	████████████████████	GM: Engineering and Technology
	████████████████████	GM: Regions
	████████████████████	Executive: Human Resources
	████████████████████	SM: Spectrum Licencing
	████████████████████	Manager: Services ECS/ECN
Apologies		
	████████████████████	Councillor
	████████████████████	Councillor

	Action Item	Person Responsible
1.	<p>Opening and apologies</p> <p>The Chairperson, Cllr [REDACTED] opened the meeting at 9h35 and welcomed all present.</p> <p>The following apologies were noted: -</p> <ul style="list-style-type: none"> • Cllr [REDACTED] was attending deliberations for the Subscription Committee meeting. • Cllr [REDACTED] was on leave 	Chairperson
3.	<p>Declaration of interest</p> <p>No conflict of interest was noted at the meeting.</p>	All
4.	<p>Adoption of previous minutes</p> <p>Minutes of the previous meeting were not on the Agenda.</p>	Council
5.	<p>Matters arising from previous minutes</p> <p>Matters arising from the previous minutes were not on the Agenda</p>	Secretariat/CEO
6.	<p>Q3 Performance Information Report 2017/18 FY</p> <p>The Specialist: Monitoring and Evaluation presented this item.</p> <p>The purpose of this submission is to submit Q3 Performance Information Report 2017/18 FY to Council for consideration and approval for further submission to Ministry of Communications.</p> <p>In terms of the Framework for Strategic Plans and Annual Performance Plans, August 2010, a government public entity must report on its performance on a quarterly basis. The report is being done in compliance with the requirements of the Framework.</p> <p>It was resolved that the Q3 Performance Information Report 2017/18 FY be resubmitted to Council after incorporation of</p>	CEO

	Action Item	Person Responsible
	<p>some of the inputs of both Council and the Department of Communications.</p>	
<p>7.</p>	<p>Draft 3 Annual Performance Plan 2018/19 FY</p> <p>The purpose of this item was to table the ICASA's Draft 3 Annual Performance Plan 2018/19 FY to Council for approval.</p> <p>The Specialist: Monitoring and Evaluation presented this item.</p> <p>The following was noted:</p> <p>In terms of the Framework for Strategic Plans and Annual Performance Plans, August 2010, a government entity must report on its performance on a quarterly basis. The Report is being done in compliance with the requirements of the Framework.</p> <p>The National Treasury Framework for Strategic Plans and Annual Performance Plans, August 2010 directs that a government department or a public entity must submit its Annual Performance Plan in three drafts. Draft 1 in August 31, Draft 2 in November 30 and Draft 3 in January 31 to its Executive Authority</p> <p>The document has been prepared in line with the Framework's directive</p> <p>Inputs from the Department of Communications(DoC)</p> <p>The Specialist: Monitoring and Evaluation had a meeting with the DoC where some of the following points were suggested.</p> <ol style="list-style-type: none"> 1. What was written in the Updated Situational Analysis on "confusion due to dual political lines of reporting" should be changed to "delays in implementation due to dual political lines of reporting" 2. The issue of missing pages 3. Empty columns, it was recommended that we use a dash 4. We should also include officers name on the organisation s' organogram 5. We should also show "Expenditure Trends" on our financials, use Estimates of National Expenditure (ENE) figures for this. 	<p>CEO</p>

	Action Item	Person Responsible
	<p>6.Revisit the item in the Updated Situational Analysis about "Succession Planning" "we should not say there is no succession planning because it is expected of every government entity to have a succession plan</p> <p>7. The DoC suggested that if the Strategic Objectives are re-worded, an addendum should be attached stating the changes made.</p> <p>8. Payment of Suppliers have to be made in 30 days therefore the target cannot be less than 100%</p> <p>The Specialist: Monitoring and Evaluation indicated some of the concerns of the DoC were already addressed and some will be addressed by Council.</p> <p>Council</p> <p>Council acknowledge the comments of the DoC but raised the following: The independence of the regulator should be respected Council accepted comments on ;dual reporting' Council reaffirm the position that the Minister does not approve ICASA's APP.</p> <p>It was resolved that the Draft 3 Annual Performance Plan 2018/19 FY be approved with corrections for further submission to the Ministry of Communications.</p>	
21.	<p>Closure</p> <p>The Chairperson, Cllr [REDACTED] thanked all present at the meeting and adjourned the meeting at .12:55 pm</p>	
22.	<p>Date of next meeting: 29 November 2017</p>	<p>Secretariat</p>

Signed: 
 (Chairperson)

Date: 20/02/2018