

Independent Communications Authority of South Africa

MINUTES OF AN ORDINARY COUNCIL MEETING

Date	27 November 2018	
Time:	09h30	
Venue:	Block C, Council Boardroom	
Present		
	[REDACTED]	Chairperson
	[REDACTED]	Member
	[REDACTED]	Member
	[REDACTED]	Member
	[REDACTED]	Member
	[REDACTED]	Member
	[REDACTED]	Member
By Invitation		
	[REDACTED]	CEO
	[REDACTED]	CAE
	[REDACTED]	CFO
	[REDACTED]	Corporate Secretary
	[REDACTED]	Secretariat Officer
Partial Attendees		
	[REDACTED]	Executive: Human Resources
	[REDACTED]	Executive: Corporate Services
	[REDACTED]	SM: Performance and Talent Management
	[REDACTED]	Specialist: Benefits and Remuneration
	[REDACTED]	Alexander Forbes
	[REDACTED]	Specialist: Organisational Development
	[REDACTED]	Manager: Broadcasting Compliance
	[REDACTED]	SM: ICT Licensing Services
	[REDACTED]	Manager: ECNS/ECS
	[REDACTED]	GM: Licencing
	[REDACTED]	Manager: Access to ICT Services
	[REDACTED]	Specialist: Monitoring and Evaluation
Apologies		
	[REDACTED]	Member
	[REDACTED]	Member

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	Action Item	Person Responsible
1.	<p>Opening and apologies</p> <p>The Chairperson opened the meeting at 09h48, and welcomed all present.</p> <p>Opening</p> <p>Council noted the changes to the Executive Authority in that a new Minister for the department of Communications and the department of Telecommunications and Postal Services was appointed.</p> <p>Council also noted the parliamentary process of amending the Electronic Communications Act.</p> <p>Portfolio Committee on Telecommunications has requested permanent presence of ICASA during the hearings discussing the amendment of the ECA.</p> <p>Cllr [REDACTED] Executive: Legal, Risk and CCC remained in Cape Town to observe the proceedings.</p> <p>The following apologies were noted:</p> <ul style="list-style-type: none"> • Cllr [REDACTED] is traveling back from Cape Town. • Cllr [REDACTED] attending the hearings on the ECA in Cape Town. • Cllr [REDACTED] indicated that she will leave early. 	Chairperson
2.	<p>Declaration of Conflict of Interest</p> <p>The was no conflict of interest noted</p>	All
3.	<p>Ratification of agenda</p> <p>The following item was added to the agenda</p> <p>South African Internet Governance Forum 28-29 November 2018</p>	Council

	Action Item	Person Responsible
4.	Minutes of the Previous Meeting The were no minutes of the previous meeting	All
5.	Matters Arising from the previous meeting The item was deferred to the next meeting of Council	All
6.	Inter/ Intra Operator Disputes (“Standing item”) The CEO indicated that there were no new developments except a letter send to the South African Broadcasting Corporation on “Must Carry Regulations”.	CEO
7.	International Engagements (“Standing Item”) Report on ITU Telecom World was complete. A report on the ITU Plenipotentiary will be tabled at the next Council meeting.	Council
8.	SADC /CRASA (“Standing Item”) Cllr [REDACTED] presented the item The following CRASA meetings will be taking place as follows: <ul style="list-style-type: none"> • Council for Regulators for Smart Africa 29-30. November 2018. • SADC Internet Governance Forum 28-29 November 2018. • SADC ICT Observatory Meeting 10-14 December 2018. • CRASA HRD Committee Meeting in 17-19 December 2018. An update on SADC/CRASA was noted.	Cllr [REDACTED]

	Action Item	Person Responsible
9.	<p>ITU (“Standing Item”)</p> <p>A report on ITU Plenipotentiary will be tabled at Council at the next meeting.</p> <p><i>The Specialist: Benefits and Remuneration, the Executive: HR and the Representative from Alexander Forbes joined the meeting at 10:00</i></p>	<p>Corporate Services</p>
	<p>Re-Broking Exercise for Government Employee Pension Fund</p> <p>The representative from Alexander-Forbes and the Specialist: Benefits and Remunerations presented the item:</p> <p>The purpose of the submission was to seek approval from Council on the proposed revised Insured Benefits for Government Employee Pension Fund (GEPF) members.</p> <p>The following was noted:</p> <p>ICASA provides for two recognised Retirement Funding Schemes namely:</p> <ul style="list-style-type: none"> • Alexander Forbes Retirement Fund (AFRF); and • Government Employee Pension Fund <p>However, all new employees joining ICASA belong to the Alexander Forbes Retirement Fund. For all employees’ retirement fund contributions form part of the inclusive cost to company package.</p> <p>Employees on the GEPF do not have the disability insurance (income replacement cover) and spouse cover (Spouses death benefit). The one risk benefit that they have is administered by Capital Alliance, as a Group Life Cover for death benefit. The cost of the benefit is calculated at a cost of 1, 25% of an employee’s pensionable salary.</p> <p>Upon the death of the employee, the elected beneficiaries will receive a two (2) times of an employee ‘s annual pensionable salary. To align the benefits within the Authority, a survey</p>	<p>CEO</p>

	Action Item	Person Responsible																								
	<p>benchmark exercise was conducted with the existing insurer (Capital Alliance) and the quotation was as per table below:</p> <table border="1" data-bbox="255 454 1098 707"> <thead> <tr> <th>Type of Benefit</th> <th>Current Rate</th> </tr> </thead> <tbody> <tr> <td>Death Benefit (2Times Annual Salary)</td> <td>1.25%</td> </tr> <tr> <td>Disability Benefit (75% of Monthly Salary)</td> <td>1.53%</td> </tr> <tr> <td>Spouses Death benefit (1Times Annual Salary)</td> <td>0.52%</td> </tr> </tbody> </table> <p>The disability cover, and the spouse cover (GLA) were never part of the Capital Alliance fund for the GEPF members.</p> <p>After the needs analysis identification on the GEPF, the Human Resource Division conducted the re-broking exercise with the underwriter's in relation to the market trends to:</p> <ul style="list-style-type: none"> • Competitively align current employee benefits to the market; and • To offer ICASA employees the best rates in terms of insured benefits in the market. <p>Alexander Forbes Death Benefit quotation for the re-broking exercise is as follows:</p> <table border="1" data-bbox="236 1373 1161 1648"> <thead> <tr> <th>Death Benefit</th> <th></th> </tr> <tr> <th>Benefit</th> <th>Proposed Rate</th> </tr> </thead> <tbody> <tr> <td>2 Times Annual Salary</td> <td>0.84%</td> </tr> <tr> <td>3 Times Annual Salary</td> <td>1.26</td> </tr> <tr> <td>5 Times Annual Salary</td> <td>2.10%</td> </tr> </tbody> </table> <p>Alexander Forbes Disability Benefit</p> <table border="1" data-bbox="223 1767 1042 1928"> <thead> <tr> <th>Disability Benefit</th> <th>Proposed Rate</th> </tr> </thead> <tbody> <tr> <td>1 Times Annual Salary</td> <td>0.60%</td> </tr> <tr> <td>2 Times Annual Salary</td> <td>1.20%</td> </tr> </tbody> </table>	Type of Benefit	Current Rate	Death Benefit (2Times Annual Salary)	1.25%	Disability Benefit (75% of Monthly Salary)	1.53%	Spouses Death benefit (1Times Annual Salary)	0.52%	Death Benefit		Benefit	Proposed Rate	2 Times Annual Salary	0.84%	3 Times Annual Salary	1.26	5 Times Annual Salary	2.10%	Disability Benefit	Proposed Rate	1 Times Annual Salary	0.60%	2 Times Annual Salary	1.20%	
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	<p>Alexander Forbes Spouse Death Benefit:</p> <table border="1" data-bbox="236 434 1139 591"> <thead> <tr> <th data-bbox="236 434 884 510">Spouse 's Death Benefit/Spouse Cover</th> <th data-bbox="884 434 1139 510">Proposed Rate</th> </tr> </thead> <tbody> <tr> <td data-bbox="236 510 884 548">1 Times Annual Salary</td> <td data-bbox="884 510 1139 548">0.60%</td> </tr> <tr> <td data-bbox="236 548 884 591">2 Times Annual Salary</td> <td data-bbox="884 548 1139 591">1.20%</td> </tr> </tbody> </table> <p>The Human Resources division recommends that employees should stay on the same insurance. Further to all the benefits discussed, employees are being offered the benefits according to the rules of the insurance policy.</p> <p>The re-broking exercise was tabled to all employees for inputs, extensive discussions with employees were held and overwhelming interest was shown, hence the memo is brought before Council.</p> <p>Recommendation</p> <p>It is recommended that Council approves the proposed revised Insured Benefits for the ICASA GEPF Members as follows:</p> <p>Death Cover as follows:</p> <ul style="list-style-type: none"> • 2 times annual salary 0.84% • 3 times annual salary 1.26%; or • 5 times annual salary 2.10% <p>Disability benefit as follows;</p> <ul style="list-style-type: none"> • 75% of monthly salary 1.50% <p>Spouse death benefit as follows;</p> <ul style="list-style-type: none"> • 1 times annual salary 0.60% • 2 times annual salary 1.20% <p>It was resolved that the proposed re-broking exercise for Government Employee Pension Fund (GEPF) members be approved.</p>	Spouse 's Death Benefit/Spouse Cover	Proposed Rate	1 Times Annual Salary	0.60%	2 Times Annual Salary	1.20%	
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1 Times Annual Salary	0.60%							
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10	<p>Update on office relocation ("Standing Item")</p> <p>The Executive: Corporate Services and Cllr Modimoeng presented the item:</p>	<p>Relocation Committee</p>						

	Action Item	Person Responsible
	<ul style="list-style-type: none"> • On Tenant Installations there were 192 snags, the landlord was addressing those. • The majority of the furniture has been delivered, save for Councillors chairs and couches. • The boardrooms were completed. • New audio visuals will be installed • Cabling has been done. • The landlord did not provide spare keys. <p>Security</p> <ul style="list-style-type: none"> • On the 06th of November 2018 there was a break-in and computers were stolen. • It was alleged that the intruders accessed the premises through the Gautrain railway line. • A case of armed robbery has been opened and a case number has been provided. • The State Security Agency has been informed about the robbery. • Voltage on the electric fence has been increased to 5000 • Motion detectors has been installed • An armed security guard is on duty at night. • Forty-three (43) cameras has been installed. • A biometric system has also been installed. • One security guard has failed the polygraph test. • ICASA has taken over security of the entire complex <p>It was resolved that the update on the relocation be noted.</p> <p><i>The Executive: Corporate Services and Specialist: Organisational Development and the SM: Talent and Performance Management joined the meeting at 10:46</i></p>	
11	<p>IMT Policy Direction (“Standing Item”)</p> <p>An update will have provided at the next meeting</p> <p><i>The: Broadcasting Compliance and Manager: ECS/ECNS joined the meeting at 1:57</i></p>	Cllr 

WPC

	Action Item	Person Responsible
12.	<p>Submission of a Project Plan for Monitoring the Coverage of 2019 National Elections.</p> <p>The Manager: Broadcasting Compliance presented the item:</p> <p>The purpose of the memorandum was to request Council to approve the Proposed Project Plan, and budget requirements for the monitoring of the coverage of 2019 National and Provincial Elections (the 2019 Elections), by Broadcast Service Licensees, as well as the draft letter to the Minister of Communications.</p> <p>The following was noted:</p> <ul style="list-style-type: none"> • The Authority has published the draft Elections Regulations on 31 August 2018 and it is envisaged that the final Elections Regulations will be published in the Government Gazette mid -January 2019. • The allocation of slots for Political Election Broadcasts ("PEBs") will be done after the closing date of registration of political parties with Independent Electoral Commission ("IEC"). It is envisaged that this will take place in March 2019. • A total number of forty (40) Temporary Compliance Officers ("TCO") will be required to monitor the recordings of PEB's and Political Advertisements (PA's) for five months, commencing on 1 March and ending 31 July 2019. • The CCA division requires a total amount of R9 573 972.80 to ensure effective monitoring and coverage of the 2019 Elections. At least R3 313 956.16 is required during Q4 of the 2018/2019 financial year and R6 260 016, 64 during the Q1 and Q2 of the 2019/2020 financial year. • The R3 313 956.16 required for the 2018/2019 financial year is not currently available and it was doubtful whether savings could be identified to cover these costs. OPCO has therefore proposed that the Chairperson write to the Minister of Communications to request these additional funds. 	CEO

	Action Item	Person Responsible
	<p>The following was noted:</p> <ul style="list-style-type: none"> • Council expressed concern that the submission was not made to Council during the Steerco meeting which was held the previous week. • Council urged the CCA division to look for funds from other projects or other divisions. <p>It was resolved that the request for the Chairperson to write a letter to the Minister of Communications to request additional funds be approved</p> <p><i>The GM Licensing joined the meeting at 2:40</i></p>	
13	<p>Request for Extension of Operational Period for the I-ECS/I-ECNS Licenses-Maberekise Telecoms t/a ML</p> <p>The GM Licensing presented the item:</p> <p>The purpose of the submission was to advise Council of the request from Maberikise Telecoms T/A ML Telecoms (herein referred to as MLTelecoms), to extend the commencement of operations period of its Individual Electronic Communications Network Services (I-ECNS) licence by twenty-four (24) months and Individual Electronic Communication Service (I-ECS) licences by twelve (12) months and recommend that Council approve the request.</p> <p>On 15 January 2009, the Authority granted ML Telecoms an Individual Electronic Communication Network Service (I-ECNS) and Individual Electronic Communication Service (I-ECS) licenses, with lise numbers 0031/IECNS/JAN2009 and 0031/IECS/JAN/2009, respectively.</p> <p>In terms of the Standard Terms and Conditions for Individual Licences, ML Telecoms was expected to commence operations within twenty (24) months for its I-ECNS and twelve (12) months for its I-ECS.</p> <p>On 01 July 2014, a first request for an extension of commencement of operations by six months was received by the Authority. ML Telecoms submitted a condonation letter for the late submission of the request for extension.</p>	CEO

	Action Item	Person Responsible
	<p>Standard Terms and Conditions for Individual Licences,2010</p> <p>In terms of Regulation 5 in schedule 2 of the Standard Terms and Conditions Regulations for Individual Licences, "A licensee must commence operations of the ECNS specified license within twenty-four (24) months and ECS within twelve (12) months from the effective date, unless the Authority grants, on good cause shown, an extended commencement period on written application, prior to the expiry of the twenty-four (24) and twelve (12) months period"</p> <p>Recommendation</p> <p>It was recommended that Council approve the extension of commencement of operations for ML Telecoms, for (I-ECNS) licence by twenty-four (24) months and (I-ECS) licence by twelve (12) months.</p> <p>It was resolved that the request for extension of operational period for the I-ECS/IECS Licences-Maberekise T/A ML Telecoms be approved.</p> <p><i>The GM: Licencing joined the meeting at 14:20</i></p>	
14.	<p>Application for the renewal of Individual Commercial Sound Broadcasting Service Licence and Radio Frequency Spectrum Licence by Radio Heart 104.9 (Pty) Ltd.</p> <p>The GM: Licencing presented the item</p> <p>The purpose of the memorandum was to provide Council with an analysis of an application for the renewal of the Individual Commercial Sound Broadcasting Service Licence("I-CSBS") and the Radio Frequency Spectrum Licence ("RFSL") held by Radio Heart 104.9 (Pty) Ltd (the Applicant), and recommend that Council approves the licence renewal application by the applicant.</p> <ul style="list-style-type: none"> • The applicant holds both an I-CSBS and a RFSL to provide a commercial sound broadcasting services in the Western Cape Province. Both the I-CSBS and RFSL expire on 16 December 2018. 	CEO

	Action Item	Person Responsible
	<ul style="list-style-type: none"> • The Applicant submitted applications to the Authority to renew both its I-CSBS and Radio Frequency Spectrum Licences. A resolution authorising Ms. [REDACTED] to submit the application to the Authority was attached together with proof of payment in the amount of R6 094 as per applicable regulations. • The Authority published the applicant's renewal application in General Notice 626 under Government Gazette No.41682 calling for written representations and responses, for a period of twenty-one (21) working days. • The Authority did not receive any representations regarding the Applicants renewal submission. <p>Section 11 (1) of the EC Act provides that:</p> <p><i>"A Licensee may, subject to the conditions of his or her Individual licence, apply for the renewal of his or her individual licence in the manner prescribed by the Authority"</i></p> <p>Section 11(2) of the EC Act provides that:</p> <p><i>"The Regulations prescribed by the Authority in terms of subsection (1) must specify, among others, the form and content of applications for renewal and the time for applying for renewal"</i></p> <p>Section 11(3) of the EC Act provides that:</p> <p><i>"Except as provided in this section, the provisions of section 9(2) to (6) apply, with the necessary changes, to the renewal of an individual licence"</i></p> <p>Conclusion</p> <p>The Committee is of view that Radio Heart's renewal is in line with section 11 (1), (2), and (3) of the EC Act and all relevant underlying statutes.</p> <p>Recommendation</p> <p>It is recommended that Council approves the renewal application.</p> <p>It was resolved that the renewal application be approved.</p>	

	Action Item	Person Responsible
15.	<p>Application for the renewal of an Individual Commercial Sound Broadcasting Service Licence and Radio Frequency Spectrum Licence by Kth Media Investment (Pty) Ltd-Trading as East Coast Radio</p> <p>The GM: Licencing presented the item</p> <p>The purpose of the memorandum was to provide Council with an analysis of an application for the renewal of the Individual Commercial Sound Broadcasting Service Licence (I-CSBS) and Radio Frequency Spectrum Licence (RFSL) held by Kagiso Tiso Holdings Media Investment (Pty) Ltd (the Applicant) and recommend that Council approves the licence renewal by the applicant.</p> <ul style="list-style-type: none"> • The applicant holds both an I-CSBS and RFSL to provide a commercial sound broadcasting services in Kwazulu-Natal. Both the I-CSBS and RFSL expire on 16 December 2018. • The applicant submitted applications to the Authority to renew both its I-CSBS and RFSL. As per applicable regulations, a resolution authorising Ms. Bonnie Mchunu to submit the application to the Authority was attached together with proof of payment in the amount of R6 094. • On the 22 June 2018, the Authority published the applicant 's renewal application in General Notice 626 under Government Gazette no.41732 calling for written representations and responses, for a period of twenty-one (21) working days. • There were no representations submitted regarding the renewal. <p>Section 11 (1) of the EC Act provides that:</p> <p><i>"A licensee may subject to the conditions of his or her individual licence, apply for the renewal of his or her individual licence in the manner prescribed by the Authority".</i></p>	CEO

	Action Item	Person Responsible
	<p>Section 11(2) of the EC Act provides that:</p> <p><i>"These regulations prescribed by the Authority in terms of subsection (1) must specify, among other things, the form and content of applications for renewal and the time for applying for renewal"</i></p> <p>Section 11(3) of the EC Act provides that:</p> <p><i>"Except as provided in this section, the provisions of section 9 (2) to (6) apply, with the necessary changes, to the renewal of an individual licence"</i></p> <p>Conclusion</p> <p>The Committee is of the view that the East Coast Radio's renewal is in line with section 11(1), (2) and (3) of the EC Act and all relevant underlying statutes.</p> <p>Recommendations</p> <p>It was recommended that Council approves the renewal applications.</p> <p>It was resolved that the applications be approved.</p>	
16.	<p>Application for renewal of Individual Commercial Sound Broadcasting Service Licence and Radio Frequency Spectrum Licence by Igagasi 99.5 (Pty) Ltd</p> <p>The GM: Licencing presented the item</p> <p>The purpose of the memorandum was to provide Council with an analysis of an application for the renewal of the Individual Commercial Sound Broadcasting Service Licence ("I-CSBS) and Radio Frequency Spectrum Licence ("RFSL") held by Kagiso Tiso Holdings Media Investment (Pty) Ltd ("the Applicant") and recommend that Council approves the licence renewal by Igagasi 99.5 (Pty) Ltd.</p> <ul style="list-style-type: none"> The applicant holds both an I-CSBS and RFSL to provide a commercial sound broadcasting services in Kwazulu-Natal Province. The I-CSBS was issued on 18 December 2008 and was updated on 19 May 2016, whilst the Radio Frequency Spectrum Licence was issued 20 February 2014. Both the I-CSBS and Radio Frequency Spectrum 	CEO

	Action Item	Person Responsible
	<p>Licences will expire on the 17 December 2018.</p> <ul style="list-style-type: none"> The applicant submitted applications to the Authority to renew both its I-CSBS and RFSL. As per applicable regulations, a resolution authorising Mr. Vukile Anele Mbongiseni Zondi to submit the application to the Authority was attached together with proof of payment in the amount of R6 094. The Authority published the renewal application in General Notice 636 under Government Gazette no.41682 calling for written representations and responses, for a period of twenty-one (21) working days. <p>There were no representations on the applications.</p> <ul style="list-style-type: none"> The application was lodged in terms of section 11 read with section 9(2) of the Electronic Communications Act no. 36 of 2005, as amended ("the EC Act") <p>Section 11 (1) of the EC Act provides that:</p> <p><i>"A licensee may subject to the conditions of his or her individual licence, apply for the renewal of his or her individual licence in the manner prescribed by the Authority"</i></p> <p>Section 11(2) of the EC Act provides that:</p> <p><i>"These regulations prescribed by the Authority in terms of subsection (1) must specify, among other things, the form and content of applications for renewal and the time for applying for renewal"</i></p> <p>Section 11(3) of the EC Act provides that:</p> <p><i>"Except as provided in this section, the provisions of section 9 (2) to (6) apply, with the necessary changes, to the renewal of an individual licence"</i></p> <p>Conclusion</p> <p>The Committee is of the view that the East Coast Radio's renewal is in line with section 11(1), (2) and (3) of the EC Act and all</p>	

	Action Item	Person Responsible
	<p>relevant underlying statutes.</p> <p>Recommendations</p> <p>It was recommended that Council approves the renewal applications.</p> <p>It was resolved that the applications be approved.</p>	
17.	<p>ICASA Submission on the Film and Publication Board Draft Classification Guidelines for the classification of films, interactive computer games and certain publications 2018</p> <p>The GM: PRA presented the item:</p> <p>The purpose of the memo was to request Council to approve the Authority 's submission on the FPB Draft Classification Guidelines for the classification of Films, interactive Computer Games and certain Publications,2018.</p> <p>The FBP has called on interested stakeholders to comment on the Draft Classification Guidelines.</p> <p>It was resolved that the submission be approved.</p>	CEO
18.	<p>Request by [REDACTED] to rescind a judgement by the CCC</p> <p>Cllr [REDACTED] presented the item:</p> <p>The memorandum was for noting and to advise Council about a submission made by [REDACTED] n ("Mr [REDACTED] requesting the Authority to rescind its decision of 21 August 2018 in the matter adjudicated by Complaints and Compliance Committee("CCC") between Mr. [REDACTED] and North West FM.</p> <ul style="list-style-type: none"> On 31 October 2018, the Authority received an affidavit from Mr. [REDACTED] a Chairman of the board of North West FM stating that the Authority must rescind the decision it took to ratify the recommendation of the CCC as aforementioned, that the Board of North West FM had in June resolved unanimously to sell 50% of the shareholding to Motswako Media Group (Pty) Ltd ("Motswako"), and an certain individual fraudulently falsified CIPC documents to 	Cllr [REDACTED]

	Action Item	Person Responsible
	<p>formally record Director appointments and further that such documents were submitted to the CIPC, and that he did not sign or depose to same; None of the resolutions of the board of directors of North West FM are legal and binding;</p> <p>The decision of the CCC must fall away as such decision states that that the resolutions were taken lawfully by the board of North West FM;</p> <p>Mr ██████ thus requests the CCC to rescind its aforementioned decision of 17 August 2018.</p> <p>It was for the above basis that the following legal recommendation was provided to Council.</p> <p>Legislative Framework and Discussion</p> <p>According to the doctrine of <i>functus officio</i>, a person who is vested with adjudicative or decision <i>making</i> powers may, as a general rule exercise those powers only once in relation to the same matter. This doctrine is one of the mechanisms by means of which the law gives expression to the principle of finality.</p> <p>Legal Opinion</p> <p>Any recommendation of the CCC in accordance with section 17D which is approved by Council in accordance with section 17E of the ICASA Act constitutes a decision by the Authority and as such the Authority is <i>functus officio</i>. That means that anyone who is dissatisfied with the decision of the Authority must approach a competent court for a review.</p> <p>Recommendations</p> <p>It was recommended that Council notes the affidavit by Mr. ██████ and the relevant division of the Authority advise Mr ██████ of his rights in terms of section 3(5) of the ICASA Act to approach a competent court for review of the Authority 's decision.</p> <p>It was resolved that the recommendation be approved.</p>	
19.	<p>Approval of the proposed changes to the Organisational Structure</p> <p>The purpose of the submission was to request Council to</p>	CEO

	Action Item	Person Responsible
	<p>approve the proposed changes to the current organisational structure.</p> <p>The SM: Talent and Performance Management presented the item.</p> <p>The following was noted:</p> <p>The submission was previously tabled at Council on the 03rd of July 2018, and Council proposed certain amendments to the submission.</p> <p>The following changes were proposed:</p> <ul style="list-style-type: none"> • The Litigation function should move from Council to the office of CEO. • The job name change from Strategy Management Co-ordinators to Monitoring and Evaluation Co-ordinators in the CEO s' office under strategy and programme management. • The move of the Business Analyst position form Licensing to PRA reporting to Senior Manager: Market Regulation. • The Licensing Manager: Radiocommunications (Mr [REDACTED]) move to E&T as the Specialist: Spectrum Management reporting to General Manager: E&T. However, his position in Licensing Manager: Radiocommunications to remain within the structure of Licencing. • In Policy Research and Analysis, the Analysts were to change to reflect the department they were working for as per the presentation. • Corporate Services: The introduction of the IT Enterprise Architect as per the recommendation of the ITRC Committee. <p>It was resolved that the proposed changes to the organisational structure be approved.</p> <p><i>Cllr [REDACTED] recorded a reservation to the the Council resolution.</i></p>	
20.	Proposed Qualification and Work Experience Framework for	CEO

	Action Item	Person Responsible
	<p>ICASA</p> <p>The purpose of the memorandum was to request Council to approve the Proposed Qualification Framework and Work Experience</p> <p>The SM: Talent and Performance Management presented the item:</p> <p>As per previous Council resolution, only the Finance and Legal Executives were augmented.</p> <p>Legal</p> <p>For D level, in addition to an LLB qualification and experience, the candidate must be an admitted attorney or advocate with legal practice experience.</p> <p>Finance</p> <p>For D level, the candidate must be a qualified Chartered Accountant (CASA), and a master's degree will be an advantage.</p> <p>It was resolved that the proposed qualification and work experience framework for ICASA be approved.</p>	
21.	<p>Office and Boardroom Naming Exercise (Office Relocation)</p> <p>The purpose of the submission was to approve the naming of the buildings and boardrooms as proposed by employees of ICASA.</p> <p>ClIr [REDACTED] presented the item:</p> <p>The buildings and the boardrooms were named as follows:</p> <ul style="list-style-type: none"> • The ICASA Office Park will be named Dr IVY Matsepe-Casaburri. • Block B to be named Zanokuhle building. • Block C to be named Vulawulo Building. • The Auditorium to be named Kgotla. • Council Boardroom to be named Moshate. • Council Meeting Room 1 to be named Garnet. • Council Meeting Room 2 to be named Thabo Mbeki. • Chairperson Boardroom to be named Pinagare. • CEO Boardroom to be named Tshiungani. • Block B, ground floor boardroom to be named Katlehong. 	Relocation Committee



	Action Item	Person Responsible
	<ul style="list-style-type: none"> • First Floor, Block B Corporate Services boardroom to be named Ubuntu. • First Floor, Block C, E&T boardroom to be named Maranyaane. • Block C, ground floor Regions boardroom to be named Kgaolong. • Ground Floor – Block C finance boardroom to be named Matlotlo. • First Floor, Block B, Gauteng Regions boardroom to be named Hermatite. • Ground Floor – Block C, HR boardroom to be named Opal. • First Floor – Block B. Licensing boardroom to be named Intembeko. • Block B. First Floor, Policy Research and Analysis boardroom to be named Patlokitso. • Block C, ground floor boardroom to be named Tintswalo. • Audit- 1st Floor Block C to be named Fhatuwani. 	
22	<p>Annual Office Shut Down</p> <p>The Executive HR presented the item:</p> <p>The submission provided clarity to Council on how the annual office shutdown is implemented.</p> <p>The shutdown will be from 14 December 2018 till the 02rd January 2019.</p>	ALL
23.	<p>General</p> <p>➤ APP 2019/20 FY Second Draft</p> <p>It was resolved that the item be deferred.</p>	M&E
24.	<p>Closure</p> <p>The Chairperson thanked all present and adjourned the meeting at 16h00.</p>	Chairperson
25.	Date of next meeting: 11 December 2018	

Signed: 
(Chairperson)

Date:

29/01/2019