

Minutes of CoST Interim Board Meeting No. 11 9 July 2014 (by telephone)

Participants	
Board: Chrik Poortman (Chair) George Ofori (GO) (joined at 1.30 BST) Vincent Lazatin (VL) (joined at 1.40 BST) Petter Matthews (PM) Per Nielsen (PN)	In Attendance: Jared Haddon (JH1) John Hawkins (JH2) Bernadine Fernz (BF) Lara Samuels (LS) (Items 9-14 only)

	Discussion & Decisions	Responsible	Deadline
Item 1. Chairman's welcome and opening remarks			
1.1	The Chair welcomed those who were available at the start of the meeting. He explained that this meeting would be relatively short and deal only with pressing issues that can't wait until the next full meeting in September.	N/A	N/A
Item 2. Approval of the minutes of Meeting No. 9			
2.1	The minutes of the meeting held on 22 and 23 April 2014 were approved as an accurate record of the meeting.	N/A	N/A
Item 3. Matters arising from the minutes of the previous meeting			
3.1	CP wrote to the CoST Guatemala Chair outlining his understanding of the concerns of civil society. He has not yet received a response.	N/A	N/A
3.2	A letter from the Chair to the Tanzanian President has been drafted. We understand that the Tanzania MSG has not delivered the letter due to recent positive meeting with the Champion and subsequent communication with the Prime Minister. JH2 to check with the MSG if and when the letter will be sent.	JH2	July 2014
3.3	We have not received a response to a letter from the Chair to the CoST Vietnam MSG Chair. We understand from Bill Paterson that DFID are funding his time to develop an FDR. He will be arriving in Hanoi later this month. JH2 to follow up.	JH2	July 2014
3.4	The IS is making progress on the action in minutes 6.2, 6.3 and 6.4 and will provide a full report in the next	N/A	N/A

	meeting.		
3.5	CoST held a positive meeting with representatives of the European Commission in partnership with EIC, FIEC and EFCA yesterday. A full report will be provided in the next meeting. Having our industry partners present was seen as significant by the EC.	N/A	N/A
3.6	PM to introduce PN to the World Bank team leading on transparency in PPPs.	PM	July
Item 4. Application to join CoST – Honduras			
4.1	The Board approved the application from Honduras. It noted that the application was of a high quality. The IS to check how Honduras intends to scale up the programme, a potential Formal Disclosure Requirement and the role of the monitoring sub-committee. The IS will be visiting Honduras in August.	IS	July / August 2014
Item 5. Fundraising			
5.1	A funding agreement between CoST and the Dutch Ministry of Foreign Affairs will be signed shortly.	PM	July 2014
5.2	A meeting between CoST and EBRD will take place on 29 th July 2014.	PM, CP	July 2014
5.3	JH1 to approach the Canadian Ministry of Foreign Affairs to obtain an update on their interest in CoST.	JH1	July 2014
5.4	PN to follow-up with the Swedish Ministry of Foreign Affairs following the Swedish elections in September.	PN	October 2014
5.5	The Board agreed that we should prioritise engagement with AfDB, IBD and MCC to achieve higher level support.	IS	December 2014
Item 6. Issues following market research into Donor attitudes			
6.1	Board agreed that an email discussion on the key issues of i) re-packaging the CoST product as the CoST Standard, ii) a potential Global Ambassador and iii) adapting the vision, mission and branding proposition should take place. This will help to outline a more detailed position before the next Board meeting. The final market research report to be emailed to Board Members.	IS	July/August 2014
Item 7. Other business			
7.1	PM informed the Board that Thailand has approached the International Secretariat with an interest in joining CoST. The IS will be carefully assessing the potential risks of engaging with Thailand following the recent coup.	N/A	N/A
Item 8. Date of next meeting			
8.1	The next meeting will be in London on 22 nd and 23 rd September 2014.	N/A	N/A

Item 9. Chair's closing remarks

9.1	The Chair thanked everyone for attending especially GO and VL who joined during unsociable hours	N/A	N/A
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These minutes were approved as an accurate record of the meeting.



22 September 2014

Christiaan J. Poortman
Chair

Date