

Minutes of CoST Board Meeting No.33

23 June 2020 (virtual meeting via Zoom)

Participants			
Board: Chrik Poortman (Chair) George Ofori (GO) Petter Matthews (PM) Gavin English (GE) Natalie Forsyuk (NF) Vincent Lazatin (VL)		In Attendance: Alexandra Habershon (AH) World Bank Rory Moody (RM), DFID John Hawkins (JH) International Secretariat Charlotte Broyd (CB) International Secretariat Evelyn Hernandez (EH) International Secretariat Sean Henderson (SH) International Secretariat Nora Pesheva (NP) International Secretariat Soren Kirk Jensen (SKJ), International Secretariat Zlatina Loudjeva (ZL), International Secretariat	
	Discussion & Decisions	Responsible	Deadline
Item 1. Chairman's Welcome and Opening Remarks			
1.1	The Chair welcomed Board members and observers to the call and thanked everyone for their time and availability for another online meeting.	N/A	N/A
1.2	There were no apologies received.	N/A	N/A
Item 2. Approval of the minutes			
2.1	JH confirmed we need to approve the minutes from the 31 st meeting in January and from 32 nd meeting online in April.	N/A	N/A
2.2	The minutes from 31 st meeting in January 2020 were approved as accurate.	N/A	N/A
2.3	CP asked for an update on minute 2.6 from 32 nd meeting. PM explained that a letter promoting the benefits of transparency and accountability during the pandemic had been signed by about 80 organisations and would be published soon.	CB	July 2020
2.4	The minutes from 32 nd meeting in April were approved as accurate.	N/A	N/A
Item 3. Funding			
3.1	The potential lack of DFID funding means CoST will be focussing more on the core parts of the programme. The DFID and FCO merger creates further uncertainty but CoST is aligned with the new departments objectives. An extension to the current funding agreement has been signed until the end of September.	N/A	N/A
3.2	It was agreed that the CoST response to COVID-19 in the short and long-term along with CoST as a tool to improve the business environment were important messages for the newly merged department.	N/A	N/A

3.3	GE shared an article from Infrastructure Intelligence on the merger a link to which is below. http://www.infrastructure-intelligence.com/article/jun-2020/how-will-dfid%E2%80%99s-abolition-impact-uk-infrastructure-exports?utm_medium=email&utm_source=transactional&utm_campaign=weekly-email	N/A	N/A
3.4	NF is willing to support engagement with EBRD and EIB to and suggested that we organise an on-line meeting with both organisations. ZL offered to support this engagement plus engagement with the UK government and UK business associations such as BEI. CoST IS to coordinate.	CoST IS	July
Item 4.	Financial report		
4.1	The forecast budget presented to the Board has been developed based on no additional funding from DFID. Most CoST members have sufficient funding until end of March 2021.	N/A	N/A
4.2	EAP staff and consultants directly engaged by CoST (e.g. regional managers) will be retained but will spend less time on CoST due to the budget restrictions.	N/A	N/A
4.3	GO enquired about the proposed donation from EAP to CoST. PM explain that EAP was unable to make this donation due to the legal advice it received. However, it makes an in-kind donation from by not charging for engaging high countries and the C20.	N/A	N/A
4.5	Individual conversations about how much time they will be working on CoST over the next few months has started.	JH EH	July 2020
Item 5	Business plan consultation		
5.1	The Board was informed that the CoST IS received 21 written responses to a consultation on the new business plan. About 90 people then contributed to the consultation via 3 webinars. JH thanked CB for organising the consultation.	N/A	N/A
5.2	The two key issues arising from the consultation that require further discussion are i) improving the diversity of the board and ii) how CoST members are funded and supported by the CoST IS. The remaining relevant points can be addressed by improving the clarity of the document.	N/A	N/A
5.3	NF thought that the goal of 35 members could bring more risk than benefit. It was agreed that this indicator would be reviewed.	JH	July 2020
5.4	Board Members suggested that we look to draw out more on the added value of MSGs and the potential value of the disclosed data especially for the private sector.	JH	July 2020
5.5	It was agreed that the business plan would be updated for a Board call in early September. If the two key issues highlighted cannot be resolved in detail by then it is likely that we can indicate the direction of travel in the business plan and the steps to be taken to firm up the policy.	N/A	N/A

5.6	The business plan will also be reviewed to ensure each of the proposed priorities and activities is relevant within the context of the pandemic and that a mid-term review maybe required. The aim is to publish the business plan in late September. A blog will summarise how we respond to the feedback.	JH CB	July 2020 Sept 2020
Item 6	Any other business		
6.1	GO paid tribute to the mayor of Sekondi-Takoradi who recently died. He was the driving factor in developing CoST Sekondi-Takoradi. CP has sent a letter to the family expressing the condolences of the Board and if GO goes to Ghana he will try to visit the family.	N/A	N/A
6.2	There were no safeguarding incidents reported since the last meeting.	N/A	N/A
6.3	There were no conflicts of interest reported by Trustees since the last meeting.	N/A	N/A
Item 7	Future meetings		
7.1	It was agreed that Board call would be organised for early September. CoST IS to ask for availability.	NF	July 2020
7.2	The Board sub-groups would be convened in July or August to move forward some outstanding matters. CB, SH and JH to convene their respective groups.	CB JH SH	July 2020
Item 8	Chair's closing remarks		
8.1	The Chair thanked everyone for joining the call and the Secretariat for preparing the presentation and documents for this meeting and for the team joining in the very early or very late hours.	N/A	N/A

These minutes were approved as an accurate record of the meeting.



Christiaan J. Poortman
Chair

29/09/2020
Date