

Minutes of CoST Board Meeting No.35

10 December 2020 (virtual meeting via Zoom)

Participants			
Board: Chrik Poortman (CP) (Chair) George Ofori (GO) Petter Matthews (PM) Gavin English (GE) Natalie Forsyuk (NF) (until item 6) Vincent Lazatin (VL)		In Attendance: Alexandra Habershon (AH) World Bank Rory Moody (RM), FCDO John Hawkins (JH) International Secretariat Charlotte Broyd (CB) International Secretariat Evelyn Hernandez (EH) International Secretariat Nora Pesheva (NP) International Secretariat Soren Kirk Jensen (SKJ), International Secretariat	
Apologies: Ivo Stoel (IS), MinBuZa Zlatina Loudjeva (ZL), Strategic Adviser Sean Henderson (SH) 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 the online meeting.	N/A	N/A
1.2	There were apologies received from IS, SH and ZL.	N/A	N/A
Item 2. Approval of the minutes & matters arising			
2.1	The minutes from the 34 th meeting were approved as accurate.	N/A	N/A
2.2	The Board Chair has written to the CoST Uganda MSG, the Ministry of Public Works and Transport and the Africa Freedom of Information Centre (AFIC) to inform them that the Board has withdrawn recognition of the MSG. Some MSG members have acknowledged receipt of the letter and responded well to the comments. Meetings have been set up with AFIC, the Ministry and other key partners to start rebuilding the programme.	N/A	N/A
2.3	The revised Articles of Association have been approved by 13 of the 16 MSGs that were eligible to vote. This meets the 75% of CoST Members that are required to approve the changes the Board was recommending. The revised Articles must be submitted to the Charity Commission.	PM	Jan 2021
	The first elections to the Board will take place in 2021. The electoral process will be discussed at the next meeting.	PM	Feb 2021
Item 3. Funding update			

3.1	<p>The Board was reminded that in early November an agreement was signed with FCDO for £400,000 which was double what was initially agreed. This funding is to be used by 31 March 2021. A decision on future funding is not expected until February 2021 due to the announcement in reducing aid spending to 0.5% in GDP.</p> <p>RM to organise an introductory meeting between PM, JH and Manuela di Mauro who fills the position of Hayley Sharp as the new Infrastructure Advisor.</p>	RM	Jan 2021
3.2	<p>The proposal for a CoST associated trust fund is likely to be approved shortly by the World Bank. PM and JH will present CoST in a forum organised by the World Bank on 16 December 2020 which provides an opportunity to pitch CoST to a group of bilateral donors and foundations.</p>	PM JH	Dec 2021
Item 4	CoST models		
4.1	<p>Paper C was developed due to the uncertainty over long-term funding. The paper presents two models. Model A is a membership model with its scope such as grant funding depending on the income generated. Model B is a non-member model and would only be triggered based on a set of criteria that needs to be developed such as income less than £500k per annum.</p>	N/A	N/A
4.2	<p>The Board agreed that the paper needed to be further developed for the next meeting with consideration given to the role of the Board and CoST IS ensuring the CoST legal responsibilities are still delivered. It also needed to consider the different options for monitoring the performance of members, a self-financing member model and developing a set of criteria including a timeline that would be required for the different scenarios. There would also potentially be a need to consult with members to understand the implications of a non-member model such as the use of the CoST branding.</p>	JH	Feb 2021
Item 5	Application to join CoST		
5.1	<p>The Board agreed that it would review the application to join CoST as a member from the City of Bogota outside of a competitive process considering among other things that the programme will be self-funded in the first year. If approved, the membership of a high-profile city will add value to CoST.</p>	N/A	N/A
5.2	<p>The Board member sub-group will initially consider the application following a review by the CoST IS and make a recommendation to the Board. If approved, the Board agreed that expectations on long-term funding should be clarified. The City of Bogota would like to make the announcement on 28th January 2021.</p>	EH	Jan 2021
Item 6	CoST Member performance		
6.1	<p>It was agreed that this item would be postponed to the next meeting with the presentation sent by email.</p>	JH	Dec 2020

6.2	The Board was informed that Timor Leste has yet to launch their programme due to the political situation. We have received an email explaining this and that they are still hoping to do so in 2021.	N/A	N/A
Item 7	Any other business & future meetings		
7.1	CP thanked everyone who worked on the Infrastructure Transparency Index Webinar	N/A	N/A
7.2	The next Board will take place at the end of February. A Doodle poll will be emailed to Board members and observers to ascertain availability for zoom meetings every 8-10 weeks. A physical meeting towards the end of 2021 will be considered mid-year.	JH	Jan 2021
7.3	There were no safeguarding incidents reported since the last meeting.	N/A	N/A
7.4	There were no conflicts of interest reported by Trustees since the last meeting.	N/A	N/A
7.5	Financial report has been approved by the governance sub-group.	N/A	N/A
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

23/02/2021
Date