

Minutes of CoST Board Meeting (Call) No.48, 9 October 2023

Participants			
Board: Chrik Poortman (CP) (Chair) Gavin English (GE) Vincent Lazatin (VL) Rueben Lifuka (RL) Petter Matthews (PM) Eyasu Yimer (EY) Claire Schouten (CS) Observers: Undala Alam (UA), FCDO Tim Williamson (TW), World Bank		Secretariat: Sean Henderson (SH) Evelyn Hernandez (EH) John Hawkins (JH) Maria Prado Apologies: Oleksii Sobolev (OS) Zlatina Loudjeva, Strategic Advisor	
	Discussion & Decisions	Responsible	Deadline
Item 1. Chairman's Welcome and Opening Remarks			
1.1	The Chair welcomed members and observers and thanked everyone for their time and availability for the meeting.	N/A	N/A
Item 2. Approval of the minutes & matters arising			
2.1	The minutes from the 46 th meeting were approved as accurate.	N/A	N/A
2.2	The Board requested an update on the status of Kaduna State. CoST Kaduna State was launched at a local press conference in September and has been communicated more broadly on the CoST website and via social media. The IS is currently carrying out a security risk assessment on providing training in Kaduna in November.	N/A	N/A
2.3	The updated MoU between EAP and CoST will be shared with Board members shortly after this meeting. The MoU will be discussed and finalised at the next Board call.	SH	Oct 2023
Item 3. Financial report			
3.1	The financial report including the management accounts up to 30 June 2023 was approved. UA requested that the report clarified what was non-ODA from FCDO and what was ODA.	SH	Oct 2023
3.2	The CoST IS clarified that the modality of the agreement between the funder and CoST will determine if small surplus can be generated and help to build a reserve. For example, it will not be possible to build a reserve on grant agreements as the funding is restricted and has to be spent but it may be possible on a service based agreement which concludes when the outputs have been delivered to the required standard.	N/A	N/A

Item 4.	Learning paper		
4.1	<p>The purpose of the learning paper was to identify the extent of CoST's impact and how that has been achieved. It would gather evidence of institutional and behavioural change and extract lessons which could help refine our approach. The paper focused on the quality of changes and linkages and causal relationships between the various elements of the CoST approach.</p> <p>The paper was funded the World Bank Global Procurement Partnerships and was written by a team of independent experts.</p>	N/A	N/A
4.2	The findings and recommendations will be used to inform the review of the business plan. They will also be used to shape a consultation with CoST members that will take place in early 2024.	CoST IS	Q1 2024
4.3	The Board highlighted the trade-off of strategic directions that may exist. More specifically the balance between CoST being a custodian of the tools, standards and guides that it produces vs the ambition to grow the membership model and depth of its support to those members given the modest available resources	N/A	N/A
4.4	The Board agreed that the paper was fair and balanced, and highlighted some important issues. The Board also appreciated and agreed with the IS response to each of the recommendations. It thanked MP and JH for the presentation on the paper.	N/A	N/A
4.5	The response will be included as an addendum to the final version of the learning paper.	JH	Oct 2023
Item 5	Any other business		
5.1	The next Board meeting will take place via Teams on Tuesday 12 December from 1300 - 1500 GMT.	ALL	N/A
5.2	The IS requested that Board Members confirm their availability as soon as possible for an in person Board meeting to be held during w/c 22 April 2024. It is likely that this meeting will be hosted by a CoST member.	IS	N/A
5.3	No conflicts of interest were reported by Board members.	N/A	N/A
5.4	There were no safeguarding incidents reported since the last Board meeting.	N/A	N/A
Item 6.	Chair's closing remarks		
6.1	The Chair thanked everyone for joining the meeting and the Secretariat for preparing the documents for this meeting	N/A	N/A

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



12 December 2023

Christiaan J. Poortman
Chair

Date