

Interreg Project

WP6 Partners Group Meeting Minutes

4th March 2019

Mann Island, Liverpool

Attending

Peter Sandman, (LLEP)

Kath Lynch (PSVT)

Sarah Townley (SBC)

Steve Sherlock (LLEP)

Natasha Mealor (LLEP)

Apologies

Daniel Poole (Tate)

Opening

- PS welcomed ST and KL and outlined the agenda and areas to cover at this meeting.

Project Update

- Second performance report is still to be sent to the JS. It covers the period June 2017 - August 2018.
- Following the steering group meeting in Cadiz, the claim periods will be six monthly running January to June and July to December.
- It is still not clear when the 3rd financial claim and progress report will be made due to problems with accessing the online portal and the preparedness of other partners to submit their claims. As such, any funding being claimed under WP6 is likely to be delayed.

WP6 - Modifications

- PS seeking clarifications from the lead partner in terms of how expenditure should be apportioned under 6.1 - Pilot Interventions for selected MMI Heritage Goods Rehabilitation.
- SS to provide KL and SC definitions of the expenditure headings relating to External Services, Small Infrastructure & Works and Equipment.
- Based on the above KL and SC to advise of the timescales for procuring these services and therefore the indicative allocations once these proposals have been received. Should the lead partner require these allocations before the procurement can begin, it was agreed that the amounts would need to be estimated. PS to confirm.

- PS to also seek advice from the FLC as to whether equipment necessary for virtual recreation, pods and interpretation items etc can be financed under small infrastructure works following feedback from the lead partner. As such, the only budget change required would be any expenditure allocated to external services.
- Based on the above, invoices for Southport and Port Sunlight will be required to be produced under each of the budget headings for the purposes of making the expenditure claim.
- SC and KL to provide expenditure profiles (across the remaining months of the project) for their respective project so that future claims can be aligned.
- Full details of all procurement and appraisal must be made available to the FLC and adhere to EU procurement law. All procurement and comms must reference the project and be included in any contractual agreement.
- Proof of ownership - PS to confirm with the lead partner that as nominated delivery partners in the project application, ownership of the property lies with you and not the LCR LEP.

AOB

- Partners concurred that meetings will be scheduled every six weeks. NM to send out diary invitation.