

Irvine Town Board

Meeting 01

Thursday 1st August 10.30am-12.40pm

Trinity Active Travel Hub, Irvine

Present:			
Bill Nolan	BN	Irvine Burns Club	
Steven Easton	SE	Chamber of Commerce	
Chloe Roberston	CR	North Ayrshire Council	
Freya Fitzsimmons	FF	MSYP – Cunninghame South	
Nairn McDonald	NM	North Ayrshire Council	
Chris Pless	CP	Irvine Community Council	
Elaine Baxter	EB	North Ayrshire Council	
Fraser Normansell	FN	Police Scotland	
Scott Morrison	SM	KA Leisure	
David Phillips	DP	Irvine Senior Forum	
David Mann	DM	Scottish Maritime Museum	
Danny Kerr	DK	Irvine Festival Board	
Barbara Conner	BC	TACT	
Apologies:			
Alan Gemmell	AG	MP	
Matthew McLean	MM	North Ayrshire Council	
Paul Timmons	PT	Scottish Fire & Rescue	
Emma Burns	EBu	MSYP Cunninghame South	
Fiona Paton	FP	Rivergate Shopping Centre	
In Attendance:			
Claire Fitzsimmons	CF	North Ayrshire Council	
Louise Kirk	LK	North Ayrshire Council	
Rhonda Leith	RL	North Ayrshire Council	
Calum Couston	CC	North Ayrshire Council	
Kiera Morrison	KM	North Ayrshire Council	
Julian Farrar	JF	Ironside Farrar	
Stevie Sinclair	SS	Ironside Farrar	
1. Welcome & Overview			Action
<ul style="list-style-type: none"> • CF began proceedings by welcoming members and outlining the functions of the new Town Board. • CF provided context for the funding award as Irvine was chosen as one of 55 towns across the UK, 10 in Scotland, to be awarded £20M over 10 years. • CF outlined the requirements for the funding: <ul style="list-style-type: none"> - the development of a Long-Term Plan to invest in and regenerate the town, based on the priorities of local people and put to local people for consultation 			

<ul style="list-style-type: none"> - Provision of £20 million endowment style funding over ten years to support the Plan's delivery. 	
<p>2. Membership</p>	
<ul style="list-style-type: none"> • The Town Board is a requirement of the programme and established to prioritise local people. • The Town Board is a sub-group of the Irvine Locality Partnership, with the members volunteering and subsequently selected to meet the UK Government requirements. • The Town Board chair was appointed by North Ayrshire Council, meeting the UK Government requirements. Bill Nolan was selected and has accepted the role. • CF noted that Pen Portraits are required for each member for the website, as per UK Government requirements. • GDPR forms are also required to enable sharing of contact details between members. 	<p>GDPR forms completed by each member.</p> <p>Pen portrait sent to CF for the website.</p>
<p>3. Chair Address</p>	
<ul style="list-style-type: none"> • BN welcomed the new Town Board and outlined his experience and his excitement to be taking on the role of chair. BN also noted the huge opportunity with this funding. • Introductions of all board members were made. 	
<p>4. Roles & Responsibilities</p>	
<ul style="list-style-type: none"> • CF outlined the roles and responsibilities of the Town Board, as a subgroup of the Locality Planning Partnership. NAC can provide secretariat function and will be represented as the accountable body. • Draft Terms of Reference and Standing Orders were shared in advance of the meeting, any comments are to be with the NAC team by 9th August. 	<p>Review terms of reference & standing orders.</p>
<p>5. Long Term Plan Requirements</p>	
<ul style="list-style-type: none"> • JF introduced his role to help facilitate the Town Board objectives. • JF outlined the background to the UK government funding and what this means to Irvine. • JF noted that funding comprises of £20 million spent across 10 years, equalling a £2m spend per year. • JF explained the requirements of the submission and a programme for delivering the project. Main components of the submission comprise a 10-year vision, 3-year investment plan and a spending profile for year 1 projects. • Submission deadlines are to be confirmed by UK Government, however this is likely to be towards the end of 2024. • 10-year vision statement to be prepared (max 250 words). Town Board members encourage to submit ideas. • Project investment types are split into three main themes: <ul style="list-style-type: none"> ○ Safety & Security ○ High Street, Heritage & Regeneration ○ Transport & Connectivity • 'On Menu' interventions represent strong case for funding and can be actioned sooner rather than later. 	<p>Draft 250 word vision statement to be prepared for next meeting.</p>

<ul style="list-style-type: none"> • 'Off Menu' interventions require more of a justification and will need to be supported by an Outline Business Case. 	
6. Discussion/Workshop	
<ul style="list-style-type: none"> • General discussion on each three themes followed across the board. • A broad range of ideas were captured by Ironside Farrar team to inform the initial discussions of the vision etc. 	
7. Consultation	
<ul style="list-style-type: none"> • BN stressed the importance of starting consultation and engagement from today. • EB noted importance of using QR codes, reaching all sectors of the community and spreading engagement as far as possible. • Members generally agreed but noted the need for physical options to assist those unable to utilise technology. • BN enquired what space is available to host consultation boards and comment boxes, and notes that a team should be established to carry this out. • EB, DP, CP & DK all offered various spaces to host such events and drop ins. An engagement sub-group was formed to make the most of the upcoming local events. 	Engagement Sub-Group established.
8. Next Steps	
<ul style="list-style-type: none"> • Engagement begins online today, with the link to be shared around members and more broadly. • Engagement sub-group to work with IF for engagement materials, and to establish locations/venues for delivery of engagement. • Next meeting to be held week beginning 26th August. Details to follow. • The meeting closed, with members invited to attend a short walk around the town centre. 	Next meeting set for week beginning 26 August, details to follow.