

Irvine Neighbourhood Board

Minute Meeting 06

5.00pm-7.00pm

12 May 2025

Cunninghame House, Irvine

Board Members Present:		
Bill Nolan	BN	Irvine Burns Club
Chris Pless	CP	Irvine Community Council
Fiona Paton	FP	Rivergate Centre
David Phillips	DP	Irvine Senior Forum
Danny Kerr	DK	Marymass Festival Committee
Steven Easton	SE	Chamber of Commerce
Cllr Nairn Angus-McDonald	NAM	North Ayrshire Council
Cllr Chloe Robertson	CR	North Ayrshire Council
Chief Inspector Judith Macgregor	JM	Police Scotland
Alan Gemmell (via Teams)	AG	MP
Apologies		
Barbara Conner	BC	TACT
Scott Morrison	SM	KA Leisure
Elaine Baxter	EB	North Ayrshire Council
Matthew Moran	MMo	Scottish Maritime Museum
Freya Fitzsimmons	FF	MSYP
Emma Burns	EB	MSYP
Cllr Matthew McLean	MMcL	North Ayrshire Council
In Attendance		
Claire Fitzsimmons	CF	North Ayrshire Council
Louise Kirk	LK	North Ayrshire Council
Michael Cowan	MC	Police Scotland
Guy Jenner	GJ	Police Scotland
1. Welcome & Apologies		Action
<ul style="list-style-type: none">• BN welcomed members and noted apologies as above.• BN introduced new Board member Chief Inspector Judith Macgregor (Police Scotland), who has taken over as Area Commander following the retirement of Fraser Normansell.		
2. Minute of Previous Meeting		
<ul style="list-style-type: none">• DP asked that it be noted that the PfN funds should not be used to pay for existing Council services.• The minute was proposed by NAM and seconded by DK.		

3. Action Notes from Meeting 04	
<ul style="list-style-type: none"> Noted that all outstanding actions would be covered through the agenda. 	
4. Ministerial Visit	
<ul style="list-style-type: none"> AG updated on Alex Norris' visit to Irvine on 7 May 2025. The Board members who attended the visit all noted that the Minister picked up on a lot of the concerns and challenges for the town centre, particularly around the Forum. The vibrancy of the Rivergate Centre was noted when compared other shopping centres. Opportunities for the town centre were widely discussed and it was noted that partnership working is key for the delivery of these. AG went on to note that the Minister is an advocate for Irvine and is looking for us to progress at pace, and to create something that the people of Irvine can be proud of. LK advised that a pre-meeting was also held to update the Minister fully on the wider Irvine context and other funding programmes that the Council is working on to maximise the opportunity for the town. 	
5. UK Government Submission	
<ul style="list-style-type: none"> CF updated the Board on the requirements for the UK Government submission, which is due by 16 May 2025, following a report to Council on 14 May 2025. Updated Declarations of Interest and GDPR forms are required for new members. CF to issue to MM and JM. CF has circulated updated Standing Orders and Terms of Reference. Board members to review and advise CF by the end of the week if there are any concerns or amendments needed. The updated Board membership was discussed. It was clarified that LK, CF and CC all attend in an advisory capacity as Officers and are not Board members. Russell McCutcheon, Executive Director for Place at NAC, along with Mark Boyd, Head of Finance, will be joining the Board to represent the Council formally in its role as the accountable body. 	NAC
6. Capacity Funding Allocations	
<ul style="list-style-type: none"> At Meeting #5 on 31 March 2025, Board members were asked to give consideration for the spending of the capacity funding. CF advised that the total capacity fund as of 2025/26 was £450,000. £200,000 will be released to NAC after the next Gov submission in May 2025. Funding commitments to date are as follows: <ul style="list-style-type: none"> £47,500 Ironside Farrar to develop the Regeneration Plan. £54,400 for a dedicated resource to support the Board c.£20,000 for the website and branding exercise. The Board therefore have a balance of £328,100 of capacity funding still to be allocated. 	

<ul style="list-style-type: none"> • Discussions were then held in regard to how the remaining funding could be spent. • Community Space / Local presence: discussions held over whether the Board should pay for a premise in the town centre to promote the Board and provide a community space. Some concerns were raised about the need for additional community space, and the impression it makes if doors are closed more often than open. Staffing details would be required. It was noted that the primary function of the space should be for the Board, and any community uses are secondary. <ul style="list-style-type: none"> ○ It was agreed that a detailed proposal should be brought to the next Board meeting setting out purpose, capacity, resource, how it would be facilitated. • DK proposal for Irvine Carters for an 8-horse hitch in Board branding at Marymass from Bandirran Clydesdales. Cost £7,000. • CP proposal for Irvine Clean Up Crew. Cost £7,500. • CP proposal for Irvine Christmas Lights. Cost £32,000. <ul style="list-style-type: none"> ○ The above three funding proposals were proposed by DP and seconded by NAM. The Board approved the spend. • CP requested that the outputs from Ironside Farrar’s work so far be shared with the Board. NAC to provide. • Staff resource: discussion held re how best to get a dedicated employee to support the Board. NAC have put forward a proposal for a Grade 10 Officer to be recruited within the Regeneration team. The role profile can be shared and the Board would have opportunity to shape the role. CF confirmed that a Board member could sit on the recruitment panel (although they cannot chair the panel). Discussion held as to whether the role should sit within NAC or if an alternative was possible. Proposal for the role to be hosted by the Chamber of Commerce was put forward by SE. It was agreed that further detail would be required on this proposal. LK noted that the post would require significant liaison with Council officers and services and that NAC remains the accountable body. It was agreed a decision should be taken as soon as possible as creating a job for the town would be seen as a good first win for the Board. It was agreed that LK/CF/SE would meet with the Chamber of Commerce to discuss in more detail. 	<p>CP</p> <p>NAC</p> <p>NAC / SE</p>
<p>7. Information Session – Safety & Security</p>	
<ul style="list-style-type: none"> • PC Guy Jenner, Preventions & Interventions Officer, provided a presentation on Safety and Security in Irvine Town Centre. This focussed on the principles of Crime Prevention through Environmental Design (CPTED). Slides attached for further information. 	

8. Information Session – Regeneration, High Streets & Heritage	
<ul style="list-style-type: none"> • LK presented to the group on the town centre and issues surrounding the Bridgegate area, the vacant units at the Forum, absent landlords and other challenges. • LK suggested that the Board consider the use of some capacity funding to consider these options in more detail. This would include: <ul style="list-style-type: none"> ○ Bridgegate options appraisal and feasibility study ○ Confirm ownership of units ○ Identify options ○ Consultation and engagement ○ Development of proposals for consideration including costs, consents, funding requirements and delivery. • This work could build on the Council's commitments to consider Bridgegate House. NAC would therefore part-resource this as a partner organisation. • LK requested broad principal agreement from the Board to prepare a brief for the above study and bring a detailed proposition to the next Board meeting. This was agreed. • CP raised Smart Poles and the possibility of extending the system currently being installed at the Harbourside as part of the Smart Infrastructure Pilot Programme. It was felt this could be a cost-effective way of adding to the security of the town centre. CP to liaise with Julia McMurdie at NAC to discuss options further. • MM also noted the considerable decline in the condition of the Bridgegate Square buildings over the past year and questioned how we can make these more secure. CF to speak to Protective Services. 	<p>NAC</p> <p>CP</p> <p>NAC</p>
9. AOCB	
<ul style="list-style-type: none"> • SE raised the previous discussions regarding options for the Board to establish a SCIO which would allow the Board to enter into contractual arrangements. It was agreed that a sub-group would be established to consider this further and report back at a future meeting. • SE requested that budgeting is added to the agenda as a standing item. 	<p>SE</p> <p>NAC</p>
10. Date of next meeting	
<ul style="list-style-type: none"> • There was insufficient time to discuss date of next meeting. CF to agree a date with the Chair 	<p>NAC / BN</p>