

The Highland Council

Agenda Item	7
Report No	DSA/13/25

Committee: Dingwall & Seaforth

Date: 26 May 2025

Report Title: Community Regeneration Funding Award

Report By: Assistant Chief Executive - Place

1 Purpose/Executive Summary

- 1.1 This report summarises the background to the homologation of the £51,000 Community Regeneration Funding (CRF) funding award of Highland Coastal Community Funding (HCCF) to CRF4004: Feis Rois – Dingwall 800 Event Producer.

2 Recommendations

- 2.1 Members are asked to:
- i. **Note** the application form and summary RAG assessment carried out by the CRF team; and
 - ii. **Agree to homologate** the Council committing £51,000 for project CRF4004: Feis Rois – Dingwall 800 Event Producer.

3 Implications

- 3.1 **Resource** – There are no resource implications. The commitment to award £51,000 towards the Event Producer Role will secure the available grant funding. The grant request is for £51,000 and current available funding is £103,071.14.
- 3.2 **Legal** – When managing external funding it is imperative that the risks to the Highland Council are assessed/mitigated and any back-to-back grant award letters with third parties, and financial claims management protect the Highland Council financial and reputational interests.
- 3.3 **Risk** – A balanced approach to risk is necessary when disbursing grant funds as sometimes it is necessary if a community led project is to proceed, to forward grant payment. Factors such as past knowledge of and project experience of the grant receipt, release of funds related to invoices/works completion certificates etc are considered in such assessments.

3.4 **Health and Safety (risks arising from changes to plant, equipment, process, or people)** – No risks arising directly from this report. Risks within projects are identified and managed on a project-by-project basis by the applicant organisations.

3.5 **Gaelic** – Consideration given within individual project applications in line with the Council's policy.

4 Impacts

4.1 In Highland, all policies, strategies or service changes are subject to an integrated screening for impact for Equalities, Poverty and Human Rights, Children's Rights and Wellbeing, Climate Change, Islands and Mainland Rural Communities, and Data Protection. Where identified as required, a full impact assessment will be undertaken.

4.2 Considering impacts is a core part of the decision-making process and needs to inform the decision-making process. When taking any decision, Members must give due regard to the findings of any assessment.

4.3 This is a monitoring and update report. Therefore, an impact assessment is not required.

5 Background

5.1 Community Regeneration Funding is an umbrella term for several funds that are available for communities/organisations to access in Highland. It comprises the Highland Coastal Communities Fund (HCCF) which is generated through the net revenues of the Crown Estate and aims to support economic regeneration and sustainable development in Highland. Area Committees are awarded devolved allocations according to approved formulae and decision making on which projects should receive funding sits with elected Members.

5.2 Within Dingwall & Seaforth, at present, the following allocations are available for distribution in 2025/26:-

- Highland Coastal Communities Fund (capital/revenue) 2024/25 - £51,447.96
- Highland Coastal communities Fund (capital/revenue) 2025/26 - £51,623.18
- Total funds available - £103,071.14

5.3 At the ward business meeting on 24 March 2025, Dingwall and Seaforth Members indicated their support to allocate the tranche 5 funds to employ an events officer. This officer will promote Dingwall 800 events, drive tourism within the area, and deliver other priorities identified in the adopted area-based plan. This support aligns with the Dingwall and Seaforth Committee Area Place Plan, which was agreed and adopted on 10 February 2025. The plan has specific reference to promoting Dingwall 800 - celebrating 800 years of Dingwall becoming a Royal Burgh. This initiative aims to benefit Dingwall and the surrounding area by boosting tourism and economic growth.

- 5.4 Considering the requirement to have an organisation to host the post, multiple organisations were approached to see if they would be suitable. Feis Rois were one of the organisations approached, who are based in Dingwall, and a key partner in the delivery group of the new area place plan. For this project to achieve the target dates to deliver key events in 2026, it was necessary to begin the recruitment process as soon as possible.

6 Alignment with Local Priorities

- 6.1 It has been identified within the area-based plan as a key priority for Dingwall and Seaforth to have an officer in place to work on multiple projects for the ward. Lack of revenue funding in previous years meant that this could not be taken forward. The 2025/26 allocation of HCCF to Dingwall and Seaforth can be directed to capital or revenue projects, giving an opportunity for this long-held ambition to be realised. The event producer role will be funded through CRF, will align with local priorities and will deliver key events throughout 2026 to promote Dingwall's 800-year celebrations and more.

Designation: Assistant Chief Executive - Place

Date: 12 May 2025

Author: Fiona Cameron, CRF Programme Manager
Chloe Murray, Project Officer

Background Papers: None

Appendices: Appendix 1 – CRF4004 application
Appendix 2 – CRF4004 RAG summary assessment



Community Regeneration Funding (CRF) Application Form (v3 Oct 2023)

Key considerations

Please refer to the [Application Guidance](#) (link below) and [Fair Work First Summary Guidance](#) when completing the application form as there are important supplementary information you need to be aware of. Answer the questions concisely, describing clearly and directly what the project you are seeking funding for is delivering, and the outputs it hopes to achieve. Do not exceed the word limit given as the CRF Team and decision-making group have many applications to assess.

To ensure you have the best opportunity to score well during the assessment, please refer to the [Assessment Criteria Matrix](#) (link below) when completing the application form.

A Fair Work First statement must be provided with the application form - this is applicable for all applicants including those who do not employ staff and/or only work with volunteers.

Supporting documentation must be submitted with the application form (see section 8.2).

Projects must not incur expenditure before the project has been approved.

Please complete the [CRF Monitoring and Evaluation Framework](#) detailed from page 10 at the end of this form.

When detailing your project budget, ensure that costs are based on recent quotations or price comparisons. Accuracy is crucial, given the current challenges posed by market inflation. We seek well-developed and robust projects that can commence within three months of approval and be completed and claimed within 12 months.

Double click the icons to download:



CRF Assessment
Criteria Matrix.pdf



CRF application
Guidance (v3 Oct 23).pdf

SECTION 1: PROJECT SUMMARY

1.1	Project reference number	CRF4004
1.2	Organisation	Fèis Rois
1.3	Project title	Dingwall 800 Event Producer
1.4	Project summary you wish to be funded (max 100 words)	In 2026, the Royal Burgh of Dingwall will celebrate the 800th anniversary of becoming a Royal Burgh. This landmark anniversary will see a year of celebration with a wide range of activities being planned to mark this historic event.

		<p>Fèis Rois will create a new post of Event Producer to lead on the delivery of an ambitious programme of work to celebrate this special year.</p> <p>The Event Producer will take a Creative Placemaking approach to explore how the cultural sector can work collaboratively with communities to support cross-sector working and to address civic, economic, and development needs locally.</p>	
1.5	Project costs	Total project cost	£72,517
		Match funding	£21,517
		CRF grant requested	£51,000
1.6	Start date (<i>from 1st March 2024 unless specified when you're invited to submit a full application</i>)	01/06/2025	
1.7	End date (<i>by 1st March 2025</i>)	31/05/2026	
1.8	Please confirm you have read and understood the CRF privacy notice	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
1.9	Please choose ONE main strategic objective the project will meet (see Monitoring and Evaluation Framework for definitions at the end of this form)	<input checked="" type="checkbox"/>	Increasing community resilience
		<input type="checkbox"/>	Tackling poverty and inequality
		<input type="checkbox"/>	Addressing causes of rural depopulation
		<input type="checkbox"/>	Helping economic recovery and sustaining growth
		<input type="checkbox"/>	Tackling the climate emergency and working towards net zero

SECTION 2: CONTACT AND ORGANISATION DETAILS			
2.1	Organisation	Fèis Rois	
2.2	Address and postcode	Robertson House, Greenhill Street, Dingwall, IV15 9QR	
2.3	Main contact name	Fiona Dalgetty	
2.4	Position in the organisation	Chief Executive Officer	
2.5	Contact number		
2.6	Email address		
2.7	Website address	www.feisrois.org	
2.8	Organisation type	<input checked="" type="checkbox"/>	Company limited by guarantee
		<input type="checkbox"/>	Constituted group
		<input type="checkbox"/>	Public body
		<input type="checkbox"/>	Charity
		<input type="checkbox"/>	SCIO
		<input checked="" type="checkbox"/>	Other (please specify): Registered charity

2.9	Organisation registered number	Fèis Rois is a company limited by guarantee, registered number SC123137 and a Scottish charity with the number SC017647.
2.10	Is the organisation VAT registered?	<p>By confirming this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
2.11	If the organisation is VAT registered, please provide the number.	
2.12	Is the VAT related to the project being reclaimed from HMRC?	<input type="checkbox"/> Whole
		<input type="checkbox"/> Partial
		<input checked="" type="checkbox"/> None
2.13	Provide details of VAT exemptions.	Our earned income doesn't meet the threshold. Our income is primarily grant funding. We regularly check this position with our accountant.

SECTION 3: PROJECT DETAILS

3.1	Please confirm the location of the project including post code.	IV15
3.2	Are you applying on behalf of a partnership project?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3.3	Is there a partnership agreement in place?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3.4	Is your organisation the lead applicant?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
3.5	Do you own the land or asset?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3.6	Are you leasing the land or asset?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3.7	If ownership or lease agreements are not in place, please provide details if applied and/or the arrangements to obtain these and by when.	These questions are not applicable to this specific application request. It is not a capital project.
3.8	Does the project require planning permission or other statutory regulatory consents?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3.9	If consents are required, please provide details if applied and/or the arrangements to obtain these and by when.	N/A

SECTION 4: THE PROJECT PROPOSAL

4.1 List the main activities to deliver the project including timescales. Projects must be completed and fully claimed by 1st March 2025.

Activity name	Achieve by (date)
Following an open recruitment process, the Event Producer will be in post.	01/06/2025
The Event Producer will have made connections with key community groups by meeting people individually and by holding open meetings taking a Creative placemaking approach. Creative Placemaking is a cultural and arts led approach to placemaking that uses creativity as a support structure for communities to take a leading role in the development of their places. A minimum of 3 collaborative events for 2026 will have been agreed by this point.	31/08/2025
A fully developed events programme for the first five months of 2026 will be in place ready to promote. A marketing strategy will be in place.	30/11/2025
The Winter/Spring 'Dingwall 800' programme is launched.	19/12/2025
From January to May 2026, at least one event is successfully delivered in the Dingwall and Seaforth Ward each month, engaging a wide range of people in the community. See below for further details of what these events might include.	31/05/2026
Winter/Spring events are evaluated, and funding is secured to continue this project for the period from 01/06/2026 to at least 31/12/2026 to see through to the end of 2026 and the 'Dingwall 800' celebrations.	31/05/2026

4.2 Please describe the project, explaining how it will achieve at least one of the funds' strategic objectives selected in 1.7, and which outputs it hopes to achieve as listed in the CRF Monitoring and Evaluation Framework at the end of this form.

Fèis Rois is applying for support, primarily towards the salary costs for a new and innovative role that will lead on providing sustainable growth and exploring the development of new community-led projects in the Dingwall and Seaforth area.

Fèis Rois plans to recruit a full-time Events Producer to work initially for a period of 12-months, but with a hope that additional funding can then be secured to extend this project into the future.

The Event Producer will work closely with key stakeholders including: The Highland Council, Dingwall Community Development Company (DCDC), Dingwall Community Council colleagues and others, with a prime focus on promoting 'Dingwall 800' and the delivery of community events and activities during 2026. Other development priorities identified for Dingwall and Seaforth, such as the Heritage Trail developed by DCDC, and including those identified in the Area Place Plan will also be developed where possible.

The project will initially run for 12 months from 1st June 2025 to 31st May 2026, and it will see a minimum of one event a month being developed and delivered through the winter and spring of

2026. All events will be co-created with community partners, including young people but, to give an example, they might include:

January 2026 – launching a new ‘acoustic music nights’ series for Dingwall with a monthly performance taking place in Robertson House.

February 2026 – holding a 3-day folk festival in venues throughout Dingwall and Seaforth. February has been selected because it is a ‘quiet time’ in the music calendar and it won’t clash with other festivals and events in the surrounding area, including Blas, the local Mòd, the Great Feill Maree, The Gathering and Belladrum. The festival will prioritise programming musicians from Dingwall, and it will provide an opportunity to explore issues of talent retention as many musicians leave the area to study and often don’t return. We will invite them to return to perform over a long weekend. There will also be a focus on multi-cultural folk music, including inviting Syrian oud player, Belal Shtat, who has been living in Dingwall for many years, to perform.

March 2026 – launching a new programme of walking tours of Dingwall inspired by, and building upon, the existing heritage trail in the town.

April 2026 – a youth ‘takeover’ during the Easter holidays with a number of activities decided, programmed and delivered by young people.

May 2026 – an environmental themed outdoor event with input from all of the local schools, as well as community groups with an environmental or climate focus. This event might include a food and drink offering, as well as a possible large-scale outdoor performance from Vision Mechanics. See: [STORM the 10 meter high Giant Puppet - Vision Mechanics](#).

We believe that our project will achieve the following outputs:

INCREASING COMMUNITY RESILIENCE

- We will deliver new activities for young people.
- We will develop initiatives that enable communities to stay socially connected.
- We will facilitate the development of new community-led projects that support people to deliver and/or participate in and/or enjoy new activities.

TACKLING POVERTY AND INEQUALITY

- We know that self-employed musicians and artists often live in ‘in-work poverty.’ There are many [studies](#) and [reports](#) evidencing this. We estimate that we will provide contracts for a minimum of 50 freelance musicians and creative practitioners during this initial 12-month project to 31st May 2026.
- Our project supports social enterprises, including Fèis Rois as the lead organisation. We operate a social enterprise model.
- We recognise the impact of the cost-of-living crisis on families, and we will offer the majority of Dingwall 800 events on either a ‘pay what you can’ or free access basis.

ADDRESSING CAUSES OF RURAL DEPOPULATION

- Our project supports our cultural heritage and provides unique recreation opportunities for people.
- We believe that our project will appeal to the younger generation as well as to older people in our community.

HELPING ECONOMIC RECOVERY AND SUSTAINING GROWTH

- In addition to the paid work opportunities that we will provide for freelancers (mentioned above), we will create one new full-time post.
- Our project also contributes to the development of tourism infrastructure. As well as residents of the Dingwall and Seaforth area enjoying the programme of events that will be

developed for 'Dingwall 800,' we know that people will travel into the area for these activities and events.

TACKLING THE CLIMATE EMERGENCY AND WORKING TOWARDS NET ZERO

- We are committed to developing new environmental awareness initiatives as part of the programming for Dingwall 800.

We are committed to co-creating the 'Dingwall 800' programme with community partners so, until the Event Producer is in post and can have meaningful engagement in the community, we are unable, at this stage, to quantify how many new activities we will create for young people, or how many new initiatives we will set up in the first year of this project. However, we are committed to achieving the overarching outputs listed above.

We see the main risks to our project being:

1. Unable to recruit for the post of Events Producer.

We will mitigate this risk by having a clear and detailed job description with transparent terms and conditions that we will advertise widely using our extensive network, including on the HTSI vacancies noticeboard, Goodmoves, and the Creative Scotland Opportunities page. We will also promote this opportunity extensively on our social media channels, tagging key partners such as The Highland Council.

2. Low attendance at events

We will mitigate this risk by drawing up a detailed marketing strategy and using a range of mediums to promote all Dingwall 800 events, including working with our media partners, locally and nationally, using social media (TikTok, Instagram, Facebook and Bluesky), having printed materials, including posters in local shops and businesses, and distributing information through the local schools.

We are confident that we can successfully deliver this project if a grant is approved.

4.3 How will the project benefit local communities or the local economy?

We believe that our project will provide significant benefits to local communities and the economy in Dingwall and Seaforth in several ways, including:

COMMUNITY BENEFITS

1. Stronger Community Identity – By celebrating Dingwall's 800-year history and local heritage through events, the project will help foster a sense of pride and belonging among residents.
2. Increased Community Engagement – The project's co-creation model, involving young people and community partners, ensures that events are tailored to local interests and needs.
3. Enhanced Cultural Offerings – Monthly events, such as music nights, as well as a folk festival and walking tours, will provide new opportunities for cultural engagement, making the area more vibrant and appealing for both residents and visitors.
4. Youth Empowerment – The youth 'takeover' initiative will give young people a platform to shape and lead activities, encouraging leadership skills and participation in community life.
5. Environmental Awareness – The environmental-themed outdoor event will educate and engage the community on climate issues, fostering sustainable practices.

ECONOMIC BENEFITS

1. Job Creation – The hiring of a full-time Events Producer will create a new employment opportunity, and the project's long-term sustainability could lead to further jobs in event planning, hospitality, and tourism.

2. Boost to Local Businesses – Events will attract attendees who will spend money in local cafes, pubs, restaurants, and shops, providing a direct economic boost.
3. Increased Tourism – The folk festival and other events will bring visitors to Dingwall and Seaforth, supporting hotels, B&Bs, and transport services.
4. Support for Local Musicians and Artists – By prioritising local talent (e.g. this could include bands like the Elephant Sessions, and musicians including Emma Donald, Innes White and Siannie Moodie), the project will provide paid opportunities for musicians, artists, and performers, encouraging them to stay and work in the area rather than moving elsewhere.
5. Year-Round Economic Activity – By scheduling events in traditionally quieter months, such as February's proposed date for a folk festival, the project will help spread economic benefits throughout the year, rather than just in the peak tourist season.

Overall, we believe that this project will create a more dynamic and economically resilient community, ensuring that Dingwall and Seaforth continues to thrive culturally, socially and economically.

4.4 What local need or opportunity will the project address and has this been recognised in a local plan?

Our project addresses a number of needs and opportunities set out in the Dingwall and Seaforth Area Place Plan, including contributing to achieving the following:

- Planned and publicised calendar covering events of all sorts across our Area for both visitors and locals (page 15)
- Opportunities for socialising in the evenings (page 15)
- Promoting awareness of our history and linking this with tourism and development opportunities (page 16)
- Widen understanding of all cultures and languages within our communities (page 16)
- Developing evening economy and culture within the Area (page 16)

The project considers our community and its wellbeing and aims to develop new activities and 'things to do.'

Overall, the project supports sustainable growth in the region by enhancing cultural offerings, strengthening community ties, and promoting Dingwall and Seaforth as a vibrant place to live, work and visit.

The project has the opportunity to raise the profile of this community and to encourage appreciation of the unique culture and heritage of the area.

By prioritising local musicians and creatives, including those who have left the area, the project addresses concerns about 'brain drain' or talent retention and provides opportunities for artists to return and engage with their home community, and to see it as a lively, thriving place in which to be.

The creation of the Event Producer role addresses the need to deliver significant levels of activity to mark the 800th year of Dingwall being a Royal Burgh. It also builds capacity and creates an opportunity to raise the profile of this historic event.

4.5 How do you know there is local support for the project? How can you evidence this?

There is clear local support for this project based on the following factors:

PARTNERSHIPS WITH KEY STAKEHOLDERS

The project has backing from important local organisations, including The Highland Council, Dingwall Community Development Company (DCDC), and Dingwall Community Council. Their involvement indicates community and institutional support. I have had positive meetings with Andrew MacIvor (Community Council), and with Margaret Paterson, Graham Mackenzie and Lynn Bauermeister (The Highland Council). Lynn will be able to provide evidence / minutes of this.

ALIGNMENT WITH LOCAL DEVELOPMENT PLANS

The project will help deliver priorities outlined in the Area Place Plan and builds upon existing initiatives such as the Heritage Trail. This suggests that the project is responding to identified community needs.

COMMUNITY CO-CREATION AND ENGAGEMENT

The project emphasises collaboration with community members, including young people. The planned events are designed to reflect local interests and priorities, ensuring they are relevant and welcomed. We will take a [creative placemaking approach](#) throughout.

FILLING GAPS IN THE CULTURAL CALENDAR

The timing of the proposed events has been strategically chosen to avoid clashes with existing festivals, for example. This suggests awareness of local demand and an effort to complement rather than compete with other initiatives.

PREVIOUS SUCCESS OF FÈIS ROIS

As a well-established organisation with a strong track record in community engagement and cultural programming, Fèis Rois is well-placed to deliver this project effectively, which likely increases confidence and support from stakeholders. Founded in 1986, we will celebrate our 40th anniversary, which coincides with the Dingwall 800 celebrations. This gives an opportunity for additional profile for the project. We also already have strong relationships with all of the schools in Dingwall and Seaforth and, as we have existing relationships, we will easily be able to involve children, young people, teachers and their families in Dingwall 800 events.

POTENTIAL FOR LONG-TERM IMPACT

The project aims to create sustainable growth and secure future funding beyond the initial 12 months, demonstrating a commitment to long-term community benefit rather than a short-term initiative.

We believe that all of these factors suggest that there is both institutional and community support for the project, making it a well-grounded and viable proposal.

4.6 How will the project be supported/maintained/sustained after CRF funding?

Fèis Rois has a track record in delivering large-scale, time-limited projects that have lasting legacy. Most recently, we delivered a £0.5m 2-year project called Highland Culture Collective. This was a project where artists worked with communities impacted by the Covid-19 pandemic. Fèis Rois employed five full-time artists in residence for two years to work with a wide range of people across the region. We collaborated with many third sector organisations and community partners on this project and several strands of activity that started through Highland Culture Collective continue today.

Our ambition for this new project is that we use this year (1 June 2025 to 31 May 2026) to pilot a new way of working in our community and that, based on positive evaluation evidence, we will go on to secure future funding to retain the newly appointed Event Producer into the future. We believe

that this post could become a key community development role for the Dingwall and Seaforth area. Fèis Rois will actively seek new funding to continue the programme.

Regardless of whether or not new funding is secured, many of the partnerships and collaborations that will be developed over the next 12 months will undoubtedly continue. We cannot yet imagine what some of the relationships and exciting new opportunities that will be created might look like.

We will build community capacity through our project. For example, we will train and empower volunteers and young people to take on organisational and leadership roles within the Dingwall 800 events, ensuring a community-led approach that reduces reliance on external funding over time.

We would also hope that some of the events delivered as part of the Dingwall 800 celebrations become annual fixtures in the local calendar, e.g. perhaps the newly established folk festival and/or the Spring 'youth takeover.' This will help to build audience loyalty, attract visitors and generate long-term support.

4.7 What will be the lasting benefits and legacy?

We hope that the lasting benefits and legacy of this project will be significant for Dingwall and Seaforth, both in terms of cultural engagement and long-term community development. In addition to the outputs, we have listed in response to question 4.2, we also believe that key legacy impacts could include:

STRENGTHENING COMMUNITY ENGAGEMENT AND IDENTITY

- By co-creating events with local stakeholders, the project fosters a strong sense of ownership and pride in the community.
- The celebration of 'Dingwall 800' will reinforce local heritage and identity, encouraging continued engagement with cultural initiatives beyond 2026.

ESTABLISHING SUSTAINABLE EVENT INFRASTRUCTURE

- The introduction of regular events, such as the acoustic music nights and folk festival, could become monthly and annual fixtures, strengthening the area's cultural calendar.
- By engaging young people in programming and delivery, the project nurtures future leaders in event planning and community development.

ECONOMIC AND TOURISM GROWTH

- Events like the folk festival and heritage walking tours have the potential to attract visitors, benefiting local businesses.
- Strengthening Dingwall's position as a cultural hub may encourage more investment in tourism.

TALENT RETENTION AND DEVELOPMENT

- Providing platforms for local musicians creates opportunities for career growth within the region.
- The project may inspire more creative professionals to stay or return, reducing the talent drain from Dingwall and Seaforth. The current Fèis Rois Chief Executive is a good example of this. She was born in Inverness and brought up in Ross-Shire, but left to study in the central belt and lived and worked there for a number of years before the cultural job at Fèis Rois attracted her home.

ENVIRONMENTAL AND SOCIAL BENEFITS

- The proposed environmental-themed event encourages sustainable practices and highlights local climate initiatives. A legacy could be more collaboration in the community in working towards net zero.

- By involving schools and youth-led initiatives, the project builds civic responsibility and skills for the next generation.

A MODEL FOR FUTURE COMMUNITY-LED DEVELOPMENT

- The creative placemaking approach and the collaboration between Fèis Rois, the community council, the local authority and a number of community groups provides a strong foundation for future projects, and this could be a model of practice that might be adopted in other parts of Highland.
- Success in securing long-term funding for the Events Producer role could lead to continued investment in community-driven initiatives.

If additional funding is secured, this project could serve as a blueprint for sustainable cultural and community development across other parts of the Highlands.

4.8 Describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

Fèis Rois acknowledges that the world is facing a climate and biodiversity emergency, and that urgent and collective action is required to keep the global temperature rise below 1.5°C and to adapt to the impacts of climate change.

We recognise that the climate crisis requires collective action. Fèis Rois has a Green Champion (currently the Office and Finance Manager) and we work collaboratively with [Culture for Climate Scotland](#) to try to reduce our carbon outputs year on year.

We set out our commitment to working towards net zero in our [Environmental-Sustainability-Policy.pdf](#)

This environmental sustainability policy aims to encourage an environmentally responsible culture within Fèis Rois regarding energy use, waste and recycling, transport and travel, and within the community.

To mitigate negative environmental impacts from delivering this particular project, Fèis Rois will adopt a range of sustainable practices across event planning, delivery, and long-term community engagement. Our key strategies will include:

SUSTAINABLE EVENT PLANNING & OPERATIONS

- **Venue Selection:** We will prioritise using existing community venues, minimising the need for bringing in additional infrastructure (marquees, etc) and reducing energy consumption. Where possible, we will use venues with strong sustainability credentials.
- **Local Suppliers & Catering:** Food and drink offerings at events will prioritise locally sourced, seasonal, and low-impact produce, reducing food miles and supporting sustainable businesses.
- **Waste Reduction:** We will work towards zero waste events by promoting reusable cups, cutlery, and plates; not using single-use plastics; and ensuring clear recycling and composting options.

REDUCING CARBON FOOTPRINT FROM TRAVEL

- **Encouraging Active & Public Transport:** Marketing materials will promote walking, cycling, car sharing and public transport options for attendees.
- **Low-Carbon Performer Travel:** Where possible, we will book artists and participants from the local area, reducing the need for long-distance travel. When bringing in external performers, we will encourage low-carbon transport options such as rail or shared travel. We incentivise shared

travel through our paid for mileage policy which is 45p per mile if travelling alone but 50p per mile if car sharing with a colleague.

- **Carbon Offsetting:** For unavoidable travel emissions, we will plant trees in our grove at [Trees for Life](#) as a means of offsetting our carbon footprint.

COMMUNITY ENGAGEMENT & EDUCATION

- **Environmental Awareness in Event Programming:** The proposed May 2026 environmental-themed event will directly engage local schools and community groups to raise awareness of climate issues. Activities will focus on sustainability, such as workshops on upcycling, conservation talks, and performances highlighting environmental themes.

- **Sustainable Event Practices as a Model:** By embedding sustainability into our event planning, we will set an example and encourage other local event organisers to adopt similar environmentally conscious approaches.

By integrating these measures, we aim to ensure that the project not only delivers cultural, social and economic benefits but also contributes positively to environmental sustainability.

4.9	In developing the project, explain how you have considered equalities issues and taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?
-----	---

Fèis Rois is committed to ensuring that its programme of work is inclusive and accessible to everyone. This is clearly set out in both the organisation's [Equalities, Diversity and Inclusion Policy](#) and in the organisation's [Equalities, Diversity and Inclusion Action Plan](#).

We will ensure that this project is inclusive, accessible, and beneficial to all members of the community, particularly those with protected characteristics under the Equality Act 2010. We have good relationships with St Clement's School and with local care homes, and we would look to include people with disabilities and older people in the Dingwall 800 celebrations.

We have considered the following issues in relation to this project

- **Physical Access:** We will ensure that all event venues, including Robertson House and other community spaces, are accessible to people with disabilities, including step-free access, accessible toilets, and suitable seating arrangements.

- **Financial Accessibility:** Events will either be free or have affordable 'pay what you can' ticketing options.

- **Age:** The youth 'takeover' event in April 2026 is designed to empower young people by giving them decision-making roles in event programming and delivery. We will also seek to include our care experienced community.

- **Ethnic and Cultural Diversity:** The project actively supports multiculturalism, for example, by including performances from artists like Syrian oud player Belal Shtat in the proposed February folk festival. We will also collaborate with local groups representing minority communities to ensure meaningful participation. This could include the Highland Indian Association, SHIMCA (Scottish Highlands & Islands and Moray Chinese Association) and the Scottish Polish Cultural Association.

- **Gender Representation:** We will aim for gender balance in programming artists and leadership roles, ensuring that women and non-binary musicians and creatives are represented in events.

- **LGBTQ+ Inclusion:** We will ensure our events are welcoming and inclusive, considering elements such as gender-neutral facilities where possible, and visibility of diverse voices in programming. If the project is extended beyond the initial 12-months, we would look to hold a Dingwall 800 event as part of Highland Pride in June 2026.

By embedding equality, diversity, and inclusion into the project from the outset, we will ensure that the Events Producer role and the programme of activities benefit the whole community and actively address inequalities in participation and representation.

4.10 All applicants are required to provide a statement how the organisation is committed to advancing the [Fair Work First Policy](#) including the 'Real Living Wage' and 'Effective Workers Voice' criteria. The statement should be agreed jointly by the employer and an appropriate workplace representative or a trade union representative if one is in place.

This statement is applicable to all groups and organisations even if you do not employ staff and/or only work with volunteers. Projects cannot progress without a signed statement - refer to the [Fair Work First guidance](#) for more information. Complete the following Fair Work First Statement and Declaration form and submit with the application. Double click the icon to download.



FWF statement and
declaration template.c

Have you provided a Fair Work First statement in a separate document with this application? Please ensure it is signed by an appropriate workplace representative.

Yes ☒ No ☐

Can you confirm if you have the Living Wage Accreditation and/or planning to be certified.

Yes ☒ No ☐ Applied ☐

Is the Fair Work First statement on your organisation website?
See: [Our Board and Policies - Fèis Rois](#)

Yes ☒ No ☐ Do not have a website ☐

How many people do you employ or how many volunteers do you have?

Do you currently pay the Real Living Wage hourly rate?

Yes ☒ No ☐ NA ☐

As part of your procurement assessment process, do you ensure that traders/suppliers pay the Real Living Wage hourly rate?

Yes ☒ No ☐

How do you provide channels for Effective Voice in the workplace for staff and/or volunteers?

- ☒ Line Management Relationship
- ☒ Staff /Engagement Surveys
- ☒ Suggestions Schemes
- ☐ Intranet/Online Platforms
- ☒ Staff Forums / Networks
- ☐ Trade Union Recognition/Collective Bargaining

SECTION 5: PROJECT BUDGET

5.1 Main project expenditure – costs should be as accurate and current as possible from recent quotations or price comparisons. Please refer to the guidance note on eligible expenditure and only complete the overheads and management fees summary where you would like to claim more than 10% of costs.



CRF overheads and
management fees sun

Budget Heading	Detailed costs	Revenue/Capital	Amount
Salary cost	Salary for an Event Producer for 12 months at £29,269. Fèis Rois operates a 4-day week so 52 weeks at 28 hours a week = £20.10 per hour	Revenue	£29,269.00
Employers NI Contribution	Calculated at 15.05%	Revenue	£4,405.00
Employers Pension Contribution	Calculated at 5%	Revenue	£1,463.00
Expenses relating to the post	Including IT support, travel expenses for community visits, etc, etc	Revenue	£1,000.00
Overheads recovery	Calculated at 10% of the salary cost only	Revenue	£2,927.00
Events Delivery Budget	To run a programme of events in in the Dingwall and Seaforth Area for the five months from 1 st January to 31 st May 2026 celebrating 'Dingwall 800'	Revenue	£30,000.00
Internal management / admin fee of employed staff	Calculated at 5% of the total project costs listed above	Revenue	£3,453.00
Total revenue expenditure			£72,517.00
Total capital expenditure			£
TOTAL PROJECT COST			£72,517.00
Is VAT included in these costs?			Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
VAT included in these costs?			Yes <input type="checkbox"/> No <input type="checkbox"/>
5.2	Reasonableness of cost - please explain how you have obtained project costs listed in 5.1. These should be from recent price comparisons or quotations but if you have not been able to achieve this, explain how costs were developed.	<p>This is not a capital project, so we do not have price comparisons or quotations.</p> <p>The salary is based on the existing Fèis Rois salary scale.</p> <p>The events budget of £30,000 is a modest overall budget to deliver a minimum of 5 public facing events based on Fèis Rois' considerable event management knowledge.</p>	
5.3	Please explain how your project will achieve value for money.	<p>Our project will achieve value for money because the project is being led by Fèis Rois whose industry expertise will enhance the overall delivery of the project. A short biography for all members of the</p>	

	Fèis Rois team, including Fiona Dalgetty, can be found here: Meet the Team - Fèis Rois
--	--

SECTION 6 – MATCH FUNDING			
6.1	Match funding details – All projects must start within three months of approval.		
Name of funder	Confirmed	Date confirmed or expected	Amount £
Fèis Rois - This is a contribution from Fèis Rois reserves to the delivery of some of the proposed events with a specific music and/or youth focus, e.g. Easter holiday activity for young people in Dingwall, new monthly acoustic music nights, a contribution to delivering a new folk music festival in the town, etc.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	31/03/2025	£21,517
	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Total match funding			£21,517
CRF requested			£51,000
Total project cost			£72,517
6.2	Will the project involve “in kind” support?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
6.3	If yes, please detail.		
6.4	Please explain why public funding is required to deliver the project.		This project will only go ahead with public funding. Fèis Rois is not in a position to fund a new development post, e.g. Event Producer for ‘Dingwall 800,’ or to fund the entire event budget, although we will contribute £21,517 towards specific events in Dingwall during 2026.
6.5	Please explain what the remaining bank balances are for in your accounts.		They are for core Fèis Rois activity and to ensure we adhere to our reserves policy of always having a minimum of 3 months running costs in reserve.

6.6	Please explain why unrestricted funding in your annual accounts cannot be used to deliver the project and/or used as match funding.	We are offering to use some of our unrestricted funds to support new creative and cultural activity (specifically music and youth activity).
-----	---	--

SECTION 7 – INCOME GENERATION

7.1	Will the project generate income?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
7.2	If yes, how will the income benefit the organisation? Will it be re-invested to help with the sustainability of the project – if so, how? A copy of a business plan and/or budget forecast must be provided with the application.	As we are aiming to create an accessible programme of events for everyone in the community to enjoy during the Dingwall 800 celebrations in 2026, we consider income generation to be negligible. As far as possible, we will make events free or 'pay what you can.' Any income generated will be reinvested in the events programme.
7.3	How will you ensure that local organisations/businesses are not disadvantaged because of the project? Are they supportive of the project?	Local businesses are supportive of the project as it will bring additional footfall to the Dingwall and Seaforth Area.
7.4	Have you considered taking out a loan for the project?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
7.5	If not, please state why?	This would not be appropriate in this instance.
7.6	Have you previously received public funding?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
7.7	If yes, please provide details of awards for the last 3 fiscal years and if any were awarded under Public Subsidy.	

Funding	Date	Amount £	Public Subsidy?
Please see the second tab in the attached spreadsheet as we have too many sources of public funding to list here.	Click or tap to enter a date.	£	Yes <input type="checkbox"/> No <input type="checkbox"/>

SECTION 8 – SIGNATURE AND SUPPORTING DOCUMENTATION

8.1	Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding.
<p><i>I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.</i></p> <p><i>The data provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.</i></p>	

Signature: Print: FIONA DALGETTY	Date: 03/04/2025
---	----------------------------

8.2	You must enclose the following supporting documents (where applicable) with the application. If they are not available, please state why.	Yes / No / Not applicable
1	CRF Monitoring & Evaluation framework (page 9 below)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2	Bank statement – please provide a full bank statement with the organisation address. It must be the latest statement at the time of application submission.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
3	Annual financial accounts – latest available.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
4	Constitution or articles and memorandum.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
5	Committee Members or Directors List. We have not attached this as a separate document because it can be viewed online here: Our Board and Policies - Fèis Rois and also here: FEIS ROIS LIMITED overview - Find and update company information - GOV.UK	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
6	Policies – relevant organisational policies applicable to the project such as child protection, health and safety, equal opportunities, Fair Work First policy. We have not attached these because they can be viewed here: Our Board and Policies - Fèis Rois	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
7	Valid organisation insurance policy.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
8	Evidence of need and demand i.e. letters of support, community consultation reports, photos, feasibility study These can be requested from Lynn Bauermeister.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
9	Confirmation of match funding letters. N/A we are providing this from our own unrestricted reserves.	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
10	Permissions – i.e. planning, building warrants, marine licences	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
11	Business plan (income generation projects only)	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
12	Job descriptions (for CRF funded posts)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
13	Evidence of control/ownership of asset – i.e. lease, title deeds	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
14	Partnership agreement	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Reason for missing documentation: We have also attached a separate budget document giving a response to question 7.7 and we have attached the signed Fair Work pro forma.		

Completed forms and supporting documentation should be emailed to communityregenerationfund@highland.gov.uk quoting your unique project reference number. Please ensure you have labelled the supporting documents as per 8.2 of the guidance note:

The application form should follow the naming convention example:

CRF0123 – (Name of organisation) final application form

Supporting documentation should be labelled as: **document type followed with the title** – for example:

- Match funding – The Highland Council
- Match funding – National Lottery
- Insurance – Zurich 2022/23 annual policy
- Organisational policy – health and safety
- Organisational policy – Fair Work First statement
- Permissions – Planning granted July 2022
- Permissions – Building warrant granted Aug 2022
- Bank statement – Bank of Scotland Nov 2022
- Letter of support – name of Councillor
- Letter of support – community council/group
- Letter of support – name of local business

Appendix 2 - Project technical assessments - RAG Summary Spreadsheet																	
Dingwall & Seaforth Committee - 26th May 2025																	
Ref No	Organisation	Project title	Project description	Total project cost	Grant Requested	% rate	Project Robustness	Engagement & Support	Meeting a need/demand	Legacy & Exit Strategy	Equalities issues/ impacts	Environmental sustainability	Value for Money	Match funding	Meets Local Priorities	Additionality	Score
4004	Feis Rois	Dingwall 800 - Event Producer	The project is to create a new post of Event Producer to lead on the delivery of the Dingwall 800 celebrations and Area Place Plan work. The post will deliver a programme to celebrate the year and explore how the cultural sector can work collaboratively with communities to support cross-sector working and to address civic, economic and development needs locally.	£ 72,517.00	£ 51,000.00	70%	3	2	3	2	3	3	3	3	3	3	28

NOTE - RAG assessment criteria scoring. Red Amber Green ratings are based on information provided during the application process and are provided as a guide only. The ratings are converted into scores as follows: Red - 1, Amber - 2, Green - 3. This allows a total score for each project to be provided. All projects presented above are eligible for funding. Where a project has been awarded Red or Amber against any criteria, this does not reflect an eligibility issue but does flag up that there are outstanding concerns, or that only brief information was provided within the application. If Members wish to approve projects that have Red or Amber ratings then we would seek to address these concerns by applying technical conditions to any funding award made.

[illegible]

[illegible]