

# The Highland Council

Agenda Item	10b
Report No	CIA/34/25

**Committee:** City of Inverness Area

**Date:** 18 August 2025

**Report Title:** Inverness Common Good Fund Sub-Committee – Annual Report 2024/25

**Report By:** Assistant Chief Executive - Place

## 1 Purpose/Executive Summary

1.1 The Inverness Common Good Fund exists, under the governance of the Council with delegated powers to the City of Inverness Area Committee (CIAC) to administer, for the principal benefit of the residents of the former Burgh of Inverness. The Inverness Common Good Fund Sub-Committee (ICGFSC) have authority to allow for detailed scrutiny of the administration of the Inverness Common Good Fund (ICGF) in support of the CIAC.

1.2 **Appendix 2** provides detail on the powers delegated from the CIAC. The ICGFSC in summary, these powers can be defined as follows:-

- Policies and Administrative Procedures relevant to the management of the grants process in respect of applications of £10,000 or less;
- All Policies and Administrative Procedures relevant to the management of all applications for Civic Hospitality;
- Promotion of the work supported by the ICGF to include approval of logos and public relations plans;
- Power to allocate funds for any competent purpose from the ICGF in respect of sums of £10,000 or less, with the proviso that this power be limited to the allocation of sums held within the current ICGF budget approved by the CIAC; and
- Power to consider expressions of interest in respect of the community regeneration fund or any other funds, that may be subject to the governance of the CIAC.

1.3 This report updates on the work of the ICGFSC for the financial year 2024/25.

## 2 Recommendations

2.1 Members are asked to **note** and **scrutinise** the work of the ICGFSC as described within the report.

### 3 Implications

3.1 **Resource** - The Sub-Committee were allocated the following budgets by the City of Inverness Area Committee:-

- £121k was allocated to “Poverty and Inequality” applications;
- £40k was allocated to “Other” grant applications;
- £24k was allocated to “Conference Funding” applications;
- £143k was allocated to Partnership Working;
- A further £29k was allocated from Reserves to Partnership Working at the CIAC meetings on 20 May 2024 and 3 February 2025; and
- Applications of more than £10k require CIAC approval.

At the CIAC meeting on 19 August 2024 it was noted that no further applications would be considered during the financial year 2024/25 under the Poverty and Inequality or Other Grants Budgets as annual budget allocations had then been fully committed.

3.2 **Legal** - There are no legal implications as a result of this report.

3.4 **Risk** – There are no implications.

3.5 **Health and Safety (risks arising from changes to plant, equipment, process, or people)** - Consideration will be given to ensuring that appropriate standards are applied to any projects that are approved for grant support come at all in terms of Council policy.

3.6 **Gaelic** – No implications.

### 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 and therefore an impact assessment is not required.

### 5 Background

5.1 At the CIAC meeting held on 30 November 2017, Members agreed that the ICGFSC shall be required to submit an Annual Report to the CIAC summarising the work of the Sub-Committee for the immediately preceding Financial Year.

5.2 The ICGFSC has representation drawn from Political Groups using the agreed formula. This has produced a Sub-Committee of 11 Members which provides strong and consistent scrutiny. **Appendix 1** details the current membership.

- 5.3 A summary of the powers delegated to the Sub Committee are set out below and **Appendix 2** provides the details of the powers delegated to the Sub Committee.
- 5.3.1 Delegated Powers to oversee the administration of the grant application process, including the setting of Grant Conditions and reviewing any decision should the circumstances of the application change or the grant remain unclaimed for more than 6 months.
- 5.3.2 Delegation to decide on all applications which relate to the following:-
- **Civic Hospitality** – In support of the Civic Office except Staffing which would remain reserved to the CIAC.
  - **City Promotions** – In support of activity which generates vibrancy within the City.
  - **Partnership Working** – In support of collaborative projects principally through Inverness City BID and Visit Inverness Loch Ness BID but also inclusive of other such as Operation Respect.
  - **Town Twinning** – Supports the Town Twinning Committee and related civic activity.

These powers are limited to sums of £10,000 or less.

- 5.3.3 **City Projects/Property Maintenance** – Powers to scrutinise and make recommendations to the CIAC are included which augment the power in respect of Grant Applications in excess of £10,000.
- 5.3.4 **Delegation to Senior Community Development Manager, Inverness and South** – Power to delegate expenditure on Civic Hospitality up to a maximum of £300 per event in consultation with the Provost and Sub-Committee Chair.
- 5.3.5 **Community Regeneration Fund** - Power was extended by the CIAC at their meeting on [28 August 2023](#) to consider expressions of interest and to make recommendations on full applications, in respect of the community regeneration fund or any other funds that may be subject to the governance of the CIAC.

## **6 Specific Scrutiny**

- 6.1 The ICGFSC has provided additional scrutiny of the following ICGF expenditure in support of:-
- Victorian Market;
  - Town House;
  - Town Twinning;
  - Whin Park Refurbishment; and
  - Various tenancy management issues

## 7 Grants

### 7.1 **Appendix 3** summarises budget activity in 2024/25:-

1. Grants – Poverty & Inequality - A budget of £121,000 being fully allocated in the financial year 2024/25.
2. Grants – Other – A budget of £40,000 being fully allocated in the financial year 2024/25.
3. Conference Funding – A budget of £24,000 being fully allocated in the financial year 2024/25.
4. Partnership Working – A budget of £143,000 plus £29,278 from Reserves.

### 7.2 **Appendix 4** summarises the sums allocated for Grants:-

- there were 22 “Poverty and Inequality” grants awarded, including 4 over £10k;
- there were 10 “Other” grants awarded, all £10k or under;
- Blythswood – A grant of £25k was awarded in support of City Food Bank activity as part of the Winter Payments scheme;
- there were 5 “Conference Funding” grants awarded, all under £10k;
- there were 9 “Partnership Working” grants awarded, all to either Inverness Business Improvement District or Visit Inverness Loch Ness;
- six grants were approved from the Other Properties budget, including 3 over £10k; and
- there were 2 grants approved from the City Promotions budget and 3 from Town Twinning.
- **A total of 57 grants were awarded totalling £460,616.**

### 7.3 Further information is provided within the regular financial reports on the ICGF taken to the ICGFSC and CIAC.

## 8 Civic Hospitality

### 8.1 Recurring Events

In respect of 2024/25, **Appendix 5** schedules the recurring events which are supported from the Civic Hospitality budget. Prior to an event being included in this category careful consideration is given to the events status, with only those of significance to the City being included.

### 8.2 Efforts continued to be made to reduce the number of Recurring Events and to scrutinise applications for these in order to keep costs under control. Food costs rose again in the year.

## 9 Conclusion

### 9.1 The operational powers delegated to the Inverness Common Good Fund Sub-Committee continue to enhance the effective management of the Common Good Fund. The Sub Committee has scrutinised project funding with a focus on ensuring that projects bring principal benefit to residents of the Burgh.

- 9.2 Supported events and projects receive as high a profile as practicable with a condition of grant requiring applicants to acknowledge the Inverness Common Good Fund in all promotional material and include the ICGF logo.

Designation: Assistant Chief Executive - Place

Date: 15 July 2025

Author: David Haas, Senior Community Development Manager  
(Inverness and South)

Background Papers: None

Appendices: Appendix 1 – ICGFSC Membership  
Appendix 2 – Powers delegated to the ICGFSC  
Appendix 3 – Budget Activity 2024/25  
Appendix 4 – Grants Awarded 2024/25  
Appendix 5 – Civic Hospitality Recurring Events 2024/25

**Inverness Common Good Fund Sub-Committee**

The current membership of the Inverness Common Good Fund Sub-Committee is as follows:

Provost Glynis Campbell-Sinclair

Cllr Chris Ballance

Cllr Michael Cameron

Cllr Alasdair Christie

Cllr Alex Graham

Cllr Michael Gregson

Cllr Duncan MacDonald

Cllr Kate MacLean

Cllr Isabelle Mackenzie

Cllr Duncan MacPherson

Cllr Morven Reid

### **Inverness Common Good Fund Sub-Committee**

#### **Powers Delegated in Full by the City of Inverness Area Committee to the Inverness Common Good Fund Sub Committee**

1. To carry out any duties delegated from the City of Inverness Area Committee in relation to the administration of the Inverness Common Good Fund.
2. All powers delegated shall be exercised as fully delegated powers and be applicable to the operation of the Inverness Common Good Fund.
3. Notwithstanding the above powers specifically delegated are;
  - a. To decide on all administrative matters relating to the operation of the Inverness Common Good Fund excepting decisions affecting Cash or Equity Investments.
  - b. Grants – to decide on all applications for financial assistance where the sum applied for is £10,000 or less. In respect of applications in excess of £10,000, to make recommendations to the City of Inverness Area Committee.
  - c. Other applications for funding – to decide upon all other applications for financial assistance where the sum applied for is £10,000 or less or where the sum requested relates to the provision of Staff
  - d. Project Monitoring – to consider reports from officers on the progress of projects approved by the City of Inverness Area Committee and to make recommendations to the City of Inverness Area Committee as appropriate
  - e. Civic Hospitality – to decide upon all applications for Civic Hospitality where the total cost of the event does not exceed £10,000, including the power to delegate approval of events to the Inverness City Area Manager in consultation with the Chair and the Provost where the cost of the event does not exceed £300.
  - f. Property Maintenance - Power to scrutinise all expenditure from property maintenance budgets where the sum expended exceeds £10,000 on any one project.
  - g. City Promotions - to decide upon allocations to be made from the City Promotions Budget where the sum does not exceed £10,000
  - h. Tenancy Management – to decide upon all applications for lease, Assignment of Lease, Rent Review or any other Tenancy related matter where the Assistant Chief Executive - Place has seen fit not exercise Delegated Powers
  - i. Power to consider expressions of interest in respect of the community regeneration fund or any other funds, delegated.

- j. Consider full applications and to make recommendations to the City of Inverness Area Committee on the selection of projects for approval and the value of grants to be made in respect of funds that are subject to the governance of the City of Inverness Area Committee.



**Inverness Common Good Fund - Grants**  
**Available Resource for Allocation**

£

<b>Budget Balance Available</b>				
Poverty & Inequality			121,000	
Other			40,000	<b>161,000</b>
<b>22/04/24 Inverness Common Good Fund Sub-Committee</b>				
Poverty & Inequality	Grants < £10k	27,613		
Other	Grants < £10k	<u>33,239</u>	60,852	<b>100,148</b>
<b>20/05/24 City of Inverness Area Committee</b>				
Poverty & Inequality	Grants > £10k	16,000	16,000	<b>84,148</b>
<b>01/08/24 Inverness Common Good Fund Sub-Committee</b>				
Poverty & Inequality	Grants < £10k	18,036		
Other	Grants < £10k	5,000	23,036	<b>61,112</b>
<b>19/08/24 City of Inverness Area Committee</b>				
Poverty & Inequality	Grants > £10k	57,654	57,654	<b>3,458</b>
<b>28/1024 Inverness Common Good Fund Sub-Committee</b>				
Poverty & Inequality	Grants < £10k	1,697		
Other	Grants < £10k	1,761	3,458	<b>0</b>
<b>Poverty &amp; Inequality Grants</b>				<b>121,000</b>
<b>22/04/24 Inverness Common Good Fund Sub-Committee</b>				
	Grants < £10k	27,613	27,613	<b>93,387</b>
<b>20/05/24 City of Inverness Area Committee</b>				
	Grants > £10k	16,000	16,000	<b>77,387</b>
<b>01/08/24 Inverness Common Good Fund Sub-Committee</b>				
	Grants < £10k	18,036	18,036	<b>59,351</b>
<b>19/08/24 City of Inverness Area Committee</b>				
	Grants > £10k	57,654	57,654	<b>1,697</b>
<b>28/1024 Inverness Common Good Fund Sub-Committee</b>				
Operation Respect	Grants < £10k	1,697	1,697	<b>0</b>
<b>Other Grants</b>				<b>40,000</b>
<b>22/04/24 Inverness Common Good Fund Sub-Committee</b>				
	Grants < £10k	33,239	33,239	<b>6,761</b>
<b>01/08/24 Inverness Common Good Fund Sub-Committee</b>				
	Grants < £10k	5,000	5,000	<b>1,761</b>
<b>28/1024 Inverness Common Good Fund Sub-Committee</b>				
Operation Respect	Grants < £10k	1,761	1,761	<b>0</b>

## Inverness Common Good Fund - Conference Funding Grants

### Available Resource for Allocation

£

£

Budget Balance Available

24,000

**24,000**

**Committee Date**

**Category**

**Award**

**Total for meeting**

**22/04/24 Inverness Common  
Good Fund Sub-Committee**

Grants < £10k

12,400

12,400

**11,600**

**20/05/24 City of Inverness  
Area Committee**

Grants < £10k

8,110

8,110

**3,490**

**28/10/24 Inverness Common  
Good Fund Sub-Committee**

Operation Respect

Grants < £10k

3,490

3,490

**0**

# Inverness Common Good Fund - Partnership Working Grants

## Available Resource for Allocation

£

Budget Balance Available

**143,000**

Committee Date	Category	Award	Total for Meeting	
<b>20/05/24 City of Inverness Area Committee</b>				
	Grants < £10k	9,700		
	Grants > £10k	<u>122,915</u>	132,615	<b>10,385</b>
<b>22/04/24 Inverness Common Good Fund Sub-Committee</b>				
	Grants < £10k	10,000	10,000	<b>385</b>
<b>20/05/24 City of Inverness Area Committee</b>				
	Grants > £10k	20,000	20,000	<b>-19,615</b>
<b>03/02/25 City of Inverness Area Committee</b>				
	Grants > £10k	9,663	9,663	<b>-29,278</b>

Appendix 4

Inverness Common Good Fund Grants Approved 2024/25

Poverty & Inequality Grants Budget £121,000

12th Inverness Boys' Brigade	70th Anniversary trip to Holland in Summer 2024	£4,000
Astar School of Traditional Music	Astar Groupwork Classes	£1,218
Balloan FC	Trip to Caldas-da-rainha in Portugal for International Football Tournament	£5,000
Feis na h-Oige	Club G	£1,315
Red Chiar Highland Ltd	Digital Inclusion	£4,900
Charleston Academy	Ocean Youth Trust Employability Voyage	£1,000
Glen Albyn Explorer Scouts	Explorer Belt Expedition to Sweden	£2,600
Highland Disability Sport	SDS National Swimming Championships 2024	£3,500
The Maggie Keswick Jencks Cancer caring Centres Trust (Maggie's)	Maggie's Highlands Kitchen Renovation	£4,080
Inverness Blitz	Highland Youth Empowerment Program	£16,000
Combat Stress	Purchase of a bespoke gazebo	£658
Ness Bank Church of Scotland	Kitchen Dishwasher Replacemant	£1,598
Merkinch Community Council	Inverness Street Art Project	£4,700
Drummond Owners Association	Restoration of Drummond Pond	£2,862
Merkinch Football Academy	Merkinch Football Academy	£3,760
Enable Works (Leading the Way)	Tune In Project	£4,458
UHI Inverness	Caring Conversations	£5,743
Velocity Café and Bicycle Workshop	Cycle to Health	£7,261
Hilton Family Support	Hilton Family Support	£14,100
New Start Highland	Training & Reuse Village	£30,550
Blythswood Care	Highland Foodbank - Inverness	£25,000
Inverness BID	Operation Respect Festive 2024	£1,697
		£146,000

As there was enough money remaining in the Winter Payments Budget after all payments had been met the Blythswood Grant was taken from that budget.

Appendix 4

Inverness Common Good Fund Grants Approved 2024/25

Other Grants Budget £40,000

University of the Highlands and Islands	IGNITE 24 - Highland Engineering Environment Science Technology Festival	£5,000
Inverness Gaelic Choir	Inverness Gaelic Choir Running Costs	£2,500
Northern Counties Cricket Club	Replace and Upgrade Training Facilities	£3,605
Inverness Orienteering Club	Scottish Orienteering Championships (Individual)	£1,634
Beneath The Surface Ltd	Monsterfest 2024	£5,000
City of Inverness Pipe Band	Community Pipe Band	£10,000
The Inverness Darkroom	Future Proof towards a sustainable community darkroom	£2,000
The Mahler Players	The Mahler Players Performances in the Cathedral	£3,500
Scottish Chamber Orchestra	Immerse	£5,000
Inverness BID	Operation Respect Festive 2024	£1,761
		£40,000

Appendix 4

Inverness Common Good Fund Grants Approved 2024/25

Conference Funding Budget £24,000

Northern Meeting Charitable Piping Trust	Northern Meeting Solo Piping Competitions 2024	£4,900
An Comunn Gaidhealach (Inverness)	Inverness Provincial MOD 2024	£2,500
Highlands & Islands Enterprise (HIE)	A3 Scotland 2024 Conference	£5,000
Hands Up for Trad	MG Alba Scots Trad Music Awards 2024	£8,110
Inverness BID	Operation Respect 2024	£3,490
		<b>£24,000</b>

Appendix 4

Inverness Common Good Fund Grants Approved 2024/25  
Partnership Working Grants Budget £143,000

Inverness BID	City of Inverness Annual Floral Displays 2024	£52,410
Inverness BID	Wider City of Inverness Annual Floral Displays 2024	£23,631
Inverness BID	Operation Respect Easter/Summer/Autumn 2024	£13,403
Inverness BID	Inverness Gull Project 2024	£13,606
Inverness BID	Safe Inverness Project	£9,700
Inverness BID	Coach & Visitor Ambassador Project 2024	£19,865
Visit Inverness Loch Ness	Continuing Food & Drink Tourism	£10,000
Visit Inverness Loch Ness	Promoting Inverness for Business Events	£20,000
Inverness BID	Gull Management Programme 2024/25	£9,663
		£172,278

It was agreed to take money from reserves to fund the VILN annual grant and the 2nd Gull Management Programme grant

**Appendix 4****Inverness Common Good Fund Grants Approved 2024/25  
Grants from Other Properties**

Highland Council	Installation of a new electricity pillar at Bught Park	£4,989
Apex Scotland	Apex Scotland Challenge Team	£17,096
Inverness Sea Cadets	Building Fabric Improvements	£20,000
The Oxygen Works	Waiving of Annual Rent	£6,500
Inshes Community Association	Safety Improvements At Inshes Wheel Park	£2,310
Apex Scotland	Apex Highland - Torvean & Fraser Park	£14,581
		<b>£65,476</b>



**Appendix 4****Inverness Common Good Fund Grants Approved 2024/25  
Grants from City Promotions**

Inverness BID	Operation Respect Festive 2024	£2,404
Visit Inverness Loch Ness	UKInbound Discover Programme	£5,000
		<b>£7,404</b>



Appendix 4

Inverness Common Good Fund Grants Approved 2024/25  
Grants from Town Twinning

Inverness Town Twinning Committee	Flights to St Valery en Caux for two members of the Town Twinning Committee to join the Civic Party	£858
Inverness Town Twinning Committee	Purchase of gifts, Web Site admin and hire of rooms for meetings	£600
Highland Schools Wind Orchestra (Highlife Highland)	Highland Schools Wind Orchestra Tour to Augsburg, Germany 2025	£4,000
		<b>£5,458</b>

### 24-25 Recurring List

<u>EVENT</u>	<u>LOCATION</u>	<u>FUNCTION</u>	<u>NUMBERS ATTENDING</u>	<u>COST</u>
Armed Forces Day -AM	Town House	Civic Reception/Buffer	60	£1,400
Highland Games -AM	Northern Meeting Park	Civic Reception/Buffer	100	£10,000
Kirking of the Council -AM	Town House	Civic Reception/Buffer	230	£6,000
Remembrance Sunday	Town House	<b>Civic Reception- CONTRIBUTION RBL5</b>	N/A	£1,000
Armistice Parade -AM	Town House	Civic Reception/Buffer	60	£1,400
Community Celebration Event -PM	Town House	Civic Reception/Buffer	120	£3,000
Commonwealth Flag Raising -AM	Town House	Civic Reception/Buffer	50	£1,200
Northern Meeting Piping Competitions- PM	Town House	Civic Reception/Buffer	100	£3,000
Highland Poppy Launch -AM	Town House	Civic Reception/Buffer	100	£2,500
Inverness Town Twinning – Visits	Town House	Civic Lunch x 3 visits	50 per visit	£6,000
Best Bar None Awards	Mercure Hotel	<b>External- CONTRIBUTION</b>	N/A	£750
VVIP Visits	Town House	Civic Reception	N/A	£3,000
Police Scotland PYVS-PM	Town House	Civic Buffet- <b>No Alcohol</b>	80	£1,900
Civic Gifts	Town House	Hospitality Gifts		£3,000
		Total		£44,150

Agreed as at 22nd April 2024