



APPLICATION FORM TO APPLY TO THE INVERNESS COMMON GOOD FUND

Applicant / Organisation:	Inverness BID Ltd		
Project Title:	Best Foot Forward Project		
Project Location <i>(inc. Postcode):</i>	Inverness BID (City Centre) 1 st Floor, 17 Queensgate, Inverness, IV1 1QA		
Contact Name(s):	[REDACTED]		
Applicant Address <i>(inc. Postcode):</i>	Inverness BID 1 st Floor, 17 Queensgate, Inverness, IV1 1QA		
Email Address(es):	[REDACTED]		
Contact Telephone:	[REDACTED]		
Council Ward <i>(check guidance for link):</i>	Inverness Central Ward		
Does the main contact have any communications needs? E.g., textphone, sign language, large print?			
Yes		No	✓

What type of organisation are you? *(Please tick all that apply)*

Third Sector (Voluntary or Community organisation)		Community Council	
Registered Charity If yes Registration Number		Company Limited by Guarantee If yes – Company Number	
Other ✓ Company Limited by Guarantee, Non-Profit/Non-Shareholder Capital			

Amount applied for	£ 17,950
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Start Date of Project	1 st September 2025
End Date of Project	31 st March 2026

Project summary – please provide a brief outline of your project and the outcomes it will deliver. *example:*

- *Aims of the project and how you are going to do it*
- *Is this a new project/service or an additional activity to an existing project or service?*
- *Help with running costs or for a specific project or activity?*
- *Please include details of how you know there is a need for this project*
- *Who will benefit? It is important to state in your application how your project will benefit the citizens of the City of Inverness*
- **Please note** that the Council (ICGF) will be unable to provide any resources towards activities/items not specified on this form or supporting information

Aims of the Project:

The **Best Foot Forward Project** aims to bring together four practical, place-focused improvements designed to make Inverness City Centre cleaner, safer, and more welcoming for residents, visitors, and businesses alike.

Developed in partnership with city stakeholders, and Highland Council this coordinated programme will compliment wider city regeneration efforts and contributes directly to placemaking and public realm enhancements.

1. Stephen's Brae Bin Store

The first activity is the creation of a new shared-use bin store for businesses on Stephen's Brae to address long-standing issues caused by the current ad hoc bin location at the bottom of the brae.

The existing arrangement creates operational difficulties for businesses, restricts the use of outdoor seating, attracts gulls and other vermin, and prompts regular complaints relating to mess, odour, and noise.

Due to turning restrictions, Highland Council is currently the only waste contractor able to service uplifts from the top of the brae. A shared bin store at this location therefore offers a practical and proportionate solution, with ongoing operational benefits for the local authority through securing of additional contracted waste uplifts on an ongoing basis.

A new local business working group has been formed with Highland Council and BID representatives facilitating, to support wider improvements of the area, including exploring improvements for the Brae.

The proposed bin store complements these efforts as part of a coordinated enhancement of the street environment.

The relocation is supported by Highland Council Environmental Health and Roads officers and is expected to reduce littering, improve visual impact, and support trade and tourism while also helping to deter scavenging from breeding gulls.

2. Noticeboards Replacement

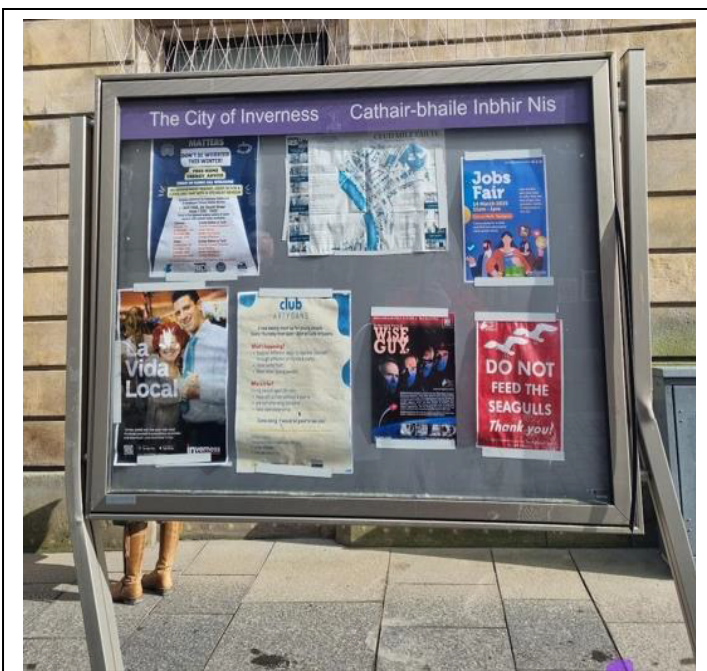
A second element of the application proposes to replace four City Centre metal notice boards located presently at Union Street, Church Street, Inglis Street, and Bridge Street with two redesigned, branded parish-style noticeboards.

These will be similar to the Riverside Way notice board and will be more aesthetically pleasing with colours aligned with the city's new wayfinding signage which will help to reinforce Inverness's identity as a connected, vibrant place.

The new boards will serve as trusted, low-tech community information point in high-footfall areas offering continuity of communication and resilience, for events, and also as may be required in the event of power outages or cyber incidents, where digital communications may be compromised as a go-to point. City Centre noticeboards, with content managed by BID at own cost, provide an accessible point for all including for those who do not have digital access.

The current noticeboard on Inglis Street sits at a 45-degree angle having been collided with by a delivery vehicle and in addition the current boards are a H&S hazard when changing content due to the method of opening (bottom to top) and risk of falling on staff so currently are maintained with two-persons to ensure this risk is minimised.

With the finger posts being due to be installed prior the ICE opening, having matching and complimentary noticeboards would complete full information and way finding for the centre.



Above: Existing Noticeboard (Inglis St)

Right: Example Replacement –
Parish Style



3. Updated Community Safety, Amenities and Key Information Guide

The third element is that funding is sought to print a new City Centre Safety, Amenities and Key Information Guide for businesses and organisations.

The practical, easy-to-use resource is designed to encourage compliance, promote positive behaviours, and support pride in the city centre to ensure that wider efforts can be supported with organisations being able to contribute and also apply best practices.

The Guide, with input from respective Highland Council Teams, covers key messaging but importantly areas that are not already covered in respect to:

- Waste Management
- Bin Storage/Trade Waste Policy
- Gull Management
- A-Board and Signage
- Street Café Licencing
- See It? Report It!
- Roads and Pavement Issues

As well as being a key resource, this will also allow us to actively encourage and support positive day-to-day behaviours such as keeping bin lids closed, reducing street clutter, and maintaining tidy shop frontages while reinforcing civic pride and shared responsibility. An online version will also be available and the content draft is already completed with funding requested solely for printing. Delivery, updates, and digital access will be managed by BID team.

4. Smart Scape 2025-26

The final component is a small but high-impact investment to support continuation of the **Smart Scape** initiative.

This activity complements but does not replace core Council cleaning services by focusing on tasks that fall outside statutory duties, as additionality, such as removing ingrained grime, graffiti, fly-posters, and vape stickers. The service also enables rapid-response interventions, using a mobile power washer (previously grant-funded) and helps address practical issues in hard-to-reach areas such as those shielded from rainfall or under benches and supports a cleaner, more cared-for public realm. Previous interventions have included the following (examples):





ALLEY BETWEEN HIGH STREET TO LOMBARD STREET **BEFORE AND AFTER**



GRAFFITI ACADEMY STREET



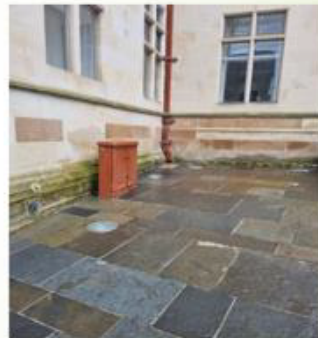
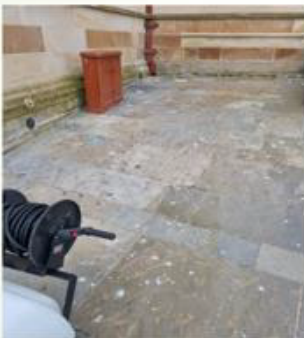
HIGH STREET BENCHES **BEFORE AND AFTER**



Fire Door – Graffiti removal



SIDE OF TOWN HOUSE – POWER WASH



BIRD MESS REMOVAL WITH POWER WASHER



Smart Scape funding for 2025-26, at a much reduced amount than in previous years, will allow BID to continue, albeit on a smaller scale this activity which in Winter 2024 was extended to also include pavement gritting for target areas when required, again as an occasional and responsive measure.

Together, these targeted actions represent a pragmatic and cost-effective investment in improving the city centre environment (with previous private quotes for similar being several times most costly).

The **Best Foot Forward Project** is rooted in partnership, responds directly to need, and reflects the aspiration (with other measures) to further develop and embed collective action and civic pride in respect to our City Centre. With modest support, this project will be able to deliver visible and meaningful impact to the people and businesses who live, work, and spend time in the city as well as to our visitors.

Please give a summary of expected outcomes from your project.

Please include details:

- *How your project will continue beyond the period of ICGF support?*
- *How your project or activity will help the Council to meet its Public Sector Equality Duty?*
- *Will your project make a contribution towards the promotion of the Gaelic language?*
- **Please Note** *you will be expected to submit an Evaluation Report (a form will be supplied) at the conclusion of your project and prior to the payment of the final instalment of grant.*
- **Please Note** *If successful your grant will be valid for a period of six months from the date of the letter confirming Project Funding your award. Extensions can be applied for in writing if made within the period of validity.*

The Best Foot Forward Project will deliver immediate as well as long-lasting benefits for Inverness City Centre.

The bin store at Stephen's Brae will, once established, become a permanent feature managed in partnership with Highland Council and benefiting from operational efficiencies due to ongoing contracted waste uplifts.

The funding allocated for the bin store will be assigned directly to the relevant Highland Council team, ensuring it is a one-off cost and allowing integration into local authority operations.

Similarly, any funding allocated for costs for the replacement of the noticeboards will be assigned to the appropriate Council team to facilitate installation and removal, aligned with the city's new wayfinding signage programme ongoing as an additional placemaking measure.

The updated City Centre Safety, Amenities, and Key Information Guide is a one-off print initiative, with content to thereafter be managed online, the requirement for print however will ensure that all businesses receive the same update which cannot be guaranteed when solely online is available.

There is scope for Smart Scape to receive some support from alternative funding streams if and when these may become available.

Overall, the project actively contributes to the Council's Public Sector Equality Duty by improving access to clear, non-digital information in the city centre through well-placed, easy-to-read noticeboards. These provide a vital communication channel for individuals who may not use digital platforms, including older residents and those with limited connectivity. The project also promotes


an inclusive, clean, and accessible environment for all, particularly benefiting people with disabilities by addressing trip hazards, reducing street clutter, and enhancing overall safety and highlighting accessibility requirements in respect to for example any street café licence application.

A contribution to the promotion of the Gaelic language is embedded in the project, with bilingual signage planned for the new parish-style noticeboards. These will reflect and reinforce the language use seen across the city's wayfinding infrastructure, promoting visibility of Gaelic and its role in Inverness's civic and cultural identity.

PROJECT COSTS

Please provide a breakdown of how much your activities/project will cost splitting between revenue and capital expenditure, Please Note grant recipients are expected to provide evidence of value for money.	Amount (£)
Stephen's Brae Bin Store and Associated Costs (£s to relevant HC Team)	£8,750
Removal and Replacement of City Centre Notice Boards (£s to relevant HC Team)	£5,900
Business Key Information Guide (Operation Sparkle)	£350
Smart Scape 1st October 2025 – 31st March 2026	£2,950
Total Project Cost	£17,950

About your Organisation

When did your Organisation start?	1 st April 2008
What geographic area does your organisation cover? Please note the Inverness Common Good Fund can only help with projects that bring direct benefit to the citizens of Inverness.	Inverness City Centre: 
What communities of interest (e.g. Young people, people with disabilities, people with	We engage with a diverse range of communities of interest including vulnerable individuals such as young people,

an ethnic minority background etc.) does your organisation cover?	individuals with alcohol or drug dependencies, people with disabilities including mental health or learning disability, and individuals from various ethnic backgrounds. We also work with individuals facing socio-economic challenges and those involved in anti-social behaviour. Our focus is on supporting and addressing the needs of these communities with care, respect, and tailored interventions
Is there a restriction on who can join your organisation? If yes please give details.	Yes – all BID Levy Payers (business/property owners and owner occupiers) are eligible.
Has your organisation received any funding from the Inverness Common Good Fund over the last 3 years. If yes please give details of when/what for/how much.	Yes – please appendix A (paper apart) for details.
Has your organisation received any other funding from the Highland Council or any Common Good Fund over the last 3 years? If yes please give details of when/what for/how much.	No.

Bank Details

Name of Bank	██████████
Account Name	██████████████████
Account Number	██████████
Sort Code	██████████

Checklist

To ensure that the Highland Council can consider your application please tick to show what you have enclosed. Please ensure that you have enclosed the following information:	
Externally verified Statement of Accounts as presented to your AGM for the last 3 years OR	✓

TABLE A 2022/23/24/25	
COMMUNITY SAFETY - ICGF	
Easter/Summer/Autumn 2025 Task Team	£14,804
Easter/Summer/Autumn 2024 Task Team	£13,403
Easter/Summer/Autumn 2023 Task Team	£11,596
Easter/Summer/Autumn 2022 Task Team	£10,795
Safe Inverness	
Safe Inverness Project 1.4.25 - 31.3.26	£10,750
Inverness Community Safety Partnership period 1.4.24-31.03.25	£9,700
Inverness Community Safety Partnership period 1.4.23-31.03.24	£9,700
Inverness Community Safety Partnership period 1.4.22-31.3.23	£9,700
Gull Project	
Gull Project 2025	£27,050
Gull Project 2024	£23,269
Gull Project 2023	£12,839
Gull Project 2022	£12,000
Floral Displays	
Floral Display City Centre 2025	£54,272
Floral Display Wider City 2024	£22,872
Floral Display City Centre 2024	£52,410
Floral Display Wider City 2024	£23,631
Floral Displays Summer 2023	£64,150
Floral Displays Summer 2022	£64,150
CITY CENTRE RECOVERY - ICGF	
Here to Help Ambassadors 2020	£5,973
COACH AMBASSADOR - ICGF	
Coach & Visitor Ambassador Project 2025	£23,847
Coach Friendly Project 2024	£19,865
Coach Friendly Project 2023	£12,987
Coach Friendly Project 2022	£10,800
INVERNESS LOVES LOCAL CAMPAIGN - ICGF	
Additional Gift Card Marketing - 2022	£5,900
SMART SCAPE - ICGF	
Smart Scape City Centre Project - 2023-24	£8,484
Smart Scape City Centre Project - 2022-23	£9,997
INVERNESS FESTIVE PARKING - ICGF	
Inverness Festive Parking (Rose St) - December 2022	£9,950

OP RESPECT WINTER	
Task Team Winter 2025	£4,539
Task Team Winter 2024	£4,539
Task Team Winter 2023	£4,266
Task Team Winter 2022	£4,834