

Agenda Item	4
Report No	SCC/27/25

The Highland Council

Committee: Sutherland County

Date: 1 December 2025

Report Title: Invitation to Pay – Allocation of Income 2024/25

Report By: Assistant Chief Executive - Place

1 Purpose/Executive Summary

- 1.1 This report advises Members of the Invitation to Pay (ITP) income earned in 2024/25, expenditure to date and the ITP balance available. The report also proposes a process for allocating the funding.

2 Recommendations

2.1 Members are asked to:-

- i. **Note** the earmarked funds for 2024/25 for this Committee from the Invitation to Pay Parking of £10,453.00
- ii. **Note** expenditure to date of income generated in 2022/23 and 2023/24 and the balance available following the addition of income earned in 2024/25;
- iii. **Approve** the process for the distribution of Invitation to Pay income in Sutherland;
- iv. **Note** the distribution process will be reviewed in a year's time; and
- v. **Approve** delegated power for the authorisation of spend up to £10,000 to the Community Development Manager in consultation with local Members; while spend over £10,000 would be subject to Sutherland County Committee approval.

3 Implications

- 3.1 **Resource** – Invitation to Pay income supports the maintenance of infrastructure and releases funds to the Area Committee to allocate to local community priorities.
- 3.2 **Legal** – No implications
- 3.3 **Risk** – No implications

3.4 **Health and Safety (risks arising from changes to plant, equipment, process, or people)** – No implications

3.5 **Gaelic** – No implications

4 Impacts

4.1 In Highland, all policies, strategies and service changes are subject to an integrated screening for impact for Equalities, Poverty, 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 Integrated Impact Assessment - Summary

4.3.1 An Integrated Impact Assessment screening has been undertaken on 11 November 2025. The conclusions have been subject to the relevant Manager Review and Approval.

4.3.2 The Screening process has concluded that the proposal has potential to have positive impact in some areas, for example income allocated to address community issues and priorities. The screening of the proposal identified no negative impacts. Members are asked to consider the summary in **Appendix 1** to support the decision-making process.

4.3.3	Impact Assessment Area	Conclusion of Screening/Full Assessment
	Equality	Positive
	Socio-economic	Positive
	Human Rights	Positive
	Children's Rights and Wellbeing	Positive
	Island and Mainland Rural	Positive
	Climate Change	Positive
	Data Rights	No impact

5 Background

5.1 The Council approved a £1.5m Visitor Management Strategy at its meeting on 4 March 2021 in response to the increased numbers of tourists visiting the Highlands. The strategy recognised that there was a need to invest in infrastructure and Council services to improve the visitor experience, and to address some of the issues arising from over-crowding in popular hotspots, including insufficient parking areas, bad/inconsiderate parking and consequential damage to roadside verges.

5.2 £250,000 from the Visitor Management Fund was allocated for improvements to parking management across Highland comprising installing charging at tourist

dominated sites, improved signage, lining, minor repairs and increasing staff resources.

5.3 The Sutherland County Committee agreed at its meeting on 22 November 2021 to introduce Invitation to Pay at the following locations:-

- Achmelvich Beach Car Park
- Clachtoll Beach Car Park
- Durness Village Car Park.
- Golspie Fountain Road Car Park
- Golspie Shore Car Park

Dornoch Beach Car Park was also agreed, but it is accounted for separately because it forms part of the Dornoch Common Good Fund.

6 Invitation to Pay Income

6.1 As per Council policy, 50% of net income, after costs, are passed to the relevant Area Committee as earmarked funds from the previous financial year. The amount allocated for Sutherland County Committee to date totals £28,900 as follows:-

Car Park	Ward	2022/23	2023/24	2024/25	Total
Achmelvich Beach	1	£3,428.00	£1,577.00	£47.00	
Clachtoll Beach	1	£1,566.00	£2,060.00	£2,597.00	
Durness Village	1	£602.00	£2,786.00	£3,794.00	
Ward 1 Total		£5,596.00	£6,423.00	£6,438.00	£18,457.00
Golspie Fountain Road	4	£1,286.00	£885.00	£1,664.00	
Golspie Shore	4	£1,780.00	£2,477.00	£2,351.00	
Ward 4 Total		£3,066.00	£3,362.00	£4,015.00	£10,443.00
TOTAL		£8,662.00	£9,785.00	£10,453.00	£28,900.00

7 Expenditure to Date

7.1 To date ten projects, detailed below, have been supported through the Invitation to Pay fund across both wards.

Ward	Name of Project	Amount Awarded
1	Bonar Bridge Football Club – Playfield Dugouts	£487.86
1	Kyle of Sutherland Hub – Community Cycling Project	£500.00
1	Sutherland Sports Council – Supporting Sport in Sutherland	£1,000.00
1	Culag Community Woodland Trust – Troll Bridge Restoration	£2,000.00
1	Culrain & District Hall Committee – New Door	£2,000.00
TOTAL spent to date in Ward 1		£5,987.86

Ward	Name of Project	Amount Awarded
4	Brora Development Trust - Food provision for Youth Initiative	£395.98
4	Go Golspie Youth Action Project – Youth Club Costs	£500.00
4	Go Golspie Development Trust – Community Car Scheme	£1,000.00

4	Sutherland Sports Council – Supporting Sport in Sutherland	£1,000.00
4	Feis Chataibh – Feis an T-Samhraidh	£2,000.00
TOTAL spent to date in Ward 4		£4,895.98

8 Funds Available

- 8.1 Taking into account the remaining available funds from 22/23 and 23/24 and the income generated in 24/25, the total updated available balances for each Ward are as follows:

Ward	Total Income	Total Expenditure	Balance Available
1	£18,457.00	£5,987.86	£12,469.14
4	£10,443.00	£4,895.98	£5,547.02

9 Approval Process

- 9.1 Sutherland County Committee agreed at its meeting on 12 November 2024 to allocate Invitation to Pay funds using the same process as the Ward Discretionary Fund. This process ensures support for community led activity in areas where the income generating car parks are located as well as projects across the respective ward. It is recommended that the current process for allocating Invitation to Pay funds be continued, subject to annual review.
- 9.2 All applications for funding of under £10,000 would be delegated for officer approval via the Community Development Manager in consultation with local Members. Applications for more than £10,000 would be subject to Sutherland County Committee approval, as per the Scheme of Delegation.

Designation: Assistant Chief Executive - Place

Date: 12 November 2025

Author: Fiona Richardson, Community Development Manager
Ross Bartlett, Principal Officer for Traffic and Parking

Background Papers: [Parking Policy 2018 to 2023](#)
[Environment, Development & Infrastructure Committee 2019](#)
[Tourism Committee 16/6/2021](#)

Appendices: Appendix 1 – Impact Assessment Summary

No negative impacts have been identified. The screening highlighted overall no negative impacts from the direction proposed in the report but notes a potential positive socio-economic impact as a consequence of the proposed funding model and opportunity to support community projects and activities.

Equality, Poverty and Human Rights

The screening specifically notes the potential for positive impact on children and young people, older people and poverty, as a result of the approach to allocate funding to each Ward to address community needs and priorities.

Island and Rural

The screening also noted potential positive impacts on rural and island communities. A core principle is to support and build resilient and sustainable communities, recognising the allocation of funding in each Ward is anticipated to have a positive impact across Sutherland communities.

Climate Change

The screening highlighted no negative impacts as a result of the proposed approach.