

Project Manager report

end August 2025

ADMINISTRATIVE

1. Collection of levy – figures for August collections not available at time of preparing this document.
2. Collection of Levy – issuing of Warrants still on pause.
3. Financial Director – position still vacant
4. Insurance – quote accepted in principle from Howdens, needed to be re-priced. Re-priced quote had errors; eg wrong number paid staff, error in summary of activity. Passed back to Howdens for requote 22/8/25.

Communications

5. **Social Media** continues to perform well. Please can Board members like the BID Facebook and Insta feeds as well as LinkedIn, as appropriate, and then like, comment and share posts.

Average reach on BID For Galashiels Facebook across 28 days to 30/08/2025 is up 289% (all organic). (7.2k average views for posts, 5.6k average reach.)

Shares from SSDA, Scotlands Town Partnerships, Great Tapestry, MacArts

Most popular posts – Scotland Loves Local, photo with Gala traders. Mags, Police Scotland and Council walk-round.

Newsletter – August issue included reference to Vacant Shops Academy and prompted pro-active contact from two landlords who had previously not been in touch with Energise or the BID Steering Group.

Website – the newsletter is now getting too full for the format we were using. Lara (MM) volunteered her time to work on the BID website to enable us to link articles through from the newsletter.

Other – coverage by Border Telegraph (online). Mentions on Scotland Towns Partnership website (SLL week).

Upcoming –

In addition to the regular social media feeds and monthly newsletter:

- Hard Copy one sheet letter to all businesses giving notice of the Christmas event

- Hard copy and email to traders requesting participation in Christmas trail
 - Hard copy and email to traders offering chance of market stall on 29th November
 - Press release for Christmas Season and Light Switch On
 - Radio interview TD1 for Christmas Season (and then regular monthly updates thereafter)
 - Possible radio interview BBC Radio Scotland for Christmas Season (NB they will NOT do this interview if the knowledge is already in the public domain and been in local papers)
 - Press release re Vacant Shops Academy. Would have been good to do in partnership with SBC, but we should not defer waiting for that. (possibly more BBC Radio Scotland's bag than Christmas – but again we can only expect their coverage if they get first dibs at it).
6. Meetings with Levy Payers;
- Tapestry,
 - MacArts,
 - DC Repair Group,
 - Tartan & Tweed (phone),
 - Nobles,
 - Jimmy & Rita (phone).
7. Go Tweed Valley – emailed to PM and Tapestry re signage/posters at The Interchange. Needs careful handling as we don't want GTV to whisk everyone straight down the valley. PM to follow up.

Creating a Safe, Secure and Welcoming Environment

8. Vacant shop academy. Continued discussions with Jay/Iain/landlords. Emails with SBC and SoSE to bring about the meeting suggested by Euan Jardine at August Board Meeting.

Increasing Footfall & Spend

9. *New businesses*
- Auberge expected to open September
 - Wolfies postponed opening to December
 - Rumours abound about several other premises.

Developing Events and Attractions

10. Christmas.
Sub Committee met 25/8/25.
Various tasks from this for PM role. See separate spreadsheet/summary.

Branding agreed with MM. They and design team are now working on the shopping map and other assets.

Business Support

11. Not support per se, but celebrating success (please let me know if you are aware of any others!):

- Both The 1953 and Gala Tandoori are nominated for National SPICE awards. Winners to be announced 1 September
- Our own [Luigi Catterino and team taking part in the London World Championship of Artistic Confederation and Technique of Coiffure and Aesthetics – October.](#)

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12. Signposted through Facebook and Website to opportunities with SSDA and others.

13. Business Support Specific requests

- Gala Rugby Club – somewhere to put stuff to celebrate 150 years of Gala Rugby Club in the town. Empty unit. Brilliant idea. Access?
- MacArts, Tapestry, Cinema – all appreciative of efforts for joined up thinking, event/town marketing and thinking BIG (special mention to Chris at MacArts – exceptional Ambassador for the BID project and fantastic creative, open minded thinking).
- MacArts – to put A0 posters (they have the stands in one of the vacant shops)- brilliant idea. Access?
- MacArts, LIVEBorders and others – free standing spot for posters as per mock-up below please.



ENDS