

Welcome to the AUGUST eNEWSLETTER from Lochaber Enterprise.

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1. BROADBAND ROADSHOWS

Lochaber Enterprise and Highlands & Islands Enterprise are running a series of roadshows across the Highlands, including Lochaber. These roadshows will be specifically designed to help business and home users get online and then to get more from their broadband connection.

Tuesday 31st August 4 – 8 pm at the Milton Hotel, Fort William
Tuesday 28th September 4 – 8pm at Ballachulish Village Hall

You can register by calling 0800 027 23 27

www.hie.co.uk/broadband

2. BUSINESS BROADBAND GRANTS

If you live in an area which isn't getting ADSL broadband, then you may be interested in the new Scottish Business Broadband Incentive (SBBI). It offers businesses up to £1,000 towards costs of £1,500 of installing and running a new satellite or bespoke broadband connection (eligible costs can include installation, annual service costs, anti-virus software and firewall protection). The business broadband connection must meet the technical requirements for higher bandwidth, always-on broadband of at least 500kb/s download and at least 250kb/s upload. "Dial-up", narrowband or one-way services below these speeds are not eligible. You must have your application approved **before** buying your new broadband service and claiming for your award; retrospective claims are not allowed. There are limited funds available, so this is a 'first come, first served' offer. Further details at www.hie.co.uk/broadband/sbbi.html or call 0845 644 2604.

3. COLD CALLING – KNOW THE RULES

Are you aware of the newly introduced regulations and penalties relating to unsolicited sales and marketing phone calls, or 'cold calling'? Three firms - Experian, D&B and Wegener Direct Marketing - have joined forces to raise awareness of the new corporate Telephone Preference Service (TPS) regulations. They claim there is "overwhelming ignorance" about the need for marketers to check to ensure that a business has not 'opted-out' before calling it.

To find out more about this, click on 'Press' and open the story, 'UK businesses are unaware of new regulations and penalties now linked to cold calling', at:
<http://www.experian.co.uk/business/main.html>

Email [Donna](#) for a copy of our factsheet - Complying with the Telephone and Fax Preference Service

4. WILD SCOTLAND

The Tourism and Environment Forum (www.greentourism.org) has been working with wildlife tourism businesses to form the new wildlife tourism association, Wild Scotland. This ambitious group of businesses believe that Scotland could be Europe's number one wildlife destination, and plan to raise the profile of wildlife-watching opportunities in Scotland. Central to Wild Scotland is the importance of quality, responsibility and enjoyment.

For more information visit www.wild-scotland.co.uk

5. ENERGY EFFICIENCY

We are currently inviting applications from businesses who could achieve major benefits through improvements to environmental and energy efficiency processes. It will consist of an ongoing diagnostic audit, report, action plan and advisory sessions which are split into three stages. Phase 1 will involve 8 days of specialist advice and be funded by Lochaber Enterprise. Phases 2 and 3 should be funded by the client who by this time should be actively involved in energy efficiency savings.

For more information contact [Scott](#) at Lochaber Enterprise.

6. EMPLOYMENT GRANTS

Is your current workforce over-stretched? Could an extra member of staff help ease the pressure and allow your business to develop? Are you concerned about the financial commitment of recruiting a further employee?

If you answer yes to any of these then the Employment Grants Scheme may be the answer for you.

The Highland Council operates the scheme offering financial incentives to firms taking on new workers and has been successful in securing expanded resources for this current year. To qualify for the grant jobs must be additional and permanent.

For further information contact [Lochaber Enterprise](#).

7. LOCAL BUSINESS FOCUS

The Highland Soap Company launches their new e-commerce website

Emma Parton who recently set up The Highland Soap Company to produce hand made soaps and bath products for the quality gift market has launched her new e-commerce website.

For a distinctive souvenir or a gift for anyone who enjoys quality hand made products visit her website at www.highlandsoaps.com

Emma was helped by the Business Start Up Scheme and the E-Business Scheme operated by Lochaber Enterprise.

8. WEBSITE OF THE MONTH!

Are you fully aware of the environmental legislation that affects your business? Failing to stay up-to-date with your environmental obligations can lead to heavy fines and even imprisonment. You could also be missing out on real commercial benefits.

NetRegs is a free website developed by the three environmental regulators in the UK and provides clear authoritative guidance on the environmental regulations governing your activities.

Visit www.netregs.gov.uk to find user-friendly information relevant to your business on key issues such as waste, water and energy.

9. BUSINESS INFORMATION

5 - A Guide to Building Regulations

11 - Choosing and Using an Architect

23 - A Guide to the duties of a company secretary

- 31 - A Guide to obtaining planning permission
- 37 - A Guide to making civil claims
- 52 - How to manage your daily schedule
- 54 - A Guide to costing a product or service
- 68 - A checklist for preparing for an exhibition
- 73 - A Guide to the British code of Advertising, Sales Promotion and Direct Marketing
- 154 - Choosing and using a business advisor
- 188 - Complying with the Telephone and Fax Preference Service
- 237 - A Guide to Musical Copyright

For copies of the above or any other business information, contact [Donna](#)

10. WHAT'S ON?

Lochaber Agricultural Show – 28th August 2004, Torlundy

There are still spaces available in the Lochaber Larder food tent. If your business is involved in food production and you would like to take part in this new feature at the show, please contact [Robert Linton](#)

Training courses for September being held in Lochaber:

- 2nd – Pricing contracts
- 6th & 7th – Communications, Teams & Leaderships
- 9th – Appraisal / staff review
- 16th & 17th – Managing change and maintaining quality
- 28th – Natural cooking of Scotland Demonstrations
- 30th – Making Training Count
- 30th – Welcome Host (Retail)

For further information and to book a place, contact [LBDS](#) by e-mail or telephone 01397 874874.

11. About this eNewsletter

Please, please send us your comments about our eNewsletter. Our aim is to keep you up-to-date with the support and assistance that we provide, and to inform you about any forthcoming events. Is it interesting? Is it boring? Is it too long? Is it too short? How could it be better? Do you bin it immediately? Did you not receive it??? Or is it absolutely perfect? We don't think so, and are patiently waiting for your feedback.... Please e-mail [Donna](#).

Please feel free to forward our eNEWSLETTER to anyone else who may be interested. If you wish to be added to, or removed from this distribution list, please e-mail [Donna](#).

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Our newsletters are produced to keep our customers and contacts informed on issues affecting the HIE Network and the Lochaber area. Whilst Lochaber Enterprise has taken all reasonable steps to ensure the accuracy of the information contained in this newsletter, the articles are of a general descriptive nature, and are not therefore intended to be exhaustive treatments of the relevant topics and should not be relied upon as such. Please contact Lochaber Enterprise if you require further assistance or information.