

Welcome to the April eNewsletter! ...

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### 1 YOUR INVITATION TO THE OUTDOOR CAPITAL BRAND IDENTITY LAUNCH

The directors of the Outdoor Capital invite you to the launch of the new brand identity on Tuesday 26 April, 5-6.30pm at the Ben Nevis Hotel (formerly the Milton Hotel). The guest speaker is Dr Terry Stevens, Tourism Consultant. There will be a lively question and answer session and everyone is invited to participate. Buffet will be provided.

### 2 GARDEN AND LIVESTOCK WORKSHOPS FROM LOCHABER LARDER

To promote the increase in local food production, a series of training workshops have been designed for individuals and businesses in Lochaber to get the most from their garden and livestock. Forthcoming workshops are managing your soil, processing & adding value and marketing your product. Workshops are now running in Fort William and Strontian. For all enquiries or bookings [contact Jessie](#) on 01397 874402.

### 3 DO YOU HAVE IP TO EXPLOIT? - SCOTTISH SPIN OUT CHALLENGE

This Scotland-wide competition, launched March, aims to find companies that can generate new businesses with high growth potential, using intellectual property which they have not used because of lack of resources or expertise. Entrants will go through a rigorous selection process with a small number of "finalists" receiving support from Scottish Enterprise's High Growth Start Up Unit, covering market assessment, introductions to global networks and potentially assistance of key staff. For more information check out this [the website](#). Closing date for applications is Friday 22 April 2005.

### 4 IS TECHNOLOGY GOING TO FUNDAMENTALLY CHANGE YOUR BUSINESS?

Across the highlands we're considering some new specialist advice and help for companies that want to seriously exploit the business opportunities offered by eCommerce and fast telecommunications. This includes help to businesses who want to completely transform their business using technology, help for ICT companies who need to critically review their business, and help for companies that need assistance to market B2B products on a global basis. If you fall within any of these categories and wish to be considered, or indeed need some general eBusiness or broadband information or advice, then please [contact Heather](#) on 01397 704326.

## 5 ARE YOU UP TO DATE WITH THE CHANGES IN EMPLOYMENT LAW?

These changes include the introduction of the Employment Relations Act 2004, which amends current law to protect employees who are members of trade unions or are called away on jury service; an amendment to the National Minimum Wage Regulations 1999 which implements a more generous rate for all output ('piecework') workers; and changes to regulations governing pay disputes for statutory maternity, paternity and adoption leave. A full summary of the employment law changes effective from 6 April is at [page 3 of this PDF](#).

## 6 SHOULD YOU BE NOMINATED FOR A HIGHLANDS AND ISLANDS BUSINESS AWARD?

The Highlands and Islands Business Awards are presented annually to celebrate the wide range of achievements of businesses. Previous local winners include the Old Forge (Knoydart), Ferguson Transport and Off Beat Bikes. There are 3 main categories - **Highlands and Islands Business of the Year**, **Smaller Business**, and **Most Promising Newcomer**. There are also a series of additional awards including **Tourism Award**; Export Award; **Best Marketing**; Best Improvement; **Best Development of e-commerce**; Best Innovation; **Best Development of People**; Best Enhancement of Visitors' Experience; **Best Community Business**; Best Example of Corporate Social Responsibility.

Application forms, to be returned by 19 April 2005, are available from - [the Secretary](#), Highlands and Islands Business Awards, c/o Ernst and Young, Barony House, Stoneyfield Business Park, Inverness, IV2 7PA, or call 01463 667000.

## 7 ARE YOU KEEPING TRADITIONAL SKILLS AND CRAFTS ALIVE? - THE BALVENIE ARTISAN AWARDS 2005

The Balvenie range of whiskies, in association with The Herald and with support from Business Gateway has created the Balvenie Artisan Awards to recognise individuals and businesses helping to keep traditional skills and crafts alive in Scotland today. These awards are open to anyone who uses a traditional skill to earn their living from crafts. Entry forms and more details can be [found at the website](#) or email [mail@prsuared.co.uk](mailto:mail@prsuared.co.uk); closing date for entries is 2 May 05.

## 8 LOCAL BUSINESS FOCUS

Congratulations to.....

**Nevis Bakery** who has been named Lochaber's Business of the Year by members of the area's Chamber of Commerce. The Annat Point based company which employs 36 people, now has a retail outlet in Fort William, two in Oban and its products go as far afield as Islay & John O'Groats. This year sees the 25<sup>th</sup> anniversary of the company.

**West Coast Outdoor Leisure** who has won The Outdoor Industries Association coveted Outdoor Shop of the Year award for Scotland 2005. To be nominated is recognition of a successful business but, to win is an outstanding achievement for the manager and all his hard working staff. West Coast's also supplies Mountain rescue teams, outdoor centres and many organisations including the Northern Constabulary. Their expertise in supplying the correct equipment at nationally competitive terms keeps them as a preferred supplier.

## **9 WEBSITE OF THE MONTH - KEEP YOUR PC SECURE!**

The Government recently launched an IT security website, ITsafe [www.itsafe.gov.uk](http://www.itsafe.gov.uk), designed to provide both home users and small businesses with proven, plain English advice to help protect computers, mobile phones and other devices from malicious attack. It comprises a website (designed specifically to work over slow connections and with most computers) that gives advice on keeping your devices safe, including a glossary in plain English to help you understand any technical terms that are used and a low-volume Alerting Service which will warn you of the most serious risks that might affect you when you use your computer.

## **10 ECDL WORKSHOP PROGRAMME STARTING SOON!**

Recognised Europe-wide, the ECDL qualification enables you to demonstrate your competence in computer based skills. Covering Word, Excel, Databases, Powerpoint, Internet and Email, Basic concepts and Managing Files it raises your level of competence, improves your productivity, and provides you with a qualification! For more information, [contact Jessie](#) on 01397 874402.

## **11 WHAT'S ON?**

### **Can managing the environment benefit rural businesses and communities? Friday 22nd April 2005, National Trust for Scotland, Glencoe Visitor Centre**

Hosted by the Sustainable Development Research Centre, this seminar will discuss and stimulate debate with businesses, communities and local authorities on the various aspects of environmental management. Book online at [on line](#). Delegate rate is £30 +VAT and book early as numbers are limited to 50. For all enquiries please [visit the website](#) for more information or [contact Nicola](#) on 01309 696807.

### **SCOT HOT 2005 – SERVING UP THE BEST IN HOSPITALITY 25 – 28 April 2005 @ SECC, Glasgow.**

Scotland's premier hospitality event is now just round the corner. This year's SCOTHOT has a vast and diverse programme of events in addition to more than 300 exhibiting companies and including the Culinary Competition, Demo Theatre and a packed workshop and seminar programme in association with Springboard Scotland. So don't miss out on visiting the industry's must-attend business-to-business event of the year. Visit SCOTHOT, the only show in Scotland that will provide you with everything necessary to improve your business. Find out more at [www.scot-hot.co.uk](http://www.scot-hot.co.uk). Depending on levels of interest transport may be available. Please contact [Robert](#) for further details.

### **How to win contracts?**

### **Free training for businesses and social economy organisations! Monday 25th April 2005 – Alexandra Hotel, 3:00pm – 7:30 pm.**

Businesses and social economy organisations are invited to attend a free Training Session on how to win contracts and gain access to useful business information. To register, contact [Linda Davidson](#) at the Euro Info Centre on 01463 715400. Only 20 places available! [Sponsored by Highlands & Islands Social Enterprise Zone, Highland Opportunity Ltd, The Euro Info Centre and The Highland Council]

### **Invitation to launch of new skills on-line resource, Friday 29 April, 12 noon**

Lochaber Enterprise invites you to the launch of the new skills on-line resource. Find out how you and your business can benefit from improved skill levels at our special launch event. Come

along to the Ben Nevis Hotel, Fort William on Friday 29 April at 12 noon. After lunch there will be a demonstration of the new on-line skills facility, Shirley Murchison will conduct a workshop on the importance of body language in business, and you can test your skills in the new LearningWorks Subaru WRX rally car! Find out more at [www.hie.co.uk/learningworks](http://www.hie.co.uk/learningworks). To confirm your attendance please contact [info@pelican-design.com](mailto:info@pelican-design.com) by Tuesday 26 April.

**Training courses** - Lochaber Business Course Directory, Spring & Summer 05.

A wide range of business related courses are now available including Food Hygiene, Web Design, First Aid, Management, Bookkeeping, Welcome Host, Lochaber Larder, PAYE & Payroll and Catering. For more information, [log on to the website](#) or [contact Maureen](#) on 01397 874874. Book your Courses NOW!!!

## 12 BUSINESS INFORMATION

New or updated fact sheets this month:

Health and Safety Regulations - A Guide to  
Tax, National Insurance and VAT - A Guide to  
The Control of Substances Hazardous to Health Regulations 2002 (COSHH) - A Guide to  
Choosing the Right Legal Status for Your Business  
Understanding Business Rates - A Guide to  
Choosing and Using a Health and Safety Consultant  
Pension Schemes for your Employees - A Guide to  
Minimising and Disposing of Waste - A Guide to  
Transfer of Undertakings (Protection of Employment) Regulations 1981 - A Guide to  
Working Time Regulations 1998 - A Guide to  
Choosing and Registering a Business Name - A Guide to  
Accessing Expertise Through Knowledge Transfer Partnerships (KTPs) - A Guide to  
Dealing with Late Payments  
Support for Women in Business - A Guide to

Please [contact Sarah](#) if you would like a copy of any of these fact sheets.

## 13 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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[www.lochaberjobs.co.uk](http://www.lochaberjobs.co.uk) ~ work in the perfect location!

DISCLAIMER

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.